



VILLAGE OF ESSEX JUNCTION TRUSTEES
TOWN OF ESSEX SELECTBOARD
SPECIAL MEETING AGENDA

Online
Essex Junction, VT 05452
Monday, September 28, 2020
6:30 PM

E-mail: manager@essex.org

www.essexjunction.org
www.essexvt.org

Phone: (802) 878-1341
(802) 878-6951

Due to the Covid-19 pandemic, this meeting 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 Microsoft Teams Meeting. Depending on your browser, you may need to call in for audio (below).
JOIN CALLING: Join via conference call (audio only): (802) 377-3784 | Conference ID: 299 293 045#
PROVIDE FULL NAME: For minutes, please provide your full name whenever prompted.
CHAT DURING MEETING: Please use "Chat" to request to speak, only. Please do not use for comments.
RAISE YOUR HAND: Click on the hand in Teams to speak or use the "Chat" feature to request to speak.
MUTE YOUR MIC: When not speaking, please mute your microphone on your computer/phone.

The Selectboard and Trustees meet together to discuss and act on joint business. Each board votes separately on action items.

- CALL TO ORDER [6:30 PM]
AGENDA ADDITIONS/CHANGES
APPROVE AGENDA
PUBLIC TO BE HEARD
a. Comments from Public on Items Not on Agenda
BUSINESS ITEMS
a. Presentation and discussion of Village/Town current budgetary funding analysis and estimated separation numbers
b. Discussion of draft charter for merger of Village of Essex Junction and Town of Essex
c. Discussion of how to update GreaterEssex2020.org
d. Discussion and potential action on creation and hire of new Assistant Manager
e. Discussion of budget goals for fiscal year 2022
f. Approve warning for Special Town Meeting on November 3 (Selectboard only)
g. Approve sending ballots to all active voters for November 3 election (Selectboard only)
CONSENT ITEMS
a. Approve minutes: August 20, 2020 (Trustees only); August 25, 2020 (Trustees only)
READING FILE
a. Memo from Greg Duggan re: Proposed changes to Motor Vehicles, Traffic, and Parking ordinances
b. Email from Travis Sabatano re: Unemployment rates
c. Email from Bob Stock re: Many thanks for great 2020 Census
d. Memo from Jim Jutras re: UVM Corona Virus Research update
e. Upcoming meeting schedule
EXECUTIVE SESSION
a. *An executive session is not anticipated
ADJOURN

Members of the public are encouraged to speak during the Public to Be Heard agenda item, during a Public Hearing, or, when recognized by the Chair or President, during consideration of a specific agenda item. The public will not be permitted to participate when a motion is being discussed except when specifically requested by the Chair or President. This agenda is available in alternative formats upon request. Meetings, like all programs and activities of the Village of Essex Junction and the Town of Essex, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-1341 TTY: 7-1-1 or (800) 253-0191.

Certification: 09/25/2020 [Signature]

Memorandum

To: Town Selectboard; Village Trustees; Evan Teich, Unified Manager
From: Sarah Macy, Finance Director/Assistant Manager
Re: Analysis of Current Funding and Estimated Cost of Separation
Date: September 23, 2020



This information is designed to address the following:

1. How are the budgets of the Town and Village currently funded? Which portion is paid for by Village taxpayers and which portion is paid for by Town Outside the Village (also referred to as TOV throughout) taxpayers?
2. A side-by-side comparison by department.
3. What would it cost if the Village were to separate from the Town?

SEGMENT I: Currently, where does the money come from and where does it go?

I've started this analysis with the FY20 (July 1, 2019 – June 30, 2020) voter approved budgets. I have taken those numbers from the 2019 annual report, added the \$100,000 in the Town budget that was added from the floor, and listed the expenses out by department in table 1. Readers of this document should be able to tie these figures back to their annual report. Table 1 also eliminates any item that appears in both expenditure budgets. Why would this happen? For example, Village Highway and Stormwater are under the budgetary control of the Village, but through MOU with the Town are funded through the Town budget so that all taxpayers pay the same effective Highway and Stormwater tax rates. In practice this means, the Village figures show up in detail in the Village budget, offset by a revenue transfer in from the Town, and then are included in the Town budget as one line to access the Town tax levy funding. Eliminating the duplicate items allows us to see the true expenditures of each budget as listed in the "Adjusted Total Amount" column.

In addition to duplicated items, the Town and the Village differ in budgetary practices meaning the budgets cannot be just put side by side and compared. A reconciliation is required to provide a basis for consistent examination. Table 2 takes the adjusted total amount from table 1 and further adjusts it through a reconciliation process that gets the two budgets aligned for easier comparison. The footnotes in table 2 detail the reconciling items. An example is the way capital is funded. The Town budget includes operating transfers to capital within various departments (in addition to the 2 cent capital tax) and the Village budget has all operating transfers to capital in their own budget segment. Reconciling the two budgets provides an "Adjusted and Reconciled Total Amount" which we will use moving forward.

Now that we have two budgets on the same basis, it should be noted that a portion of the budgets are funded with non-tax revenue sources. These may be grant funds, permits, charges for services, etc. In table 3, the adjusted and reconciled total amount from table 2 is listed with all non-tax revenue sources allocated to each department, leaving an adjusted net amount funded with taxes

for each budget segment. This is the dollar amount of the tax levy that is dedicated to each segment.

From here in table 4a I have taken the adjusted net amount funded with taxes and started filtering it back into the budget structure we are used to seeing which shows how these dollars show up in the two budgets. Starting with table 4b, I have begun to answer the actual question – who pays how much and for what. Table 4b uses the gross FY20 grand list and calculates out which portion of the grand list (Village or TOV), pays how much for each segment. Next, table 5a takes the information in table 4b and calculates an effective tax rate for each budget segment. Table 5b is the same data as table 5a but listed alphabetically by budget segment to see a side by side analysis of similar segments.

A note about the effective tax rate calculation – each of these tax rates is recalculated using the adjusted net amount funded with taxes divided by the appropriate segment of the grand list. In addition to rounding errors when working 4 digits past the decimal, the grand list figures used here do not take into account tax stabilization agreements in the Town or the Village and are therefore slightly higher than the grand list figures used when calculating the actual tax rates. I have also included the budgeted dollars to be raised by the highway tax in the analysis which creates a slightly lower effective highway tax rate than actual. This results in the recalculated rates being slightly different from what the actual tax rates were in FY20. Although it is not material, it should be noted for those trying to follow along and recalculate to their tax bill. The variance is 0.0014 or 0.27% on the Town rates and 0.0025 or 0.30% on the Village rates.

SEGMENT II: Departmental Comparisons

In segment II of this document, each budget segment as identified in segment I after the reconciliation, is given its own page. The first part is for budget segments that function separately in operations or financing. These are Community Development, Fire, Libraries, Capital, Recreation, and Buildings. The second part is for budget segments that are consolidated in operations or funding and this includes Administration, Public Works, Finance, Police, Assessing, Information Technology, and the “other” category which consolidates the left over items. The final page of this segment summarizes the overall budgets.

Each one page has a bit of narrative, shows the total budget, the funding sources broken out between nontax revenues, TOV tax revenues, and Village tax revenues. It then translates this into an effective tax rate in the current environment and what it would be in a merged environment and it shows the tax burden on a \$280,000 property in those two environments.

SEGMENT III: How to start thinking about the cost of separation?

Detailing the state of current budgets was complicated, analyzing what it would cost to separate even more so. The first assumption is that the combined tax levy of the Town and Village is the total amount of tax dollars required to provide governmental services to the whole of Essex. Why is this? Current levels of service cover the entire geographic area and all residents and any overlap or duplication of services to one group is driven by demand. Demand driven services (for example

recreation and libraries) would presumably continue to have the same level of demand regardless of how they were funded. If all of those costs are combined and then divided equally back into one single tax rate (merger scenario) the increase to TOV taxpayers and the decrease to Village taxpayers is approximately 20% spread out over an agreed upon number of years (12).

In a separation scenario, the initial assumption should be the same – that the combined tax levy of the Town and Village is the total amount of tax dollars required to provide governmental services to the whole of Essex. The next assumption required is how will the total cost be divided up between the two segments? Is it a weighted calculation that factors in area, parcels, assessments, and residents? Are different services costed back out with different assumptions? It all gets complicated very quickly. So while it may not make the most sense across the board, I think we would use grand list split as a starting point. This results in the same change in taxes for TOV and Village taxpayers as the merged scenario – about 20% each. The primary difference is in a separation scenario that change is all in the first year instead of spread over a negotiated time frame.

Either of these two assumptions (total cost and how cost would be allocated) could take on countless forms causing the cost of separation to vary widely. Finally, none of this factors in growth projections. As the grand list grows at varying rates throughout the community, the tax rate impact is diluted to the extent that grand list growth doesn't require additional services.

The information included in the packet includes some description of each of the items identified to help the reader understand and also to show how a range of factors and decisions changes the numbers.

Final Thoughts.

There are inequities in the way government is funded in our current situation. Village taxpayers are paying for services they are not eligible to receive, and are paying more for services that they and TOV taxpayers have equal access to. This means that TOV taxpayers are paying less than the true cost for some services. There are multiple ways to correct this – through merging, through separating, or through other ways of determining which portion of the tax base pays for what in the current situation. Each of these options has advantages and disadvantages and the numbers are not going to show the best way forward. In order to determine which way to move forward the question must be answered: What is our vision for the future of Essex as a municipality? From there, the numbers will follow.

Important final disclaimer – there are many assumptions that went into preparing some of this information and that is just a start. Each of those and many, many more would impact the actual results. Again, nothing here factors in future grand list growth, future service demands, or the differing average growth rates in different parts of town. It also does not address ownership of land and other assets. This is a discussion piece, a model only. And as British statistician George Box said in 1976 “all models are wrong, some are useful” – my work here is no exception.

Segment I

1. Start with the voter approved budgets and back out places where costs are double counted. This happens when a budget is created within the Village budget and then funded through the Town budget, or vice versa. The costs appear in both the Village expenditure budget and the Town expenditure budget, the Town includes the amount in its tax levy and then transfers funds to the Village, or vice versa. These are FY20 Budget amounts.

Budget Segment	Total Amount from Approved Budget	Remove items included in both budgets	Adjusted total amount	Description of duplicate items removed
Assessing - Town	204,689		204,689	
Buildings - Town	501,233		501,233	
Clerk - Town	267,976	(50,000)	217,976	Village Administration Budget, Town contribution to Clerk
Community Development - Town	384,757		384,757	
Debt - Town	539,973		539,973	
Economic Development - Town	9,815		9,815	
Finance - Town	712,374		712,374	
Fire - Town	575,392		575,392	
Health & Welfare - Town	283,184		283,184	
Highways - Town	3,562,905	(1,113,329)	2,449,576	Village Highway Budget, included in Town budget as lump sum
Intergovernmental - Town	476,842		476,842	
IT - Town	381,203		381,203	
Library - Town	395,722	(15,000)	380,722	Village Library Budget, Town contribution to Brownell
Manager - Town	482,175	(90,763)	391,412	Village Manager and HR Contribution, Village contribution to Town
Police - Town	4,479,558		4,479,558	
Public Works - Town	145,581		145,581	
Recreation - Town	989,082		989,082	
Selectboard - Town	96,688		96,688	
Stormwater - Town	341,500	(69,047)	272,453	Village Stormwater Budget, included in Town budget as lump sum
SUBTOTAL TOWN:	14,830,649	(1,338,139)	13,492,510	
			-	
Administration - Village	465,314		465,314	
Buildings - Village	240,375		240,375	
Community Development - Village	245,294		245,294	
Debt - Village	313,560		313,560	
Economic Development - Village	50,350		50,350	
Finance - Village	160,503		160,503	
Fire - Village	351,860		351,860	
Highways - Village	1,113,329		1,113,329	
Library - Village	731,684		731,684	
Recreation - Village	657,867		657,867	
Stormwater - Village	69,047		69,047	
Transfers & Misc - Village	765,730		765,730	
SUBTOTAL VILLAGE:	5,164,913	-	5,164,913	

2. The Town and Village each have slightly different budgetary practices which means looking at the budgets side by side does NOT provide a basis for consistent examination. Using the adjusted total amount of each budget segment (see previous page), this table reconciles some of the larger items for comparison purposes. Each of the items is detailed in the footnote.

Budget Segment	Adjusted Total Amount	Net Adjustment	Adjusted and Reconciled total amount	Footnote
Assessing - Town	204,689	(3,000)	201,689	(1)
Buildings - Town	501,233		501,233	
Clerk - Town	217,976	(217,976)	-	(3)
Community Development - Town	384,757	12,000	396,757	(1), (4)
Debt - Town	539,973		539,973	
Economic Development - Town	9,815		9,815	
Finance - Town	712,374		712,374	
Fire - Town	575,392	(175,000)	400,392	(1)
Health & Welfare - Town	283,184		283,184	
Highways - Town	2,449,576	(180,000)	2,269,576	(1)
Intergovernmental - Town	476,842		476,842	
IT - Town	381,203	(3,850)	377,353	(1)
Library - Town	380,722		380,722	
Manager - Town	391,412	(391,412)	-	(3)
Police - Town	4,479,558		4,479,558	
Public Works - Town	145,581		145,581	
Recreation - Town	989,082	(29,000)	960,082	(1)
Selectboard - Town	96,688	(96,688)	-	(3), (4)
Stormwater - Town	272,453		272,453	
Administration - Town	-	691,076	691,076	(3)
Operating Transfers to Capital	-	393,850	393,850	(1)
SUBTOTAL TOWN:	13,492,510	-	13,492,510	
Administration - Village	465,314	12,000	477,314	(2)
Buildings - Village	240,375		240,375	
Community Development - Village	245,294	(12,000)	233,294	(2)
Debt - Village	313,560		313,560	
Economic Development - Village	50,350		50,350	
Finance - Village	160,503		160,503	
Fire - Village	351,860		351,860	
Highways - Village	1,113,329		1,113,329	
Library - Village	731,684		731,684	
Recreation - Village	657,867		657,867	
Stormwater - Village	69,047		69,047	
Transfers & Misc - Village	765,730	(760,730)	5,000	(1)
Operating Transfers to Capital	-	760,730	760,730	(1)
SUBTOTAL VILLAGE:	5,164,913	-	5,164,913	

(1) Capital: in the Town budget, individual department segments included related operating transfers to the capital fund for capital projects and purchases. This is in addition to the 2 cent capital tax which is NOT reflected in this list. This list is the General Fund budgets only.

