



Town of Essex

ANNUAL REPORT

2021

FISCAL YEAR

JULY 1, 2020 TO JUNE 30, 2021



PARTICIPATE FROM HOME

Attend using Zoom or by calling with your phone

Informational Hearing

Monday, February 28, 2022 at 7:30 pm



This hearing will be held remotely. **No voting will take place during this hearing.** If you wish to make a public comment but do not have the ability to comment remotely during the meeting, please email your comment(s) to the Manager at manager@essex.org or send to Greg Duggan, 81 Main St., Essex Junction, VT 05452.

Annual Meeting

Tuesday, March 1, 2022 - Australian Ballot

Voting by Australian Ballot will take place from 7:00 am until 7:00 pm at the Essex High School, 2 Educational Dr., for all Essex residents residing within the Village of Essex Junction; and at the Essex Middle School, 60 Founders Rd. for all Essex residents residing outside the Village of Essex Junction. Visit www.essex.org for voting information.

Vermont S.172 (Act 77)

In response to the concerns posed by the COVID pandemic, Vermont S.172 (Act 77) was passed allowing municipalities to hold annual meeting by Australian ballot.

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TOWN OFFICIALS

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Selectboard, elected officials,
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Departmental reports, boards and
committees, events

IN MEMORIAM

Debbie Evans

State Representative Debbie Evans served the Town of Essex in the Vermont House from 2005 to 2016 where she served on the Government Operations Committee for twelve years including a term as Vice Chair. She also served as a Justice of the Peace.

Debbie and her husband, Ed raised their children in Essex as she worked as a Speech and Language Pathologist for many years. She was a past recipient of the Essex Educator's Association Award and served on the Essex Board of Civil Authority and the Essex Free Library's Board of Trustees.



The Town of Essex Selectboard is grateful for Debbie's contributions and commitment to her community and neighbors.

"Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has." - Margaret Mead



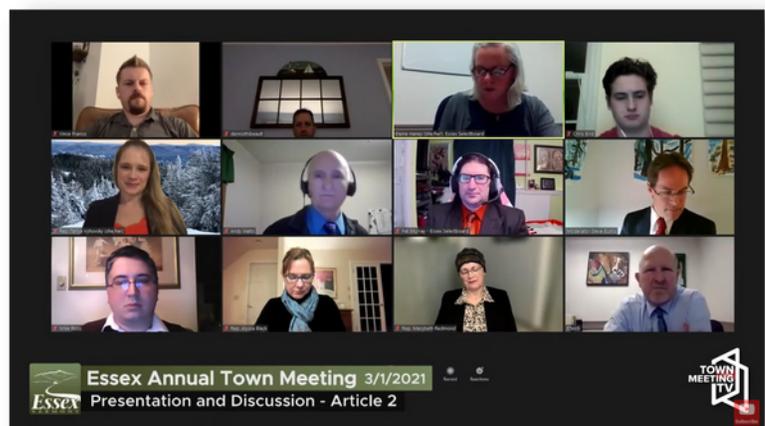
ANDY WATTS

Message from the Selectboard Chair

Years generally start with anticipation of new possibilities and unknown outcomes. This past year was no different. Expectations of a merger vote in March, which failed by a narrow margin, led to a revote and an advisory vote for the Village of Essex Junction to separate from the Town of Essex. The Village voters' support for separation pushed governance in another direction.

Beyond the realm of local governance, there was hope that the pandemic would fade. Instead, the delta and omicron variants surged in turn.

Amidst this backdrop, in 2021 the Selectboard held 30 meetings including 5 special meetings and 2 all-day budget meetings (one in January for the fiscal year 2022 budget and one in November for the FY23 budget). In addition, there were 13 Joint Meetings with the Village Trustees including a weekend strategic planning session. Many of these meetings were held remotely including the Town Meeting Informational Hearing, which preceded the first use of Australian ballot voting for the Town budget and



a remarkable voter turnout due to ballots being mailed to all active registered voters. Our Town Clerk's office and election workers did an outstanding job of handling and controlling the volume of ballots, not only once, but twice due to a petitioned revote of the merger question.

TOWN SELECTBOARD

In response to the pandemic, the Selectboard approved a COVID-19 emergency leave policy for Town employees and, with authorization from the State Legislature and Governor, implemented a temporary Town-wide mask rule for all indoor public places.

Not all activity was driven by the pandemic or merger/separation. The speed limit on Sand Hill Road near Founders Road was reduced to improve safety for children in that area who walk to school. A tax stabilization agreement was approved for Glavel Inc. to expand our economic base by bringing in sustainable jobs. The successful 2nd Annual Out and About in Essex event was supported by the Selectboard and Village Board of Trustees and the Dog License and Control Ordinance was updated for the first time since 1996.

On the Justice, Equity, Diversity, and Inclusion front, the Selectboard publicly endorsed the Essex Westford School District's Equity Policy and added Juneteenth as a paid Holiday for Town employees.

Administratively, the Selectboard agreed to move the budget process up by two months, starting in November instead of January, allowing more time for review and public comment. The Selectboard also suffered the resignation of one of its members, triggering an interview and appointment process.

The Selectboard proposed priorities for the FY23 budget to put focus on Justice, Equity, Diversity, and Inclusion and mental health support, consider how we can address climate change and to address the impact of separation by continuing work toward tax equity.

The FY23 budget includes a \$30,000 appropriation to the Committee on Equity for Essex and continues the payment of stipends to committee volunteers. The budget also converts one vacant patrol position in the Essex Police Department to a community affairs liaison and increases funding for the Community Justice Center.

The FY23 budget supports the purchase of three new Police vehicles, all of which will be either hybrid or electric, and continues to add to the energy efficiency program funds. The budget also includes an increase for paid on-call coverage for the Essex Fire Department and a large increase in funding for Essex Rescue to support a 2nd on-call ambulance.

TOWN SELECTBOARD

Although the Selectboard proposed including additional tax equity efforts, with the possibility of separation on the horizon, no new tax equity initiatives are included in the FY23 budget. With the changes that unfolded in preparation for the possibility of the Village separating from the Town, the Selectboard agreed jointly with the Village Trustees to end the shared management model that has been in place for a number of years thus prompting the need to make a decision regarding how to move forward with Town Management which has implications for the proposed FY23 budget. With elimination of shared management, revenues from the Village which supported this model will be discontinued. Also, given that the Village plans to hire its own manager regardless of whether separation happens, the Selectboard decided to remove one management position from the Town budget.

These changes result in a larger than typical budget and tax rate increase. In the recent past, the Selectboard has made efforts to keep tax increases to 3-3.5%. This year's anticipated increase is 4% due to the factors described above, which includes initial impacts from potential separation. Over the coming year, there will be a focus on limiting the impact to the remaining Town if the Legislature approves separation of the Village.

The coming year will also include legalized retail cannabis sales in Vermont and possibly in Essex, likely more discussion of a local option tax and how to fund our capital needs, discussion of how the Selectboard interacts with its appointed Committees, whether Town representative districts and an elected official recall provision are appropriate, and how to spend ARPA dollars.

On top of this, whether separation passes or not, we will be learning how to move forward with our new relationship with Essex Junction. This can be looked at as an opportunity to work together or to work apart, depending on the situation. My deepest hope is that we can heal any divides with empathy, forgiveness, and some creative thinking with regard to our common path forward.



EVAN TEICH



Message from the Unified Manager

2021- A Year of Change

Covid: 2021 brought us new Covid challenges. The management team and all the department heads continued to adapt to new regulations, new safety protocols, and staffing issues. Overall, our buildings remained open (for the most part), we learned how to Zoom and Teams, and we provided excellent service to our citizens.

Covid-19 remains a large part of our weekly work load as we deal with staffing, masks, vaccines, and “close contacts”. But, through all of that, we plowed the roads and sidewalks, held elections, issued dog licenses, adopted a budget and so much more. We have also applied for and received hundreds of thousands of state and federal dollars to help alleviate the cost of Covid-19 on Town and Village operations.

Then there were the elections on merger, which failed by 19 votes and then in the reconsideration vote it failed by 25 votes. It is sad that all the work over the past decade did not result in the Village and the Town merging and brought the Village to seek to become its own independent City. But, many thanks go out to the countless people who, over the years, gave their heart and soul into the effort.

This will be my last annual message as my last day as the Unified Manager is/was February 25, 2022. It has been my pleasure to serve both the Village and the Town for the past four years and I have met so many great people wanting the best for their community and for that I am grateful. I also know that the two communities will be in good hands as



MANAGER

they both have very capable and dedicated staffs who work hard day in and day out to address pressing needs, plan for the future and work on all matter of issues big and small. To that end, I would like to thank the entire staff of the Village and the Town, for whom I was proud to manage, for their friendship, teamwork, professionalism and determination. I want to especially thank our front-line public safety personnel, our police and fire departments. In this “new” but getting extremely old environment of Covid-19 they not only have to keep themselves and loved ones safe, they also need to keep others safe. They, like our incredible medical professionals, have to go to work every day not knowing who they will come in contact with and for how long. They go into many situations where they have no choice but to go and they do it with the utmost professionalism. They deserve our respect and appreciation for being there for us every hour of every day.

Here's to hoping that 2022 brings us back from the brink of disaster brought on by Covid and that we learn that we have to share this planet by using thoughtful communication and exhibiting tolerance of other's viewpoints for the best interests of the community. Thank you for providing me with the opportunity to serve.



*Now the fun
begins...*

Evan's co-workers and the Selectboard wish him all the best as he retires. His teamwork and dedication are greatly appreciated.

Enjoy your next chapter, Evan!



Town of Essex

2022 ANNUAL MEETING

TOWN MEETING WARNING

AUDIT REPORT

The full audit report including basic financial statements can be obtained by visiting the Town of Essex website or by contacting the Finance Department.

Finance Department

Courtney Bushey, Finance Director
81 Main Street
Essex Junction, VT 05452

Email: finance@essex.org

Phone: 802.878.1359

Website: <https://www.essexvt.org/760/Financial-Statements>

PROPOSED FY23 CAPITAL BUDGET

PROPOSED FY23 GENERAL FUND BUDGET

2021 ANNUAL MEETING MINUTES

TOWN MEETING WARNING

TOWN OF ESSEX
Informational Hearing: February 28, 2022
AND
Annual Town Meeting: March 1, 2022



Informational Hearing – online only
Monday, February 28, 2022

[7:30 PM]

Due to the Covid-19 pandemic, **this hearing will be held remotely**. Available options to watch or join the meeting:

- **WATCH:** the meeting will be live-streamed on [Town Meeting TV](#).
- **JOIN ONLINE:** [Join Zoom Meeting](#). Depending on your browser, you may need to call in for audio (below).
- **JOIN CALLING:** (toll free audio only): (888) 788-0099 | Meeting ID: 987 8569 1140; Passcode: 032060
- **MODERATOR:** All instructions for conduct of the meeting will be guided by the Moderator.
- **If you have difficulty accessing the hearing, please call (802) 878-1341 or email manager@essex.org.**

On January 18, 2022, the Town Selectboard voted to hold the 2022 Town Annual Meeting entirely by Australian ballot. A public informational hearing on the Articles to be voted on at Town Annual Meeting will be held according to 17 V.S.A. § 2680. **No voting will take place during this hearing.** If you wish to make a public comment but do not have the ability to comment remotely during the meeting, please email your comment(s) to the Unified Manager at manager@essex.org.

AGENDA will include:

- Discussion of Article I – Adopting the budget
- Discussion of Article II – Authorizing cannabis retailers
- Announcement of offices up for election in Article III
- Public to be heard (to be moderated)

Annual Meeting – Australian Ballot
Tuesday, March 1, 2022

THE LEGAL VOTERS OF THE TOWN OF ESSEX IN THE COUNTY OF CHITTENDEN ARE HEREBY NOTIFIED AND WARNED TO MEET ON TUESDAY, MARCH 1, 2022 BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M. TO VOTE ON THE FOLLOWING ARTICLES BY AUSTRALIAN BALLOT.

POLLING PLACES ARE:

- ESSEX HIGH SCHOOL, 2 EDUCATIONAL DRIVE FOR ALL ESSEX RESIDENTS RESIDING WITHIN THE VILLAGE OF ESSEX JUNCTION.
- ESSEX MIDDLE SCHOOL, 60 FOUNDERS ROAD FOR ALL ESSEX RESIDENTS RESIDING OUTSIDE THE VILLAGE OF ESSEX JUNCTION.

ARTICLE I. Shall the Town adopt a budget for the fiscal year July 1, 2022 to June 30, 2023 as recommended by the Selectboard in the amount of \$16,675,241?

ARTICLE II. Shall the Town of Essex authorize cannabis retailers and retail portions of integrated licensee establishments in town pursuant to 7 V.S.A. § 863?

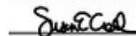
ARTICLE III. Election of the following:

Moderator, 1 vacancy (1-year term)
Selectboard, 3 vacancies (two 3-year terms and one 1-year term)
Champlain Water District Commissioner, 1 vacancy (3-year term)

Dated at Essex, Vermont, the 24th day of January 2022 by the Essex Town Selectboard.



Andrew J. Watts (Jan 27, 2022 09:18 EST)
Andrew J. Watts, Chair



Susan E. Cook (Jan 27, 2022 18:43 EST)
Susan Cook



Patrick Murray (Jan 27, 2022 12:52 EST)
Patrick Murray, Vice Chair



Dawn Hill-Fleury (Jan 27, 2022 18:46 EST)
Dawn Hill-Fleury



Tracey A. Delphia (Jan 27, 2022 15:59 EST)
Tracey Delphia, Clerk

Received for record this 25th day of January, 2022 in the records of the Town of Essex.



Susan McNamara-Hill (Jan 28, 2022 07:40 EST)
Susan McNamara-Hill, Town Clerk

AUDIT REPORT



Kittell Branagan & Sargent

Certified Public Accountants

Vermont License # 167

INDEPENDENT AUDITOR'S REPORT

To the Board of Selectmen
Town of Essex, Vermont
Essex, Vermont

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Town of Essex, Vermont, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

AUDIT REPORT

To the Board of Selectmen
Town of Essex, Vermont
Page 2

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Essex, Vermont, as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information on page 40, the schedule of proportionate share of the net pension liability on page 41 and the schedule of contributions on page 42 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Essex, Vermont's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and is also not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

AUDIT REPORT

To the Board of Selectmen
Town of Essex, Vermont
Page 2

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated January 14, 2022, on our consideration of the Town of Essex, Vermont's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Town of Essex, Vermont's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Kathleen Brangan" followed by a stylized flourish.

St. Albans, Vermont
January 14, 2022

AUDIT REPORT

TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

Management of the Town of Essex (the Town) offers readers of the basic financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2021. Readers should consider this information in conjunction with the financial statements immediately following this analysis. Please note that this section of the Basic Financial Statements is unaudited.

FINANCIAL HIGHLIGHTS

Government-wide Highlights

- The Town's assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources at the close of the fiscal year by \$39,437,408 (net position). Of this amount, \$9,148,090 (unrestricted net position) may be used to meet the Town's ongoing obligations. The balance of net position is made up of \$29,406,261 invested in capital assets net of related debt and \$883,057 restricted for specific purposes.
- The Town's total net position increased by \$1,634,322 (4.32%). Of this amount, net position of the governmental activities increased by \$1,329,885 (4.52%), and net position attributable to business-type activities increased by \$304,437 (3.63%).
- The Town's total debt decreased during the fiscal year to \$5,906,748, a net decrease of principal payments total \$530,463 as the Town did not incur any new debt during the fiscal year. Of the principal payments totaling \$530,463; of these, \$14,147 were in the water and sewer fund.

Fund Highlights

- At the end of the fiscal year, the Town's governmental funds reported a combined ending fund balance of \$9,420,440 an increase of \$1,016,947 from the prior year's combined ending fund balance.
- At the end of the current fiscal year, unrestricted fund balance (the total of the committed, assigned, and unassigned components of fund balance) for the general fund was \$5,761,196; or approximately 39.94% of total general fund expenditures (excluding transfers) in the fiscal year ended June 30, 2021. The Town has a fund balance policy authorizing the Town to maintain and administer an unassigned fund balance of up to 15% of the current year General Fund operating budget. The unassigned fund balance of \$2,381,690 as of June 30, 2021 is 14.95% of the General Fund operating budget for the fiscal year ending June 30, 2022 (\$15,926,128).

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements which are presented in three sections: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. In addition to the basic financial statements, this report also contains other and required supplementary information such as a general fund budget to actual comparison.

It is important for the reader to understand that, although governmental accounting resembles private sector accounting, the two differ significantly. The government-wide financial statements will be the most familiar for readers versed in private sector financial reporting. Readers should know that the

AUDIT REPORT

TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

financial activities of the government unit are recorded in funds. A fund, generally, is a separate set of books for each major activity. For example, the Town has a Water and Sewer Fund and a Recreation Programs Fund. These operations are referred to as business-type activities, they are supported by user fees, and are recorded in enterprise funds separately from the general governmental activities which are accounted for primarily in the general fund and supported in large part by property tax revenues.

Government-Wide Financial Statements

The government-wide financial statements provide a general overview of the Town's operations presenting all data on a full accrual basis, similar to the way a private sector business would present its financial statements. There are two statements presented at the government-wide level: the Statement of Net Position and the Statement of Activities. Within each of these statements, governmental activities are presented separately from business-type activities. The governmental activities reflect the Town's basic services; including general government, public safety, public works, community development, parks and recreation, and public improvements. Property taxes finance the majority of these services supplemented by program fees, grant revenues, and other miscellaneous revenues such as investment earnings or proceeds from the sale of assets. The business-type activities reflect private-sector-type operations for which user fees recover all or a significant portion of costs. The business-type activities of the Town include the water and sewer operations and recreation programming.

The Statement of Net Position presents information on all of the Town's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The Statement of Activities reports how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused leave time).

The government-wide financial statements include not only the Town itself (referred to as the primary government), but also other legally separate entities for which the Town is financially accountable (referred to as component units). During the current year, the Town was not responsible for any entities that qualify as component units.

The government-wide financial statements can be found on pages 1 and 2 of this report.

Fund Financial Statements

A fund is a group of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate finance-related legal compliance. The funds of the Town are segregated into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. Unlike the government-wide financial statements however, governmental fund financial statements focus on near-term inflows and outflows

AUDIT REPORT

TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Consequently, the governmental fund financial statements provide a detailed short-term view that helps the reader determine the level of financial resources that are available to finance the Town's programs in the near future. Because this information does not encompass the long-term focus of the government-wide statements, additional information is provided that reconciles the governmental fund financial statements to the government-wide statements explaining the relationship between the two. The Town maintains two governmental funds - the General Fund and the Capital Projects Fund.

The basic governmental fund financial statements can be found on pages 3 through 6 of this report. The Town adopts an annual appropriated budget for its general fund. A budgetary comparison statement is provided on page 40 for the purpose of demonstrating compliance with the duly appropriated budget.

Reconciliation of Government-wide Financial Statements to Fund Financial Statements The governmental activities of the government-wide financial statements and the governmental funds of the fund financial statements do not use the same accounting basis or measurement focus. Because the focus of governmental funds is more limited than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. This comparison can help readers better understand the long-term impact of the Town's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. These reconciliations are presented on the page immediately following each governmental fund financial statement.

The following indicates some of the reporting differences between the government-wide financial statements and the fund financial statements.

- Capital assets used in governmental activities are not reported on governmental fund statements.
- Long-term liabilities, unless due and payable, are not included in the fund financial statements. These liabilities are only included in the government-wide statements.
- Other long-term assets that are not available to pay for current period expenditures are deferred in governmental fund statements, but not deferred on the government-wide statements.
- Capital outlay spending results in capital assets on the government-wide statements, but is reported as expenditures in the fund financial statements.
- Bond proceeds provide current financial resources on the fund financial statement, but are recorded as long-term liabilities in the government-wide financial statements.

Proprietary funds are used to account for a government's business-type activities at the fund level. There are two types of proprietary funds: enterprise funds and internal service funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town maintains two enterprise funds: the Water and Sewer Fund and the Recreation Programs Fund. Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. At this time, the Town has no internal service funds.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide information for the Water and Sewer Fund and the Recreation Programs Fund separately. The proprietary fund financial statements of the Town may be found on pages 7 through 9.

AUDIT REPORT

TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

Fiduciary funds, also known as trust and agency funds, account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the programs of the Town. The accounting used for fiduciary funds is much like that used for proprietary funds. The Town maintains a Cemetery Trust Fund and an Agency Fund for developer escrow funds. The Town's fiduciary activities are reported in a Statement of Fiduciary Net Position and a Statement of Changes in Fiduciary Net Position beginning on page 10.

Notes to the Financial Statements provide additional information that is necessary to obtain a full understanding of the data provided in the government-wide and fund financial statements. The notes serve to explain, clarify, and expand upon the financial data presented in the financial statements, and provide some additional information. The notes can be found immediately following the basic financial statements.

In addition to the basic financial statements and accompanying notes, certain *Supplementary Information* is provided, including a budgetary comparison statement for the general fund, information on changes in the net pension liability, employer contributions to pensions, and investment returns. The supplementary information can be found immediately following the notes to the financial statements in this report.

AUDIT REPORT

TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Summary Statement of Net Position

	Governmental Activities		Business-type Activities		Total Government	
	2021	2020	2021	2020	2021	2020
Assets:						
Cash	\$ 17,491,165	\$ 15,197,656	\$ 3,836,958	\$ 3,739,097	\$ 21,328,123	\$ 18,936,753
Other Assets	664,653	861,634	1,144,132	689,472	1,808,785	1,551,106
Capital Assets	30,848,702	29,965,433	4,463,308	4,716,925	35,312,010	34,682,358
Total Assets	49,004,520	46,024,723	9,444,398	9,145,494	58,448,918	55,170,217
Deferred Outflows of Resources	2,044,782	1,388,296	219,926	141,788	2,264,708	1,530,084
Liabilities:						
Other Liabilities	9,223,702	8,000,956	157,617	242,287	9,381,319	8,243,243
Noncurrent Liabilities	10,742,874	9,832,659	797,413	659,065	11,540,287	10,491,724
Total Liabilities	19,966,576	17,833,615	955,030	901,352	20,921,606	18,734,967
Deferred Inflows of Resources	326,521	153,084	28,091	9,164	354,612	162,248
Net Position:						
Net Investment in Capital Assets	25,100,960	23,701,376	4,305,301	4,544,771	29,406,261	28,246,147
Restricted	883,057	815,159	0	0	883,057	815,159
Unrestricted	4,772,188	4,909,785	4,375,902	3,831,995	9,148,090	8,741,780
Total Net Position	30,756,205	29,426,320	8,681,203	8,376,766	39,437,408	37,803,086

As noted earlier, net position serves as a useful indicator of a government's financial position over time. At the end of the most recent fiscal year, the Town's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$39,437,408. The Town's total net position is split between governmental activities net position of \$30,756,205 and business-type activities net position of \$8,681,203.

The largest portion of the Town's total net position \$25,100,960 (74.56%) reflects its investment in capital assets (construction in progress, equipment, land, buildings and infrastructure) net of any outstanding debt used to acquire or construct those assets. The Town uses capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay the debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

The Town's total net position includes \$883,057 (2.24%) of restricted net position. Restricted net position represents assets whose use is subject to external restrictions. The remaining balance of \$4,772,188 (23.20%) is unrestricted net position, which may be used to meet the government's ongoing financial obligations. Included in unrestricted net position are amounts that have been assigned for particular purposes, such as capital reserve funds and reserves for expenditures in subsequent years.

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TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

Summary of the Statement of Activities

	Governmental Activities		Business-type Activities		Total Government	
	2021	2020	2021	2020	2021	2020
Revenues:						
Program Revenues:						
Charges for Services	\$ 961,344	\$ 990,148	\$ 3,453,555	\$ 3,185,024	\$ 4,414,899	\$ 4,175,172
Operating Grants & Revenues	1,605,439	996,666	123,128	287,949	1,728,567	1,284,615
Capital Grants & Revenues	430,025	77,489	-	-	430,025	77,489
General Revenues:						
Property Taxes	14,319,831	14,089,536	-	-	14,319,831	14,089,536
Other	220,365	330,502	13,503	19,594	233,868	350,096
Total Revenues	17,537,004	16,484,341	3,590,186	3,492,567	21,127,190	19,976,908
Expenses:						
General Government	3,241,955	3,366,490	-	-	3,241,955	3,366,490
Public Safety	5,583,553	5,433,921	-	-	5,583,553	5,433,921
Highways and Streets	4,922,438	4,576,172	-	-	4,922,438	4,576,172
Health and Welfare	256,369	272,247	-	-	256,369	272,247
Culture and Recreation	1,494,190	1,568,480	-	-	1,494,190	1,568,480
Intergovernmental	483,057	472,134	-	-	483,057	472,134
Interest on Long-Term Debt	224,632	194,779	-	-	224,632	194,779
Water and Sewer	-	-	3,025,587	2,854,558	3,025,587	2,854,558
Recreation Programs	-	-	261,087	334,243	261,087	334,243
Total Expenses	16,206,194	15,884,223	3,286,674	3,188,801	19,492,868	19,073,024
Increase (Decrease) in Net Position						
Before Transfers	1,330,810	600,118	303,512	303,766	1,634,322	903,884
Transfers	(925)	(583)	925	583	-	-
Increase (Decrease) in Net Position	1,329,885	599,535	304,437	304,349	1,634,322	903,884
Beginning Net Position - as reported	29,426,320	28,826,786	8,376,766	8,072,416	37,803,086	36,899,202
Ending Net Position	\$ 30,756,205	\$ 29,426,320	\$ 8,681,203	\$ 8,376,766	\$ 39,437,408	\$ 37,803,086

Governmental Activities

Governmental activities increased the Town's net position by \$1,329,885 for the year ended June 30, 2021. Key elements of the change are as follows.

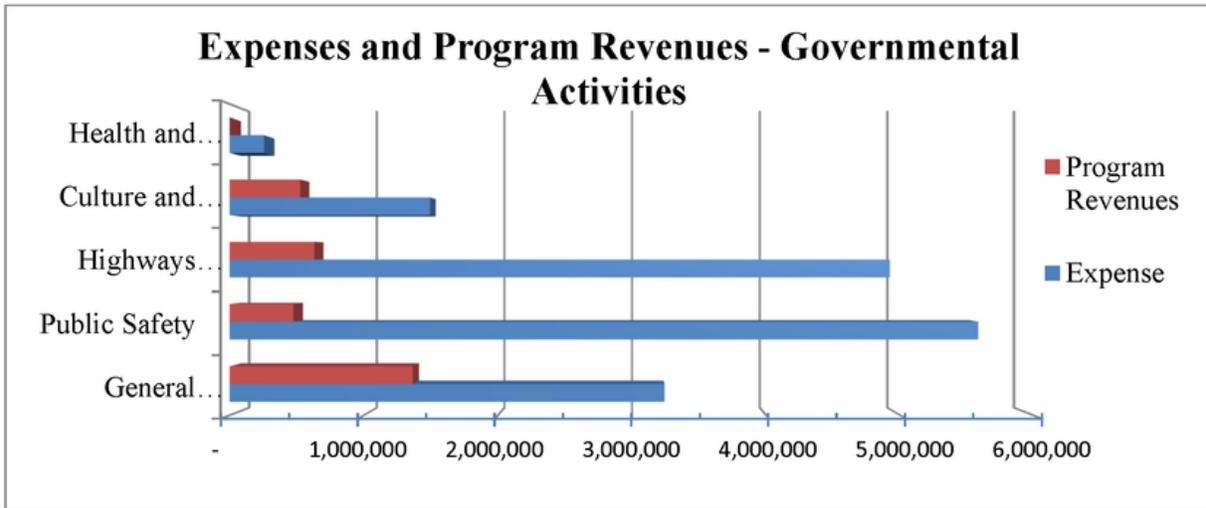
- Total governmental activities' revenues increased by 6.4% (\$1,052,663) from 2020 to 2021. Capital grants and revenues increased by \$608,773 (61.1%) while operating grants and revenues increased by \$352,536, both of which are largely due to grants specifically related to the impacts of COVID-19.
- Property tax revenues increased 1.6% or \$230,295 from the previous year as a result of growth in the grand list combined with a 0.0218 cent (4.3%) increase in the Town general fund tax rate.
- Total governmental activities' expenses increased by 2.0% (\$321,971) from 2020 to 2021. Public Safety expenses end the year at 34.5% (\$5,583,553) of total governmental activities' expenses. Public Safety remains the largest category of expenses from year to year followed by Highways and Streets which ended the year at 30.4% (\$4,922,438) of total governmental activities' expenses and includes funding for the operating budgets of the Highways and Stormwater departments of the Village of Essex Junction.

The following graph entitled Expense and Program Revenues – Governmental Activities, gives the reader an idea of how each major program is funded. The revenues included in this graph are program specific revenues including user fees, operating grants, and capital grants. General revenues such as

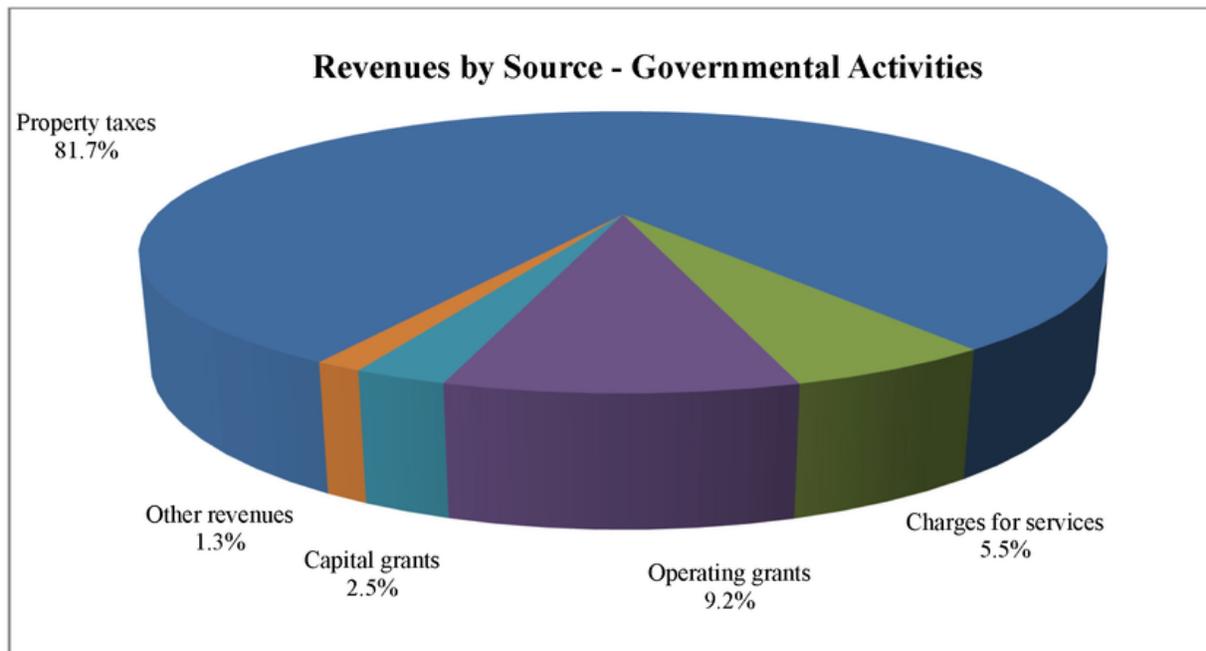
AUDIT REPORT

TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

property taxes and interest earnings are excluded from the graph but are used to support the cost of each major program that is not covered by program specific revenues. The supporting data may be found in the Statement of Activities on page 2. As noted previously, Public Safety is the largest category of expenses in the current year and historically, followed by Highways and Streets.



The majority of governmental activities revenue comes from property taxes; 81.7% of total revenue or \$14,319,831. The second largest category of revenue is operating grants coming in at \$1,605,439; 9.2% of total revenue. Charges for services are the third largest category of revenue accounting for 5.5% or \$961,344. An increase in operating and capital grants totaling account for the shift in percentage of revenues over fiscal year 2020. Prior year property tax revenue accounted for 85.5% of total revenues, operating grants and revenues at 6.0% and charges for services at 6.0%. The following graph shows the distribution of governmental activities revenues by source for the year ended June 30, 2021.



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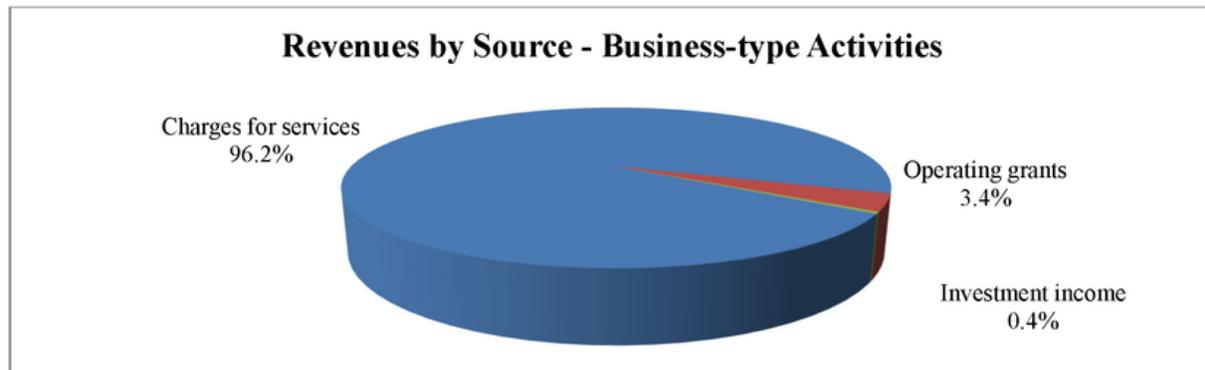
TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

Business-type Activities

Business-type activities increased the Town's net position by \$304,437 (3.63%) during the current fiscal year. Key elements of this increase are as follows:

- Total revenues of \$3,590,186 were \$97,619 or 2.8% higher than the previous year. The increase is attributable to a \$268,531 (8.43%) increase in charges for services as well as a reduction in operating grants and revenues and other revenues by \$164,821 and \$6,091 respectively.
- Total expenses of \$3,286,674 reflect an increase of \$97,873 (3.1%) over the prior year. This increase is primarily on the water and sewer side with \$171,029 of the change offset by a \$73,156 decrease in recreation costs.

The Town's business-type activities are supported by user fees, also referred to as charges for services of \$3,453,555 or 96.2%, with assistance from operating grants of \$123,128 or 3.4% and investment income \$13,503 at 0.4%.



FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Information presented and discussed in this section is specific to the fund financial statements.

Governmental Funds

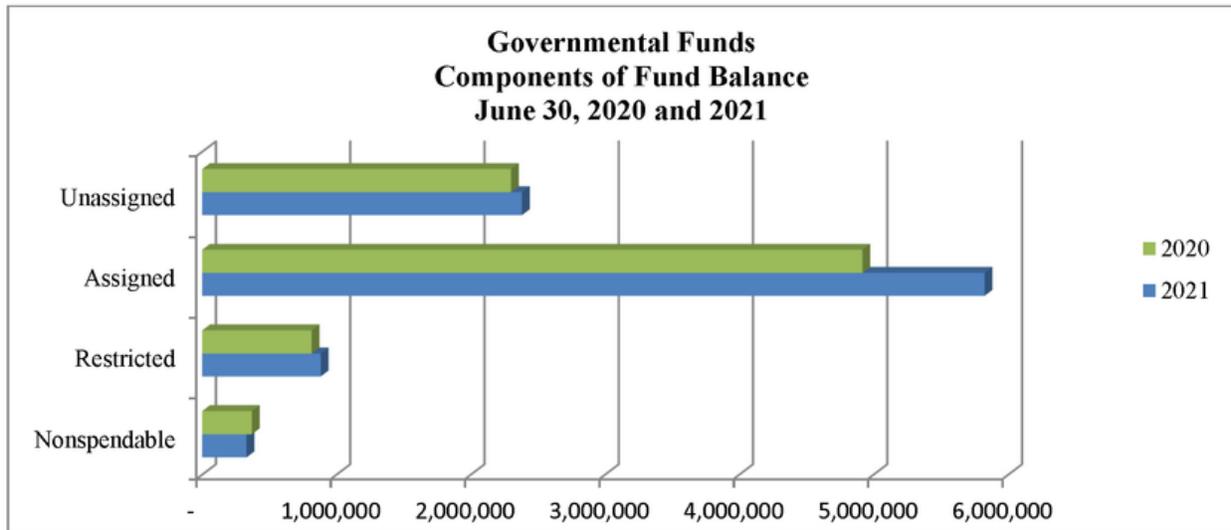
The focus of the Town's governmental funds is to provide information on current year revenue, expenditures, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Town's governmental funds (general fund and capital projects fund) reported combined ending fund balances of \$9,420,440, an increase of \$1,016,947 over the prior year. Of the total fund balance amount, \$330,330 is non-spendable (prepaid items and inventories) and

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\$883,057 is restricted, which indicates it is not available for discretionary spending, as it is otherwise restricted by grant agreements, statutes, or debt covenants. Of the remaining amount, \$5,825,363 has been assigned by the Town for various purposes (detailed in Note 15 Fund Balances and Net Position) and unassigned fund balance is \$2,381,690.



The general fund is the chief operating fund of the Town. At the end of the year, total fund balance in the general fund was \$6,974,584, an increase of \$1,395,894 from the previous year. Of this amount, \$330,330 is non-spendable and \$883,057 is restricted. Assignments totaling \$3,379,506 in the general fund are detailed in Note 15 and unassigned fund balance is \$2,381,690. As a measure of the general fund's liquidity, it may be useful to compare total fund balance to total general fund expenditures. Total fund balance represents approximately 43.79% of total general fund expenditures (excluding transfer), however, this amount includes nonspendable and restricted balances which would not be available to finance general fund expenditures if necessary. The remaining categories of fund balance (committed, assigned, and unassigned) are referred to as unrestricted fund balance and are resources that could be liquidated to support general fund expenditures if necessary. Unrestricted fund balance represents 39.94% of total general fund expenditures, excluding transfers.

The Selectboard is the body that authorizes assignments of fund balance in accordance with its fund balance policy and has the authority to make changes if they see fit. The Town's fund balance policy limits the amount of unassigned fund balance in the general fund to 15% of the current year's general fund operating budget.

General Fund Budgetary Highlights

The Town's budget for the year ended June 30, 2021 passed on the first vote at Town Meeting in March of 2020. There were no amendments made to the budget during the year.

On the revenue side, the Town recorded property tax revenue less than the amount budgeted by \$129,782 and fines and forfeits revenue less than the amount budgeted by \$53,742. Recording fees exceeding budget by \$108,102 as a result in the state increased recording fee as well as the housing boom.

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Intergovernmental revenues exceeded budget by \$163,455; of this \$67,898 is the amount received for future reappraisals which has been reserved for such in the general fund fund balance.

Public safety expenditures were \$613,874 under budget driven by unanticipated vacancies. Culture and recreation expenditures were \$164,118 under budget, the majority of which was a result of actual personnel costs that were less than budgeted. General government expenditures were under budget overall by \$47,632.

During the year, the Town collected unbudgeted grants and other revenues totaling \$954,936 which went to offset unbudgeted grant and other expenditures totaling \$574,212. The second largest grant was the grant funding the Community Justice Center at \$287,614 for the year. Other items in this category are federal forfeiture funds used for public safety purposes, unrestricted revenue raised by the Community Justice Center, and a small number of miscellaneous grants.

Proprietary Funds

The Town's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Total net position in the Water and Sewer Fund is \$8,699,791 an increase of 2.49% or \$211,162 from the previous year. Nearly half of the Water and Sewer Fund's net position is invested in capital assets net of related debt; 49.49% or \$4,305,301. This is a decrease from the previous year when the net investment in capital assets was \$4,544,770. Over time, the net book value (historical cost less accumulated depreciation) of assets decreases with the systematic allocation of the cost of said assets over their useful life by way of annual depreciation expense. Of the \$4,394,390 balance in unrestricted net position at the end of the year, \$993,412 is designated for future capital projects and \$11,924 is designated for prepaid expenses. This balance designated for future capital projects grows annually by the amount of connection fees received in excess of the amount budgeted to offset operating expenses.

The Town's second proprietary fund is the Recreation Programs Fund which was authorized by the Selectboard during the fiscal year ended June 30, 2011. This fund accounts for the majority of recreation programs which are expected to be supported by user fees. Program revenues, unlike property tax revenues, are derived from exchange transactions where the user receives a service of perceived equal value to the amount the user is willing to pay for the service. For the year ended June 30, 2021, this fund realized a net gain from operations in the amount of \$93,276. The fund has a deficit fund balance of \$18,586.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The Town's capital assets for governmental and business-type activities as of June 30, 2020 were \$65,391,271 offset by \$30,708,913 in accumulated depreciation resulting in capital assets net of accumulated depreciation of \$34,682,358. This investment in capital assets includes land, construction in progress, buildings and improvements, machinery and equipment, and infrastructure.

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TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

Summary of Capital Assets

	Governmental Activities		Business-type Activities		Total Government	
	2021	2020	2021	2020	2021	2020
Capital Assets:						
Land	\$ 4,636,481	\$ 4,636,481	\$ -	\$ -	\$ 4,636,481	\$ 4,636,481
Construction in Progress	287,059	1,092,454	37,565	26,650	324,624	1,119,104
Buildings and Improvements	11,780,569	11,503,100	-	-	11,780,569	11,503,100
Machinery and Equipment	8,643,218	7,737,568	574,753	530,956	9,217,971	8,268,524
Book Collection	459,726	459,726	-	-	459,726	459,726
Infrastructure	27,772,080	26,202,586	13,207,025	13,201,750	40,979,105	39,404,336
	53,579,133	51,631,915	13,819,343	13,759,356	67,398,476	65,391,271
Less: Accumulated Depreciation	(22,730,431)	(21,666,482)	(9,356,035)	(9,042,431)	(32,086,466)	(30,708,913)
Total Assets, Net	\$ 30,848,702	\$ 29,965,433	\$ 4,463,308	\$ 4,716,925	\$ 35,312,010	\$ 34,682,358

Major capital asset activity for the year ended June 30, 2021 included the following.

Governmental Activities

- Highway projects including reconstruction, paving, ditching, and culvert work totaled \$455,318 with work done on multiple roads in town.
- Six vehicles were purchased including two highway vehicles, a fire pumper and three police vehicles for a total of \$1,140,977. This was offset by the retirement, disposal or trade of six vehicles with original cost totaling \$431,082, four of which were fully depreciated.

Business-Type Activities

- Asset additions include in the Pincrest Drive insertion valve, various hydrants and pump station control panel upgrades at the Gauthier pump station.
- The Town has two projects in process: waterline improvements at the Sandhill and VT15 intersection and waterline improvements in the Town Center.

Additional information on the Town's capital assets can be found in Note 7 Capital Assets.

Long-Term Debt

The Town began the year with \$6,437,211 in long-term debt outstanding. As of June 30, 2021, this amount had decreased by \$530,463 or 8.24% to end the current year with \$5,906,748 in long-term debt outstanding.

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TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

Summary of Long Term Debt

	<u>June 30, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2021</u>
Governmental Activities				
General Obligation Bonds	\$ 4,830,000	\$ -	\$ 345,000	\$ 4,485,000
Capital Lease	1,435,057	-	171,316	1,263,741
Business-type Activities				
Water and Sewer Bond	172,154	-	14,147	158,007
Total Government	<u>\$ 6,437,211</u>	<u>\$ -</u>	<u>\$ 530,463</u>	<u>\$ 5,906,748</u>

The Town entered into no new debt during the year and made all required payments on the two items of long-term debt outstanding. Additional information about long-term debt can be found in Note 10 Notes and Bonds Payable and Note 11 Capital Lease.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

Consolidation of Service Delivery Systems

- Starting in FY2015 the Town entered into an agreement with the Village of Essex Junction and the Essex Junction School District to bill and collect their property taxes. This action was an effort to reduce the duplication of services that existed. As part of the agreement the Town assumed the delinquent taxes of the Village and Village School District. The Town of Essex will continue to do the school tax billing for those residents that reside in the Town of Essex.
- In FY14 the Town and Village entered into an agreement to share the services of the Town Manager as the Municipal Manager for both entities. This arrangement led to the Village sharing the salary costs of the Manager with the Town, thereby reducing the cost to all taxpayers. In FY2015 it was determined that this cost sharing was beneficial and efforts should continue to find more areas to cooperate in the delivery of services to be more efficient. This arrangement has resulted in substantial savings for both the Village and Town. In FY18 the current Unified Municipal Manager, Pat Scheidel, who has been Town Manager for 27 years retired. A new Unified Municipal Manager, Evan Teich, began employment on February 26, 2018. The decision to hire Mr. Teich was unanimous by both the Village of Essex Junction Trustees and the Town Selectboard.
- FY16 was the first of a three-year commitment to combine Highway and Street budgets with the Village of Essex Junction. The Village Trustees adopted the Village Street budget and the Town of Essex voters approved the funding for this budget as part of the Town budget. A Committee was formed in the spring of 2017 to evaluate how successful this arrangement has been so far and whether it should be continued. The Public Works Consolidation Committee came to the following conclusions:
 - Maintain the MOU until June 2018 and do the studies outlined in the report.
 - Extend the MOU from July 1, 2018 until the studies are complete or well underway. The goal is full consolidation eventually.