(2) Legal: in the Town budget, legal is all included in the Manager department budget segment; in the Village budget, there is legal included in the Administration department budget segment and in the Community Development department budget segment. The \$12,000 from Village Community Development has been moved to Village Administration.

(3) The Village has an Administration segment that covers the Village contribution for the Manager and the HR Director, the Clerk, Assistant to the Manager, Administrative Assistant, Trustees payments and expenditures, legal, VLCT dues, etc. In the Town Budget many of the related items are broken out into their own segment: Selectboard, Manager, and Clerk most notably. These items in the Town budget have been consolidated into one item for Administration for comparative purposes.

(4) The Town established a conservation fund and an annual contribution of \$15,000 in the FY19 budget, this has been budgeted under the Selectboard budget but is better associated with the activities of Community Development.

3. Using the adjusted and reconciled total amount of each budget segment (see previous page), subtract direct and indirect non-tax revenues from each budget segment to reveal the amount of each segment that is funded by tax dollars.

Budget Segment	Adjusted and Reconciled Total Amount	Allocation of non-tax revenues	Adjusted Net amount funded with taxes
Assessing - Town	201,689	(7,111)	194,578
Buildings - Town	501,233	(29,963)	471,270
Community Development - Town	396,757	(82,479)	314,278
Debt - Town	539,973	-	539,973
Economic Development - Town	9,815	(341)	9,474
Finance - Town	712,374	(50,109)	662,265
Fire - Town	400,392	(19,990)	380,402
Health & Welfare - Town	283,184	(19,284)	263,900
Highways - Town	2,269,576	(368,877)	1,900,699
Intergovernmental - Town	476,842	(16,566)	460,276
IT - Town	377,353	(13,243)	364,110
Library - Town	380,722	(13,713)	367,009
Police - Town	4,479,558	(213,539)	4,266,019
Public Works - Town	145,581	(7,109)	138,472
Recreation - Town	960,082	(131,853)	828,229
Stormwater - Town	272,453	(11,961)	260,492
<i>Administration - Town</i>	691,076	(203,573)	487,503
<i>Operating Transfers to Capital</i>	393,850	-	393,850
SUBTOTAL TOWN:	13,492,510	(1,189,711)	12,302,799
Administration - Village	477,314	(212,068)	265,246
Buildings - Village	240,375	(23,213)	217,162
Community Development - Village	233,294	(38,044)	195,250
Debt - Village	313,560	-	313,560
Economic Development - Village	50,350	(317)	50,033
Finance - Village	160,503	(38,668)	121,835
Fire - Village	351,860	(2,235)	349,625
Highways - Village	1,113,329	-	1,113,329
Library - Village	731,684	(5,107)	726,577
Recreation - Village	657,867	(36,642)	621,225
Stormwater - Village	69,047	-	69,047
Transfers & Misc - Village	5,000	(4,821)	179
<i>Operating Transfers to Capital</i>	760,730	-	760,730
SUBTOTAL VILLAGE:	5,164,913	(361,115)	4,803,798

4a. This sheet takes the adjusted and reconciled net amount funded with taxes and shows which budget the tax dollars come from. The sum total of column titled "Town Budget" and the column titled "Village Budget" tie back to the tax levy in each of the voter approved budget documents.

Budget Segment	Adjusted Net amount funded with taxes	Funded by Tax Dollars, by budget	
		Town Budget	Village Budget
Assessing - Town	194,578	194,578	
Buildings - Town	471,270	471,270	
Community Development - Town	314,278	314,278	
Debt - Town	539,973	539,973	
Economic Development - Town	9,474	9,474	
Finance - Town	662,265	662,265	
Fire - Town	380,402	380,402	
Health & Welfare - Town	263,900	263,900	
Highways - Town	1,900,699	1,900,699	
Intergovernmental - Town	460,276	460,276	
IT - Town	364,110	364,110	
Library - Town	367,009	367,009	
Police - Town	4,266,019	4,266,019	
Public Works - Town	138,472	138,472	
Recreation - Town	828,229	828,229	
Stormwater - Town	260,492	260,492	
Administration - Town	487,503	487,503	
Operating Transfers to Capital	393,850	393,850	
SUBTOTAL TOWN:	12,302,799		
Administration - Village	265,246	50,000	215,246
Buildings - Village	217,162		217,162
Community Development - Village	195,250		195,250
Debt - Village	313,560		313,560
Economic Development - Village	50,033		50,033
Finance - Village	121,835		121,835
Fire - Village	349,625		349,625
Highways - Village	1,113,329	1,113,329	-
Library - Village	726,577	15,000	711,577
Recreation - Village	621,225		621,225
Stormwater - Village	69,047	69,047	-
Transfers & Misc - Village	179		179
Operating Transfers to Capital	760,730		760,730
SUBTOTAL VILLAGE:	4,803,798		
		13,550,175	3,556,422

Ties to budgeted tax levies

4b. This sheet takes the adjusted and reconciled net amount funded with taxes and shows how much each subset of the grand list is paying. The Town grand list of \$26,482,155 covers the Village and Town Outside the Village and is used to raise taxes for the Town Budget. It is only the Village subset of the Grand list that funds the Village Budget. The Village makes up 42% of the whole and the Town Outside the Village is 58% of the whole (rounded).

FY20 Grand List Split:	Total Dollars:	Percent Split
Town	26,482,155	
Village	11,134,240	42%
Town outside Village	15,347,915	58%

Budget Segment	Adjusted Net amount funded with taxes	Funded by Tax Dollars, by Tax Base	
		Town Outside Village Taxpayers	Village Taxpayers
Assessing - Town	194,578	112,769	81,809
Buildings - Town	471,270	273,128	198,142
Community Development - Town	314,278	182,142	132,136
Debt - Town	539,973	312,945	227,028
Economic Development - Town	9,474	5,491	3,983
Finance - Town	662,265	383,820	278,445
Fire - Town	380,402	220,465	159,937
Health & Welfare - Town	263,900	152,945	110,955
Highways - Town	1,900,699	1,101,563	799,136
Intergovernmental - Town	460,276	266,756	193,520
IT - Town	364,110	211,022	153,088
Library - Town	367,009	212,703	154,306
Police - Town	4,266,019	2,472,401	1,793,618
Public Works - Town	138,472	80,252	58,220
Recreation - Town	828,229	480,006	348,223
Stormwater - Town	260,492	150,970	109,522
Administration - Town	487,503	282,536	204,967
Operating Transfers to Capital*	393,850	297,807	96,043
SUBTOTAL TOWN:	12,302,799	7,199,720	5,103,079
Administration - Village	265,246	28,978	236,269
Buildings - Village	217,162	-	217,162
Community Development - Village	195,250	-	195,250
Debt - Village	313,560	-	313,560
Economic Development - Village	50,033	-	50,033
Finance - Village	121,835	-	121,835
Fire - Village	349,625	-	349,625
Highways - Village	1,113,329	645,237	468,092
Library - Village	726,577	8,693	717,884
Recreation - Village	621,225	-	621,225
Stormwater - Village	69,047	40,017	29,030
Transfers & Misc - Village	179	-	179
Operating Transfers to Capital	760,730	-	760,730
SUBTOTAL VILLAGE:	4,803,798	722,925	4,080,873
		7,922,646	9,183,951

* The Highway Tax, a \$0.0110 tax rate charged just to taxpayers outside the Village is included here as it approximates the highway operating transfer to capital.

5a. This sheet takes the Funding by grand list segment and calculates an effective tax rate for taxpayers in the Village and outside the Village for each segment.

FY20 Grand List Split:	Total Dollars:	Percent Split
Town	26,482,155	
Village	11,134,240	42%
Town outside Village	15,347,915	58%

Budget Segment	Adjusted Net amount funded with taxes	Funded by Tax Dollars, by Tax Base		Effective Tax Rate	
		Town Outside Village Taxpayers	Village Taxpayers	TOV Tax Rate	Village Tax Rate
Assessing - Town	194,578	112,769	81,809	0.0073	0.0073
Buildings - Town	471,270	273,128	198,142	0.0178	0.0178
Community Development - Town	314,278	182,142	132,136	0.0119	0.0119
Debt - Town	539,973	312,945	227,028	0.0204	0.0204
Economic Development - Town	9,474	5,491	3,983	0.0004	0.0004
Finance - Town	662,265	383,820	278,445	0.0250	0.0250
Fire - Town	380,402	220,465	159,937	0.0144	0.0144
Health & Welfare - Town	263,900	152,945	110,955	0.0100	0.0100
Highways - Town	1,900,699	1,101,563	799,136	0.0718	0.0718
Intergovernmental - Town	460,276	266,756	193,520	0.0174	0.0174
IT - Town	364,110	211,022	153,088	0.0137	0.0137
Library - Town	367,009	212,703	154,306	0.0139	0.0139
Police - Town	4,266,019	2,472,401	1,793,618	0.1611	0.1611
Public Works - Town	138,472	80,252	58,220	0.0052	0.0052
Recreation - Town	828,229	480,006	348,223	0.0313	0.0313
Stormwater - Town	260,492	150,970	109,522	0.0098	0.0098
Administration - Town	487,503	282,536	204,967	0.0184	0.0184
Operating Transfers to Capital*	393,850	297,807	96,043	0.0194	0.0086
SUBTOTAL TOWN:	12,302,799	7,199,720	5,103,079	0.4692	0.4584
Administration - Village	265,246	28,978	236,269	0.0019	0.0212
Buildings - Village	217,162	-	217,162	-	0.0195
Community Development - Village	195,250	-	195,250	-	0.0175
Debt - Village	313,560	-	313,560	-	0.0282
Economic Development - Village	50,033	-	50,033	-	0.0045
Finance - Village	121,835	-	121,835	-	0.0109
Fire - Village	349,625	-	349,625	-	0.0314
Highways - Village	1,113,329	645,237	468,092	0.0420	0.0420
Library - Village	726,577	8,693	717,884	0.0006	0.0645
Recreation - Village	621,225	-	621,225	-	0.0558
Stormwater - Village	69,047	40,017	29,030	0.0026	0.0026
Transfers & Misc - Village	179	-	179	-	-
Operating Transfers to Capital	760,730	-	760,730	-	0.0683
SUBTOTAL VILLAGE:	4,803,798	722,925	4,080,873	0.0471	0.3664
		7,922,646	9,183,951	0.5163	0.8248

* The Highway Tax, a \$0.0110 tax rate charged just to taxpayers outside the Village is included here as it approximates the highway operating transfer to capital.

5b. This sheet is the same information as the previous page sorted by budget segment for comparative purposes.

FY20 Grand List Split:	Total Dollars:	Percent Split
Town	26,482,155	
Village	11,134,240	42%
Town outside Village	15,347,915	58%

Budget Segment	Adjusted Net amount funded with taxes	Funded by Tax Dollars, by Tax Base		Effective Tax Rate	
		Town Outside Village Taxpayers	Village Taxpayers	TOV Tax Rate	Village Tax Rate
Administration - Town	487,503	282,536	204,967	0.0184	0.0184
Administration - Village	265,246	28,978	236,269	0.0019	0.0212
Assessing - Town	194,578	112,769	81,809	0.0073	0.0073
Buildings - Town	471,270	273,128	198,142	0.0178	0.0178
Buildings - Village	217,162	-	217,162	-	0.0195
Community Development - Town	314,278	182,142	132,136	0.0119	0.0119
Community Development - Village	195,250	-	195,250	-	0.0175
Debt - Town	539,973	312,945	227,028	0.0204	0.0204
Debt - Village	313,560	-	313,560	-	0.0282
Economic Development - Town	9,474	5,491	3,983	0.0004	0.0004
Economic Development - Village	50,033	-	50,033	-	0.0045
Finance - Town	662,265	383,820	278,445	0.0250	0.0250
Finance - Village	121,835	-	121,835	-	0.0109
Fire - Town	380,402	220,465	159,937	0.0144	0.0144
Fire - Village	349,625	-	349,625	-	0.0314
Health & Welfare - Town	263,900	152,945	110,955	0.0100	0.0100
Highways - Town	1,900,699	1,101,563	799,136	0.0718	0.0718
Highways - Village	1,113,329	645,237	468,092	0.0420	0.0420
Intergovernmental - Town	460,276	266,756	193,520	0.0174	0.0174
IT - Town	364,110	211,022	153,088	0.0137	0.0137
Library - Town	367,009	212,703	154,306	0.0139	0.0139
Library - Village	726,577	8,693	717,884	0.0006	0.0645
Operating Transfers to Capital - Village	760,730	-	760,730	-	0.0683
Operating Transfers to Capital* - Town	393,850	297,807	96,043	0.0194	0.0086
Police - Town	4,266,019	2,472,401	1,793,618	0.1611	0.1611
Public Works - Town	138,472	80,252	58,220	0.0052	0.0052
Recreation - Town	828,229	480,006	348,223	0.0313	0.0313
Recreation - Village	621,225	-	621,225	-	0.0558
Stormwater - Town	260,492	150,970	109,522	0.0098	0.0098
Stormwater - Village	69,047	40,017	29,030	0.0026	0.0026
Transfers & Misc - Village	179	-	179	-	-
		7,922,646	9,183,951	0.5163	0.8248

* The Highway Tax, a \$0.0110 tax rate charged just to taxpayers outside the Village is included here as it approximates the highway operating transfer to capital.