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TOWN OF ESSEX, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2021

- Benchmarks will be established as a result of the studies
 - Cross-train staff in the Village and Town and identify common best practices
 - Consolidate rolling stock and equipment budgets as well as capital planning.
 - Practice resources management with assets, administration, processes, services.
 - Both the Selectboard and the Trustees approved the report.
-
- In FY16 the Town and the Village combined accounts payable, accounts receivable, cash receipts and general ledger. Two Village employees were relocated to the Town offices to share this work.
 - In FY17 the Village Clerk/Treasurer became the combined Town and Village Clerk/Treasurer when the Town Clerk/Treasurer position became vacant through retirement.
 - In FY18 a Human Resources Director was hired as the combined Town and Village Human Resources Director.
 - In FY19 the pay rates and practices of both Fire Departments were aligned. A combined Assistant to the Manager position was established which is funded by both entities.
 - In FY20, EJRP and the Essex Parks and Recreation Department co-located at 75 Maple Street and began streamlining services at the front desk by co-supervising the Customer Service Specialist, the Program Director – Senior Services, and by contracting for joint Communications Services. The two departments have hosted joint events and have moved to producing one brochure.
 - In FY21, The Village Highway and Streets Rolling Stock capital was added to the Highway operating budget, funding for this budget as part of the Town budget.
 - In FY 20, the Village Trustees and Town Selectboard met jointly and worked to put together a merger plan for the two entities. The Village voted during the November 2020 election on the plan of merger and it passed 3,453 to 1,205.
 - The Town of Essex (including Village residents) voted via Australian ballot in March 2021 on Article II for the plan of merger for the Town of Essex and Village of Essex Junction. The article did not pass, 3,737 Yes to 3,756 No. A Special Town Meeting was held in April for a vote to reconsider the plan for merger; that vote also did not pass, 4,199 Yes to 4,225 No. The Village of Essex Junction also held an advisory vote in April, asking voters if the Village should pursue separation from the Town in the event the merger did not pass.
 - Village residents voted in a special election held November 2, 2021 on whether to adopt a proposed charter for the City of Essex Junction, VT which would effectively separate the Village from the Town of Essex. The vote passed 3,070 to 411. The charter for the City of Essex Junction, VT is currently being reviewed by the state legislature for approval.

FY22 Budgets

The above listed factors were considered in preparing the Town of Essex's budget for the 2022 fiscal year. The approved budget resulted in a tax rate for FY22 of \$0.5485 (Town General and Capital Tax),

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Rates for water and sewer operations were increased in fiscal year 2022 in response to increased costs for water purchases and an increase in repairs and maintenance. The use of initiation fees applied to the rate dropped from \$20,000 in FY20 to zero in FY21.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town's finances to all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Department at 81 Main Street, Essex Jct., VT 05452. The report is available online at www.essexvt.org.

PROPOSED FY23 CAPITAL BUDGET

Town of Essex Proposed Capital Budget FY23								
PROJECT NAME	TOTAL PROJECT COST	FY 22			FY 23			
		FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
Highway Garage Area Improvements	\$ 415,615	\$ 15,263	\$ -					\$ 15,263
Library deferred maintenance & expansion	\$ 117,000	\$ -	\$ -			\$ 35,000	\$ 35,000	\$ -
Memorial Hall	\$ 377,000	\$ -	\$ 2,000				\$ 2,000	\$ -
Energy-saving projects	\$ 32,121	\$ 9,300	\$ -					\$ 9,300
Historic Water Tower	\$ 229,000	\$ 74,168	\$ -			\$ 45,000		\$ 119,168
Tree Farm Improvements	\$ 185,000	\$ 27,791	\$ -				\$ 27,000	\$ 791
Clerk Records Preservation	\$ 233,070	\$ -	\$ -	\$ 85,000				\$ 85,000
Essex Police Station	\$ -	\$ -	\$ 50,000				\$ 50,000	\$ -
Building Facilities Needs	\$ 40,000	\$ 1,483	\$ -					\$ 1,483
Fire Department Building	\$ -	\$ 17,785	\$ 10,000				\$ 25,000	\$ 2,785
New Salt Shed	\$ 750,000	\$ -	\$ -				\$ -	\$ -
New Sand Hill Park Main Office Bldg & Support Bldgs	\$ -	\$ -	\$ -					\$ -
SUBTOTAL BUILDINGS	\$ 2,378,806	\$ 145,790	\$ 62,000	\$ 85,000	\$ -	\$ 80,000	\$ 224,000	\$ 148,790
Road Reconstruction	\$ 1,439,940	\$ 182,663	\$ 150,000				\$ 225,000	\$ 107,663
Gravel Roads Improvements	\$ 237,000	\$ 44,931	\$ 10,000				\$ 20,000	\$ 34,931
DESIGNATED FUNDS - VT15/Allen Martin Drive	\$ 1,500,000	\$ -	\$ -					\$ -
DESIGNATED FUNDS - West Sleepy Hollow Rd - Paving		\$ 67,087	\$ -					\$ 67,087
DESIGNATED FUNDS - West Sleepy Hollow Rd - Gravel		\$ 9,385	\$ -					\$ 9,385
DESIGNATED FUNDS - Susie Willson Corridor		\$ 2,737	\$ -					\$ 2,737
DESIGNATED FUNDS - Town Center Traffic Improvements		\$ 89,207	\$ -					\$ 89,207
DESIGNATED FUNDS - Town Center Common		\$ 52,861	\$ -					\$ 52,861
DESIGNATED FUNDS - Woodlands II Stub Road		\$ 8,500	\$ -					\$ 8,500
SUBTOTAL HIGHWAYS	\$ 3,176,940	\$ 457,372	\$ 160,000	\$ -	\$ -	\$ -	\$ 245,000	\$ 372,372
Highway Equipment, Vehicles	\$ 2,796,437	\$ (115,978)	\$ 30,000	\$ 200,000			\$ 35,252	\$ 166,490
Fire Department, Vehicles	\$ 1,897,586	\$ 224,993	\$ -	\$ 175,000				\$ 210,016
Fire Dept, Equipment		\$ 80,777	\$ -	\$ 30,000				\$ 110,777
Police Dept, Equipment		\$ 10,783	\$ 30,000	\$ 15,000		\$ 100,000	\$ 100,000	\$ 55,783
Capital Park Equipment, Vehicles	\$ 127,870	\$ 26,458	\$ -	\$ 28,000				\$ 7,255
Senior Vans		\$ 67,061	\$ -	\$ 4,000				\$ 71,061
Administrative Pool Vehicle Replacement	\$ 22,000	\$ 19,814	\$ -	\$ 3,000				\$ 22,814
SUBTOTAL EQUIPMENT	\$ 4,843,893	\$ 313,907	\$ 60,000	\$ 455,000	\$ -	\$ 135,252	\$ 483,761	\$ 480,398
Park Asset Replacement Plan	\$ 263,729	\$ 195,327					\$ 52,000	\$ 143,327
Milfoil Mitigation at Indian Brook	TBD	\$ 94,303	\$ -					\$ 94,303
Indian Brook Dam Repairs	\$ 205,000	\$ 131,416						\$ 131,416
Indian Brook		\$ 31,099						\$ 31,099
Firearms Signage		\$ 5,000						\$ 5,000
Rec Impact Fees		\$ 182,385					\$ 30,000	\$ 152,385
Cemetery Columbarium		\$ 3,033						\$ 3,033
DESIGNATED FUNDS - Woodlands Park/Path		\$ 7,043						\$ 7,043

PROPOSED FY23 CAPITAL BUDGET

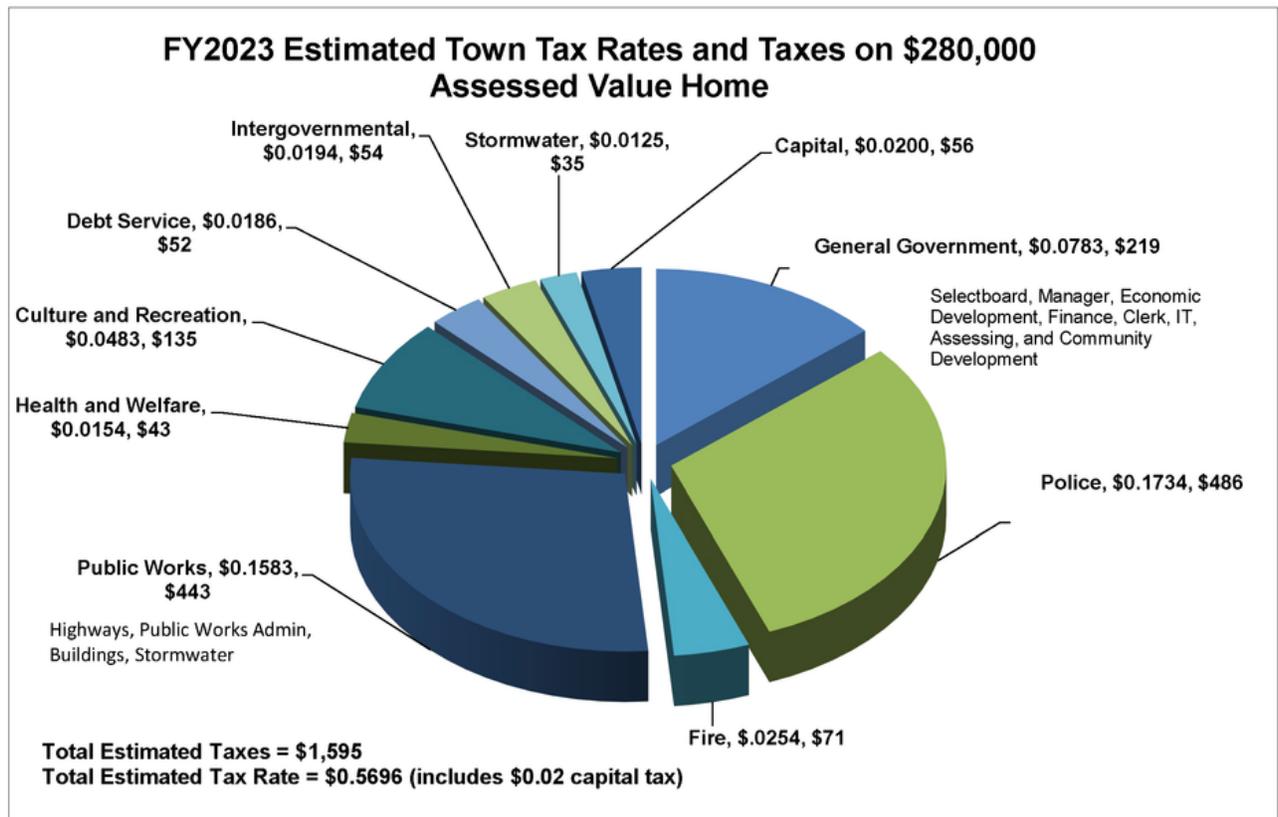
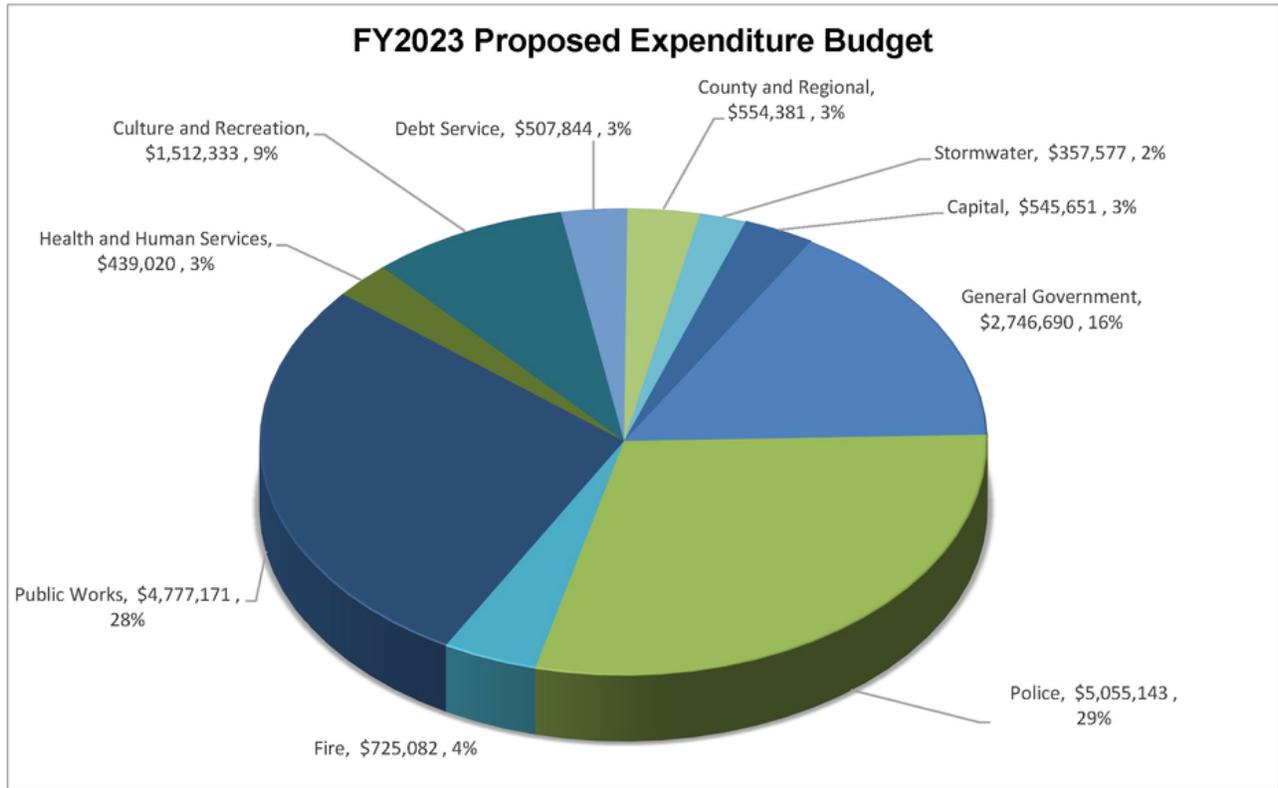
Town of Essex Proposed Capital Budget FY23									
SUBTOTAL PARK FACILITIES	\$ 468,729	\$ 649,607	\$ -	\$ -	\$ -	\$ -	\$ 82,000	\$ 567,607	
VT RT 15 from Circ to Mini-Golf Course (also called Route 15/McDonalds)	\$ 22,800	\$ 3,000						\$ 3,000	
VT15 from Athens Dr to the Circ	\$ 63,125	\$ -				\$ 30,000	\$ 30,000	\$ -	
VT15 from the East Gate of Fort Ethan Allen to West Street	\$ 36,000	\$ -						\$ -	
ADA Compliance		\$ 5,000	\$ 20,000					\$ 25,000	\$ -
General Paths, Walks and Trails	TBD	\$ 97,912	\$ 40,000			\$ (30,000)		\$ 107,912	
DESIGNATED FUNDS - Saxon Hill Master Plan and/or Trails	TBD	\$ 12,000						\$ 12,000	
SW Road to Pearl St. Park	TBD	\$ -						\$ -	
SUBTOTAL PATHS/WALKS/TRAILS	\$ 121,925	\$ 117,912	\$ 60,000	\$ -	\$ -	\$ -	\$ 55,000	\$ 122,912	
Stormwater construction projects	\$ 846,882	\$ 550,874	\$ 150,000				\$ (135,795)	\$ 565,079	
LDS Storm Pond Conversion	\$ 1,346,185	\$ 3,264			\$ 1,280,468	\$ 47,668	\$ 1,331,400	\$ -	
Town TAP Cul-de-sacs	\$ 338,925	\$ -			\$ 212,608	\$ 53,152	\$ 265,760	\$ -	
Town Grants in Aid 2019	\$ 37,922	\$ -						\$ -	
Town Grants in Aid 2021		\$ -						\$ -	
CCRPC UPWP Planning Grant	\$ 36,086	\$ -						\$ -	
2020 UPWP Storm Line Inspection	\$ 120,000	\$ -						\$ -	
2020 UPWP Storm Line Inspection Village	\$ 24,000	\$ -						\$ -	
2022 UPWP Village Storm Line Inspection Phase 2	\$ 50,000	\$ -					\$ 10,000	\$ 10,000	\$ -
Village Better Roads 2022 Grant		\$ -					\$ 4,750	\$ 4,750	\$ -
Village Grants in Aid 2022 Grant		\$ -					\$ 1,125	\$ 1,125	\$ -
2022 UPWP Storm Line Inspection Phase 2	\$ 50,000	\$ -			\$ 40,000	\$ 10,000	\$ 50,000	\$ -	
Town Grants in Aid 2022	\$ 45,000	\$ -			\$ 36,400	\$ 9,100	\$ 45,500	\$ -	
SUBTOTAL STORMWATER	\$ 2,895,000	\$ 554,138	\$ 150,000	\$ -	\$ 1,569,476	\$ -	\$ 1,708,535	\$ 565,079	
Equipment Replacement, Digital Records Management	\$ 125,000	\$ (3,476)	\$ 31,000	\$ 4,000			\$ 30,000	\$ 1,524	
SUBTOTAL INFORMATION MANAGEMENT	\$ 125,000	\$ (3,476)	\$ 31,000	\$ 4,000	\$ -	\$ -	\$ 30,000	\$ 1,524	
Natural Resources Management	\$ 100,000	\$ 38,420	\$ 12,000				\$ 12,000	\$ 38,420	
SUBTOTAL NATURAL RESOURCES MANAGEMENT	\$ 100,000	\$ 38,420	\$ 12,000	\$ -	\$ -	\$ -	\$ 12,000	\$ 38,420	
Undesignated Funds	\$ -	\$ 841,572					\$ (215,252)	\$ 626,320	
Undesignated	\$ -	\$ 841,572	\$ -	\$ -	\$ -	\$ (215,252)	\$ -	\$ 626,320	
TOTAL GOVERNMENTAL ACTIVITIES	\$ 14,110,293	\$ 3,115,240	\$ 535,000	\$ 544,000	\$ 1,569,476	\$ -	\$ 2,840,296	\$ 2,923,420	

GENERAL FUND BUDGET SUMMARY

Town of Essex - General Fund Budget Summary

Department Name:	FY20 Budget	FY20 Actual	FY21 Budget	FY21 Actual	FY22 Budget	FY23 Budget Proposal
Revenues						
Property Taxes	13,550,175	13,500,305	14,010,856	13,881,245	14,265,056	14,996,345
General Revenue	463,001	502,451	463,201	1,024,568	749,701	658,001
Administration	116,123	118,870	119,278	121,028	120,166	-
Selectboard	-	-	-	-	5,000	-
Clerk	205,900	373,029	240,250	466,874	249,205	311,185
Finance	-	-	-	-	-	61,000
Information Technology	-	-	-	-	14,000	-
ComDev	71,600	86,910	81,800	73,685	81,800	142,510
Police	60,000	36,228	60,000	44,470	62,200	110,200
Animal Control	750	25	750	-	-	-
Pool	61,000	27,408	50,000	57,480	55,000	55,500
Parks	40,000	49,675	43,000	51,000	59,000	79,000
Seniors	-	137	500	-	-	-
Library	1,000	390	1,000	520	1,000	-
Public Works Admin	-	-	-	-	2,500	-
Highways	261,000	280,216	261,400	411,859	261,400	261,400
Stormwater	100	61	100	69	100	100
Total General Fund	14,830,649	14,975,704	15,332,135	16,132,798	15,926,128	16,675,241
Expenditures						
General Government						
Administration	482,175	618,010	546,269	538,196	667,520	652,579
Selectboard	81,688	118,434	87,982	98,649	121,608	109,730
Clerk	267,976	238,805	273,707	267,600	274,215	308,258
Finance	712,375	679,525	737,065	726,340	729,658	588,370
Information Technology	381,203	352,035	414,372	391,495	434,870	443,975
Assessing	204,689	153,149	169,109	162,608	174,672	171,887
Community Development	399,757	347,230	405,589	377,239	413,063	428,851
Economic Development	9,815	8,540	9,815	9,000	27,020	43,040
Health & Human Services	248,864	272,122	255,829	257,264	262,246	439,020
County Regional	476,842	472,134	499,711	483,057	502,243	554,381
Public Safety						
Police	4,479,558	3,840,479	4,666,734	4,035,626	4,722,866	5,015,243
Animal Control	35,319	125	36,429	2,605	39,917	39,900
Fire	575,392	557,692	590,878	609,426	603,700	725,082
Culture & Recreation						
Rec Admin	355,138	310,014	340,351	315,578	357,058	363,254
Pool	140,136	123,596	141,336	107,336	141,066	142,837
Parks	329,044	286,734	345,351	352,194	353,078	353,714
Seniors	164,764	155,793	191,499	97,018	191,183	208,213
Library	395,722	370,454	391,959	370,636	433,880	444,315
Public Works						
Public Works Admin	184,526	190,873	207,230	269,727	276,740	210,389
Highways	3,561,906	3,572,592	3,660,507	3,718,152	3,862,142	4,082,082
Stormwater	341,500	308,416	347,143	293,362	359,452	357,577
Buildings	462,289	423,256	477,635	418,563	455,650	484,700
Debt						
Debt	539,973	545,717	535,635	535,635	522,281	507,844
Total General Fund	14,830,651	13,945,725	15,332,135	14,437,306	15,926,128	16,675,241

GENERAL FUND BUDGET SUMMARY



PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

110-00-00 - General Revenue - Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
010.000-Property Taxes	13,841,083	13,709,663	14,265,056	14,325,058	14,996,345
010.001-Highway Tax	169,773	171,582	-	-	-
020.001-PILOT - Tax Agreements	11,000	10,830	11,000	10,828	11,000
020.017-Electric Car Charging Revenues	-	137	-	-	100
020.022-Rents and Royalties	1,001	1,001	1,001	1,001	1,001
040.000-Intergov: Federal Grant	-	22,280	-	600	-
041.000-Intergov: State and Other Grant	-	465,199	-	11,320	-
042.001-PILOT Revenue	25,000	28,927	25,000	25,000	28,000
042.002-Railroad Taxes	4,400	4,672	4,400	4,400	4,600
042.003-Current Use	22,000	24,721	22,000	22,000	23,000
042.004-Sate Act 60 Revenue	7,800	75,886	7,800	7,800	7,800
042.005-State Act 68 Revenue	76,000	87,187	82,500	82,500	82,500
060.000-Interest Income	26,000	46,168	26,000	26,000	30,000
070.000-Proceeds from Sale of Assets	-	-	-	-	-
085.000-Penalties	90,000	56,667	100,000	124,842	100,000
086.000-Interest	80,000	59,590	50,000	37,320	50,000
098.000-Miscellaneous Revenue	20,000	41,303	20,000	5,000	20,000
099.000-Use of Fund Balance/Reserves	100,000	100,000	400,000	400,000	300,000
Total Revenues	14,474,057	14,905,813	15,014,757	15,083,669	15,654,346