Segment II

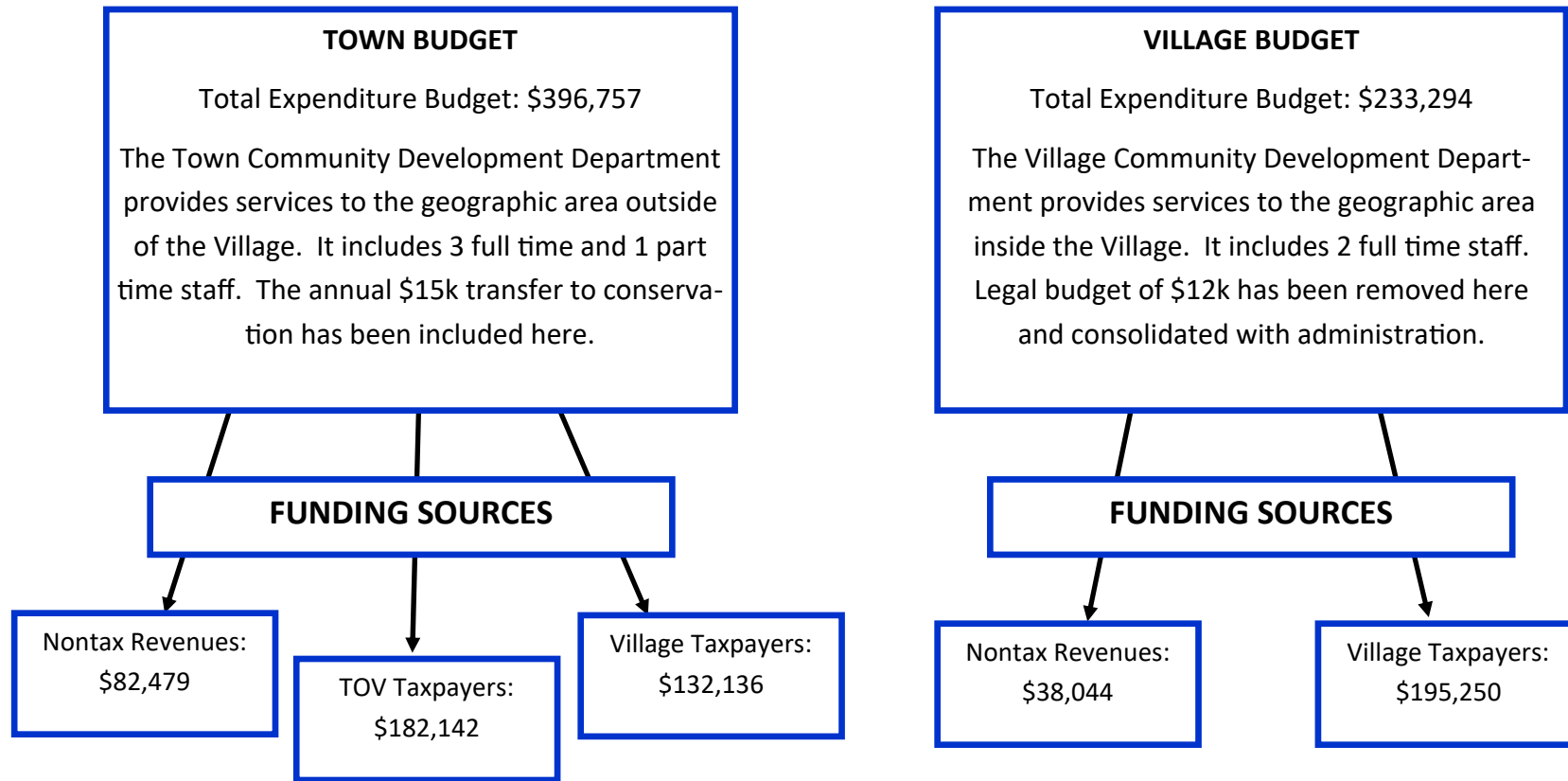
Separate Functions

The following pages show the General Fund functions that remain mostly or entirely separate in operations and/or funding.

Which functions are included here and why?

1. Community Development Departments — The Town Community Development Department serves the geographic area outside the Village, and is funded through the Town budget. The Village Community Development Department serves the geographic area inside the Village, and is funded through the Village budget. Because the Village grand list is part of the Town grand list, this causes Village taxpayers to pay a portion (42%) of the Town Community Development Budget as well as the entire Village Community Development Budget.
2. Fire Departments — The Town Fire Department is funded through the Town budget and the Village Fire Department is funded through the Village budget. This budget structure causes Village taxpayers to pay a portion (42%) of the Town Fire Department Budget as well as the entire Village Fire Department Budget.
3. Essex Free (Town) and Brownell (Village) Libraries — The Essex Free Library is funded through the Town budget and the Brownell Library is funded through the Village budget. Anyone in Essex can get a library card at Essex Free; Brownell issues library cards to Village residents only. This means that Village residents may get a library card from both Brownell and Essex Free, however, residents are encouraged to choose one home library. Brownell library cards and Essex Free library cards can be used at either library. The effect of this is that all Essex residents have equal access to the two libraries although the budget structure causes Village taxpayers to pay a portion (42%) of the Essex Free Library as well as the entire Brownell Library.
4. Operating Transfers to Capital and Capital Tax — The Town levies a \$0.0200 capital tax annually on all properties to fund the Town Capital Fund. Additionally, the Town budget includes operating transfers to capital within individual department budgets. In the following pages, all transfers to capital have been removed from department specific functions and summarized in the capital slide to allow for more meaningful comparison. The Village budget has operating transfer to capital all included in one budget segment. Although the Town Capital Fund does include projects in the Village, these funds are spent largely outside the Village.
5. Recreation (General Fund) - The Town and Village Recreation Departments are funded through both the General Fund and separate program funds. The program funds are paid for entirely with user fees and not tax dollars. The amounts in this document are General Fund amounts.
6. Buildings— Town Buildings are funded through the Town budget and Village Buildings are funded through the Village budget. This budget structure causes Village taxpayers to pay a portion (42%) of the Town Buildings Budget as well as the entire Village Buildings Budget. There is one staff member dedicated to buildings funded entirely from the Town budget.

Community Development

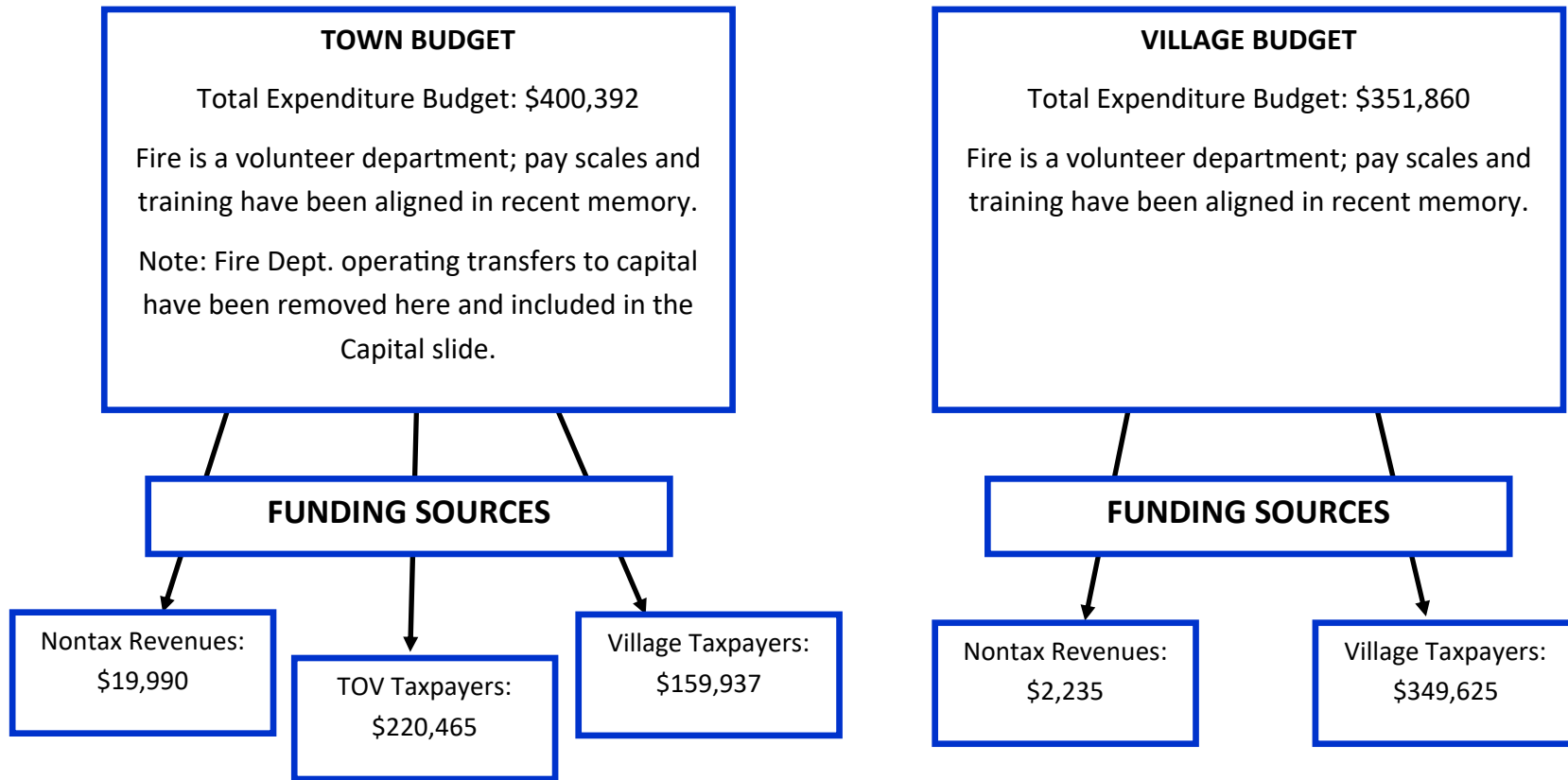


The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.0119	0.0294
Merged:	0.0192	0.0192

Tax burden on \$280k home:	TOV	Village
Current:	\$33.32	\$82.32
Merged:	\$53.76	\$53.76

Fire Department

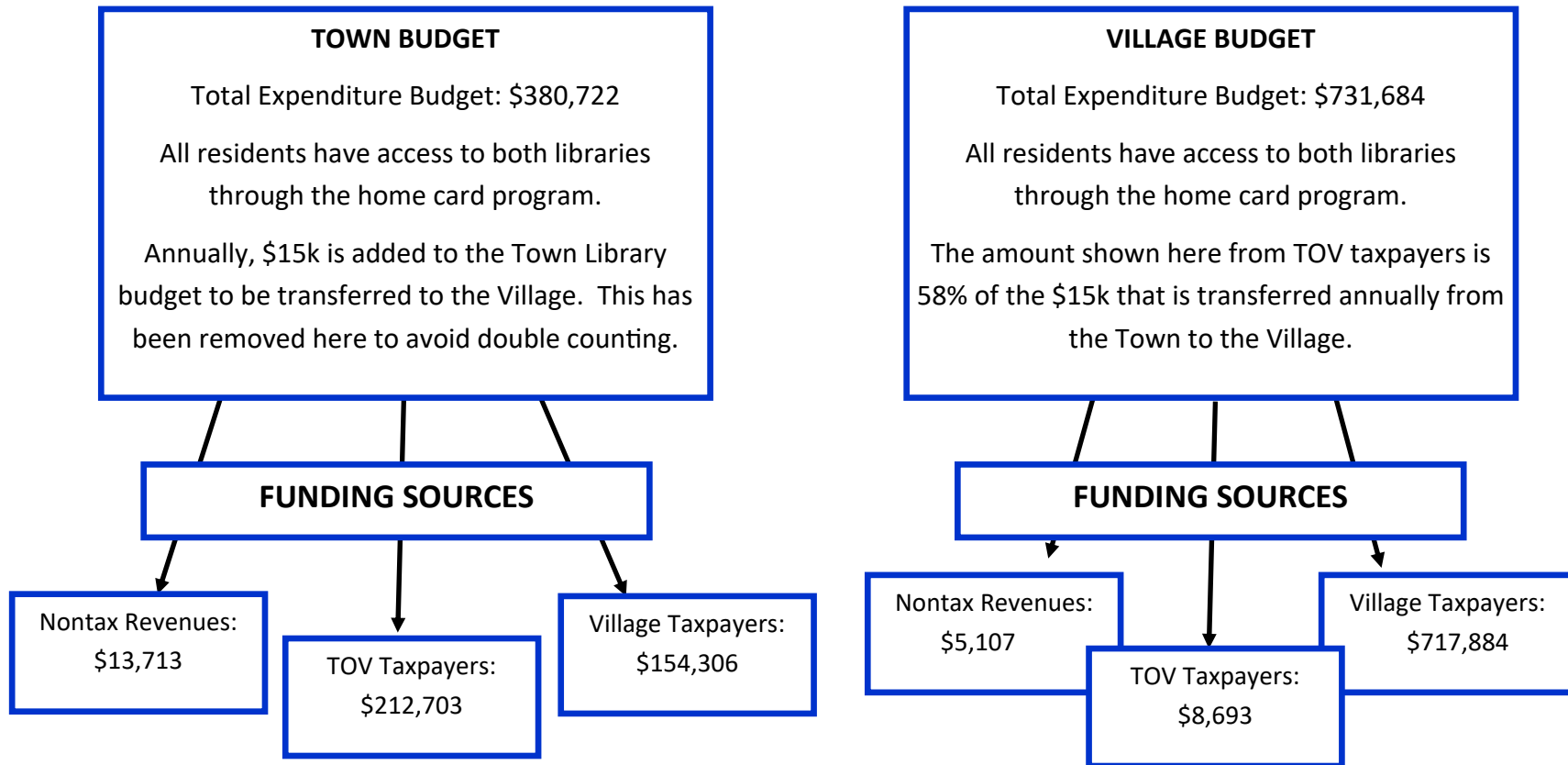


The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.0144	0.0458
Merged:	0.0276	0.0276

Tax burden on \$280k home:	TOV	Village
Current:	\$40.32	\$128.24
Merged:	\$77.28	\$77.28