110-10-10 - Administration, Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.002-Shared Employee Revenue	119,278	121,028	120,166	120,166	-
Total Revenues	119,278	121,028	120,166	120,166	-
Expenditure					
110.000-Regular Salaries	338,364	344,329	388,176	388,176	358,216
120.000-Part Time Salaries	-	-	-	-	-
210.000-Group Insurance	63,263	76,379	96,592	96,592	97,724
220.000-Social Security	25,885	25,787	30,106	30,106	27,799
230.000-Retirement	31,946	31,796	39,347	39,347	29,980
290.000-Other Employee Benefits	885	300	1,180	1,180	1,110
320.000-Legal Services	60,000	34,580	65,000	65,000	65,000
330.000-Professional Services	2,500	5,032	10,000	14,972	10,000
430.000-R&M Vehicles and Equipment	1,000	-	500	200	100
442.000-Rental of Vehicles or Equipment	-	2,502	2,800	2,800	2,800
500.000-Training, Conferences, Dues	7,276	3,433	9,200	6,264	6,515
505.000-Technology Subscription, Licenses	-	-	12,285	12,070	12,285
540.000-Advertising	5,000	3,246	6,500	6,500	6,500
550.000-Printing and Binding	200	395	200	200	200
570.000-Other Purchased Services	5,300	5,770	650	2,800	650
580.000-Travel	4,000	1,666	4,334	600	2,550
610.000-General Supplies	150	2,981	150	2,000	150
755.000-Furniture and Fixtures	500	-	500	4,000	1,000
810.000-Appropriations to committees	-	-	-	-	30,000
890.000-Federal Grant Expense	-	-	-	-	-
Total Expenditure	546,269	538,196	667,520	672,807	652,579

110-11-10 - Legislative, Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
099.000-Use of Fund Balance	-	-	5,000	5,000	-
Total Revenues	-	-	5,000	5,000	-

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

Expenditure					
190.000-Board member payments	7,500	7,500	20,273	10,000	34,970
220.000-Social Security	574	574	1,551	765	574
330.000-Professional Services	43,108	50,495	62,300	62,300	36,186
500.000-Training, Conferences, Dues	26,300	26,022	26,284	27,931	26,800
550.000-Printing and Binding	10,500	14,058	11,200	11,200	11,200
Total Expenditure	87,982	98,649	121,608	112,196	109,730

110-12-10 - Clerk

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.003-Use of Vault	2,800	4,531	3,000	3,000	4,000
020.004-Recording Fees	200,000	308,102	200,000	275,000	264,000
020.010-Printing and Duplication Services	13,000	13,133	13,000	14,000	13,000
020.012-Sale of Maps	300	33	300	60	300
020.013-Sales of Certified Copy	10,000	14,875	15,000	18,000	15,000
020.014-Sale of Checklists	-	-	-	-	-
020.023-Records Preservation	-	111,014	1,300	100,000	-
030.001-Liquor Licenses	4,750	5,725	5,990	6,105	6,635
030.002-Hunting and Fishing	150	73	50	82	50
030.003-Marriage Licenses	1,500	1,320	1,300	1,500	1,300
030.004-Animal Licenses	7,000	7,774	8,665	8,000	6,300
030.005-Green Mountain Passport	250	270	250	300	250
030.006-DMV Registrations	500	24	350	210	350
Total Revenues	240,250	466,874	249,205	426,257	311,185
Expenditure					
110.000-Regular Salaries	119,105	91,990	94,360	92,692	99,748
120.000-Part Time Salaries	-	-	28,202	5,000	29,189
130.000-Overtime	6,605	4,956	6,847	2,300	7,210
210.000-Group Insurance	54,615	43,090	44,298	29,764	46,048
220.000-Social Security	9,616	7,122	10,120	7,649	10,629
230.000-Retirement	9,846	9,671	10,408	7,424	9,054
290.000-Other Employee Benefits	600	600	600	600	600
430.000-R&M Vehicles and Equipment	120	109	120	120	120
442.000-Rental of Vehicles or Equipment	-	2,351	-	3,124	2,400
500.000-Training, Conferences, Dues	2,200	569	2,500	1,300	1,500
505.000-Technology Subscriptions, Licenses	15,000	14,460	14,460	14,460	14,460
570.023-Records Preservation	-	2,169	1,300	-	-
580.000-Travel	500	-	1,000	1,000	1,000
610.000-General Supplies	1,500	2,710	2,000	4,000	2,500
820.000-Election Expenses	4,000	37,803	8,000	30,000	33,800
900.000-Transfer between Town/Village	50,000	50,000	50,000	50,000	50,000
Total Expenditure	273,707	267,600	274,215	249,433	308,258

110-13-10 - Finance, Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.002-Shared Employee Revenue	-	-	-	-	-
Use of Fund Balance	-	-	-	-	61,000
Total Revenues	-	-	-	-	61,000
Expenditure					
110.000-Regular Salaries	199,065	196,235	195,860	170,477	207,820
120.000-Part Time Salaries	-	-	7,763	14,000	20,280
130.000-Overtime	3,287	883	1,008	600	1,064
210.000-Group Insurance	51,266	46,277	50,760	21,467	51,623
220.000-Social Security	15,479	15,154	15,902	14,158	17,795
230.000-Retirement	19,485	19,344	20,010	14,318	17,493
290.000-Other Employee Benefits	765	765	765	765	765

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

330.000-Professional Services	-	4,623	-	11,705	7,150
335.000-Audit	16,155	16,780	18,435	18,435	19,500
442.000-Rental of Vehicles or Equipment	2,000	1,702	2,000	1,700	2,000
500.000-Training, Conferences, Dues	1,500	3,595	2,000	800	3,720
505.000-Technology Subscription, Licenses	-	21,694	16,991	16,991	19,140
520.000-Insurance	405,000	391,807	390,000	377,896	209,920
530.000-Communications	-	-	564	-	-
550.000-Printing and Binding	5,200	3,397	3,400	3,327	3,400
560.000-Postage	3,100	3,070	3,100	3,142	3,100
570.000-Other Purchased Services	13,513	-	-	-	-
580.000-Travel	500	203	100	-	2,600
610.000-General Supplies	750	811	1,000	1,100	1,000
755.000-Furniture and Fixtures	-	-	-	-	-
Total Expenditure	737,065	726,340	729,658	670,882	588,370

110-14-10 - Information Technology

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
Contribution from Village WWTF			14,000	14,000	-
Total Revenues	-	-	14,000	14,000	-
Expenditure					
110.000-Regular Salaries	199,173	197,933	205,799	208,605	216,925
120.000-Part Time Salaries	-	-	-	-	-
210.000-Group Insurance	70,269	49,892	70,580	49,060	72,729
220.000-Social Security	15,237	15,140	15,985	15,962	16,831
230.000-Retirement	18,535	18,730	19,406	17,269	17,956
290.000-Other Employee Benefits	900	700	900	900	900
330.000-Professional Services	7,500	4,243	8,500	4,000	5,000
432.000-R&M Technology	22,450	1,812	8,000	4,000	8,000
500.000-Training, Conferences, Dues	9,400	-	12,700	11,000	10,200
505.000-Technology Subscription, Licenses	-	-	51,000	22,000	61,934
580.000-Travel	500	-	500	100	500
735.000-Technology: Hardware, Software, Equipment	66,408	99,045	37,500	74,000	29,000
920.000-Transfer between funds (capital)	4,000	4,000	4,000	4,000	4,000
Total Expenditure	414,372	391,495	434,870	410,896	443,975

110-15-10 - Assessing

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
110.000-Regular Salaries	113,403	113,701	80,507	81,395	85,934
120.000-Part Time Salaries	-	-	35,353	36,898	37,297
130.000-Overtime	-	-	-	-	-
210.000-Group Insurance	23,491	21,606	22,900	16,405	23,360
220.000-Social Security	8,675	8,582	8,973	9,049	9,534
230.000-Retirement	11,340	11,129	11,729	9,350	10,282
290.000-Other Employee Benefits	300	-	300	300	300
330.000-Professional Services	3,300	1,539	-	-	300
430.000-R&M Vehicles and Equipment	1,000	-	500	260	-
500.000-Training, Conferences, Dues	3,200	2,961	1,010	414	1,115
505.000-Technology Subscription, Licenses	-	-	10,000	2,800	3,515
540.000-Advertising	150	-	150	-	-
580.000-Travel	100	-	100	-	100
610.000-General Supplies	150	90	150	50	150
755.000-Furniture and Fixtures	1,000	-	-	-	-
920.000-Transfer between funds (capital)	3,000	3,000	3,000	3,000	-
Total Expenditure	169,109	162,608	174,672	159,921	171,887

110-16-10 - Community Development, Town

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.005-Zoning Hearing Fees	1,200	2,937	1,200	6,000	1,500
020.006-Subdivision Filing Fees	9,500	8,405	9,500	9,500	11,500
020.007-Zoning Ordinance Pamphlets	100	3	100	-	260
020.008-CO Inspections and Re-Inspections	11,000	10,090	11,000	11,500	13,250
020.009-CO Compliance Certification	-	-	-	-	6,000
030.007-Building Structures	60,000	52,250	60,000	60,000	110,000
Total Revenues	81,800	73,685	81,800	87,000	142,510
Expenditure					
110.000-Regular Salaries	248,386	250,042	228,147	229,976	240,973
120.000-Part Time Salaries	-	-	27,668	28,198	29,190
130.000-Overtime	-	-	-	-	-
210.000-Group Insurance	70,401	54,457	57,636	41,413	58,750
220.000-Social Security	19,002	18,513	19,855	19,334	20,946
230.000-Retirement	23,400	23,356	24,457	28,140	22,392
290.000-Other Employee Benefits	900	968	900	900	900
330.000-Professional Services	12,500	-	15,200	15,200	16,200
430.000-R&M Vehicles and Equipment	1,000	60	500	1,000	500
500.000-Training, Conferences, Dues	3,500	1,254	5,000	5,000	5,000
540.000-Advertising	4,500	3,692	6,000	6,000	6,000
550.000-Printing and Binding	500	6,175	500	500	500
580.000-Travel	2,500	-	3,000	500	3,000
610.000-General Supplies	1,000	722	1,200	1,200	1,500
831.000-Special or New Programs	-	-	5,000	5,000	5,000
910.000-Transfer between funds (non-capital)	15,000	15,000	15,000	15,000	15,000
920.000-Transfer between funds (capital)	3,000	3,000	3,000	3,000	3,000
Total Expenditure	405,589	377,239	413,063	400,361	428,851

110-17-10 - Economic Development, Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
120.000-Part Time Salaries	-	-	14,352	14,352	29,206
220.000-Social Security	-	-	1,098	1,098	2,234
540.000-Advertising	-	-	500	500	500
800.104-Chamber of Commerce	1,040	800	1,070	1,095	1,100
800.105-Greater Burlington Industrial Corporation	7,000	7,000	7,000	7,000	7,000
800.110-Economic Development Committee	1,775	1,200	3,000	3,000	3,000
Total Expenditure	9,815	9,000	27,020	27,045	43,040

110-19-10 - County and Regional Functions

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
800.101-Chittenden County Regional Planning Commission	25,072	24,788	24,486	24,486	25,100
800.102-Green Mountain Transit	283,484	276,088	290,392	290,392	336,714
800.103-County Tax	131,692	122,718	125,835	125,825	127,780
800.109-Winooski Valley Park District	59,463	59,463	61,530	61,530	64,787
Total Expenditure	499,711	483,057	502,243	502,243	554,381

110-18-10 - Health and Human Services

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
330.000-Professional Services	16,827	16,256	17,205	17,205	21,241
500.000-Training, Conferences, Dues	100	386	100	100	200
530.000-Communications	780	-	780	537	780

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

800.100-Human Service Grants	153,322	155,822	159,261	159,261	166,753
800.106-Essex Rescue	76,300	76,300	76,300	76,300	241,046
800.107-Essex Jct. Cemetery Association	5,000	5,000	5,000	5,000	5,000
800.108-E.C. Historical Museum	3,500	3,500	3,600	3,600	4,000
Total Expenditure	255,829	257,264	262,246	262,003	439,020

110-20-10 - Police, Operating

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.018-Special Police Services	60,000	41,674	60,000	60,000	40,000
020.019-VIN Verifications	-	215	200	240	200
040.800-OJP - Ballistic Vest Grant	-	2,581	-	1,635	-
099.000-Use of Fund Balance	-	-	2,000	2,000	70,000
Total Revenues	60,000	44,470	62,200	63,875	110,200
Expenditure					
<i>SUMMARY-Regular Salaries</i>	<i>2,678,295</i>	<i>2,395,810</i>	<i>2,558,575</i>	<i>2,558,575</i>	<i>2,693,444</i>
<i>SUMMARY-Part Time Salaries</i>	<i>-</i>	<i>-</i>	<i>134,586</i>	<i>134,586</i>	<i>133,144</i>
<i>SUMMARY-Overtime</i>	<i>277,440</i>	<i>206,068</i>	<i>290,679</i>	<i>290,679</i>	<i>300,135</i>
<i>SUMMARY-Group Insurance</i>	<i>808,050</i>	<i>552,886</i>	<i>763,355</i>	<i>763,355</i>	<i>769,007</i>
<i>SUMMARY-Social Security</i>	<i>227,948</i>	<i>195,235</i>	<i>237,339</i>	<i>237,339</i>	<i>242,369</i>
<i>SUMMARY-Retirement</i>	<i>263,514</i>	<i>228,459</i>	<i>285,925</i>	<i>285,925</i>	<i>304,798</i>
<i>SUMMARY-Other Employee Benefits</i>	<i>11,100</i>	<i>10,542</i>	<i>11,400</i>	<i>11,400</i>	<i>11,400</i>
<i>SUMMARY-Allowance for Vacancies</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>(191,857)</i>
330.000-Professional Services	40,440	66,735	55,000	53,350	65,096
430.000-R&M Vehicles and Equipment	42,000	52,752	43,000	43,000	24,000
432.000-R&M Technology	55,050	27,812	25,050	25,050	25,050
442.000-Rental of Vehicles or Equipment	5,000	4,354	5,000	4,500	5,000
500.000-Training, Conferences, Dues	23,720	31,743	25,500	25,500	27,500
505.000-Technology Subscription, Licenses	-	-	46,680	46,680	46,680
510.000-Permits, Licenses, Registrations	175	167	175	-	175
520.000-Insurance	-	-	-	-	231,452
530.000-Communications	38,850	46,050	31,850	28,665	31,850
540.000-Advertising	600	6,320	600	540	600
550.000-Printing and Binding	2,500	1,143	2,500	2,250	2,000
580.000-Travel	5,500	483	6,500	4,875	6,500
610.000-General Supplies	13,200	9,408	13,200	11,880	13,200
611.000-Small Tools and Equipment	10,252	4,368	10,252	9,227	8,000
612.000-Uniforms	36,400	42,740	37,500	37,500	37,500
613.000-Program Supplies	1,500	3,504	2,000	2,500	3,000
735.000-Technology: Hardware, Software, Equipment	20,000	43,385	20,000	25,000	20,000
751.000-Vehicle Purchases	84,000	86,752	85,000	85,000	159,000
830.000-Regular Programs	5,000	2,710	5,000	-	5,000
910.000-Transfer between funds (non-capital)	16,200	16,200	16,200	16,200	26,200
920.000-Transfer between funds (capital)	-	-	10,000	10,000	15,000
Total Expenditure	4,666,734	4,035,626	4,722,866	4,713,576	5,015,243

110-20-11 - Police, Administration

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
110.000-Regular Salaries	343,223	422,987	352,899	352,899	422,659
120.000-Part Time Salaries	-	-	30,847	30,847	27,664
130.000-Overtime	-	861	-	-	5,182
210.000-Group Insurance	86,747	73,304	98,695	98,695	124,632
220.000-Social Security	26,257	30,162	29,763	29,763	35,357
230.000-Retirement	27,573	38,815	39,406	39,406	46,123
290.000-Other Employee Benefits	900	1,429	1,200	1,200	1,500
199.000-Allowance for Vacancies	-	-	-	-	-
Total Expenditure	484,700	567,558	552,810	552,810	663,117

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

110-20-12 - Police, Dispatch

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
110.000-Regular Salaries	410,654	357,452	354,417	354,417	343,120
120.000-Part Time Salaries	-	-	50,231	50,231	50,704
130.000-Overtime	54,240	44,828	46,915	46,915	48,176
210.000-Group Insurance	104,544	97,946	99,396	99,396	91,945
220.000-Social Security	35,564	29,518	34,331	34,331	34,165
230.000-Retirement	34,288	27,681	34,575	34,575	34,868
290.000-Other Employee Benefits	1,500	2,000	1,500	1,500	1,500
199.000-Allowance for Vacancies	-	-	-	-	(36,269)
Total Expenditure	640,790	559,425	621,365	621,365	568,209

110-20-13 - Police, Investigations Div

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
110.000-Regular Salaries	353,786	344,633	388,812	388,812	382,880
130.000-Overtime	29,553	29,437	29,327	29,327	30,354
210.000-Group Insurance	118,738	101,709	104,287	104,287	107,522
220.000-Social Security	27,872	28,706	31,075	31,075	32,046
230.000-Retirement	33,040	34,845	37,061	37,061	39,248
290.000-Other Employee Benefits	1,500	1,750	1,500	1,500	1,500
199.000-Allowance for Vacancies	-	-	-	-	-
Total Expenditure	564,489	541,080	592,062	592,062	593,550

110-20-14 - Police, Patrol

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
110.000-Regular Salaries	1,570,632	1,270,737	1,462,447	1,462,447	1,544,785
120.000-Part Time Salaries	-	-	53,508	53,508	54,776
130.000-Overtime	193,647	130,942	214,437	214,437	216,423
210.000-Group Insurance	498,021	279,928	460,977	460,977	444,908
220.000-Social Security	138,255	106,850	142,170	142,170	140,801
230.000-Retirement	168,613	127,117	174,883	174,883	184,559
290.000-Other Employee Benefits	7,200	5,363	7,200	7,200	6,900
199.000-Allowance for Vacancies	-	-	-	-	(155,588)
Total Expenditure	2,576,368	1,920,937	2,515,622	2,515,622	2,437,564

110-20-15 - Police, Animal Control

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.021-Animal Control Revenues	750	-	-	-	-
Total Revenues	750	-	-	-	-
Expenditure					
120.000-Part Time Salaries	-	-	33,806	-	-
130.000-Overtime	-	-	488	-	-
220.000-Social Security	-	-	2,623	-	-
330.000-Professional Services	32,829	205	-	35,429	37,000
570.000-Other Purchased Services	3,600	2,400	3,000	-	2,900
Total Expenditure	36,429	2,605	39,917	35,429	39,900

110-25-10 - Fire, Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

098.000-Miscellaneous Revenue	-	10	-	-	-
Total Revenues	-	10	-	-	-
Expenditure					
120.000-Part Time Salaries	225,000	219,874	230,841	149,330	314,041
210.000-Group Insurance	-	-	-	-	-
220.000-Social Security	17,213	16,815	17,659	17,659	20,841
260.000-Workers Comp insurance	34,565	27,698	30,000	29,700	30,000
330.000-Professional Services	4,000	259	3,000	2,000	6,000
430.000-R&M Vehicles and Equipment	31,000	33,787	31,000	26,000	34,000
442.000-Rental of Vehicles or Equipment	-	1,100	1,200	1,200	1,200
500.000-Training, Conferences, Dues	8,600	6,116	9,500	9,500	9,500
530.000-Communications	35,000	40,250	30,000	30,000	45,000
610.000-General Supplies	3,500	14,709	3,500	3,000	6,000
611.000-Small Tools and Equipment	14,000	32,777	14,000	14,000	15,000
612.000-Uniforms	28,000	27,164	28,000	28,000	28,000
613.000-Program Supplies	3,500	3,487	3,500	300	4,000
750.000-Machinery and Equipment	6,500	5,391	6,500	6,500	6,500
920.000-Transfer between funds (capital)	180,000	180,000	195,000	195,000	205,000
Total Expenditure	590,878	609,426	603,700	512,189	725,082

110-30-10 - EPR, Administration

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.002-Shared Employee Revenue	-	-	-	-	-
Total Revenues	-	-	-	-	-
Expenditure					
110.000-Regular Salaries	186,409	181,728	189,185	189,185	210,887
120.000-Part Time Salaries	-	-	-	-	-
130.000-Overtime	2,708	179	2,000	10,000	-
210.000-Group Insurance	75,103	79,722	82,622	1,000	84,368
220.000-Social Security	14,467	13,328	14,802	82,622	16,454
230.000-Retirement	18,912	18,035	19,349	19,349	17,745
290.000-Other Employee Benefits	900	780	900	900	900
330.000-Professional Services	20,802	12,480	26,000	-	10,000
500.000-Training, Conferences, Dues	3,200	2,031	4,000	4,000	2,600
505.000-Technology Subscription, Licenses	7,600	4,036	7,600	7,600	7,600
530.000-Communications	750	449	800	800	700
540.000-Advertising	-	-	-	-	-
550.000-Printing and Binding	-	-	-	-	-
561.000-Credit Card Processing Fees	-	2,183	-	1,600	2,200
580.000-Travel	2,000	361	2,000	2,179	2,000
610.000-General Supplies	-	267	300	300	300
850.000-Community Events and Celebrations	7,500	-	7,500	7,500	7,500
Total Expenditure	340,351	315,578	357,058	327,035	363,254

110-30-11 - EPR, Pool

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.303-Pool Fees	50,000	57,407	50,000	50,000	53,000
020.307-Concession Sales	-	73	-	-	-
098.000-Miscellaneous Revenue	-	-	5,000	3,000	2,500
Total Revenues	50,000	57,480	55,000	53,000	55,500
Expenditure					
120.000-Part Time Salaries	85,589	73,742	80,564	80,564	85,125
130.000-Overtime	-	-	-	150	-
220.000-Social Security	6,547	5,642	6,102	6,102	6,512
410.000-Water and Sewer Charges	-	-	-	-	1,600
431.000-R&M Buildings and Grounds	16,000	10,719	21,000	21,000	21,000

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

442.000-Rental of Vehicles or Equipment	-	-	-	10	-
500.000-Training, Conferences, Dues	2,800	152	2,500	750	-
530.000-Communications	1,500	3,029	3,000	3,000	3,000
540.000-Advertising	-	-	-	-	-
570.000-Other Purchased Services	2,300	1,650	2,300	2,500	2,300
580.000-Travel	-	-	-	250	1,200
610.000-General Supplies	8,000	2,561	8,000	8,000	8,000
611.000-Small Tools and Equipment	5,000	1,703	3,000	3,716	3,000
612.000-Uniforms	1,600	1,232	1,600	1,200	1,600
621.000-Natural Gas/Heating	-	-	-	100	4,000
622.000-Electricity	12,000	6,906	13,000	13,000	5,500
Total Expenditure	141,336	107,336	141,066	140,342	142,837