Library

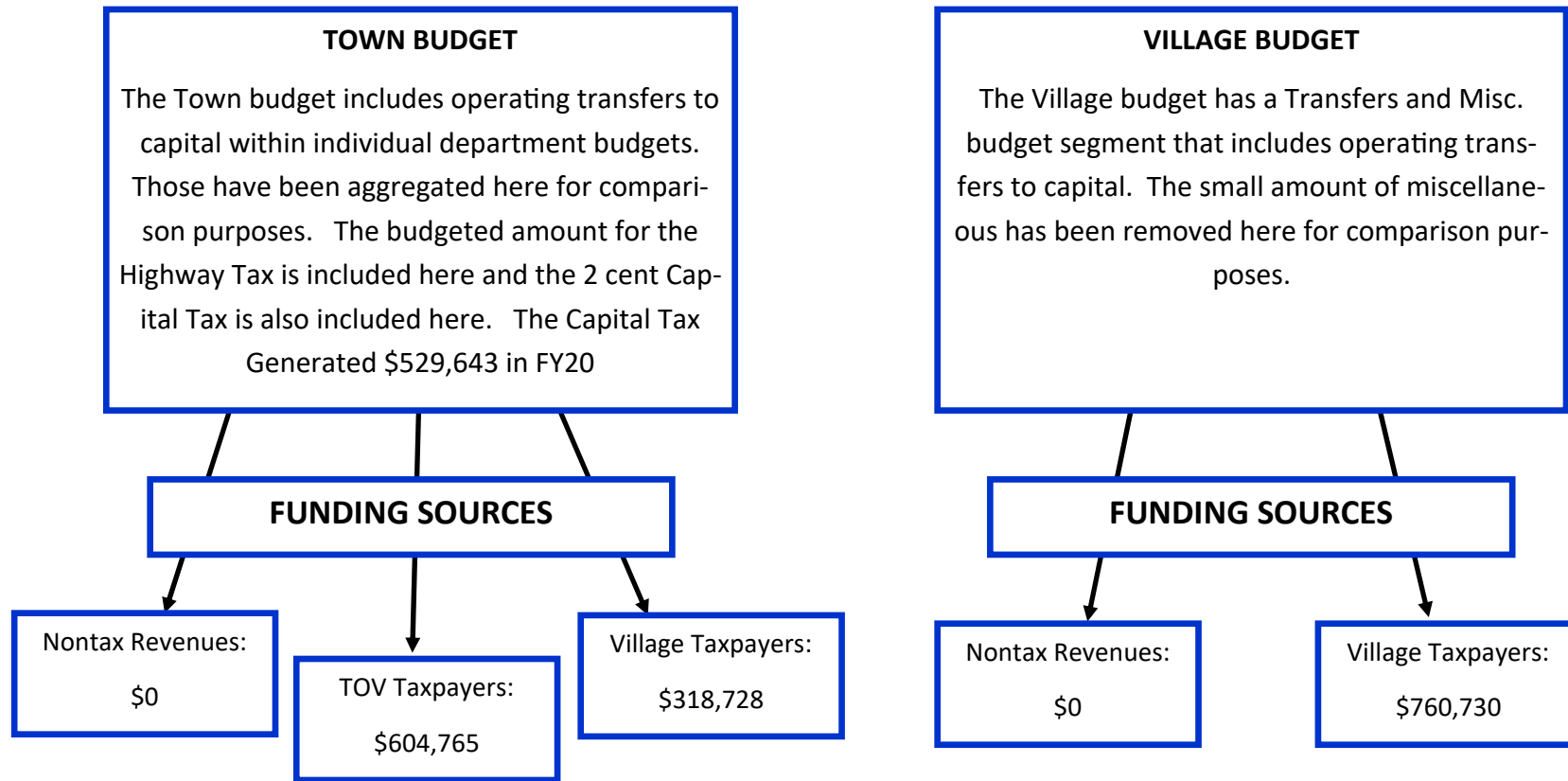


The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.0145	0.0784
Merged:	0.0413	0.0413

Tax burden on \$280k home:	TOV	Village
Current:	\$40.60	\$219.52
Merged:	\$115.64	\$115.64

Operating Transfers to Capital and Capital Tax

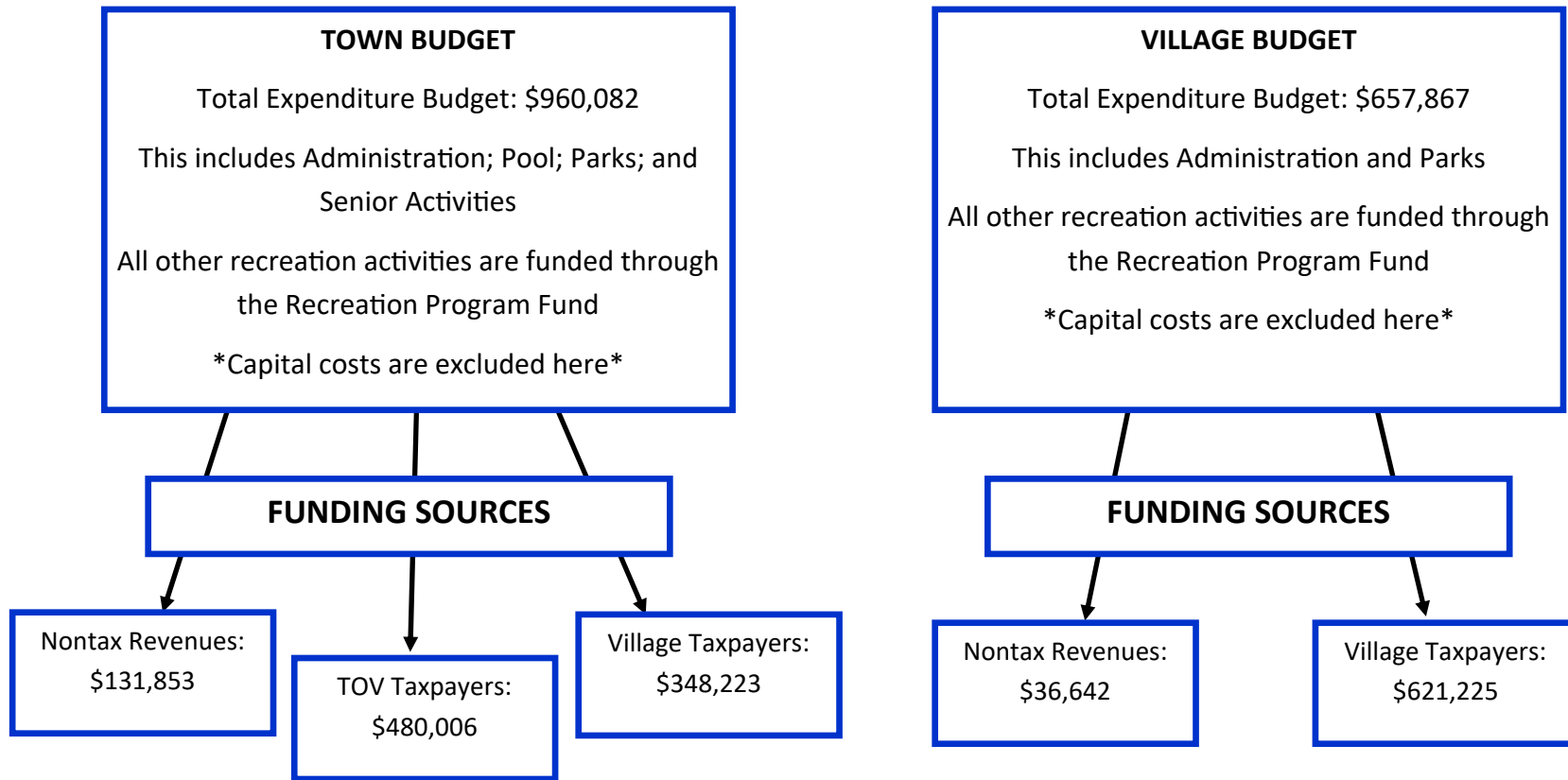


The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.2194	0.2769
Merged:	0.2436	0.2436

Tax burden on \$280k home:	TOV	Village
Current:	\$54.32	\$215.32
Merged:	\$178.08	\$178.08

Recreation—General Fund

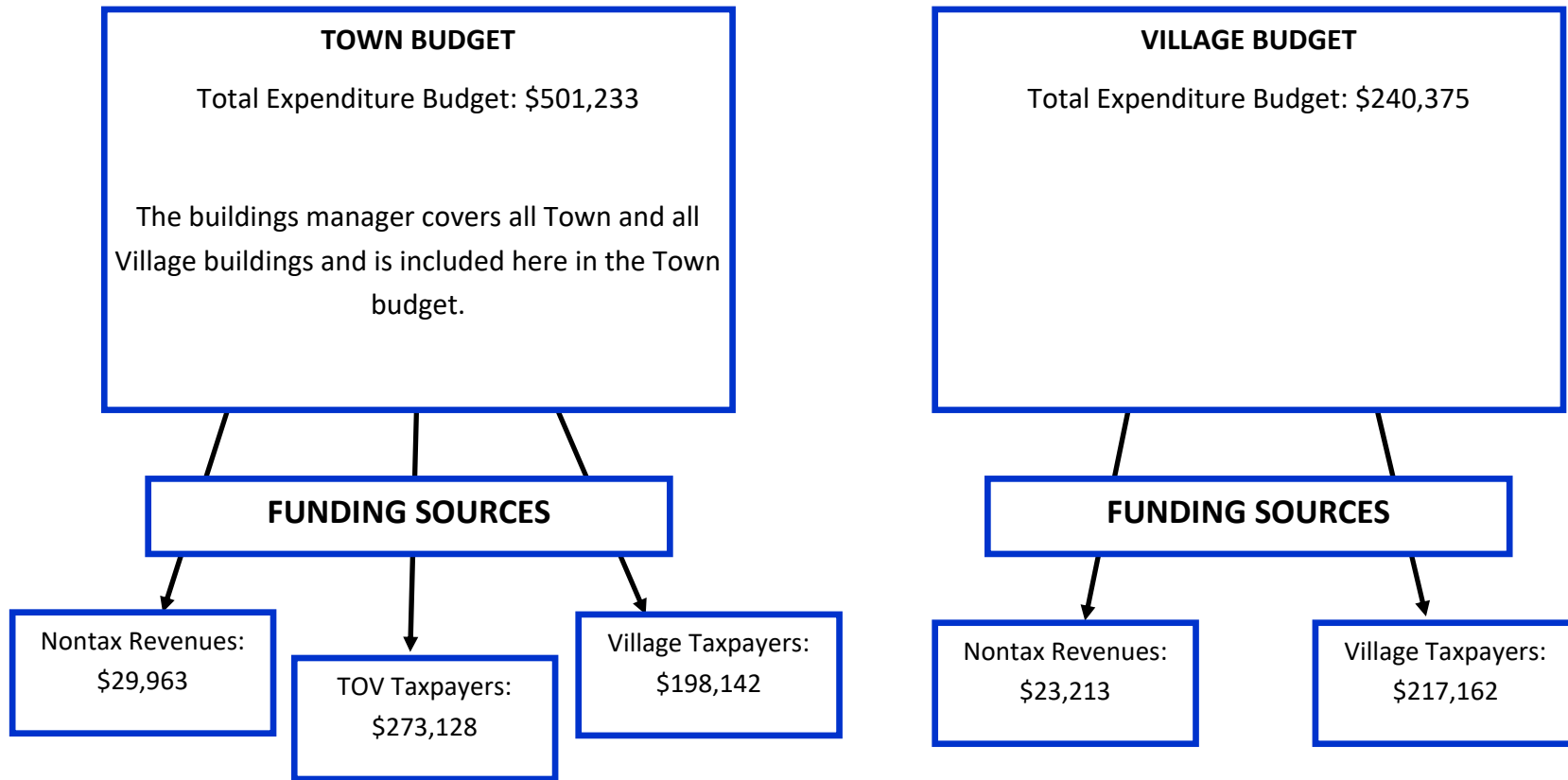


The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.0313	0.0871
Merged:	0.0547	0.0547

Tax burden on \$280k home:	TOV	Village
Current:	\$87.64	\$243.88
Merged:	\$153.16	\$153.16

Buildings—General Fund



The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax	TOV	Village
Current:	0.0178	0.0373
Merged:	0.0260	0.0260

Tax burden on \$280k home:	TOV	Village
Current:	\$49.84	\$104.44
Merged:	\$72.80	\$72.80

Consolidated Functions

The following pages show the General Fund functions that are mostly or entirely consolidated in operations and/or funding.

Which functions are included here and why?

1. Administration— In the Village budget there is one administration budget segment. On the Town side this is broken out into multiple segments. They have all been consolidated on the Town side here for comparative purposes.
2. Public Works: Administration, Highways, Stormwater— These Town and Village sides of these departments are under the budgetary control of their respective boards. However, they are all funded through the Town budget so that all taxpayers pay the same effective tax rates for these functions.
3. Finance—One Finance department supports the entire organization including enterprise funds. While Finance is consolidated it still consists of both Town employees and Village employees and the funding is not entirely consolidated.
4. Police—One Police department services the entire geographic area.
5. Assessor— One Assessing department services the entire geographic area.
6. Information Technology—One IT department supports the entire organization including enterprise funds.
7. Other Items—Debt, Economic Development, Health & Welfare, Intergovernmental and Miscellaneous have been summarized in one slide for ease of presentation.

Administration

TOWN BUDGET

Total Expenditure Budget: \$691,076

This includes Manager, Clerk, Legal and Select-board budget segments.

The annual \$50k transfer from Town to Village for Clerk is removed here to avoid double counting.

VILLAGE BUDGET

Total Expenditure Budget: \$477,314

This budget includes payments to the Town for Manager and HR; Village Administrative staff; Clerk; Legal; and Trustees Expenditures

58% of the \$50k from the Town budget for Clerk is listed here as TOV funding.