110-30-12 - EPR, Parks and Facilities

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.308-Facility & Field Rental	8,000	4,505	9,000	3,000	9,000
020.309-Indian Brook Fees	35,000	46,495	50,000	75,000	70,000
Total Revenues	43,000	51,000	59,000	78,000	79,000
Expenditure					
110.000-Regular Salaries	185,238	185,964	102,077	102,077	116,556
120.000-Part Time Salaries	-	-	90,237	90,237	56,105
130.000-Overtime	2,431	462	2,481	2,481	2,316
210.000-Group Insurance	43,487	35,949	44,170	44,170	46,391
220.000-Social Security	14,356	14,708	15,077	15,077	13,536
230.000-Retirement	10,189	10,312	10,686	10,686	9,970
290.000-Other Employee Benefits	600	-	600	600	540
330.000-Professional Services	-	-	-	-	-
430.000-R&M Vehicles and Equipment	11,000	9,046	11,000	12,000	11,000
431.000-R&M Buildings and Grounds	25,000	22,928	25,000	25,000	26,000
442.000-Rental of Vehicles or Equipment	1,500	-	350	350	350
500.000-Training, Conferences, Dues	700	850	550	1,300	550
530.000-Communications	2,200	2,315	2,200	2,200	2,400
540.000-Advertising	-	-	-	-	-
570.000-Other Purchased Services	11,000	26,024	11,000	11,000	25,000
610.000-General Supplies	7,000	13,112	7,000	7,000	12,000
611.000-Small Tools and Equipment	950	294	950	950	1,000
612.000-Uniforms	1,700	2,230	1,700	1,700	2,000
920.000-Transfer between funds (capital)	28,000	28,000	28,000	28,000	28,000
Total Expenditure	345,351	352,194	353,078	354,828	353,714

110-30-13 - EPR, Senior Activities

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.310-Senior Center Payments	500	-	-	-	-
Total Revenues	500	-	-	-	-
Expenditure					
110.000-Regular Salaries	125,330	54,534	47,086	47,086	62,612
120.000-Part Time Salaries	-	-	79,213	26,200	71,828
130.000-Overtime	-	-	-	-	301
210.000-Group Insurance	31,184	27,500	29,835	22,810	36,521
220.000-Social Security	9,588	4,010	9,629	5,492	10,435
230.000-Retirement	4,747	4,283	7,520	3,780	7,606
290.000-Other Employee Benefits	300	300	300	300	360
430.000-R&M Vehicles and Equipment	12,500	365	10,000	10,000	10,000
530.000-Communications	1,500	1,165	1,500	1,500	2,000
540.000-Advertising	-	-	-	-	-
560.000-Postage	350	-	700	700	350

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

570.000-Other Purchased Services	1,600	109	1,000	1,000	1,500
610.000-General Supplies	400	753	400	400	700
920.000-Transfer between funds (capital)	4,000	4,000	4,000	4,000	4,000
Total Expenditure	191,499	97,018	191,183	123,268	208,213

110-35-10 - Essex Free Library

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
040.802-Inter-Library Loan Grant	-	-	-	15,924	-
040.802-Inter-Library Loan Grant	1,000	520	1,000	537	-
Total Revenues	1,000	520	1,000	537	-
Expenditure					
110.000-Regular Salaries	230,818	206,726	189,891	188,280	199,652
120.000-Part Time Salaries	-	-	46,633	28,126	48,261
130.000-Overtime	-	-	-	-	-
210.000-Group Insurance	70,676	78,816	100,270	55,110	101,173
220.000-Social Security	17,659	15,448	18,316	16,556	19,183
230.000-Retirement	18,406	18,069	19,280	15,366	16,706
290.000-Other Employee Benefits	1,200	625	1,200	1,200	1,200
442.000-Rental of Vehicles or Equipment	1,500	1,161	1,500	1,200	1,500
500.000-Training, Conferences, Dues	1,500	977	1,500	1,300	1,500
505.000-Technology Subscription, Licenses	8,300	8,302	10,150	10,150	10,800
570.000-Other Purchased Services	780	1,108	1,040	1,040	1,040
580.000-Travel	-	-	-	-	-
610.000-General Supplies	3,320	3,032	4,300	4,300	3,500
640.201-Adult Collection	15,200	14,400	15,200	15,200	15,200
640.202-Juvenile Collection	7,000	6,466	7,000	7,000	7,000
651.000-Technology Supplies	-	-	2,000	2,000	2,000
740.000-Improvements other than Building	-	-	-	-	-
830.000-Regular Programs	600	507	600	600	600
900.000-Transfer between Town/Village	15,000	15,000	15,000	15,000	15,000
Total Expenditure	391,959	370,636	433,880	362,428	444,315

110-40-10 - PW, Administration

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
099.000-Use of Fund Balance	-	-	2,500	2,500	-
Total Revenues	-	-	2,500	2,500	-
Expenditure					
110.000-Regular Salaries	144,950	182,440	171,581	215,000	129,151
130.000-Overtime	2,873	-	2,938	2,938	3,099
210.000-Group Insurance	15,303	36,459	47,055	15,000	37,237
220.000-Social Security	11,308	14,553	14,545	14,545	10,248
230.000-Retirement	12,966	16,448	16,791	16,791	10,974
290.000-Other Employee Benefits	630	180	630	630	540
330.000-Professional Services	450	-	450	450	850
331.000-Landfill Monitoring	14,000	16,252	19,000	10,000	14,000
442.000-Rental of Vehicles or Equipment	-	2,394	-	2,440	-
500.000-Training, Conferences, Dues	4,750	1,000	3,750	2,500	4,090
580.000-Travel	-	-	-	-	200
Total Expenditure	207,230	269,727	276,740	280,294	210,389

110-40-12 - PW, Highways Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.011-Sale of Public Works Specs	1,400	1,660	1,400	300	1,400
020.015-Public Works Services	-	-	-	600	-

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

040.801-FEMA Grants	-	72,936	-	8,758	-
042.006-State Aid to Highways	260,000	337,262	260,000	260,000	260,000
Total Revenues	261,400	411,859	261,400	269,658	261,400
Expenditure					
110.000-Regular Salaries	678,580	645,326	637,360	637,360	640,527
120.000-Part Time Salaries	-	-	15,963	40,000	66,005
130.000-Overtime	95,000	27,682	103,877	40,000	79,154
210.000-Group Insurance	241,689	181,039	209,605	180,000	216,970
220.000-Social Security	59,851	51,205	50,189	54,000	61,013
230.000-Retirement	72,462	59,719	64,016	56,000	63,399
290.000-Other Employee Benefits	3,345	1,890	3,045	3,045	3,435
330.000-Professional Services	11,000	3,261	9,000	9,000	19,000
422.000-Snow Removal	29,000	26,341	31,500	31,500	35,950
430.000-R&M Vehicles and Equipment	37,000	51,992	39,000	65,000	47,000
430.001-R&M Vehicles Supplies	60,800	80,657	61,000	50,000	67,000
442.000-Rental of Vehicles or Equipment	14,600	22,548	15,500	15,500	15,800
451.000-Summer Construction Services	310,940	417,178	349,800	440,000	319,400
500.000-Training, Conferences, Dues	8,000	2,634	5,000	1,000	7,000
521.000-Insurance Deductibles	-	3,278	-	-	7,800
530.000-Communications	11,500	12,888	18,840	21,000	13,740
540.000-Advertising	2,100	2,860	1,800	1,800	1,800
570.000-Other Purchased Services	4,400	9,321	6,225	6,225	6,050
571.000-Streetscape Maintenance	18,200	10,328	17,950	17,950	20,550
572.000-Traffic Control	37,500	65,774	44,250	44,250	41,770
573.000-Sidewalk and Curb Maintenance	28,000	26,053	27,000	27,000	45,000
574.000-Bridges	500	-	500	-	500
575.000-Storm Sewer Maintenance	134,500	195,792	136,500	150,000	195,000
580.000-Travel	3,000	2,260	3,000	3,000	1,200
600.000-Salt, Sand and Gravel	228,400	166,937	227,000	140,000	231,500
605.000-Summer Construction Supplies	65,780	50,344	73,280	74,000	76,500
610.000-General Supplies	8,900	8,542	8,900	35,000	9,200
612.000-Uniforms	11,500	8,765	12,415	9,000	12,275
622.200-Streetlight Electricity	96,000	104,978	98,000	104,000	105,000
750.000-Machinery and Equipment	6,000	96,600	9,000	9,000	7,500
900.000-Transfer between Town/Village	1,191,960	1,191,960	1,392,627	1,392,627	1,465,044
920.000-Transfer between funds (capital)	190,000	190,000	190,000	190,000	200,000
Total Expenditure	3,660,507	3,718,152	3,862,142	3,847,257	4,082,082

110-40-13 - PW, Stormwater Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Revenues					
020.016-Stormwater Management Fee	100	69	100	100	100
Total Revenues	100	69	100	100	100
Expenditure					
110.000-Regular Salaries	127,845	128,684	117,633	125,000	117,925
120.000-Part Time Salaries	-	-	14,904	10,000	15,426
130.000-Overtime	1,149	-	1,175	-	1,240
210.000-Group Insurance	23,682	20,241	27,112	18,000	23,902
220.000-Social Security	9,868	9,531	10,744	10,744	10,394
230.000-Retirement	10,733	11,467	11,666	11,666	9,907
290.000-Other Employee Benefits	465	330	465	100	465
330.000-Professional Services	20,000	10,682	20,000	20,000	20,000
451.000-Summer Construction Services	15,000	-	16,000	16,000	16,000
510.000-Permits, Licenses, Registrations	36,000	26,751	32,500	32,500	40,000
540.000-Advertising	13,000	6,825	13,000	12,000	1,000
570.000-Other Purchased Services	12,000	6,204	12,000	10,000	12,000
580.000-Travel	5,550	796	5,700	2,000	5,700
830.000-Regular Programs	-	-	-	-	5,600
900.000-Transfer between Town/Village	71,851	71,851	76,553	76,553	78,018

PROPOSED FY23 OPERATIONAL BUDGET

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2023

Total Expenditure	347,143	293,362	359,452	344,563	357,577
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110-41- SUMMARY BUILDINGS

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
400.000-Contracted Services	66,500	72,113	57,115	59,580	71,600
410.000-Water and Sewer Charges	8,210	7,218	7,375	10,950	7,775
431.000-R&M Buildings and Grounds	73,500	98,087	108,000	105,750	93,450
530.000-Communications	38,900	34,842	35,260	39,200	36,950
610.000-General Supplies	54,200	36,589	27,300	39,500	43,200
621.000-Natural Gas/Heating	26,905	23,229	21,400	17,850	22,650
622.000-Electricity	69,220	62,895	68,200	60,400	66,500
626.000-Gasoline	136,950	81,496	131,000	115,000	138,400
730.000-Buildings and Improvements	750	-	-	-	-
755.000-Furniture and Fixtures	2,500	100	-	250	2,100
900.000-Transfer between Town/Village	-	1,994	-	900	2,075
Total Expenditure	477,635	418,563	455,650	449,380	484,700

110-95-00 - Debt, Town

	2021 Budget	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Expenditure					
950.901-Police Facility Debt Principal	345,000	345,000	345,000	345,000	345,000
955.901-Police Facility Debt Interest	184,890	184,890	174,408	174,408	162,844
970.901-Police Lease Principal	5,343	5,343	2,815	2,815	-
975.901-Police Lease Interest	402	402	58	58	-
Total Expenditure	535,635	535,635	522,281	522,281	507,844

2021 ANNUAL MEETING MINUTES

TOWN OF ESSEX INFORMATIONAL MEETING FOR ANNUAL TOWN MEETING Monday March 1, 2021

SELECTBOARD: Elaine Haney, Chair; Patrick Murray, Vice Chair; Vince Franco, Clerk; Dawn Hill-Fleury; Andy Watts

STAFF PRESENT: Evan Teich, Unified Manager; Charles Cole, Fire Chief; Caitlin Corless, Essex Free Library Director; Greg Duggan, Deputy Manager; Tammy Getchell, Assistant to the Manager; Ron Hoague, Police Chief; Marguerite Ladd, Assistant Manager; Karen K. Lemnah, Assessor; Dennis Lutz, Public Works Director; Sarah Macy, Finance Director; Owiso Makuku, Community Development Director; Susan McNamara-Hill, Clerk; Rob Paluba, IT Director; Travis Sabatato, HR Director; Darren Schibler, Town Planner; Ally Vile, Parks & Recreation Director

PUBLIC SPEAKERS: John Aleong; Gil Allen; Tish Boldwin; Chris Bird; Alise Certa; Marcus Certa; Annie Cooper; Patty Davis; Will Dodge; Betsy Dunn;; William Graham; Andy Hayden; Rep. Lori Houghton; Elijah Massey; Scott Moore; Mary Post; Brian Shelden; Ken Signorello; Mitchell Stern; Saramichelle Stultz; Mike Sullivan; John Terborgh; Irene Wrenner

OTHERS PRESENT: Katie Alexander; Lisa Allen; Scott Baker; Stacey Barton; Bob Bates; Wayne Beebe; Paul Behrman; Paul Beliveau; Jim Bernegger; William Bishop; Rep. Alyssa Black; Alex Blanchard; Natalee Braun; Jonathan Breen; Anna Brouillette; Bruce Brown; Laura Buermann; Molly Buermann; Lauren Bulakowski; Jeanne Bull; Casey Carmolli; Ryan Carroll; Rajan Chawla; Tom Cleary; Beth Cobb, Essex Westford School District Superintendent; Liz Coleman; Kevin Collins; Lynn Crochetiere; Susyn Dees; C. Dollinger; Lenora Dodge; Roger Dodge; Sharon Ehret; Rob Fleming; Mariah Flynn Sanderson; Rhonda L Forcier; Dylan Giambatista; Maureen Gillard; Eileen Girling; Kim Gleason; Louise Goodrich; Victoria Gragg; Linda Himelstein; Sandi Hoffman; S. Hooker; Susan Hosmer; Arabella Hubbard; Wendy Hysko;; Tim Jerman; Adam Kavanaugh; Brianna Kavanaugh; Dan Kerin; Bob Klinefelter; Kent Koptiuch; Lori Landau; Rachael Lizotte; Brad Luck; John Mangan; S. Martel; Nick Martin; Ryan McLaren; Don Miller; Ross Miller; Steve Mitchell; Candace Morgan; Keith Morley; Robyn Moore; Ashton Muraahi; Linda Myers; Hubert Norton; Susanna Olson; Linda Paroline; Jeanne Piro; Ron Piro; Betty Poulin; Roseanne Prestipino; Melissa Raeham-Ellis; Stephanie Ratte; Macie Rebel; Maria Redding; Rep. Marybeth Redmond; David Rome; Mike Ross; R. Scobie; Christine Sheftic; Marie Shepherd; David Skopin; Gabrielle Smith; Margaret Smith; Jeb Spaulding; Sarah Strauss; Jill Sullivan; Andy Suntup; Linda Suntup; Kristina Sweet; Carmelle Terborgh; Dennis Thibeault; Michael Thorne; George Tyler; Rep. Tanya Vyhovsky; James Waite; Janet Watts; Congressman Peter Welch; Aiden White; Jon Zimmerman; Sharon Zukowski Aaron; Brad; Bob; Bruce; Bruce C; Cath; Christine; David F; deb; Deb; Deb W; Deming; Diane; Dustin; Erna D; Essex; George's iPad; George-IPad; iPhone; iPhone Jackie; Iris; James's iPhone; Jayden; Jill 's iPhone; Julie; Kathleen; Lauren J; Lynn; Mariah; Michelle; Marie; Mary; Eric; Sheridan's iPhone; Patrick; Pboldwin; Kristine; Resa M; Richard; Rumbaugh; Sabrina; Sandi; Jason DS

MODERATOR: Steve Eustis

Mr. Eustis introduced himself as Town Moderator at 7:32 PM and led those assembled in the Pledge of Allegiance.

Mr. Franco read "An Invitation to Civility" from the book All Those in Favor by Susan Clark and Frank Bryan: "*We are gathered together in civil assembly. We gather as a community, in the oldest*

2021 ANNUAL MEETING MINUTES

sense of the word. We gather to come together and try to make decisions about what is right, and what is wrong. Let us advocate for our positions, but not at the expense of others. Let us remember that there is an immense gap between saying 'I am right' and saying, 'I believe I am right.' And that our neighbors with whom we might disagree are good people with hopes and dreams as true and high as ours. And let us always remember that, in the end, caring for each other, in this community, is of far greater importance than any difference we may have. Thank you for being here this evening."

Mr. Eustis introduced Selectboard Chair Haney. Ms. Haney welcomed the assembly. She thanked staff and Town Meeting TV for technical support of the meeting. She introduced administrative staff and the Selectboard members. She recognized the Essex Junction Board of Trustees, local senators and representatives, and thanked all present who volunteer in the Town of Essex. She then introduced Congressman Welch.

Congressman Welch spoke to the assembly about his appreciation for Vermont's commitment to democracy. He talked about the role of government and the importance of ensuring community best interests, through the local service of community members. Mr. Welch discussed the impact of COVID nationally and locally and talked about a new bill in Congress that would help people move forward through the pandemic while supporting community vitality. He talked about his commitment to vaccinations and opening schools safely. Mr. Welch took a question from Mr. Signorello who wondered about Congress's direction with social media liability. Mr. Welch said congressional discussions are taking place to identify best ways to monitor social media platforms before determining next steps. Mr. Welch took a question from Ms. Dunn about whether new federal funds for broadband could be used for infrastructure. Mr. Welch talked about his work on the Rural Broadband caucus. He said money for broadband would be tailored to communities based on local decision-making and needs; he reiterated the importance of local accountability.

Mr. Eustis explained how the informational meeting would run.

Mr. Eustis read Article I:

ARTICLE I. Shall the reports of the Officers be accepted?

Ms. Haney spoke about Article I, discussing the proposed fiscal year (FY) 2022 budget. She talked about consolidation efforts and shared services with the Village of Essex Junction to explain savings expected through consolidation. She talked about projected savings specific to FY2022. Ms. Haney reviewed FY2022 budget objectives as well as new and enhanced programs. She said the majority of the FY2022 budget increase is in operations, salaries, and benefits. She discussed proposed staffing changes reflected in the budget.

Mr. Eustis opened public discussion of the budgets. There were no comments from the public.

Mr. Eustis read Article II:

ARTICLE II. Shall the Town of Essex adopt the Plan of Merger of the Town of Essex, Vermont and Village of Essex Junction, Vermont dated January 11, 2020 and the proposed Charter for the merged municipalities?

Ms. Haney, Mr. Murray, and Mr. Franco took turns reading through a PowerPoint presentation about the proposed merger. This presentation included information about the history of consolidation; why a merger is being considered; benefits for the Village and benefits for the Town

2021 ANNUAL MEETING MINUTES

outside the Village (TOV); what would not change; some of the challenges for merger; a gradual timeline for merger; an overview of the 12-year transitional period; annual merger-related tax changes; the impact of assumptions other than zero-growth in the grand list; cumulative merger-related tax changes; special taxing districts; representation, voting & governance; other important features, voting & next steps.

Mr. Eustis opened public discussion about the proposed merger.

Ms. Post expressed concern with the possibility that, if the merger passes, the 12-year tax phase-in plan could be changed through a charter change. She talked about concerns with the increased tax rate to TOV residents with merger. Ms. Haney explained how citizen-led charter changes take place including petitioning, community-wide voting, and state approval.

Ms. Dunn wondered how the Town's \$1.3 million is used by Public Works for sidewalks. She asked whether reorganization with merger would include changes to salary structures and elimination of high-level staff. She wanted to know how the Wastewater Treatment Facility (WWTF) is shared between three communities. Ms. Haney explained how funds are transferred to the Village for sidewalks and how the cost of the Sidewalk District was determined. Mr. Teich talked about how the Town Manager would consider entire departments to reassign tasks over time. He said that the costs to use Essex's WWTF are based on the amount of capacity needed for flow treatment.

Mr. Sullivan said that he would work hard for the 12-year tax structure to remain because this merger is focused on voting for fair taxes.

Mr. Massey asked what the process would be used to reconcile the two different governance structures in the different Town and Village proposed charters for merger. Ms. Haney described the role of the Vermont Legislature in this process. Representative Redmond and Representative Vyhovsky talked about how the Government Operations (Gov. Ops.) committee would take testimony, research the issue, consult with lawyers, and learn the intentions for the two structures in order to decide on the issue.

Mr. Aleong asked what current expenses would be reduced over time with merger. Ms. Haney said 4 departments had not yet consolidated, and would be considered, and there would be savings with less duplication of purchases and efforts. Mr. Teich agreed and talked about rolling out a process to identify efficiencies as well as to reorganize and merge positions and committees. He noted the sensitivity needed when addressing people's livelihoods while discussing merger. He said his intention with these efforts would be to maintain high-quality services.

Mr. Bird asked how the proposed merger would ensure equal representation to ensure constitutionality if population numbers change. Ms. Haney described the geographic boundaries of the wards and explained that the population numbers are close to equal. She said the charter specifies that the wards must be changed with fluctuating population numbers.

Mr. Stern said he experienced unsatisfactory municipal and police response to his experiences of a neighbor trespassing, making threats, and assaulting him. He asked that the Town of Essex serve the taxpayers effectively and focus should be on ensuring Essex is a safe and healthy place to live.

Ms. Davis said Public Works is coordinating details for urban, suburban, and rural communities, and suggested that the suburban parts of the Town also need sidewalk plowing. She wondered if a charter change would be needed to make three sidewalk districts. Mr. Teich said one of the goals of the proposed charter's Sidewalk District is to maintain a certain service level after merging, but if

2021 ANNUAL MEETING MINUTES

other neighborhoods want the same level of service, it is possible for the Town to create another sidewalk district.

Mr. Dodge introduced himself as the Chair of the Essex Energy Committee. He wondered if the reason energy planning is not explicitly included in the merger plan is because merging the community would be a vehicle toward the energy plan efficiencies and goals. He expressed hope that, after the merger vote, there would be renewed focus on these goals.

Ms. Cooper said merging the community should be a process of moving forward together in the most efficient ways. She agreed with Mr. Sullivan that if the merger passed, she would work to ensure the continuation of the 12-year tax integration plan. She asked for clarification on what it would feel like to work in a merged community versus the current structure. Mr. Teich said it would be helpful to have one voice and one board to plan and work on issues. He said currently, issues can be pulled in different directions and depending on where you live, different ordinances can dictate decisions. He described inefficiencies with these scenarios.

Mr. Shelden said he supports the merger plan, which he called a good compromise, and thanked the board and residents for their hard work on it. He said the most recent population count of the Village of Essex Junction and the TOV is close enough so the representative body configuration in the merger is constitutional. Ms. Haney confirmed for Mr. Shelden that a constitutionally-sound redistricting process takes place with every new census.

Ms. Wrenner said she disagrees that consolidation has resulted in the elimination of duplicative services. She talked about budget development, services provided, structures and staffing for each municipality, to illustrate her position that efforts were not originally duplicated and that consolidation did not find efficiencies.

Mr. Signorello said that after the 12-year tax reconciliation plan, the increased taxes from reconciliation would stay. He said he would vote no on the merger.

Mr. Allen said during the transition of taxes over 12 years, taxes may also be raised each year due to regular budget increases. He asked what the major contributing factors are for rising taxes and what the benefits would be. He asked if there is a backup plan if the merger does not pass. He asked what separation may mean to taxpayers. Mr. Teich and Ms. Macy said the major driver for budget increases are capital costs, employee salaries, and health insurance. Ms. Haney said a major benefit of the tax transition is to eliminate tax inequities. She said she could not speak for the Village Trustees about what direction they would move in if the merger does not pass.