FUNDING SOURCES

FUNDING SOURCES

Nontax Revenues:
\$203,573

TOV Taxpayers:
\$282,536

Village Taxpayers:
\$204,967

Nontax Revenues:
\$212,068

TOV Taxpayers:
\$28,978

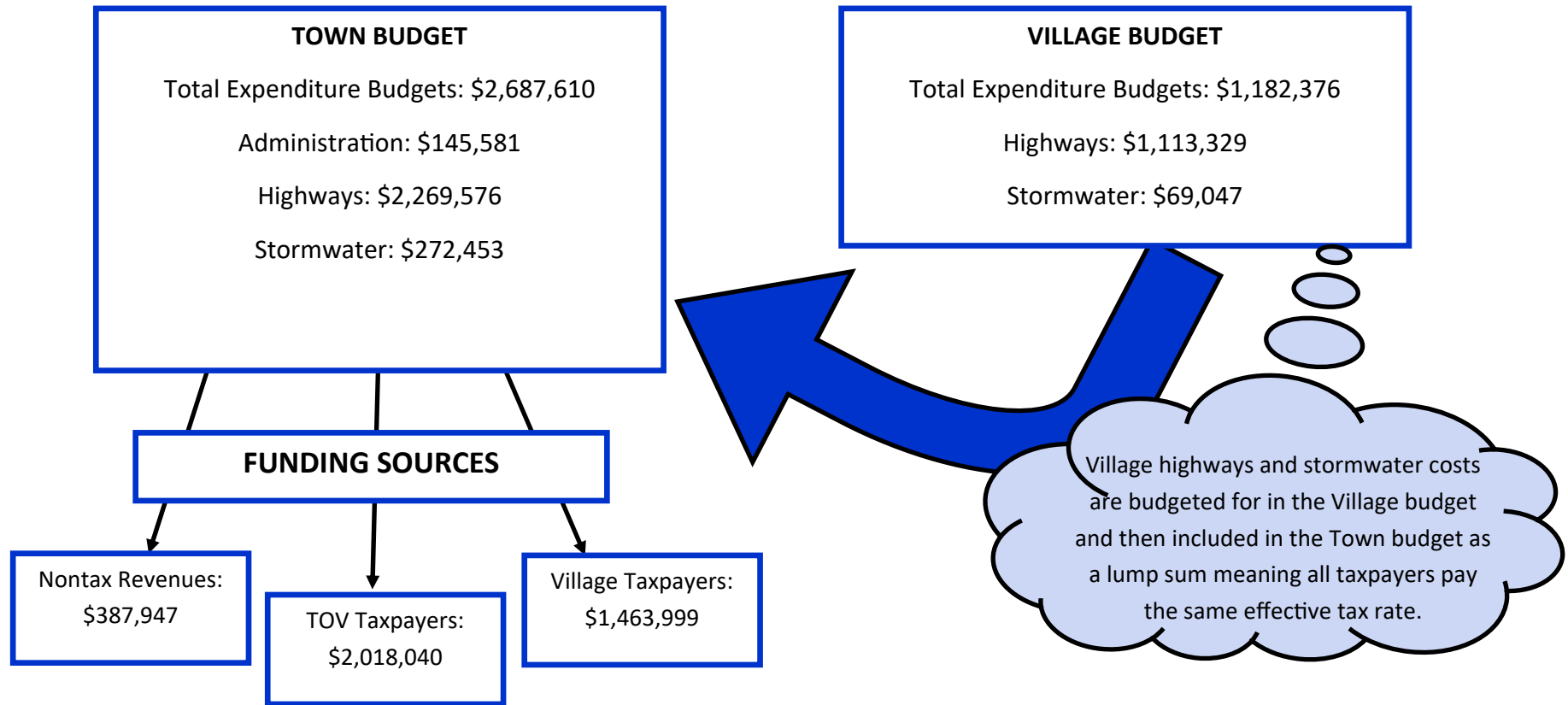
Village Taxpayers:
\$236,269

The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.0203	0.0396
Merged:	0.0284	0.0284

Tax burden on \$280k home:	TOV	Village
Current:	\$56.84	\$110.88
Merged:	\$79.52	\$79.52

Public Works: Administration, Highways, Stormwater



The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

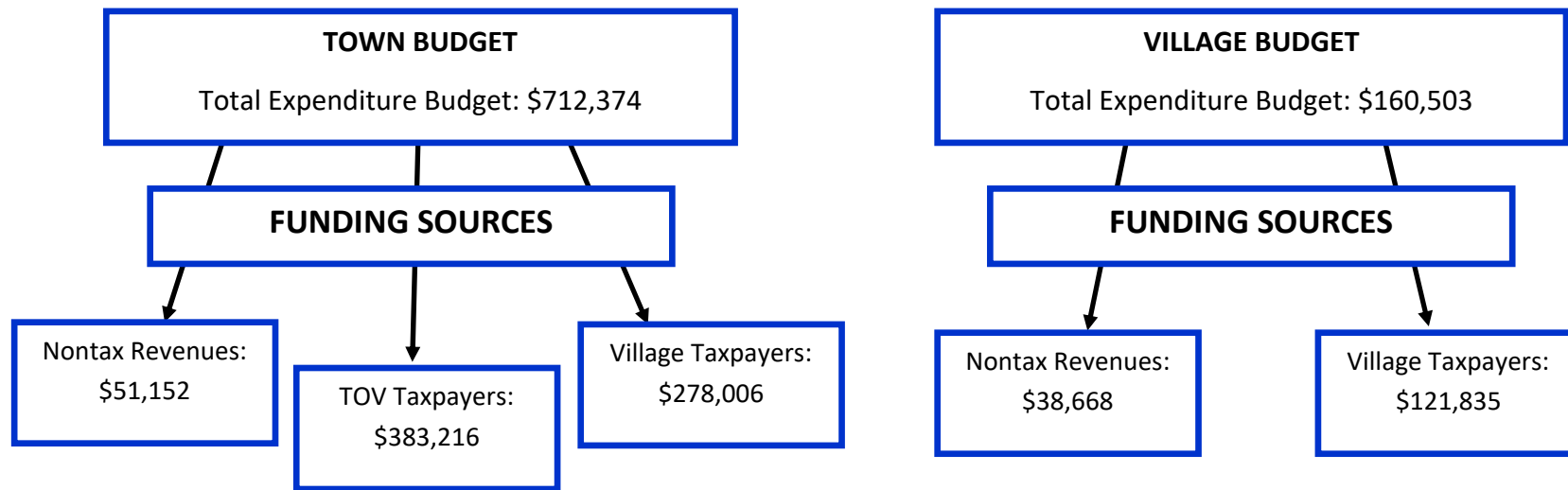
Effective Tax Rate:	TOV	Village
Current:	0.1314	0.1314
Merged:	0.1314	0.1314

Tax burden on \$280k home:	TOV	Village
Current:	\$367.92	\$367.92
Merged:	\$367.92	\$367.92

Finance

One Finance department supports all Town and Village functions, handles weekly payroll, tax billing, utility billing, audit, and budgeting. The Finance department budgets include the complete general fund portion of property and liability insurance for the respective entity. The Town Finance Budget includes 3 fulltime staff, the Village Finance Budget includes 1 fulltime staff. The fifth fulltime Finance employee is included in the Town Water/Sewer budget.

Nontax Revenues in the Town and Village include contributions from the Village Enterprise Funds.



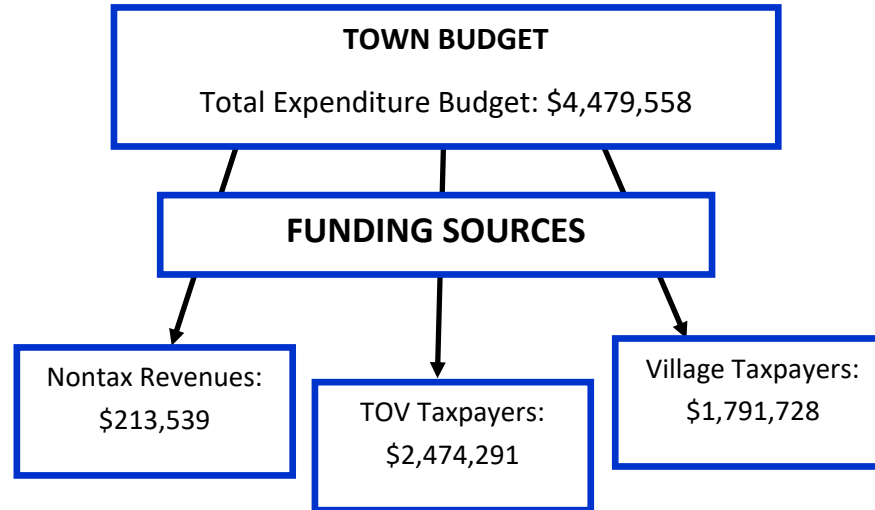
The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
	Current:	0.0250
Merged:	0.0296	0.0296

Tax burden on \$280k home:	TOV	Village
	Current:	\$70.00
Merged:	\$82.88	\$82.88

Police

For over 40 years, one police department has served the entire community. This function resides in the Town Budget and the bonded debt on the new police facility is also in the Town Budget (included in the debt slide).



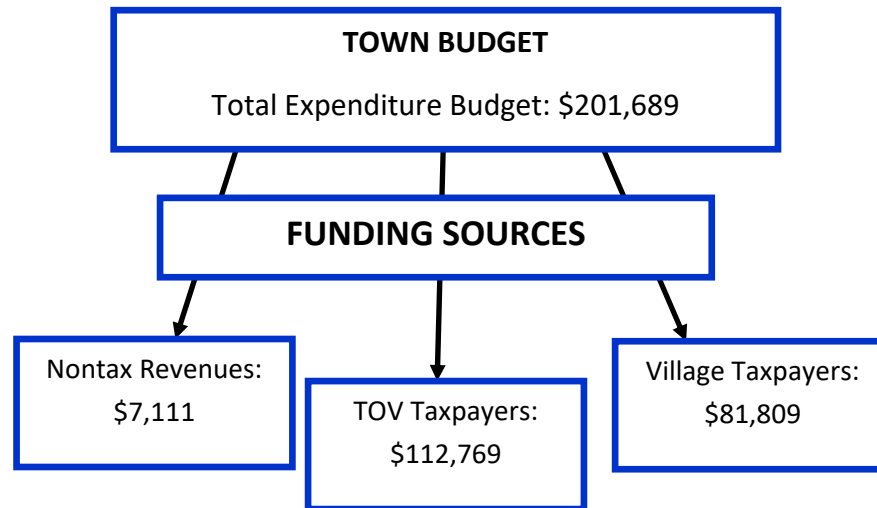
The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.1611	0.1611
Merged:	0.1611	0.1611

Tax burden on \$280k home:	TOV	Village
Current:	\$451.08	\$451.08
Merged:	\$451.08	\$451.08

Assessor

One Assessing Department serves the entire community. Included in this budget is the cost of two employees—one full time and one part time. The annual transfer to capital has been removed here and was included in the capital slide.



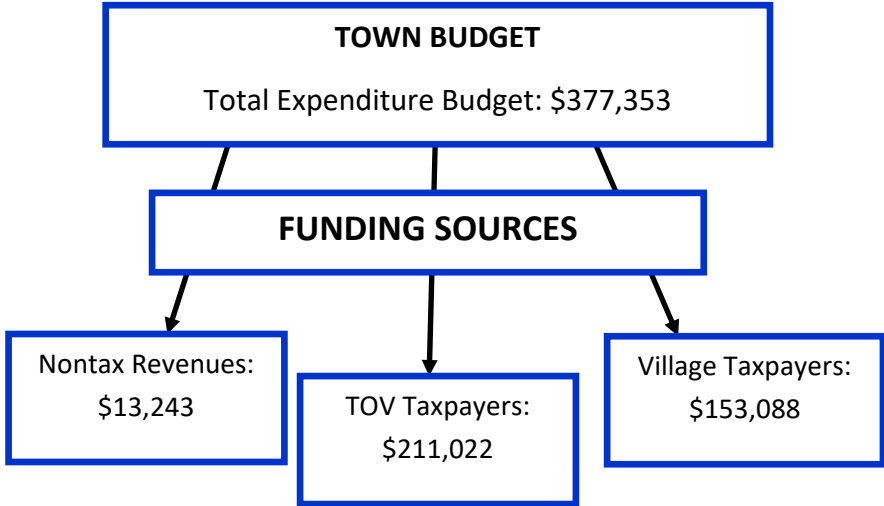
The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.0073	0.0073
Merged:	0.0073	0.0073

Tax burden on \$280k home:	TOV	Village
Current:	\$20.44	\$20.44
Merged:	\$20.44	\$20.44

Information Technology

One Information Technology department serves both organizations. It includes three full time employees. The annual transfer to capital has been removed here and was included in the capital slide.

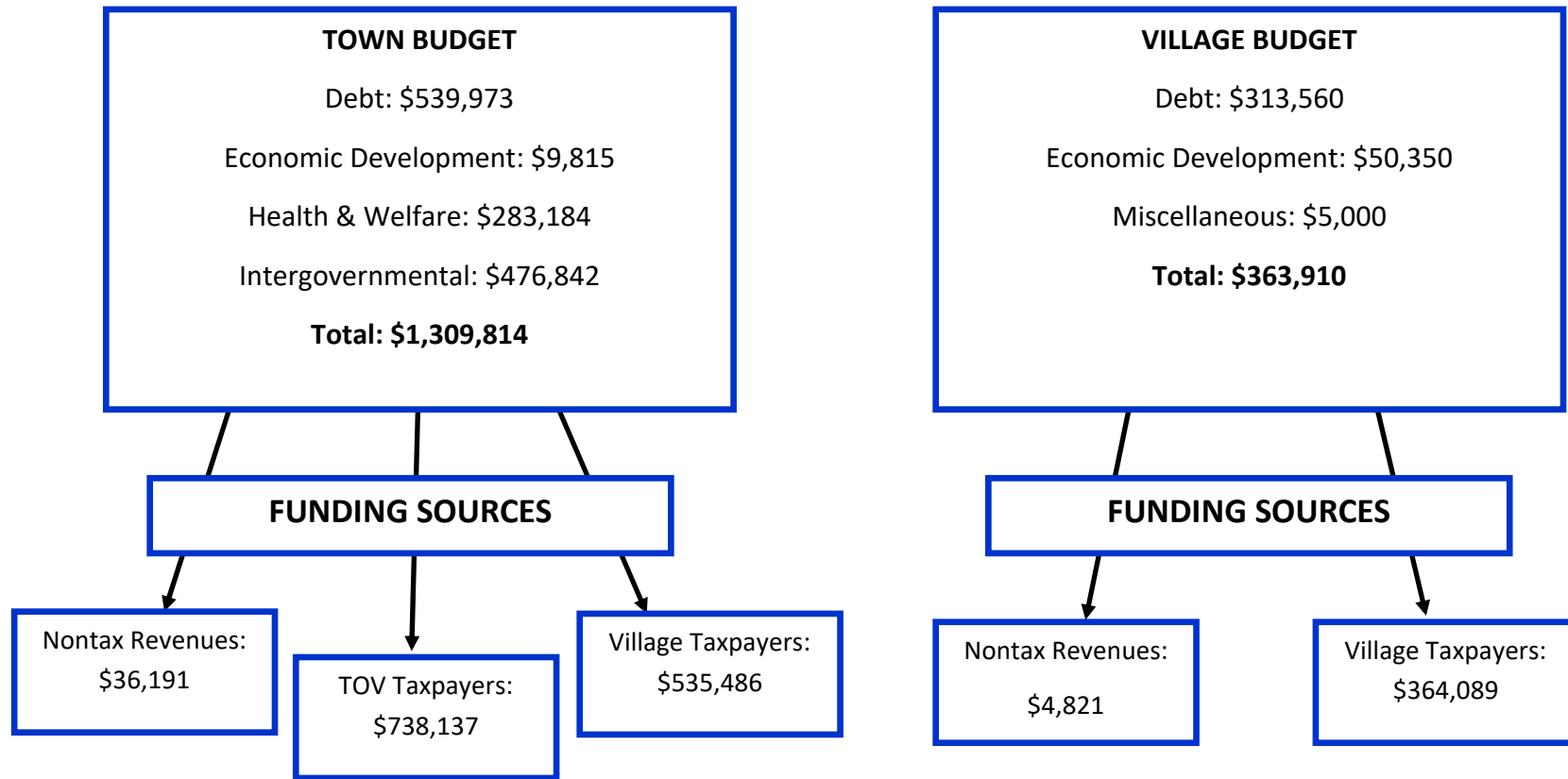


The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
Current:	0.0137	0.0137
Merged:	0.0137	0.0137

Tax burden on \$280k home:	TOV	Village
Current:	\$38.36	\$38.36
Merged:	\$38.36	\$38.36

Other Items



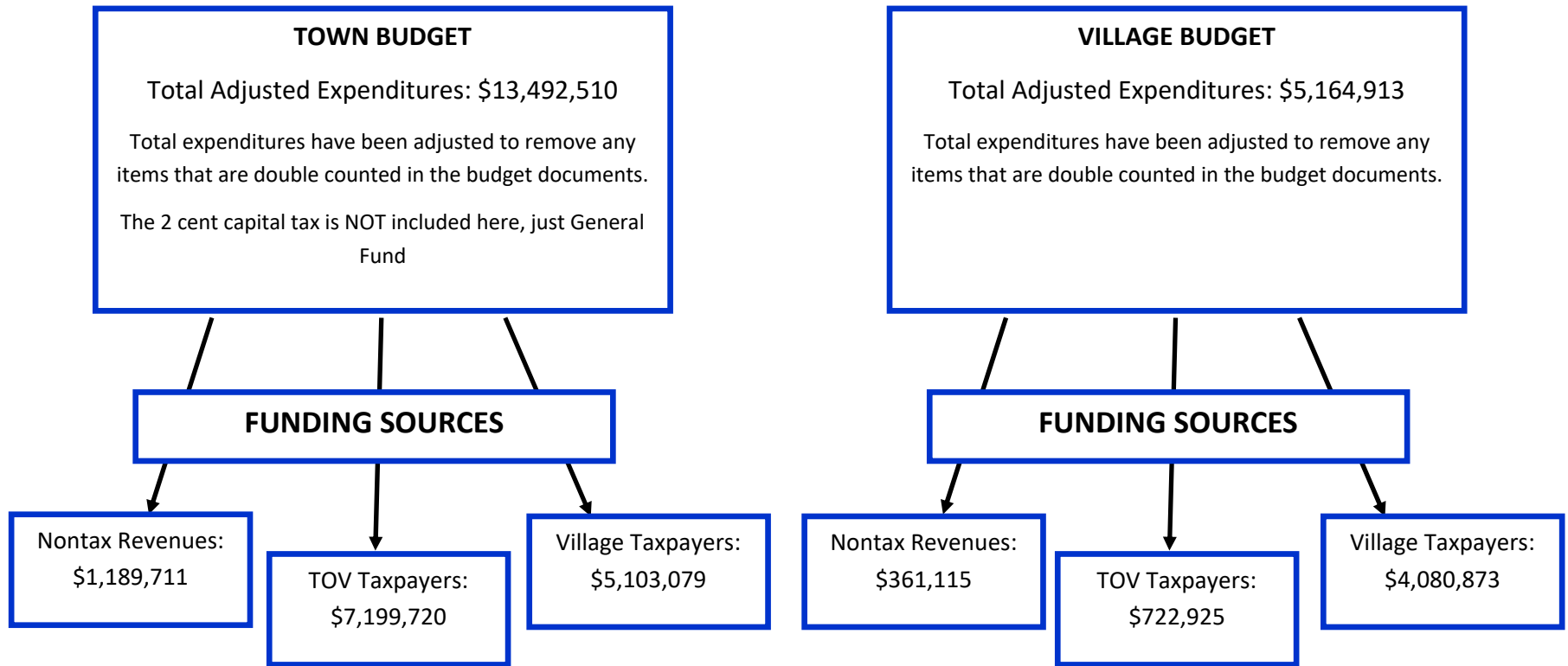
The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax	TOV	Village
Current:	0.0482	0.0809
Merged:	0.0500	0.0782*

Tax burden on \$280k home:	TOV	Village
Current:	\$134.96	\$226.52
Merged:	\$140.00	\$218.96

*Village Debt would stay with Village only taxpayers causing the merged amounts to continue to be different until debt is retired.

Summary



The following tables illustrate the tax impact for TOV Taxpayers and Village taxpayers of the current budget configuration and in a merged environment. Separation involves multiple assumptions and will be examined separately.

Effective Tax Rate:	TOV	Village
* Current:	0.5163	0.8248
** Merged:	0.6341	0.6623

Tax burden on \$280k home:	TOV	Village
Current:	\$1,445.64	\$2,309.44
Merged:	\$1,775.48	\$1,854.44

* These rates are recalculated using total FY20 grand list figures (excluding stabilization agreements) and the budgeted dollar amount raised by the highway tax causing them to be slightly different than the actual rates of 0.5177 TOV and 0.8273 Village.

** Village would continue to pay its general obligation debt until retired causing the difference between the two rates.

Segment III

Budget Segment	Town		Description	Village		Town	Village	FTE Impact	
	Range - 1	Range - 1		Range - 2	Range - 2			Town	Village
Libraries	\$ (15,000)	\$ 15,000	Village budget would lose the \$15,000/year contribution from Town budget toward Library	\$ (15,000)	\$ 15,000			0	0
Recreation	\$ -	\$ 12,000	Village budget would lose the \$12,000/year contribution from Town Recreation Program Budget toward Recreation	\$ -	\$ 12,000			0	0
Recreation - Relocation	\$ 20,000	\$ -	Cost to relocate the Town Recreation department from 75 Maple Street to another location. Their previous space is now occupied by finance but separating finance would free that space up. Range-1 assumes a move back into previous space; Range-2 assumes a requirement of new space. Consideration given to additional software, separating databases and other records that have ben combined.	\$ 75,000	\$ -			0	0
Senior Activities	\$ (82,382)	\$ 82,382	The Senior Bus Service and the personnel for the Senior Center are all in the Town budget. Range-1 assumes the two entities would share the cost of this service that benefits all residents assumed to share at 50%; Range-2 assumes that each entity would provide a service costing the same amount that the one service costs now.	\$ -	\$ 164,764			??	??
Assessor	\$ (102,345)	\$ 102,345	Currently,one assessing department serves the entire community consisting of one full time and one part time employee. Range-1 assumes that each entity requires 50% of what exists now; Range-2 assumes that each entity would require a full department as structured now	\$ -	\$ 204,689			0	1.5
Debt	\$ (269,987)	\$ 269,987	Because debt stays with the taxpayers that voted on it, assume the Village would continue to pay a portion of the Town debt. 50% shown here for consistency; debt matures in 2034	\$ (269,987)	\$ 269,987			0	0
Information Technology	\$ -	\$ 25,000	Currently, one IT department serves all departments. Range-1 assumes the Village would contract for IT with an estimated annual cost; Range-2 assumes that each entity would require 50% of what is currently budgeted	\$ (190,602)	\$ 190,602			0	0
Human Service Grants	\$ (42,000)	\$ -	Reduce the Town Human Services Contribution by 1% of the net Town column adjustments in Range-1 and Range-2; assume the Village does not begin this program.	\$ (12,000)	\$ -			0	0
Intergovernmental	\$ (238,421)	\$ 238,421	Assume the regional services of would be split 50%	\$ (238,421)	\$ 238,421			0	0
VLCT Dues	\$ (12,000)	\$ 12,320	Town currently pays based on entire population and Village pays to be an associate member. If the Village grand list no long contributed the 2 cent capital tax would the Town need to make that up? The split of how money is spent changes from year to year depending on priority projects. Range-1 assumes the Town would NOT make up the lost capital; Range-2 assumes the Town would make up all of the lost capital.	\$ (12,000)	\$ 12,320			0	0
Operating Transfer to capital	\$ -	\$ -		\$ 220,000	\$ -			0	0
FY20 Tax Levy	\$ 13,550,175	\$ 3,556,422		\$ 13,550,175	\$ 3,556,422			1	3.5
Less: Adjustments	\$ (4,070,434)	\$ 4,508,072		\$ (1,397,104)	\$ 4,875,226				
FY20 Separation Levy	\$ 9,479,741	\$ 8,064,494		\$ 12,153,071	\$ 8,431,648				

FY20 Actual:				
Town Grand List	26,415,303		Adjusted for tax agreements	26,415,303
Village Grand List		11,094,478	Adjusted for tax agreements	11,094,478
TOV Grand List	15,281,063		Adjusted for tax agreements	15,281,063

FY20 Tax Rates				
Town General	0.5067	0.5067		0.5067
Village General		0.3206		0.3206
Town Highway	0.0110			0.0110
Town Capital	0.0200	0.0200		0.0200
Local Agreement	0.0019	0.0019		0.0019
Village Econ Dev		0.0100		0.0100
Total	0.5396	0.8592		0.5396

If Separated....	Based on Range-1 Assumptions			Based on Range-2 Assumptions	
Town General	0.6204		Town General	0.7953	
Village General		0.7269	Village General		0.7600
Town Capital	0.0200		Town Capital	0.0200	
Local Agreement	0.0019	0.0019	Local Agreement	0.0019	0.0019
Village Econ Dev		0.0100	Village Econ Dev		0.0100
Total	0.6423	0.7388	Total	0.8172	0.7719
Increase/(Decrease)	0.1027	(0.1204)	Increase/(Decrease)	0.2776	(0.0873)
% Increase/(Decrease)	19.03%	-14.01%	% Increase/(Decrease)	51.45%	-10.16%
How does a change in assumptions impact these figures? A \$100,000 change in any of the assumptions listed would impact the % Increase/(Decrease) figures by approximately 1% either way.					

If Merged		
General Fund	0.6476	0.6476
Capital	0.0200	0.0200
Local Agreement	0.0019	0.0019
Village Econ Dev		0.0100
Total	0.6695	0.6795
Increase/(Decrease)	0.1299	(0.1797)
% Increase/(Decrease)	24.07%	-20.91%

Memorandum

To: Board of Trustees; Selectboard
From: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager GSD
Re: Discussion of merger charter
Date: September 25, 2020

Issue

The issue is to provide an update and allow for discussion on the topic of merger between the Village of Essex Junction and Town of Essex.

Discussion

The Trustees on Sept. 24 approved their version of the charter for a merged Town of Essex and Village of Essex Junction, and warned a vote for November 3, 2020 in the Village. The Selectboard has plans to bring a similar vote for the Town of Essex in March. The main difference between the Trustees' merger plan and the Selectboard's merger plan is the composition of the new Selectboard. The Trustees have proposed a board with three members from inside the Village, three from outside the Village, and one at large. The Selectboard's draft charter has a board with three members from inside the Village, three from outside, and foregoes the at-large member.

Other significant items, including taxation schedules, planning commission composition, and ordinance adoption processes, have been aligned between the two versions of the merger charter.

The Selectboard can approve its version of the charter at any time, and/or may wait for final language recommendations from Attorney Dan Richardson, and/or wait to see if the State responds to the voter petition for the 3+3 Selectboard composition. The Selectboard has requested action from the State's Government Operations Committee but has not heard whether they will respond beyond the initial response from the Committee's Chair and Co-Chair. The Legislature has a top priority of wrapping up the state budget.

The Selectboard may wish to express support for the aligned portions of the Trustees' version of the charter so that the Trustees can truthfully say that the two documents only vary significantly in the area of legislative body. The Trustees will be informing residents of the November vote in the coming weeks.

Cost

N/a

Recommendation

This memo is for discussion.

Memorandum

To: Board of Trustees; Selectboard; Evan Teich, Unified Manager
Cc: Tammy Getchell, Assistant to the Manager
From: Greg Duggan, Deputy Manager *GSD*
Re: Discussion of how to update GreaterEssex2020
Date: September 25, 2020

Issue

The issue is for the Trustees and the Selectboard to discuss how to best use GreaterEssex2020 to inform residents about upcoming merger votes.

Discussion

Staff had created the GreaterEssex2020.org website and facebook page to inform residents about an upcoming merger vote between the Town of Essex and Village of Essex Junction. The Trustees are moving ahead with a merger vote in November 2020 for the Village. The Selectboard has indicated an intention to have a merger vote in March 2021.

The primary difference between the two merger plans at this time is the make-up of the legislative body. The Trustees are proposing a new Selectboard consisting of three members from the Village, three from outside the Village, and one at large. The Selectboard plans to propose a Selectboard without the at-large member.

Staff is looking for direction on whether to continue using GreaterEssex2020, and to what extent. Since the town-wide vote on merger is no longer planned for 2020, the title of the website is not entirely accurate with the date. The website was also created to provide information about a merger plan from both municipalities. With the merger plans no longer exactly the same, the boards can decide if they want to continue using GreaterEssex2020 as a platform.

The Trustees have already approved information about the Trustees' merger plan to be posted to the Village website.

Having one website to update, even with two different merger plans, is easier for administrative purposes, though the boards may want to use their individual websites to provide information about their individual merger plans.

Cost

n/a

Recommendation

This memo is for discussion purposes.

Memorandum

To: Board of Trustees; Selectboard; Evan Teich, Unified Manager
Cc: Sarah Macy, Assistant Manager/Finance Director
From: Greg Duggan, Deputy Manager *GSD*
Re: Creation and hire of Assistant Manager
Date: September 25, 2020

Issue

The issue is whether the Trustees/Selectboard will approve the creation and hire of an Assistant Manager.

Discussion

As presented on September 8, the Manager's Office has proposed the creation and hire of an Assistant Manager. The position would greatly help with workload in the Manager's Office, regardless of whether or not a merger between the Town and Village happens. Reiterating points from a September 3, 2020 memo on the same topic of an Assistant Manager, the position would allow current Finance Director/Assistant Manager Sarah Macy to focus on the finances for two municipalities. The position would also help with day-to-day operations and special projects for the Town and Village.

The position is intended as a permanent, full-time employee. The job description is attached.

The position would have a salary range of \$85,000-110,000 and with benefits would have an expected total cost of between \$121,000-130,000 (depending on health insurance).

If the boards approve the position, staff plans to move ahead with the following schedule:

- Week of Sept. 28: Post ads for position
- Oct. 23: Deadline for applications
- Week of Oct. 26: Review applications
- Week of Nov. 2: Schedule interviews
- Week of Nov. 9: First round interviews
- Week of Nov. 16-25: Second round interviews
- Early December: Make job offer
- Mid-January: start date

Starting in mid-January would allow the cost of the position to be covered in fiscal year 2021 with money set aside for a Project Manager, a position that was never refilled after the departure of Ann Janda.