Ms. Baldwin wondered about the likelihood of the Gov. Ops. Committee approving the 3+3 governance model. Representatives Redmond, Vyhovsky, and Houghton restated the process the committee would go through to determine the governance model. They said the 3+3 structure would still be on the table, even though it is uncommon in Vermont.

Ms. Stultz said there have been multiple presentations about specific savings and efficiencies within multiple departments through consolidation. She said the process of devising the proposed merger was collaborative and included engagement and support from all community leaders. She hoped people opposed to the proposed merger would reconsider.

Mr. Certa said he appreciates the work put into the merger, public attendance of meetings, and the debates. He stressed the importance of establishing equitable taxing and representation and said the merger is the best option for this.

2021 ANNUAL MEETING MINUTES

Mr. Terborgh said he supports the merger and recognized the efforts of staff and leaders on this effort. He said, although it may be a challenge to pass, he is grateful for the proposed merger.

At this point in the meeting, Mr. Eustis said members of the public who had already made comments could be heard a second time but priority would be given to new speakers.

Ms. Post complimented Mr. Eustis for his skill in moderating the meeting. She said the Town of Essex is already one of the largest communities in Vermont. She asked what kind of infrastructure the Town would be inheriting from the Village and if there are problems. Mr. Teich talked about the miles of road in the Village and described multiple structures. He said overall priorities for capital projects would become shared with merger. Ms. Macy said good information can be found in the Village financial statements, in capital assets and depreciation statements. Mr. Lutz said both municipalities have been keeping up with capital improvements and updates.

Mr. Aleong said he supports the plan for merger. He said even though there would be a tax increase in the Town, there would also be potential savings over time which could help with the tax burden.

Ms. Dunn asked if there was a clause in police contracts that would make changing the department difficult or impossible. She asked about the constitutionality of relying on the current MOUs between the Town and Village to consolidate the departments. She asked if the Gov. Ops Committee, when it conducts its review, would consider that half of the town did not vote for the 3+3+1 governance model. Mr. Teich said there is no "Me Too" clause in police contracts and Ms. Vyhovsky restated that Gov. Ops would determine a legal, well-informed governance model.

Mr. Graham said he supports the plan for merger and hopes people will vote in large numbers. He said he would support mailing ballots and voting through the mail, post-Covid.

Ms. Davis said the municipalities should consider an inter-local governance structure and wondered if this would be acceptable to the Gov. Ops Committee. Ms. Vyhovsky said she would look into the model and consult with legal counsel about it.

Ms. Cooper thanked the moderator. She said she hoped all of the energy on both sides of the merger would move people forward to vote. She said the amount of time and money spent on this merger plan has been a good investment resulting in a solid merger plan.

Mr. Bird asked for clarification from Mr. Watts on a quote. Mr. Watts explained that in the quote, he meant that any part of the charter could be changed by due process, but specifically he was referring to the Capital and Sidewalk districts.

Ms. Wrenner said that \$100,000 had been put aside for merger-related costs. She said in 2005-2006 the Selectboard found that savings though merger would not be seen until 10 years after passing. She said costs associated with merger, if it passes, are unclear and because sharing of equipment is already taking place this would not equate to savings. Ms. Wrenner said the TOV did not have equal representation during the merger discussions. She said the vote is for the Village and Town to merge or remain at status quo, and is not a vote to separate. She questioned a strategy suggested during the meeting that consultants may be engaged to help find savings post-merger. She said people could review her website on the merger for more information.

2021 ANNUAL MEETING MINUTES

Mr. Moore said his mother-in-law lives in the TOV and he and his wife live in the Village illustrating that Essex is one community and to propose that the merger should pass. He said now is the time for this and wondered how many hours had been spent on the topic. Ms. Haney said this would be the 19th time a proposed merger is put to vote since the first one in 1958.

Mr. Dodge said he likes the term "Greater Essex" for the merged community and hopes it will stick.

Mr. Signorello said that, if the merger vote fails, new ideas will come afterward and there will be a new "best way" to address the issue. He said he liked the idea of inter-local government.

Mr. Terborgh said the increased taxes of \$26 per year is less than the natural increase in taxes.

Ms. Certa said she wants to see a more equitable way to operate the municipalities because the current structure is not fair. She said this issue of fairness is why merger keeps coming up for a vote. She said she will not stand for status quo and supports the merger plan.

Mr. Eustis ended discussion on Article II at 10:36 PM.

Mr. Eustis read Article III:

ARTICLE III: Election of the following: Moderator, one vacancy (1-year term) Selectboard, two vacancies (one 3-year term and one 1-year term)

Mr. Eustis opened the Public to Be Heard portion of the meeting and called for any other public comments on issues not on the agenda.

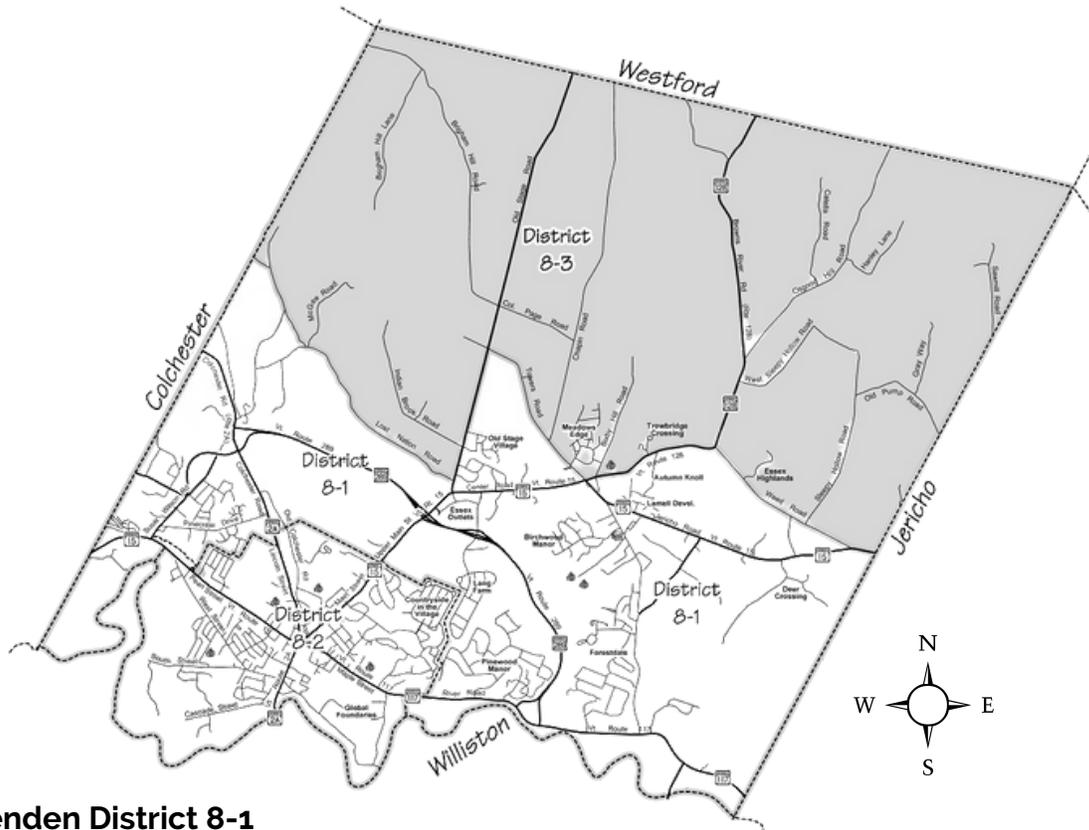
Mr. Signorello said people who are rooted in Essex, like senior residents who have lived their entire adult lives in Essex, are not able to access online, remote meetings because of limited understanding of, or access to, technology. He said current, local government participation is not as inclusive as it should be because discussions are not including people with the wisdom of age.

Mr. Hayden asked for an update on the status of the Crescent Connector. Mr. Teich said Public Works are prepared to begin work on this in 2021, including upgrading railroad crossings and utility work related to the project.

Mr. Eustis made a motion to adjourn the meeting at 10:43 PM.

Respectfully Submitted,
Cathy Ainsworth
Recording Secretary

VOTER INFORMATION



Chittenden District 8-1

Representatives - Golrang (Rey) Garofano and Tanya Vyhovsky

All of the Town of Essex outside of Essex Junction chartered boundaries minus the voters residing in the area described under 8-3.

Polling place: Essex Middle School, 60 Founders Rd.

Chittenden District 8-2

Representatives - Karen Dolan and Lori Houghton

All of the population within the chartered boundaries of the Village of Essex Junction except those voters residing in Census Block 1023 (173-261 Pearl Street) who are a part of District 8-1.

Polling place: Essex High School, 2 Educational Dr.

Chittenden District 8-3

Representatives - Alyssa Black

All of the population of the chartered Town of Westford, plus all persons living above a line in the middle of the roads from Curve Hill at the Colchester line, to Lost Nation Rd., to north on Old Stage Road, to east on Towers Rd., to east on Browns River Rd., to east on Weed Rd., to east on Jericho Rd., to Jericho line.

Polling place: Essex Middle School, 60 Founders Rd.

VOTER INFORMATION



Early/Absentee Ballots:

Early/absentee ballots are being mailed to all active registered voters. All early/absentee ballots must be returned to the Clerk's Office by Monday, February 28th or delivered directly to the polling place before the close of polls on March 1st. If you do not want to vote by mail, please bring your ballot with you to the polling place on March 1st.



Voter Registration:

If you are not already registered in Essex, you can apply online at <https://olvr.vermont.gov/> or at the polling place for same day registration. All that is required for voter registration is your VT driver's license number, or if you do not have a VT driver's license, the last four digits of your social security number. New Vermont residents must provide proof of residence.



Need assistance?

Contact Susan McNamara-Hill, Clerk

Phone: (802) 879-0413, option 6

Email: clerk@essex.org

Website: <https://essexvt.org/245/VOTER-INFORMATION>



olvr.vermont.gov



mvp.vermont.gov



ELECTED TOWN OFFICIALS

The Town of Essex is governed by the Council-Manager form of government. It has a five-member nonpartisan Selectboard, which is elected at large and is responsible for determining Town policy. The Chief Executive Manager is the Town Manager, who is appointed by the Selectboard and is responsible for the day-to-day operations of the Town. The Town of Essex and the Village of Essex Junction have shared a manager since 2013, with the current unified management structure ending in February 2022. All residents, whether living inside or outside the Village of Essex Junction, are residents of the Town and have the right to participate in Town activities, including the election of Town officials.

Moderator	Term Expires
Steve Eustis.....	2021

Selectboard (3-year terms)

Andy Watts.....	2023
Patrick Murray.....	2022
Vince Franco.....	resigned
Sue Cook.....	2022
Tracey Delphia.....	2024
Dawn Hill-Fleury.....	2022

Champlain Water District Commissioner (3-year term)

Aaron Martin.....	2022
Evan Teich (Alt.).....	2022

Justices of the Peace

Contact

(as of Jan. 1, 2022) - 2-year terms

*Anthony Barr.....	518.441.9013
Alyssa Black.....	802.598.1026
Rajan Chawla.....	802.578.7466
*Diane Clemens.....	802.878.3536
Bernard Couture.....	802.879.7332
*Tracey Delphia.....	802.598.3168
*Betsy Dunn.....	802.878.6628
Vincent Franco.....	802.343.3933
Dylan Giambatista.....	802.734.8841
*Dawn Hill-Fleury.....	802.878.7622
*Kelly McCutcheon Adams.....	802.878.3588
*Ryan McLaren.....	860.235.9095
*Patrick Murray.....	802.598.9859
*Linda Myers.....	802.878.3514
*Brian Shelden.....	917.922.1468

**Performs marriages*

TOWN INFORMATION

DATES TO REMEMBER

March 15 - 2nd half of property taxes are due
April 1 - Dog licenses are due
September 15 - 1st half of property taxes are due



81 Main Street
Essex Junction, VT 05452
Open 7:30 am to 4:30 pm
Monday through Friday

22,094

Population

16,427

Registered voters



PUBLIC MEETINGS

Meetings of the Town Selectboard, like all programs and activities of the Town of Essex, are accessible to people with disabilities. For information on accessibility, please call the Manager's Office at 878-1341 or email manager@essex.org.

Selectboard

1st and 3rd Monday - 6:30 pm

Planning Commission

2nd and 4th Thursday - 6:00 pm

Zoning Board of Adjustment

1st Thursday - 6:00 pm

2021 Grand List - \$27,079,261.58

	Town		Village	
	Homestead	Non-Homestead	Homestead	Non-Homestead
General Tax Rate	0.5285	0.5285	0.5285	0.5285
Education Rate	1.6555	1.8102	1.6555	1.8102
Town Capital	0.0200	0.0200	0.0200	0.0200
Local Agreement Rate	0.0022	0.0022	0.0022	0.0022
Essex Junction Village			0.3345	0.3345
EJ Economic Development			0.0100	0.0100
TOTAL MUNICIPAL RATE	2.2062	2.3609	2.5507	2.7054



Karen K. Lemnah, Municipal Assessor
Jo-Ann Roberts, Assistant to Assessor

The mission of the Assessing Department is to provide a legal, fair, and equitable basis for the taxation of real property as required by the Essex Charter and Vermont Statutes. Due to the nature and ramifications of property assessment, public relations are of high importance to this office. Open communication with the public is essential to provide an awareness and understanding of our duties and responsibilities. The office administers Farm and Open Land tax stabilization contracts, State Land Use Program, statistical reports to other departments and governmental units, as well as assists the State Tax Department in performing the annual equalization study. Also, we receive from the State Tax Department year-round, weekly download information for the administration of the Homestead Declarations.

We remind you that if you have any questions or would like to review your property record card, you are welcome to visit our website at www.essexvt.org, or email the Assessing Office at assessor@essex.org, or call (802) 878-1345.

The 2021 State Equalization reports have been received. These reports, based on sales ratios for the prior three (3) years (assessed value divided by sale price), indicates an overall Common Level of Appraisal (CLA) ratio for property in the Essex Unified School District of **85.08%**. The State Equalization reports indicates an overall Coefficient of Dispersion (COD) ratio for property in Essex Town and Village of Essex Junction of **8.88%**.

HOMESTEAD DECLARATION REMINDER

You are required to file a Homestead Declaration every year for the property you own and reside in as your primary residence. Use - Form HS-122 found on the State of Vermont website: <https://myvtax.vermont.gov> as well as form HI-144 which is required to receive a property tax adjustment, if you meet the income requirements. There are no date extensions for Homestead Declarations. Filing an extension for income tax does not apply to a Homestead Declaration.

Common Level of Appraisal (CLA) - The common level of appraisal is determined by dividing the education grand list by the equalized education grand list (32 V.S.A. § 5401). A number over 100% indicates that property in the municipality is generally assessed for more than its fair market value. A number less than 100% indicates that property in the municipality is assessed for less than its fair market value. A CLA below **85%** or over **115%**, necessitates a municipal wide reappraisal (32 V.S.A. § 5402). The homestead and non-homestead tax rates will be adjusted by the municipalities CLA. A CLA greater than 100% will result in a downward adjustment of tax rates, and a CLA less than 100% will result in an upward adjustment.

Coefficient of Dispersion (COD) - The coefficient of dispersion is a measure of equity. It shows how fairly distributed the property tax is within a municipality. A high COD (above 20%) means that many taxpayers are paying more than their fair share, and many are paying less than their fair share. If a municipality's COD is higher than 20%, a town is required to reappraise. The COD is the average of the absolute deviations of each sales ratio from the median ratio, divided by the median ratio.

For more information regarding the Equalization Study go to:
[Equalization Study | Department of Taxes \(vermont.gov\)](http://www.vermont.gov)

To obtain answers to many common questions regarding tax rates and how the current year property tax rates for the Essex Unified School District were calculated, please see the department's education tax resources at:

<http://tax.vermont.gov/property-owners/understanding-property-taxes/education-tax-rates/faqs>



Susan McNamara-Hill, Clerk and Treasurer
Jenn Booker, Assistant Town Clerk

2020-2021 was a very busy year in the town clerk's office. The clerk staff continued to provide service by phone and email when the town office was still closed to the public. We allowed title searchers to access the vault and land records by appointment one at a time. In order to provide better service to title searchers and attorneys we started putting our land record index online. We have continued to back scan recordings to increase the online database.

Under the continued state of emergency we were able to hold the 2021 annual town meeting entirely by Australian ballot on March 2, 2021 which resulted in a large increase in voter participation of 7,520 voters.

Town officers elected were:

Moderator: (1 One-Year Term) Steven Eustis

Selectboard: (1 Three-Year Terms) Tracey Delphia

Selectboard (1-One-year term) Dawn-Hill Fleury

In addition to the town budget vote (passed) the voters were also asked: Shall the Town of Essex adopt the Plan of Merger of the Town of Essex, Vermont and Village of Essex Junction, Vermont, dated January 11, 2021 and the proposed Charter for the merged municipalities?

Results: 3,737 yes, 3,756 no

On April 13, 2021 a special town meeting was held by Australian ballot to revote on the merger question (revote petitioned).

Results: 4,200 yes, 4,225 no

A total of 8,539 voters participated in the vote.

The town office reopened to the public on June 4, 2021 and residents were then able to come in to the office to conduct their business in person.

Services provided by the town clerk's office include:

- Bill collection (Water/sewer bills, Property taxes and etc.)
- Green Mountain Passports (state park pass for seniors and veterans)
- Certified copies of vital records
- Dog licenses
- Marriage licenses
- Notary services
- DMV renewals
- Title Searches and land record access

The town clerk's office is open and available by phone Monday through Friday from 7:30-4:30 (except Holidays) and can be reached at 802-879-0413 option 6 or clerk@essex.org. More information can be found at www.essexvt.org.



2021



2021 brought great optimism for us all, but it played out a little differently in real time.

Like the community – and the world at large -- our department had its ups and not-so-up moments in 2021, but we maintain high hopes for the future. When the Town Offices opened in June, the Community Development Department resumed full-time assistance to walk-ins and helping with in-office searches, in addition to all remote operations. The ongoing pandemic continues to challenge us all, but regardless of what 2022 brings, we are excited to keep making Essex a better place for everybody!

The Year in Review

In 2021, Essex hosted several successful and safe community events, including our first ever Juneteenth celebration (June 19) at the Brownell Library pavilion, our first National Night Out (August 3), and the second year of Out & About in Essex (October 3). All were made possible by Town and Village department collaborations, assisted by many generous and energetic volunteers from the community who helped to organize and execute them!

We spent many hours supporting Boards and Committees, including the Conservation and Trails Committee, the Economic Development Commission, the Housing Commission, the Town Planning Commission and the Town Zoning Board of Adjustment. Many new initiatives were embarked upon this year by our committees and commissions, including grant applications and the beginning, exploratory phases of a Housing Trust Fund and Inclusionary Zoning by the Housing Commission.

New development projects approved this year, which are worth celebrating, include:

- Glavel, Inc. (whose plant will recycle glass into road and building foundation base)
- A new headquarters for Essex Rescue at Essex Way and VT-289
- Creation of three substance abuse recovery homes in Fort Ethan Allen
- Replacing the Woodside Juvenile Detention Facility with a new state-run mental health treatment center
- Additional businesses opening (Barnyard Pizza, Salt & Bubbles, Local Maverick, and others)
- Two apartment projects – 12 units off Susie Wilson Road and 8 units off Center Road

We are committed to upholding our regulations and official Plans by permitting high-quality, low-impact development that increases the quality of life for Essex residents. This resulted in a couple of thorough project reviews that ended with Community Development recommending denial, upheld and supported by our Planning Commission.

Permitting and development fees were also increased for the first time in nearly 15 years. While not necessarily a welcome change, it will help ensure that the cost burden for permit reviews are more fairly shouldered by the applicant.

COMMUNITY DEVELOPMENT

Owiso Makuku, Director; Sharon Kelley, Zoning Administrator; Jean O’Sullivan, Economic Development Coordinator; Darren Schibler, Planner; Deana Stoneback, Administrative Assistant

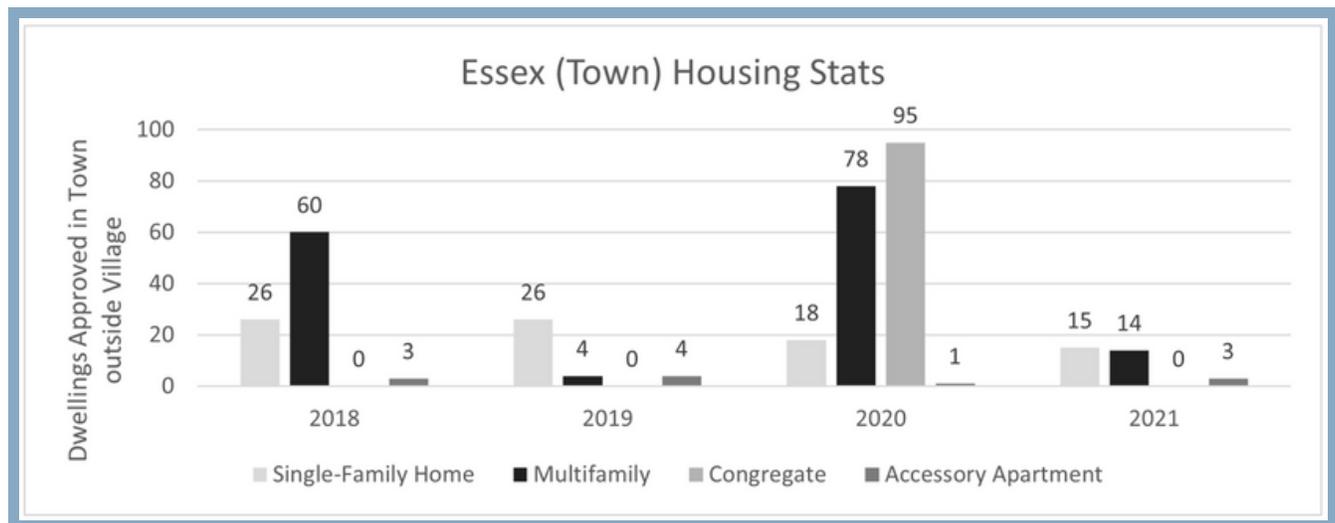
Hopes for the Future

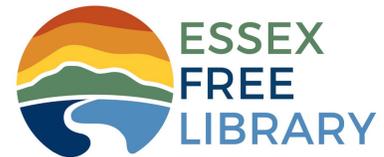
Now that the Selectboard has officially adopted the Essex Town Center Master Plan (“ETC|NEXT” – hard copies available for sale!), staff and the Planning Commission can tackle long-overdue zoning updates, both in the Town Center and elsewhere, with financial support from a state Bylaw Modernization Grant. Topics of reform include increasing housing density in strategic places, streamlining review processes, expanding allowed use types, improving walking and biking amenities, and reducing parking requirements.