Cost

Approximately \$121,000 to \$130,000 including salary and benefits. \$50,000 is available in the Town budget; the remaining \$80,000 would come from fund balance and would need to be included in the fiscal year 2022 budget.

Recommendation

Staff asks that the Selectboard/Trustees approve the creation and hire of an Assistant Manager.

**UNIFIED MANAGER'S OFFICE
ASSISTANT VILLAGE MANAGER**

FLSA STATUS: Exempt

UNION: Non-union

LEVEL: NA

REPORTS TO: Unified Manager

SALARY RANGE: \$85,000-\$105,000

WORK HOURS:

In general, the regular work hours per week are 7:30 a.m. to 4:30 p.m. Monday through Friday. However, hours may vary depending upon needs of the municipality. Attendance at Village Trustee and Town Selectboard meetings, and other boards and committees/commissions as required.

OBJECTIVE/PURPOSE:

Under broad policy guidance from the Unified Manager, this position is responsible for performing general administrative assignments including oversight of the personnel program, conducting contract negotiations with employee organizations and representing the Town and Village in related employee-employer matters. Plans and supervises studies or activities on assigned major technical and policy problems, especially involving economic development issues and assists or acts for the Unified Manager in the administrative management of Town and Village operations. This position provides oversight to all Town and Village Departments and is second in command behind the Deputy Manager and the Unified Manager. Serves as acting Unified Manager in the absence of both the Unified Manager and Deputy Manager.

ESSENTIAL FUNCTIONS:

- Provides direct supervision to the following departments: Town Library, Village Library, Town Parks and Recreation, Village Recreation and Parks, and Assessing. These departments may change according to the needs of the Municipalities.
- Is the responsible administrative official in the absence of the Unified Manager and the Deputy Manager.
- Makes frequent contact with and assists the Unified Manager in maintaining effective communications with the Selectboard, Trustees, Town/Village officials, business community members, attorneys, other municipalities, state and federal agencies, and the general public.
- Assists the Unified Manager and HR Director in oversight of the Town and Village Personnel Programs.
- Prepares reports, studies and legislative research as directed by the Unified Manager;

attends some Selectboard Meetings, all Village Trustee Meetings, all Joint Board Meetings and presents management reports when requested. Provides input into the Annual Town and Village Reports.

- Provides information and assistance to Village Capital Committee and other committees as assigned.
- Organizes and directs the activities of the administrative departments in a manner that optimizes the use of financial, physical, and human resources in accomplishing assigned functions and achieving objectives.
- As assigned, serves as representative and spokesperson for the Town/Village in negotiations with recognized collective bargaining units on new or revised working agreements, and recommends approval of such agreements.
- Designs and participates in research on compensation and working conditions in connection with the development of contracts with employee organizations.
- Advises department heads and the Unified Manager in employee grievance proceedings, workers compensation claims, and represents the Town and Village in hearings before various administrative boards or commissions.
- Plans, designs and supervises studies and the preparation of reports on various major organizational, operational or policy problems as assigned.
- Acts as liaison with Department Heads to provide information or assist in resolving problems.
- May serve as an acting department head during periods in which a particular department has a vacancy.
- Assists the Unified Manager and Deputy Manager in the development and implementation of administrative policies and programs.
- Represents the Unified Manager at meetings with legislators, business and community leaders, and the media.
- Promotes effective employee relations, enforces Town and Village personnel policies and assures compliance to established work rules and federal, state and municipal regulations.
- Assists the Unified Manager and operating departments in pursuit of grants from State and Federal government and other sources.
- Assist assigned departments in preparing their department budgets as needed.

- Assists the Unified Manager and Deputy Manager in review and preparation of Town and Village's operating and capital budgets.
- Hears and makes recommendations on grievances filed by employees within their department.
- Works with HR Director to develop and implement employee trainings.
- Administer grants for the Town and Village.
- Performs other duties as assigned.

ESSENTIAL QUALIFICATIONS

Education and Experience:

Bachelor's Degree in Public Administration, or other relevant field, and four (4) years of responsible experience in local governmental administration or other equivalent work experience; MPA preferred. Previous supervisory experience is also preferred.

Necessary Knowledge, Skills, and Ability:

Considerable knowledge of the principles and methods of organization and public management.

Considerable knowledge of the principles and practices of public personnel administrations and of labor relations.

Working knowledge of Municipal Human Resource Management.

Ability to manage risk throughout the organization.

Considerable knowledge of Municipal Government operations.

Ability to plan and direct the work of professional and technical staff.

Considerable ability to design and perform research and prepare technical reports and recommendations.

Ability to establish and maintain effective working relationships with, and to secure cooperation from public officials, associates, and the general public.

Ability to make oral and written reports. Ability to deal with the town departments and the general public in a tactful, informative way.

Ability to present to the Town and Village boards, and other large groups.

Strong technological proficiency. Knowledgeable in Microsoft Suite.

Must be able to accept and deliver constructive criticism and have the ability to communicate and work well with others.

PHYSICAL AND MENTAL DEMANDS:

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Inability to meet one or more of these physical or mental requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the organization may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential functions to which it relates, and the proposed accommodation.

* Note: In terms of an 8 hour workday, “occasionally” equals 1% to 33%, “frequently” equals 34% to 66%, and “continuously” equals 67% to 100%.

Physical Effort	Never	Occasionally	Frequently	Continuously
1. Work in a Stationary Position				X
2. Move/Traverse		X		
3. Bending Over		X		
4. Operate, Activate, and Use objects, equipment, etc.				X
5. Ascend/Descend stairs, equipment, etc.		X		
6. Position self (to) move		X		
7. Reaching Overhead		X		
8. Pushing or Pulling		X		
9. Communicate/Converse with other individuals				X
10. Detect/Perceive/Identify				X
11. Repetitive use of hands/arms				X
12. Grasping			X	
13. Move, Transport, Position, Remove				
10 lbs. or less				X
11 to 25 lbs.		X		
26 to 50 lbs.		X		
51 to 75 lbs.	X			
76 to 100 lbs.	X			

Mental Demands

Mental Effort	Never	Occasionally	Frequently	Continuously
1. Thinking analytically				X
2. Communication				
Using effective verbal communication				X
Using effective written communication				X
3. Handling stress & emotions				X
4. Concentrating on tasks				X
5. Remembering details				X
6. Making decisions				X
7. Adjusting to changes				X
8. Examining/observing details				X

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The noise level in the work environment is typical of the modern office, and is generally quiet to moderately noisy.
- The work environment is typically moderate in temperature. Some outside work is required.

DISCLAIMERS

- The above information is intended to describe the general nature of this position and is not to be considered a comprehensive statement of duties, activities, responsibilities and requirements. Additional duties, activities, responsibilities, and requirements may be assigned, with or without notice, at any time.
- This job description is not an employment contract nor is it a promise of work for any specific length of time.

EQUAL EMPLOYMENT OPPORTUNITY

The Town of Essex is an Equal Employment Opportunity employer.

EMPLOYEE ACKNOWLEDGEMENT

I have received and understand the requirements, essential functions and duties of this position.


Employee Signature

Date

DRAFT

MEMORANDUM

TO: Selectboard; Trustees; Evan Teich, Unified Manager
FROM: Sarah Macy, Finance Director/Assistant Manager
DATE: September 28, 2020
SUBJECT: Establishing FY22 Budget Goals



Issue

The issue is to discuss Selectboard and Trustee goals for the FY22 budget.

Discussion

Management is looking to establish board level goals and priorities for the FY22 budget so that those items may be incorporated into the budget process which is beginning shortly.

Cost

No cost, discussion

Recommendation

Please discuss and outline goals for the FY22 budget so that staff may incorporate those goals into budget planning.

Memorandum

To: Selectboard; Evan Teich, Unified Manager
Cc: Susan McNamara-Hill, Clerk
From: Greg Duggan, Deputy Manager GSD
Re: Warning for Special Town Meeting in November 2020
Date: September 25, 2020

Issue

The issue is whether the Selectboard will warn a special Town Meeting for November 3, 2020.

Discussion

At the November 3 election, the Selectboard plans to hold a special Town Meeting to ask voters whether or not to move to Australian ballot budget voting.

The ballot would contain the following question:

Shall the Town of Essex adopt its budget by Australian ballot?

State law requires the meeting to be held within 30 to 40 days of it being warned, and September 28 falls within that window. November 3 polls would be open from 7 a.m. to 7 p.m. on Tuesday, November 3.

Cost

Approximately \$200 for legal notices.

Recommendation

It is recommended that the Selectboard warn a special Town Meeting for November 3, 2020.

WARNING

**TOWN OF ESSEX
SPECIAL TOWN MEETING
NOVEMBER 3, 2020**

The legal voters of the Town of Essex, Vermont are hereby notified and warned to meet on Tuesday, November 3, 2020, for the consideration of the following article to be voted on by Australian ballot. The polls for said ballot shall be at the Essex High School on Educational Drive, Essex Junction (residents of the Village of Essex Junction) and the Essex Middle School, 58 Founders Road, Essex (residents of the town outside the Village), between the hours of seven o'clock (7:00) in the forenoon (a.m.) at which time the polls will open, and seven o'clock (7:00) in the afternoon (p.m.) at which time the polls will close.

ARTICLE 1. Shall the Town of Essex adopt its annual budget by Australian ballot?

Dated at Essex, Vermont, this 28th day of September 2020 by the Essex Town Selectboard.

By: _____
Elaine Haney, Chair

Patrick Murray, Vice Chair

Vince Franco, Clerk

Andy Watts

Dawn Hill-Fleury

Received for record this ____ day of September, 2020 in the records of the Town of Essex.

Susan McNamara-Hill, Town Clerk

Memorandum

To: Selectboard; Evan Teich, Unified Manager
Cc: Susan McNamara-Hill, Clerk
From: Greg Duggan, Deputy Manager ^{ESD}
Re: Mailing ballots for November votes
Date: September 25, 2020

Issue

The issue is whether the Selectboard will approve sending ballots to all active voters for the November 3, 2020 election.

Discussion

If the Selectboard wants to mail ballots to all active voters for the November 3, 2020 election, the Board will need to make a motion to do so.

Cost

Approximately \$17,250 for postage, not including the cost of envelopes and poll workers.

Recommendation

Staff recommends that the Selectboard approve sending ballots to all active voters for the November 3, 2020 election.

SELECTBOARD & TRUSTEES

**TOWN OF ESSEX SELECTBOARD
VILLAGE OF ESSEX JUNCTION TRUSTEES
JOINT MEETING MINUTES
Thursday, August 20, 2020**

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

TRUSTEES: Andrew Brown, President; Raj Chawla; Dan Kerin; Amber Thibeault; George Tyler.

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Sarah Macy, Finance Director; Susan McNamara-Hill, Clerk/ Treasurer; Dan Richardson, Town Attorney.

OTHERS PRESENT: Bob Bancroft; Devin Bates; Kevin Collins; Tim Miller; Marybeth Redmond; Patty Larose-Kent; Gregg Denton; Adam Kavanaugh; Lori Houghton; Annie Cooper; Tracy Delphia; Helen Diplock; Brad Kennison; Russell Mills; Roseanne Prestipino; Brian Shelden; Ken Signorello; Margaret Smith; Irene Wrenner; Lorraine Zaloom; Mike Nosek, Essex Reporter.

1. CALL TO ORDER

Andrew Brown called the meeting of the Village of Essex Junction Board of Trustees to order to enter into joint business with the Essex Selectboard at 6:32 PM.

Elaine Haney called the meeting of the Town of Essex Selectboard to order to enter into joint business with the Village of Essex Junction Board of Trustees at 6:32 PM.

2. AGENDA ADDITIONS/CHANGES

There were no additions/changes to the Agenda. Mr. Teich noted that Mr. Richardson would be available for questions after 7:30 PM. Members agreed to the format changes proposed, which were to have a check in and public input at 8:30 PM and to allow discussion on business and non-business items at Public To Be Heard.

3. PUBLIC TO BE HEARD

- Mr. Ken Signorello gave examples of communities in Maine that managed to stay separate, but share common services through inter-local agreements. He wondered if the proposed merger charter was the best the community could do, given that this issue has failed since 1958. He believed that a vote in November would create months of heated debate and animosity that usually comes after each vote. He said they should set a higher bar for the charter.

4. BUSINESS ITEMS

Discuss and possible action to finalize the amended draft merger charter language

The issue is for the Trustees and the Selectboard (SB) to discuss and potentially take action to finalize the proposed merger charter language.

Ms. Haney asked the Trustees why they are asking the SB to take action on a merger charter for November.

Mr. Brown was in favor of placing a merged charter on the ballot in November because it was a mail-in presidential election, which would result in a significant higher voter turn-out and an opportunity to hear from as many people as possible. He also believed that merger was not something new, was older than he was, and that the charter was a conversation that's been going on for a while and, with the 12-year phased in tax relief, it could be finalized.

52

53 Mr. Kerin agreed with Mr. Brown and added that he also wanted to move forward with this issue for the
54 Village business owners who are not property owners, but pay taxes and don't get a vote.

55

56 Mr. Tyler wanted to understand the intentions of the SB. He provided a recap on the merger process for the
57 past three years that included a unanimous vote last February by both boards in favor of an outline of a
58 merger plan. Word from the House Government Operations Committee (HGO) was that the communities
59 were on the right track. He never heard during this process that any member did not agree with this direction.
60 Then it was put on hold to address the technical issues of a 3+3 representation model and because of Covid-
61 19. He then learned that the SB was considering two amendments to the Town Charter. Mr. Tyler listed the
62 reasons he was in favor of finalizing the merged charter and placing it on the November ballot.

63

- 64 1) It honors the work that the SB and Trustees have done for the last three years.
- 65 2) It gives the Trustees an opportunity to have a good conversation with Village residents regarding
66 representation, financing and a back-up plan.
- 67 3) It takes the pressure off the boards to meet jointly for the next several months.

68

69 He asked the SB members for a clear signal regarding their intentions for merger.

70

71 Ms. Thibeault agreed that, if not for Covid-19, the boards would be moving forward with a vote in November.
72 She looked forward to hearing the SB's thoughts on the work completed by the Trustees.

73

74 Mr. Chawla was optimistic because the boards are so close to finalizing the merged charter. He looked
75 forward to their feedback.