The department continues to support the Housing Commission’s work to increase the amount of housing that meets all our residents’ needs. This involves initiatives such as inclusionary zoning (requiring that a portion of new homes meet affordability requirements) and community forums to better understand challenges residents face.

Finally, we are pleased to announce the hiring of a part-time Economic Development Coordinator. Jean O’Sullivan has a wealth of experience as a former state representative and owner of businesses both large and small. We all look forward to bringing new ideas and vision to both the Town and Village!

Zoning Permit Applications Approved	2018	2019	2020	2021
Commercial / Industrial	29	29	12	19
Demolition	7	1	2	3
Home Occupation	2	2	1	2
Miscellaneous / Use Permit	18	40	37	45
Accessory Apartment	3	4	1	3
Congregate Housing*	0	0	2	0
Multi-Unit Dwelling*	16	4	10	7
Single-Unit Dwelling	26	26	18	15
Residential Alteration	79	74	65	60
Residential Garage	14	10	9	10
Residential Storage	17	11	19	22
Swimming Pool	7	4	16	8
Chicken Permit	1	0	2	2
Sign Permit	11	16	18	14
Total Permit Activity	230	221	212	219





Mission: Your road to discovery, enrichment, and community.

The Essex Free Library has a deep and rich history of growing and evolving. It continues to look for ways to expand its horizons and offerings to the community. With the challenges of Covid, the library has evolved in new ways to continue to serve the community in the best and safest ways possible. While our doors were closed to the public for a portion of the year, our services expanded beyond the building.

Accomplishments of FY21:

- The library provided curbside pickup services and fulfilled nearly 10,000 curbside order requests from library patrons.
- Essex Free Library patrons downloaded 13,913 eBooks and audiobooks.
- The library hosted 62 in-person and virtual programs with 711 participants, created 88 recorded library programs which received 3,046 views, and offered 93 self-directed library activities with approximately 2,400 participants.
- The library launched its new catalog and website, offering easy and user-friendly access to the library’s items, digital resources, and other library information.

Library Programs

In non-Covid times, the library offers a variety of in-person programs including book groups, storytimes, ukulele classes, a writers’ group, a Spanish-English conversation group, a cookbook club, and more. Due to Covid, the library has temporarily transitioned to remote and outdoor programs. In partnership with Essex Parks and Recreation, the library regularly offers storywalks in local parks and on library property. Grab ‘n’ go activities are available each week.



Digital Resources

Essex Free offers a variety of e-resources. Links can be found on the library’s website.

- Overdrive provides access to thousands of downloadable audiobooks and eBooks.
- Hoopla offers a wide collection of eBooks, audiobooks, movies, TV shows, music, and comic books.
- Mango is a language learning online program that gives patrons the opportunity to learn more than 70 different languages.
- Universal Class offers over 500 free, instructor-led online courses. These courses cover a wide range of subjects.
- Vermont Online Library offers a wide array of research databases on a variety of topics.
- Learning Express is an online resource dedicated to resume building, job searching, and test preparation.

Fire Chief Charles Cole



The members of the Essex Fire Department answered a total of 930 emergency calls during 2021.

The Essex Fire Department continues to be a paid-on-call department with no fulltime staff. We do not have employees staffing the firehouse in shifts, and we do not have the ability to sleep at the firehouse to provide an instant response. Instead, our members volunteer their available time (after family, after their regular fulltime job, and after other activities such as coaching, scouting, church, etc.) to respond to calls. This is why you often see personal vehicles driving on the roads with red lights and sirens heading to the stations.

As has been the topic of recent news articles around Vermont, we are also experiencing a decline in available staff to respond to calls during the workday. Many of our members work too far away and/or are simply not able to leave work to respond to calls. As part of this year's budget request we are including hours to pay two people to staff the station during our busiest hours so that they can respond to both medical emergencies and fire calls. This will help initiate care quickly and allow us to triage a call to know if we need to summon more mutual aid assistance. We have a long standing automatic mutual aid agreement with Essex Junction Fire Department and an as-needed mutual aid agreement with all other Chittenden County Fire Departments.

Incident Type	Number of Calls
All Types of Fire	44
Overpressure, Rupture, Explosion, Overheat (no fire)	2
Medical Assist EMS Crew	583
Extrication, Rescue	11
Hazardous Condition (no fire)	43
Service Calls	34
Good Intent Calls	57
False Alarm & False Call	153
Station Coverage (no move up)	3
Total Incidents	930

In addition to emergency calls, we are also active partners with community development and the State Fire Marshals Office in reviewing building plans and maintaining life safety codes in our commercial properties. Our goal is to foster a positive relationship with landlords and developers to avoid tragedies in the first place. We are always happy to speak to groups and businesses about fire safety and to conduct complimentary life safety inspections of commercial properties. If you have any questions about the fire department, please contact me at ccole@essex.org or by leaving a message at the station at 802.878.5308.



Ally Vile, CPRP
Director

The last fiscal year has continued to keep us on our toes as we journeyed through a different version of the pandemic. While many things seemed to have returned to “normal”, the reality is that we have still had to adjust and be flexible to change based on the type of program, the season or weather we are experiencing, and a continued challenge to hiring and retaining staff.

Our parks and open spaces remained consistently available to our community. With over 1,000 acres to support, the parks and grounds staff were diligent in keeping safe play spaces open, clean, and maintained. Pickleball and disc golf flourished and heading to the park meant more to everyday life than the convenience it may have played in the past. New signage and trail maintenance occurred in the Mathieu Town Forest, with the help of staff and community support with Eagle Scout projects and trail keeper volunteers. Connectivity continues to expand our trail network as we work with landowners.

Saxon Hill trails are heavily loved, and we are thankful for Fellowship of the Wheel to be the stewards of the land on the 90 acres that holds an amazing network of mountain biking trails.

Indian Brook Park received a pass holder & park access overhaul. With our first season under the new pass and access system, we are confident that the care and maintenance will gain a step ahead of the demand on the park. Look for 2022 park passes on sale in mid-March! The upcoming Parks budget reflects an additional full-time maintenance position, along with relevant increases due to product availability and pricing.

Sand Hill Pool went from limited swim lesson offerings and open swim reservations in 2020 to a more typical lesson, public swim, and swim team schedule in 2021. The facility itself was also upgraded with pump room infrastructure as well as a new efficient water heater system that is not only connected to the domestic water setup, but also to the pool water itself. With this advancement, our goal is to extend our pool season on both the standard opening and closing dates of the year to offer swim lessons to the community.



The upcoming Pool budget reflects consistent and safe maintenance on a 40+-year-old facility. The reality in the not-so-distant future is that our community will need an updated aquatic facility; something that has become more common in our state with Winooski and St. Albans recently approving & building new swimming pools.

Department Mission

Advance Parks and Recreation Efforts that Enhance the Quality of Life for the Community of Essex

Essex Area Senior Center



Our senior van service continues to thrive, after a small hiatus of operations due to COVID. New HEPA filters and “sneeze guards” were installed to ensure a safe experience for our riders and staff. Our committed drivers and staff have made this service a high-quality benefit to those 60 years and older in Essex. We serve approximately 350 riders in our community, averaging 200 miles per week between the borders of Essex. The vans currently operate four days a week, with appointments scheduled by our Program Director of Senior Services. Friday Frolics have also been added each month to offer our 60+ community the opportunity to shop or dine outside of Essex. Frolics have included Trader Joe’s, the Vermont Historical Society Museum, the Dutch Mill Restaurant, greenhouses and nurseries, and the Lamoille Valley Rail Trail in Cambridge, to name a few.

The Essex Area Senior Center at 2 Lincoln Street reopened in September 2021 and it is so great to see everyone in person again. A total of 224 individuals, 50 years of age or older have become members since September, with a core group of host & hostess volunteers helping to cover the Center and welcome new members. Programs and activities are in full swing, and the meals committee has done a great job offering affordable options every week partnering with Age Well and the Center for Technology, Essex program. Staff retains a close relationship with community housing complexes and local business partners to stay current with the population needs without oversaturating the market.



The youth lacrosse league, fall soccer, and youth field hockey programs were all filled with player growth and a lot of smiles. It was refreshing to see everyone back outside, enjoying something they missed out on the year beforehand.



Programming has evolved the most over the last year and a half as we have moved through the COVID-19 pandemic and has involved the most creative thinking. Our Programmers worked seamlessly with shared offerings and events with the Essex Junction Recreation & Parks Department (EJRP). Co-sponsored events this year included the egg hunt at neighborhood parks, outdoor movies & events at the parks, and having another successful go at the Trick or Treat Trail for Halloween.

While our department was co-located with EJRP, the programming roles shifted, working as one cohesive staffing unit. Our Extended School Program was strong with new and exciting classes, allowing children to learn a new skill as an alternative to standard after-school care. Summer day camp responsibilities moved under licensed childcare, and our department remained a strong provider for specialty summer camps and programming. A similar programming shift happened throughout the year, and now that Essex Parks and Recreation has moved back to the main Town Office Building at 81 Main Street, we are adjusting how and what we plan to offer the community, while also rebuilding our organizational structure.

The upcoming fiscal year will bring new faces to the department as we fill the Business Coordinator and Program Director positions. We look forward to growing and moving forward with the community as we refocus our efforts that enhance the quality of life in the Town of Essex.

Thank you to all of our community partners, volunteers and coaches, and seasonal staff who kept us a strong and safe provider of programs and safe recreation spaces.





Police Chief Ron Hoague

As was the case for many, 2021 was a year of challenges for the Essex Police Department. Facing the COVID crisis and staffing challenges in addition to our normal mission of public safety, the Police Department responded to over 8500 calls for service in calendar year 2021. However, the men and women of this department were up to the task, and we continue to provide effective, contemporary law enforcement services to the citizens of Essex and Essex Junction.

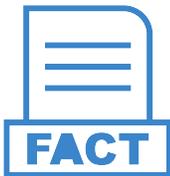
One of our guiding principles is Community Policing and engagement with the citizens. In 2021, we did so through many pathways. Social media has become a large part of our connection to the



One of our guiding principles is Community Policing and engagement with the citizens. In 2021, we did so through many pathways. Social media has become a large part of our connection to the public and EPD was very active in keeping the public informed via these means. EPD is now on Facebook, Instagram and Youtube, and we created a recruiting video that focuses on our female officers and their experiences in law enforcement. I encourage all to go to our website (www.epdvt.org) and check out that video. EPD also hosted several virtual meetings with the Chief and two in person, Coffee with a Cop events. Finally, we hosted a very successful event for National Night Out in August where we provided free food, entertainment and activities along with many donors who made it possible. We plan to continue all of these in 2022 so please join us.



NATIONAL NIGHT OUT 2021



In Vermont, officers are required to complete a minimum of 30 hours of training per year. In 2021, EPD officers completed a total of 6191.5 hours, averaging 187.62 hours per officer.

Another of our initiatives started in 2020 is work around equity and diversity and EPD continued this in 2021. We have continued to work with citizens and public officials to research and enact best practices for how we conduct law enforcement services. We have learned that other issues play a large role in public safety. Topics such as housing, hunger and mental health services are all included in the efforts. The citizens group, now know as BEST (Building Equity Solidarity and Trust) have become partners with EPD and the Town in furthering the goal of a safer Essex for all.

FYE 2021 Statistics					
REPORTED CRIME ACTIVITY - PERIOD 07/01/20-06/30/21					
	2017	2018	2019	2020	2021
HOMICIDE	1	0	0	0	0
ROBBERIES	3	4	3	0	2
BURGLARIES	60	51	40	36	40
ASSAULTS	55	66	91	79	47
SEX OFFENSES	18	13	16	17	28
DRUG OFFENSES	120	125	103	112	159
LARCENIES	269	244	214	300	288
VANDALISM	62	96	83	83	76
STOLEN VEHICLES	7	14	11	5	10
SUICIDES/ATTEMPTS	11	10	18	9	23
MISSING PERSONS	35	15	29	27	30
BAD CHECKS / FRAUD	84	64	63	92	71
D.U.I	42	58	74	56	49
COURT CASES	210	258	368	268	233
CRASHES	521	582	524	462	417

Staffing challenges have become the norm for many law enforcement agencies, to include EPD. We currently stand at 27 sworn officers, while being authorized for 32. Along with this, we saw four officers on various types of extended leaves, to include one for training (our K9 officer) and one deployed with the VT National Guard. Numbers of qualified applicants have plummeted in the last 18 months for all law enforcement agencies and EPD has seen this as well. We have been fortunate to not lose experienced officers as other agencies have however, and this has kept us from the critical shortages that they are experiencing. We were able to hire three new officers in 2021 and even though we received fewer applications, we continue to recruit the finest individuals for our department.

Mental health crisis has become a large factor in our everyday work. Our officers answer at least one to two calls for service each day of someone who needs services. Many of these are handled in conjunction with our partners with Community Outreach, a program administered by Howard Mental Health, where workers who are trained in mental health response and social services, respond either with our officers or in place them when possible. EPD has come to rely on their expertise and resources to assist us.

Our budget requests for 2023 include funding for our partners in Community Outreach, increased funding for the Essex Community Justice Center, training for our members, and consulting fees for equity work. We have also requested the replacement of three patrol vehicles this year instead of two as our K9 vehicle is in desperate need of replacement. We will be

replacing them with hybrid patrol vehicles as we did in 2021. Finally, we are requesting the transfer of one patrol position to a civilian position titled as Community Affairs Liaison who will be tasked with developing community programs, managing social media and working with various community partners, civic groups, and others.

Finally, I wish to pass on the gratitude of the members of the Essex Police Department for the public support we have received throughout the year. We cannot achieve our goal without you, the citizens. We realize the trust we have bestowed upon us and the members of EPD return that by exemplifying our core values each day:

2021

3152 tickets were written for traffic and parking violations. Of these, 873 were Vermont Traffic Citations.



COURAGE
INTEGRITY
RESPECT



Dennis E. Lutz, P.E., Director

An extraordinary effort was made during another year of the COVID Pandemic by Public Works staff and employees safely maintaining essential public services under very difficult conditions. With health protocols in place, employees worked often with fewer numbers plowing roads and sidewalks in the winter, grading gravel roads, and ditching in the summer as well as providing water and sewer service on a 24-hour continuous basis. While many people can perform their job function remotely, Public Works employees, like other essential service providers, must do their work in the field. Roads do not get plowed on the Internet; it takes people physically operating equipment to get the job done.

Projects Completed

In addition to routine maintenance of the Town's infrastructure, significant projects were completed, including:

- A new sidewalk and drainage system was built on Pinecrest Drive, completing a walking loop from Susie Wilson Road to the Tree Farm at Old Colchester Road. Two grants were competitively obtained totaling \$372,495 against a project cost of \$540,143.
- A permit-required Town stormwater system off Sydney Drive was completed at a total cost of \$475,973, with two grants offsetting this cost by \$309,639. The project included provision for both flow reduction and phosphorus removal.
- A total of eighteen new ADA ramps were installed at various locations around Town at a cost of \$38,150. More of these ramps will be constructed in FY23 as part of an overall plan to improve handicap accessibility.
- Resurfaced roads or road sections included Pinecrest Drive, Woodlawn Dr and Ct, Thistle Lane, Saybrook Rd, Dartmoor Ct, Essex Way, Tanglewood Dr, Old Stage Rd, Thompson Dr, Towers Rd, and Sand Hill Rd.
- Building improvements were made to the Town Fire Station, the Essex Free Library, and Memorial Hall involving structural, safety, HVAC, mold, and other related issues. The Town has more than twenty-three major buildings, most of which are older structures requiring ongoing attention and funding to keep them functionally in use.
- Much of the Town's stormwater drainage piping was built over 50 years ago using corrugated metal pipes and sections of this pipe are approaching the end of their useful life. Through use of two \$50,000 grants from the CCRPC, video footage was taken of the pipes internal condition. Using this data, storm lines have been identified/prioritized for slip-lining with a polyurethane coated polyester fiber. More than \$120,000 was spent this year in relining large, metal storm drains under Sand Hill Road. More pipes will be lined over the next few years as funds are available.

My time as the Public Works Director will end in July 2022, having served in that position since August of 1984. Many changes have occurred in the Town's infrastructure and in Public Works administration over that period – some driven by the growth and needs of the community and some by State and Federal requirements. **So, what has changed?**

Item	1984	2022
Road mileage	23.39 gravel/27.78 paved	23.16 gravel/53.76 paved
Sewer miles	under construction	31 miles
Sewer pump stations	under construction	17 pump stations
Landfill	operated	capped and closed
Circ. Highway	not in existence	fully operational
Susie Wilson Rd. lanes	two	four to five
Town traffic signals	none	eight
PW employees	8.5	19
PW office	single desk 81 Main St.	5 Jericho Rd. (Town Library in 1984)
PW Highway Operating Budget	\$541,350	\$2,421,730 (4% avg. increase)
Construction Cost Index	4,146	12,482 (3% avg. increase)
Stormwater Operating Budget	\$0	\$359,452
Winter Operations Plan	none	adopted annually
Water/Sewer Ordinances	none	adopted
Capital Plan and Fund	none	funded/defined Capital Plan
Computerization	stubby pencil/manual entry	integrated Town-wide IT

The community will continue to change as separate identities for the Town and Village appear to be the future direction. The infrastructure of the Town will increase with its growth as will State and Federal regulations, especially with respect to environmental issues such as stormwater and toxic materials. The Public Works Department has an outstanding staff, fully capable of providing the expertise and leadership that will be needed to meet the challenges of the future. The mission of the Department will always be that of **providing responsive service, addressing community infrastructure needs and protecting the public health and safety of the community.**

It has been a distinct honor and a privilege to have served this Community, doing work that I have loved, working in partnership with other staff members and working for Managers and Selectboards that have placed their trust in the Department. A final reflection:

“The journey home is never a direct route; it is, in fact, always circuitous, and somewhere along the way, we discover that the journey is more significant than the destination, and the people we meet along the way will be the travelling companions of our memories forever.”

- Nelson DeMille



Jill Evans, Director

The Essex Community Justice Center (CJC) has existed since 2003. It provides restorative justice approaches to crime and conflict in the Essex, Colchester, Milton, Jericho, Underhill, and Westford communities. Most of the funding comes from the VT Department of Corrections (90%) while the Towns of Essex and Colchester have each begun contributing (5% each) to the operational costs of the CJC for the last 3 years. Staff at the CJC became employees of the Town of Essex in 2016.

Vision:

The Essex Community Justice Center envisions safe, expansive, and resilient communities in which the response to conflict and crime is restorative and healing, enhances community and reduces further harms.

Restorative justice focuses on repairing harm to individuals and to the greater community impacted by a crime. Relationships are rebuilt and the community is stronger when it has a role in addressing crimes that affect the safety and well-being of its residents. The CJC has 4 part time and one full time staff who train and support community volunteers to provide the majority of the restorative processes in any given year. The following programs are provided by the CJC:

Victim/Affected Party Outreach and Support

CJC staff provide outreach and support to community members affected by crimes referred for a Restorative Justice Panel. Affected parties have the opportunity to meet with those who committed the crime, describe the impact, and request action from the offender designed to repair the harm that occurred. In FY21 the CJC was successful in reaching out to provide support and options to 144 out of 155 people harmed by crime.

Restorative Justice Panels

The Restorative Justice Panel (RJP) is a group of trained community volunteers who work together with affected parties and offenders in a Panel Process. The Panel Process supports those affected by crime to seek reparations from the offender and in turn helps hold the offender accountable for repairing the harm they have caused. The majority of cases, youth and adult, come from Direct Referrals from Law Enforcement. They may also come from the State's Attorney's Office or the Department of Corrections. In these cases, the crime can be addressed through restorative approaches. This alternative saves money that would otherwise be spent on additional law enforcement time, court staff, legal fees and supervision by the Department of Corrections. In both of these cases, if the Responsible Party completes their Panel Agreement successfully they won't have a criminal record. The panel process holds those responsible for crime accountable for their actions and provides an important opportunity for those affected by crime to share their stories and identify needs for repair.

In FY21 the CJC received 143 new referrals and held Panels for a total of 181 cases. The Panels were held by 44 community volunteers who provided 782 hours of service to their community. The Panels saw a 94% successful completion rate. The Essex Community Justice Center has seen a steady growth in the numbers of referrals for restorative processes over the last 7 years.

Restorative Reintegration

CJC staff and trained volunteers work with individuals returning to their community after serving an incarcerative sentence. The goals of the program are to assist participants to reintegrate and connect to the community in a positive way, to help reduce recidivism, and to enhance community safety. This is done through one-on-one reentry support for anyone who wants the support. For those who present a higher level of risk we provide Circles of Support and Accountability (CoSAs). The CoSA Program wraps a circle of trained volunteers around a reentering individual that meets with them weekly for a year. The purpose of CoSA is to ensure that there are no more victims and no more secrets while supporting and connecting the individual to their community, increasing the chances of their success. In FY21 the CJC provided CoSAs for 10 different individuals. The CoSA program has 26 trained community volunteers. In FY20 they provided 757 hours of service to their community.

The CJC is informed by a 12-member Community Advisory Board (CAB) that meets quarterly.



Mission:

The Essex Community Justice Center creates opportunities with the communities we serve for restorative approaches to crime and conflict that;

- *Promote justice for those affected by crime by focusing on the harm caused.*
- *Allow those responsible for harm to accept active responsibility for addressing and repairing the harm they caused.*
- *Educate, build empathy, restore dignity, and enable healing.*
- *Support the needs of those reintegrating from prison into a more connected community life.*
- *Strengthen individuals and the communities we serve through education and support to prevent further harms.*

The Health Officer and Deputy Health Officer are appointed by the Vermont Department of Health Commissioner, after receiving a recommendation from the Selectboard. Health Officers conduct inspections to detect violations of any state or local health statute, rule, ordinance or permit, or any public hazard or public risk. The specific duties of the Health Officer can be found under Vermont State Statute Title 18, Chapter 11§ 602a.

Health Officers respond to complaints concerning rental properties and do not have the authority to enforce issues involving non-rental properties unless the complaint affects the public at large. Common complaints include mold and mildew, lack of sufficient heat, water line and drain leaks, septic and sewage leaks and, faulty wiring, etc. The State Fire Marshal's office is notified to inspect conditions relating to State Building Codes.

RESIDENTIAL RENTAL HOUSING: We encourage all tenants and landlords to familiarize themselves with their responsibilities related to rental housing. One valuable resource is Vermont Tenants, Inc. (802) 864-0099. They have handout handbooks that describe the responsibilities related to rental housing including information on radon, ADA accessibility, asbestos, electrical, energy, lead paint, mold, and potable water. Most of this information can also be found on their website at www.vttenants.org. Preventative measures should be taken by the property owner and tenant including routine clean-up, better ventilation and use of dehumidifiers to reduce the potential for mold and mildew.

If anyone has a complaint, or if you need assistance, please call Jerry Firkey at (802) 598-0801, or Sharon Kelley (802) 878-1343. Nights, weekends, and holidays, call the Essex Police Department at (802) 878-8331.

COVID 19 AND SEASONAL FLU: Covid 19 still plays a serious role in our daily lives. We are now experiencing additional varieties of the virus entering the State. We urge everyone to continue the existing protocols of wearing mask in all public places, taking advantage of the available vaccines; practice good sanitary measures; continue to follow published guidelines and refer to the current Vermont Health Department updates by visiting www.healthvermont.gov/covid19.

RECYCLE & COMPOST: Laws are in place that regulate disposal of recyclables (metal, glass, plastics #1 & #2 and paper/cardboard), leaf and yard debris, and clean wood. The disposal of food scraps is now regulated. All Essex residents should familiarize themselves with the new laws by contacting the Chittenden Solid Waste District (CSWD) at (802) 872-8100 or visiting its website at (www.cswd.net/a-z/). CSWD has been offering free composting classes and offers other information such as what to do with tires, paint, leaves, batteries, mattresses, and so much more!

SWIMMING AREAS: Regular inspections and water testing of the Town and Village swimming pools, as well as the Indian Brook Reservoir swimming area, take place during the swimming season. The results of these bi-weekly tests can be found at www.essexvt.org.



ANIMALS: All dogs, cats and ferrets are required to be current on rabies vaccinations. Also, dogs must be licensed annually with the Town Clerk (April 1 deadline).

Animal bites must be reported to the Essex Police with ensuing investigation by the Animal Control Officer and Health Officer. If a wild animal is acting strange, stay away from it and call the Police or for additional information about rabies call the Rabies Hotline at (800) 472-2437.

It is very important that you pick up after your animals, including horses, especially at Indian Brook Reservoir. Dogs must be on a leash at all times and are no longer able to roam free.

It should be noted that the Village of Essex Junction has an ordinance in place that requires cleanup of animal feces on all public lands including the sidewalks, all grass areas adjacent to the sidewalks and roadways. Failure to cleanup is subject to a ticket and possible fine issued by the Essex Police Department. Please contact the Village Office or the Essex Police at (802)878-8331.

LYME DISEASE: Help prevent Lyme disease by wearing clothing that covers your body (even in warm weather months) and use insect repellent as ticks continue to be in abundance. Veterinarians are asking that you provide tick protection to your animals year-round. Lyme disease is transmitted to humans through the bite of infected blacklegged ticks. See the Vermont Health Department website for more information.

WEST NILE VIRUS (WNV) AND EASTERN EQUINE ENCEPHALITIS (EEE) inflicted from mosquitoes continue to be active in Vermont. WNV is a viral infection that usually affects birds. The virus spreads when a mosquito bites an infected bird and then bites a human. An infected mother may pass the virus along to her fetus during pregnancy or to her infant during breastfeeding. Eastern Equine Encephalitis (EEE) is a rare disease caused by a virus (EEEV) spread by infected mosquitoes. EEEV is one of a group of viruses that mosquitoes can pass to humans and can cause inflammation and swelling of the brain (encephalitis). The state collects batches of mosquitoes from all fourteen counties in Vermont and performs weekly tests for WNV and EEE. The results are posted on the State of Vermont Health Department website. FYI, in the past Essex has had several positive results for West Nile Virus.

Health Officers also assist the Health Department in educating the public. In order to achieve this mission, we ask that you keep yourself informed by visiting the State of Vermont Health Department website (www.healthvermont.gov) and the Town website (www.essexvt.org). If you need to contact the Health Department directly, the number is (800) 464-4343 or (802) 863-7200.

Thank you all for staying informed and making Essex a Healthier community!



“When government officials, business leaders, and citizens come together to build communities that enrich people's lives, that's planning.” – American Planning Association

Commission Members

Dustin Brusco, Chair

Joshua Knox, Vice Chair

John Mangan, Clerk

Ned Daly

Tom Furland

David Raphael

Johnathan Schumacher

John Alden, Alternate

Owiso Makuku, Staff Representative - 802-857-0070, omakuku@essex.org

What does the Planning Commission do?

The Planning Commission performs two main functions: long-range planning and development review. **Long-range planning** involves updates to the Town Plan (every five years), amendments to the Zoning Regulations and Subdivision Regulations, and special projects that focus on specific areas of planning. Recent examples of special projects include the 2008 Open Space Plan and the 2012 Scenic Protection Manual. **Development review** involves site plan reviews and subdivision reviews (see “Glossary” for more details).

How can you find out about development or subdivision applications, or other work the Planning Commission and ZBA are doing?

- The Town website contains meeting dates and agendas, plans for development proposals and staff reports about those proposals, and minutes from past Planning Commission and ZBA meetings. (www.essex.org Local Government Boards & Committees).
- The Essex Reporter has legal notices with agendas for upcoming meetings.
- The Town Offices, Village Offices, Essex Free Library, and Brownell Library have bulletin boards posted with notices and agendas.
- Zoning notices (yellow signs) are displayed on properties that will be under review.
- Certified mailings are sent to immediate neighbors (aka abutters) of a property that will be under review; the mailings contain an agenda with the date of the hearing for the proposed project.
- Front Porch Forum (www.frontporchforum.com) emails contain information about upcoming meetings.
- Emails from the Community Development Department include agendas for upcoming meetings (email skelley@essex.org to be added to the email list).
- Community Development Department (878-1343) staff can answer questions.
- Talk to your neighbors.



Left to right: Michael Plageman; Nick Martin; Hubie Norton; Justin St. James; and Tom Yandow.

The Zoning Board of Adjustment (ZBA) is comprised of five (5) Board Members:

Nick Martin (Chair). Nick is the Treatment Center Director for an addiction treatment program and works out of St. Albans.

Michael Plageman (Vice-Chair). Mike has volunteered over 30+ years of service to the Town, including the Selectboard, Planning Commission and many other various committees/groups. Mike is winding down for full retirement in the spring however keeps busy as a part-time construction project manager; and is a doting grandfather!

Tom Yandow (Clerk). Tom is a volunteer firefighter for the Town of Essex Outside the Village Fire Department. In addition, Tom was hired by the Town in 2019 as a part-time buildings manager and brought to full-time on 4/27/2020.

Hubie Norton (40+ years on the ZBA). Hubie also volunteers his time to the Essex Historical Society. You will often find Hubie busily researching in the Town Clerk Land Records.

Justin St. James (former ZBA Chair). Justin is an attorney for the City of Burlington.

The ZBA meets on the 1st Thursday of the month at 6:00 p.m. Its charge is to review, approve and/or deny applications relating to conditional use, variance, unspecified use or appeal of the Zoning Administrator's decision. Uses are listed in the Town Outside the Village Zoning Regulations, Article II, Tables 2.3 through 2.20.

The year 2021 brought in another year of Covid. Meeting once a month, the ZBA's efforts to maintain operations during COVID resulted with in both in-person and virtual meetings on Teams. The ZBA met six (6) times during the months of March, May, July, September, November, and December; and heard a total of seven (7) applications which included, three (3) Airbnbs; two (2) variance requests (garage and front porch); and two (2) conditional uses (expanded ledge removal on Old Colchester Road; and a home pet crematorium.) One of the variance applications resulted from a complaint that construction took place without a permit and did not meet the setback requirements.

A heartfelt Thank-you goes out to the Zoning Board Members, who graciously continue to volunteer their time and expertise.

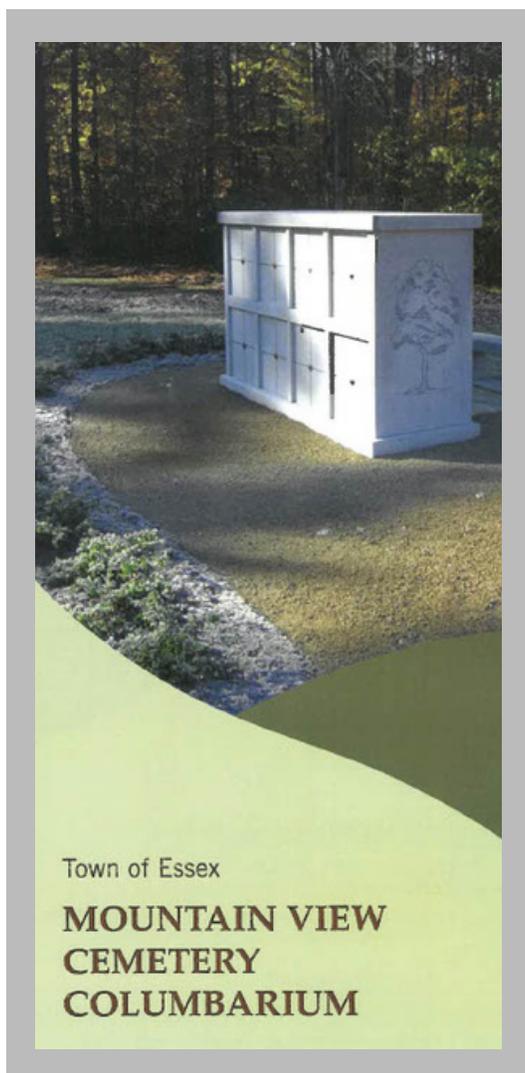
History

In 1794, a Town Meeting was warned and held in Essex "to establish an area of common ground to bury the dead." Following the selection of the burial ground on the Town Common a group was formed to clear the ground. As years passed, nearly all families in Essex had purchased lots in this cemetery.

In 1868, a second cemetery ground was purchased to be used when all lots had been purchased in the first cemetery. Later, this additional cemetery ground was named Mountain View Cemetery. It is still in used, today.

In 2008, a columbarium was built in the Mountain View Cemetery as a means of providing a cost-effective burial alternative and creating a perpetual care fund.

For information on purchasing a cemetery lot or columbarium niche, or the burial process, please visit: <https://www.essexvt.org/440/Town-Cemeteries>.



What is a columbarium?

A columbarium is a structure containing many small compartments (niches) for enclosure of burial urns. The columbarium is placed in a quiet location in the cemetery with seating and plantings. It is a place of remembrance, contemplation, prayer, and reflection, offering an alternative to in ground burial.

Memorial Service

Placement of the urn in the columbarium can be arranged as part of a memorial service. Arrangements for interment are made only through the Town Office by the family or the Funeral Director.

Interment

The selection of an urn is at the discretion of the family. The only restriction is the size of the niche. A niche is 12 inches x 12 inches x 12 inches. Two urns are permitted per niche.

Immediate Use

Applications can be made directly to the Town Clerk or through the funeral director. Location of available niches can be verified at the Town Clerk's Office.



The Committee on Equity for Essex (CEE), is a municipal committee that is dedicated to redistributing decision-making, resources, and power into our community to ensure the voices of those who have been historically marginalized are centered. This is an ongoing effort and we continue to seek feedback as we progress.

The Committee finished out its multi-year engagement with The Creative Discourse Group working along with Essex BEST (Building equity, Strength and Trust), previously known as the Safety, Policing and Racial Justice Task Force. Though the Creative Discourse Group has finished this iteration of work with us for the moment, both CEE and Essex BEST are still just beginning. Both groups are working closely to build a more equitable, inclusive and welcoming community while moving forward with their newly outlined goals and holding each other accountable along the way.

CEE established its current roles, which include:

- Supporting and connecting equity initiatives across the municipality
- Recommending ways to bring an equity lens to resource allocation decisions
- Internal and external communication so staff, elected officials and community members know about the equity work that is happening
- Acting as a sounding board regarding specific incidents
- Working through specific municipal policies together, and serving as a lens and layer of review for old and new policies



CEE, Essex BEST, and VIEW (Voices for Inclusion in Essex and Westford) worked together to hold Essex's very first Juneteenth celebration and look forward to another wonderful celebration this coming year. Stay tuned for more details! The committee has acted as a sounding board for various equity issues that came up internally across all departments within the municipality.

We also worked with staff to create and implement protocols for the new stipend policy for boards and committees of both the Village and Town. CEE works closely with the Essex Westford School district to ensure that the municipality and school district are working together to serve the whole community.

We look forward to fulfilling further goals with more of a focus on redistributing decision making, resources and power as stated above! Please visit our [website](http://www.essexvt.org) at www.essexvt.org for more details and to sign up for updates as they are released.



Alan Botula, Chair; Mike Spaeder, Vice Chair; Betsy Dunn, Clerk; Rusty Brink;
Lauren Gaffney Cohen; Erin De Vries; Stephen Dowd; Shannon Jackson; Ken Signorello

The Committee saw some personnel changes this year with Chair Cristine Hammer, Diana Wood, Grace Vinson and Casey Clark wrapping up their involvement; and Shannon Jackson, Betsy Dunn, Mike Spaeder, Lauren Gaffney Cohen, Rusty Brink, Erin De Vries, Stephen Dowd, and Ken Signorello signing on (enabled by Selectboard increasing the membership to nine). We thank the departing members for their contributions and are excited about the expertise, enthusiasm, and ideas brought by the new team.

The COVID-19 pandemic continued to pose challenges in programming and meetings, however we were able to resume in-person meetings once vaccines were broadly available. The Indian Brook spring clean-up was again canceled, but we did have a successful fall event during which we focused on trail maintenance. In cooperation with Essex Elementary School, the Committee applied for and received an Arbor Day grant from the Vermont Urban and Community Forestry Program. During this other in-person event, two trees provided by the grant were planted on the school campus in a celebration that included members of the Committee, second grade students, and faculty. This and planned future Arbor Day events puts us another step closer to obtaining the Tree City USA recognition from the Arbor Day Foundation – one of our goals for 2022.

Work continues to develop and coordinate the Town's emerald ash borer (EAB) response. The Committee completed a health survey update of the Town's public ash trees. This information was used to select the healthiest trees to receive systemic (non-sprayed) insecticide treatment, and to establish priorities for the ongoing project of ash tree removal and replacement by a more diverse mix of non-susceptible species. The Committee presented the findings and work proposal to the Selectboard. A tree adoption program is under development to engage public participation in ensuring that the newly planted replacement trees will get off to a healthy start. We plan to have this program up and running by Arbor Day 2022. Additional goals for the coming year are improving documentation for the Town's hiking trails, crafting a street tree policy proposal for consideration by the Selectboard, and continuing to explore opportunities for use of the Conservation Reserve Fund.

We would again like to recognize the technical contributions and mentoring from Chuck Vile, Tree Warden, who was honored with the 2021 Hamilton Award from the Vermont Urban and Community Forestry Program for his time generously supporting the Committee's activities.

Mission of the Conservation and Trails Committee

- 1) to inventory and study the natural, historic, educational, cultural, scientific, architectural, or archaeological resources of the town in which the public has an interest; and
- 2) to preserve, develop and maintain a multi-use trail, sidewalk, and greenway system in the Town of Essex that will link residential neighborhoods to natural areas, schools, parks, businesses, recreational facilities, community centers, and neighboring towns. The Committee also advises the Selectboard and Planning Commission on matters relating to the public understanding of local natural resources and conservation needs, development applications and acquisition of lands involving the above resources.



EDC Volunteer Members

Brian Shelden (Chair)
Jeff Benjamin (Vice-chair)
Ta-Tanisha Reddita

EDC Advisors

Greg Duggan, Deputy Town Manager
Owiso Makuku, Town Community Development Director
Darren Schibler, Town Planner
Robin Pierce, Village Community Development Director
Sam Anderson, Greater Burlington Industrial Dev. Corp.
Whitney Coombs, GBIC

The EDC led off our year on a hopeful note. We had a new Chairperson who was active and engaged. It looked like there would soon be a resolution of the generations-old question of “should we merge the village of Essex Junction and the Town of Essex.” And Covid-19 vaccines were invented, giving some hope that Essex business – and all of our lives – could start to return to normal.

Of course, that's not where the rest of the year led. The merger vote did not pass by a very close margin. The commission's membership dropped by 40%. We thank Botur Kosimi and Annie Cooper for their hard work, and we know their plans include giving back to Essex in other ways.

For 2021, our goals were modest: advocate for the greater business community with the Selectboard and the Planning Commission, and advise based on our experience.

One of the ways we hoped to advise, in an evidence-based way, was to grow our contact list of Essex businesses. If you'd like to share your business' contact information with us, please do so: edc@essex.org. Our plans to grow that “census” of businesses was slowed by continued the lack of safety in going door to door, and by our commission being down to only 3 volunteers.

We were happy to volunteer at at Out & About In Essex – a welcome event to help grow Essex businesses – and we hope it continues into the future.

Covid Relief Program Awareness

We at the EDC want to thank both our Federal and State elected representatives in moving very quickly to get relief out to Vermonters and their businesses.

One of the challenges, however, was getting information out to Essex businesses. They needed to know if they qualified, and how to apply.

When the Vermont Agency of Commerce and Community Development (ACCD) opened a program that included specific help to sole-proprietor businesses, the application deadline was within a week of its opening. We didn't want Essex businesses to get closed out of the program. Since we didn't have email address for all businesses, but we did have mailing addresses for most, the EDC recommended the Town to send a postcard to raise awareness.

Economic Development Commission (EDC)

Mixed Use Development

The EDC supports the creation of walkable, mixed use neighborhoods in Essex. That was why, when a proposal was in front of the Planning Commission to build housing-only in the Essex Town Center, we sent them a letter to ask them to re-consider. The planning commission rejected the proposal.

Membership

As mentioned above, the Economic Development Commission has two open slots. Are you interested in helping to grow the business community in Essex? Please join us! We'd love to hear from you at edc@essex.org

New Town Economic Development Staff

Near the end of 2021, the Town filled its job posting for a part time Economic Development staffer with Jean O'Sullivan. Ms. Sullivan is a small business owner, and a former Vermont State Representative from Chittenden 6-2 (Burlington). As a member of the House Commerce & Economic Development Committee, her experience is just what we need to grow business in Essex. We feel lucky to have her!

Outlook for 2022

We believe that the business outlook in Essex is really looking up. Our focus for early in 2022 is to meet with Ms. O'Sullivan and see what suggestions she may have. We hope to recruit two new members, and to refocus on growing our contact list for Essex businesses.

MAKE A DIFFERENCE

Join a board or committee

www.essexvt.org/boardscommittees

STIPEND PROGRAM
The Town of Essex is committed to providing stipends for everyone appointed or elected to a board, commission, or committee that meets with a routing schedule.

Volunteers appointed to boards, committees, or commissions may receive a \$50 per meeting stipend for their time, childcare assistance, food, transportation, or other needs in order to attend meetings.

WELCOME
The Town of Essex is a racially and socially equitable, welcoming, and engaged community where all can thrive because community members and leaders hold each other accountable to ensure a safe, supportive, and just environment. We welcome the diversity of your backgrounds and experience!



COVID-19, Year Two

The Essex Energy Committee (EEC) advocates for conservation, efficiency, renewable energy production, and reduction of greenhouse gas emissions in Essex Town and Essex Junction, Vermont. EEC meetings are generally held on the second Wednesday of each month. Current members at the end of 2021 include: Will Dodge (Chair), Irene Wrenner, Natalee Braun, David Skopin, Phil March, and its two newest members, Dorothy Bergendahl (Essex Junction) and Mike Fink (Essex). This Annual Report is submitted pursuant to Section 1(e) of the EEC Charter of 05/19/2008.

2021 Achievements Based on Powers and Duties in Charter

The second year of the pandemic hindered some of the Committee's activities, but we did make some progress in key areas through a combination of videoconferences, in-person meetings, and live events.

Track Municipal Energy Use and Recommend to Selectboard targets and Actions for Decreasing Energy Use (Charter §1(a))

- Municipal Data. The Energy Committee continued to work with the Village and Town Treasurers and Public Works Departments to compile information concerning electrical usage, in order to secure an additional net metering agreement. Although not yet successful, this endeavor will carry over into 2022.

Research / Recommend to the Selectboard Opportunities to Utilize Renewable Energy Sources and Increase the Efficient Use of Energy within Town Operations.(Charter §1(b))

- Tom Yandow. Facilities Manager Tom Yandow continued to find ways of contributing to the overall increase in efficiency of Essex's buildings, despite complications due to the merger discussion. Key elements included: continuing work to dehumidify the Police Station; additional retro-commissioning at the Town Offices, 81 Main Street

Research / Recommend to the Selectboard Funding Options for Energy Efficiency and Renewable Energy Projects. (Charter §1(c))

- ARPA Funding. Through participation in events hosted by the Chittenden County Regional Planning Commission, the EEC identified the possibility of using federal American Rescue Plan Act (ARPA) funds to improve ventilation in Brownell Library (which will in turn help with heating / cooling in the building), as well as potential funds for renewable energy opportunities for Essex Rescue, Inc. (as an independent organization providing a quasi-municipal service).

Develop and Manage Energy Efficiency Educational Programs. (Charter §1(d))

- Button Up: The EEC ran a very well-publicized Button Up event at Lowe's Home Improvement Center on Susie Wilson Road, speaking with more than 200 people over the course of a weekend to provide home-grown, tailored information on weatherization incentives, rebates, products, and techniques. The Committee also debriefed with the Button Up organizers to identify important ways to improve the event in 2022.

Energy Committee

- Communications and Awareness Raising: EEC members engaged in a variety of virtual and “real” campaigns in areas related to energy usage, transportation adoption (including the new multi-use path), weatherization, promotion of climate change mitigation, transportation adoption, infrastructure resiliency, and community solar.
- VECAN Conferences / Workshops: The EEC sent members to the virtual workshops organized by the Vermont Energy Climate Action Network (VECAN) on a variety of topics, and members prepared summaries to disseminate the information.

Assist other Town Committees and Commissions in Areas of Related Concern, Including the Energy section of the Town Plan. (Charter §1(f))

- Meetings. The Essex Energy Committee met with the Selectboard, the Essex Junction Planning Commission, and the Conservation and Trails Committee to discuss its work, priorities, and goals, as well as ways to foster collaboration. The Energy Committee also met separately with the Essex Rotary Club members.

Plans for 2022

Unfortunately, the urgency of addressing renewables, transportation, and weatherization for the municipality and its residents has only grown during the pandemic, though there are bright spots such as an increased number of EVs /e-Bikes on the road, reductions in utility bills coupled with increases in comfort in a portion of municipal buildings and residential dwellings, and a new Regional Energy Coordinator to work with. Priority goals for 2022 include (but are not limited to) the following:

1. Build a Better Button Up program, particularly based on superb work by member Phil March on the research side, using knowledge from this year’s Lowe’s event.
2. Engage with the Essex Westford School District to get more high schoolers and middle schoolers involved with energy awareness efforts / renewable generation. [Long term policy goal.]
3. Collaborate with the new Regional Energy Coordinator to find sources of funding, plan events, and otherwise implement the Town / Village Energy Plan, while raising broader awareness of the need to fight climate change.
4. Closely monitor legislative changes that can affect the municipality, and work with the Department of Public Works and others to assist with implementation.
5. Develop a job description for an energy coordinator position in Essex that best suits the Town / Village energy needs, and encourage the Town / Village to consider hiring an energy coordinator who would work closely with municipal managers to develop and implement new energy and climate-related policies.

We thank the Selectboard, Trustees, and Town /Village officials for their continued support.



Follow us!
New Facebook page!