76

77 Ms. Haney appreciated the honesty from the Trustees and asked for input from the SB.

78

79 Mr. Murray stated that while each board has the purview to act on their own, it doesn't make it easy on the
80 other board. He said that the vote should be delayed because, in his opinion, merger was the best option. He
81 also has heard from the Town outside the Village (TOV) residents that they will not pass merger until they get
82 a definitive answer from the State regarding 3+3. He personally did not favor a 3+3 as he said it was
83 problematic.

84

85 Mr. Franco heard the same feedback from TOV residents. He was willing to move forward with the Trustees on
86 this issue, but wanted merger to pass. Therefore, he leaned toward getting confirmation of the 3+3 and
87 delaying the vote to ensure its success.

88

89 Mr. Watts had wanted to slow down because there wasn't a good way to engage the public during Covid. He
90 also said cramming in meetings was not favorable to getting public input, which had been an established
91 keystone to this process. His biggest concern about placing the merger charter on the November ballot was
92 that it would severely limit public input. He had several comments on the proposal from the Trustees, but
93 there were two main issues that he would "die on the hill for." He opposed the 3+3+1 and section 307b,
94 which gives the right to the SB to criticize Town employees.

95

96 Ms. Hill-Fleury wanted everything lined up with the mergers charter so there can be no more objections. She
97 didn't understand why this was being rushed and why there was a lack of support for the positive vote

98 regarding 3+3. She was opposed to a November timeframe because she wanted to get confirmation from the
99 HGO, financials from Ms. Macy and public input.

100
101 Ms. Haney agreed with her SB colleagues. She was concerned that if this merger charter passed in the Village,
102 it may need updating later, which could be inconvenient. confusing and costly. She stated that the SB is
103 compelled to pursue a citizen approved vote, which is why it sent a letter for confirmation to the HGO. She
104 explained that the decision-making process for the SB is deliberate and slow, but understood that Village
105 residents want change now. At the same time, she said it was in the best interest of the community to agree
106 together for a vote at Town Meeting and finish the work before the holidays. She asked the Village to stay at
107 the table and wait until March so both boards could put this on the ballot together.

108
109 Mr. Brown appreciated knowing that the SB wants to move forward with this issue. He preferred the Trustees
110 remain partners and stay at the table with the SB. He suggested agreeing on everything but representation.
111 The Village could vote in November and then again as part of the Town in March without needing a special
112 vote. He agreed with Mr. Murray that there can be an uncomfortable feeling when one partner makes a
113 unilateral decision without the other because the Trustees have said that from previous meetings. Having a
114 vote in November would help the Trustees know if they are going in the right direction for their constituents.
115 He stated that he believes in merger and would prefer to do it together.

116
117 Mr. Chawla was dismayed to hear the concern in the comments from the SB regarding TOV residents without
118 a thought process for TIV residents. He pointed out that the Village is spreading out the tax increase in a
119 merged community for the TOV over 12 years to help provide relief to those taxpayers. He commented that
120 the 3+3 vote was strictly for the current Town charter, not the proposed merger charter. He said that if this
121 vote is put off until March, it puts off tax relief for Village residents, so that would need to be revisited. He is
122 struggling a little with putting this issue on the November ballot, but is hearing from his constituents that they
123 are ready to move forward now.

124
125 Mr. Tyler said that the boards could agree on section 307b and keep the representation different because
126 charters can be amended. He has learned from past votes, including the recreation vote, that no matter how
127 much education and public input, the merger vote could still be defeated. He stated that the Village wants a
128 back up plan if the merger vote fails in March, and he is anxious to have that conversation with Village
129 residents.

130
131 Mr. Franco appreciated the urgency from Village voters, which was why he wanted to slow down to ensure
132 that merger passes. It was confirmed for Mr. Franco that the Boards could not put this on the ballot without
133 representative language in the charter.

134
135 Mr. Murray explained that he has heard from a lot of TOV residents, but not TIV residents on this issue. When
136 he speaks of the TOV, it is not to discount the TIV. He added that he has seen so much widespread
137 misinformation on social media about the tax structure in the community and suggested creating a 5-minute
138 video showing how taxes currently work on the municipal side, including the income sensitivity formula. He
139 also noted that some people want to take advantage of this misunderstanding to shut down merger. Taxes will
140 go up for TOV residents in a merger because 42% of taxes are spent in places that don't impact the Village.
141 Some think it is related to Village infrastructure like the pool. This misunderstanding needs to be cleared up or
142 they will continue to see failed votes.

143

144 Mr. Teich clarified that Ms. Macy is currently tasked with financials for the cost of separation. Currently, the
145 cost for a merged community for the TOV is about a \$26-\$30 increase per year on an average \$280,000 dollar
146 home, over a 12-year span if nothing else changes in the financing of the joint community. Mr. Richardson,
147 the Town Attorney, was available for questions.

148

149 Ms. Haney suggested focusing first on the big issue of representation in the merged charter, and members
150 agreed.

151

152 Mr. Watts heard from TOV residents that in order for them to support the merger, the Village needs to give
153 something up. He wanted the Village to give up the 3+3+1 model and change it to 3+3. He stated that 61% of
154 the community voted in favor of that representation model and unless it has 3+3 in it, he would not support
155 the merger charter.

156

157 Mr. Murray would have a tough time putting anything else but 3+3 in the merger charter because of the
158 passed vote, even though he feels 3+3 is fundamentally a problem. He preferred to wait until they get an
159 answer from HGO before moving forward with this provision in the charter.

160

161 Ms. Hill-Fleury asked Mr. Richardson, if the Village passes a merged charter with 3+3+1 and then the
162 legislature approves 3+3, can the Village amend their charter? Mr. Richardson explained that the Village vote
163 for a merger charter doesn't matter if the Town isn't voting on it as well. He added that in theory, there is
164 room to propose minor changes to the HGO. If there was a major change that was not supported by popular
165 vote, it would be advised to hold a revote. In this scenario, it could be confusing and expensive. Therefore, he
166 recommended getting it right the first time. Mr. Richardson confirmed for Mr. Watts that the community can
167 complete the merger with one Town-wide vote, upon Legislative approval of the new charter and merger, and
168 then the old charters and entities would be dissolved.

169

170 With regard to Mr. Watt's comment about the Village needing to give up on the argument for 3+3+1, Mr.
171 Chawla pointed out that the TIV is already spreading out their tax relief over 12 years and is still paying capital
172 money to the TOV with no return. He was not sure what else there was to give up and wondered what the
173 TOV was giving up. Mr. Brown added that the Village is also giving up control of Brownell Library, its Economic
174 Development Committee, Community Development, Planning Commission, Recreation Department and all of
175 their assets, including their Wastewater Treatment Plant.

176

177 Mr. Watts disagreed with Mr. Chawla about capital being spent outside of the Village. He stated that the 2
178 cent tax collection (39%) in FYE 2021 goes to shared expenses on shared projects. 42% of the grand list is in
179 the Village, but in the Town Budget, 77% of it is shared services. He suggested this all be documented and
180 that the boards take the time to have this discussion.

181

182 Mr. Tyler was opposed to 3+3 under present circumstances because it would be the Town gerrymandering the
183 Village. In a merged community, all the resources are shared. He asked Mr. Richardson for his opinion on how
184 the HGO would address the 3+3 representation model in a merger charter. Mr. Richardson said the HGO could
185 pass it, not pass it or adjust it. It wouldn't be passed without a lot of questions about good governance
186 because even-number boards are generally not favored. Mr. Tyler thought there was a strong chance the HGO
187 would adjust a 3+3 representation. He asked, if the Village accepted a 3+3 model in this merger charter,
188 would the SB agree to put it on the November ballot?

189

190 Mr. Watts heard Mr. Richardson say that there is a stronger chance a 3+3 would be approved, rather than
191 modified. Mr. Richardson explained that it would depend on who is on the HGO. At the same time, the Town
192 will need to answer questions from the HGO and have a compelling case for 3+3. Mr. Tyler noted that the only
193 argument for 3+3 he has heard is that it is easier to get elected in the Village than the town, which he believes
194 is not true. He thought that the reality would be that the HGO would not accept a 3+3 model and wondered if
195 someone could come up with a reason why having one single community-wide seat is a bad idea.

196
197 Mr. Richardson explained to Mr. Brown that if it wants, the Legislature could decide to merge the Village and
198 the Town, and if it wants to take up two inconsistent merger plans and come up with their own, legally it
199 could. However practically, he is not aware of it doing that in modern times. Mr. Brown stated that the 3+3
200 vote passed in the Town, but not in the Village. He hoped the SB could see why the Trustees would have a
201 hard time not representing its constituents. If the Village passed a merger charter that was the same as the
202 Town's except the representation model, he thought there would be a strong argument for the State to break
203 the deadlock. Mr. Brown suggested moving on to discuss other parts of the charter and wondered if the SB
204 would be in favor of putting the agreed charters out to a vote.

205
206 Ms. Hill-Fleury said that the 3+3 issue was not the only disagreement, and as a result, she was not ready to
207 put it out to a vote. She confirmed with Ms. Sopchak that she would be ok putting it to a vote if 3+3 was the
208 only disagreement. Mr. Franco was fine with that as well. Mr. Watts was not in favor because of the lack of
209 public input. Mr. Murray thought it would be odd for Village voters to get two questions, and he is not sure he
210 would feel comfortable explaining it to voters.

211
212 With regard to Adoption of Ordinances, Section 601, Mr. Tyler asked which method the SB preferred and what
213 the SB thought about language regarding the regulation of tobacco and cannabis. Ms. Haney explained that
214 the Town uses the process that is in the Town Charter, and she has not had time to read the State Statute.
215 With regard to the tobacco and cannabis ordinance, Ms. Haney said that it was a very large topic, and she was
216 not willing to sign off without reading it. Mr. Richardson reviewed the difference between the Town's process
217 for adopting ordinances and the State Statute. He explained that if an ordinance for tobacco is in the charter,
218 then the municipality would have the power to regulate it. The State is about to announce its marijuana
219 regulatory policy so what is adopted today may not reflect what the State decides. The State did approve the
220 tobacco language in the St. Johnsbury charter.

221
222 With regard to the tobacco and cannabis ordinance, Mr. Chawla clarified that he used language from St.
223 Johnsbury, but also the joint report from the Vermont League of Cities and Towns and the Chittenden County
224 Regional Planning Commission.

225
226 Mr. Richardson and Mr. Teich confirmed for Mr. Tyler that a general plan of merger needed to be final and
227 published by September 3rd. The ballot question needs to be to Ms. McNamara-Hill by tomorrow so she could
228 get it to the printers on time.

229
230 • Ms. Tracy Delphia had major concerns with placing the proposed merger charter on the ballot this
231 November without a merger plan and any regard to the 3+3 vote. She did not like the idea of
232 amending the charter later as it seemed like a "bait and switch" She stated that the only way to move
233 past this issue is to have equal representation, and believed that it is disingenuous to say that the 3+3
234 vote is only for the current charter.

235

236 • Ms. Margaret Smith asked whether the Village residents got to vote on an issue twice as she thought
237 this was an ongoing problem for the TOV, and it wasn't fair. Ms. Haney explained that the Village
238 residents live in both communities so they get to vote twice.
239

240 • Ms. Patty Larose-Kent stated that she first needed to see the data that showed what it would look like
241 in a merged community and in a separated community. She thought equal representation of 3+3 was
242 simple math because there is equal population on both sides. She was in favor of 3+3 before a tax
243 shift.
244

245 • Ms. Lorraine Zaloom didn't understand how 3+3 representation was gerrymandering and instead,
246 thought that 3+3+1 was gerrymandering. It was clarified for Ms. Zaloom that the Village is paying
247 twice for capital budget items. Ms. Zaloom thought things were shared, and could understand why
248 the Village would be upset. Ms. Haney agreed that it was complicated issue to understand, but that
249 Ms. Zaloom was on the right track.
250

251 • Mr. Sheldon asked about severability and if parts of governance plans could be removed by a court or
252 the HGO. He stated that he is not convinced that the HGO or the court would accept a passed merger
253 with a 3+3 model.
254

255 • Mr. Watts confirmed for Ms. Annie Cooper that the first publicized date of a citizen-led charter change
256 for 3+3 was around December 17, 2019. Ms. Cooper was happy about the engagement from the board
257 members. She asked the members to check in with themselves in case they could decide to move
258 forward together in November.
259

260 • Ms. Wrenner was concerned about voter confusion and asked the members not to offer up two ballot
261 questions that point to two different charters. She stated that every time the Village asks to talk about
262 merger, the Town puts thousands of dollars towards attorney fees, staff time and surveys. On July 28th,
263 the SB agreed to prioritize reviewing each section of the merged charter and that is also something
264 the Town gives up. Meanwhile, other towns are moving forward with policing plans, climate change
265 plans, etc. She asked the members not to rush this for November because each section of the merged
266 charter hasn't been vetted or aligned.
267

268 Mr. Brown and Ms. Haney discussed whether the boards should continue discussion if they could not come to
269 consenses on the charter changes proposed by the Trustees.
270

271 Ms. Haney outlined the following three areas, other than the 3+3, that the SB wanted to address with the
272 Trustees:

- 273 1) alignment of ordinances
- 274 2) Meeting with the Planning Commisions
- 275 3) public input

276
277 **5. Discuss and possible action to place Merger on November ballot.**
278

279 Ms. Haney was not ready to place this issue on the November ballot, but wanted to continue working with
280 the Trustees with enough time to address these issues and have public input. Mr. Brown thought the boards
281 could still put this issue on the November ballot and continue the work. Ms. Haney was concerned about

282 sending a confusing message to the public. She hoped the Trustees would not place this issue on the
283 November ballot, but would set up meetings to continue the discussion with the SB so they could move
284 forward together.

285
286 Mr. Tyler understood the reasons for the SB's decision, but stated that the Village wants to take advantage of
287 the November election. He said that there were still concerns about the SB's intentions for merger and that
288 the Village needed a back up plan. He wondered if the boards were going in different directions and
289 reiterated that charters can be revised at any time.

290
291 Ms. Haney understood the sentiment and urgency from the Trustees, but reassured Mr. Tyler that the
292 intentions of the SB were that they want merger to work. However, there are significant decisions that still
293 need agreement. She pointed out that when the Trustees' letter arrived on Tuesday, the SB members spent a
294 huge amount of time reviewing it and making comments. At the same time, she didn't think that they could
295 come to agreement about placing this item on the November ballot.

296
297 Mr. Kerin was frustrated with how long this conversation has been going on in the community. He said the
298 elephant in the room was taxation, not representation. He stated that the reason the Village votes twice is
299 because it is taxed twice. He reiterated that status quo is intolerable, which is why this issue keeps coming up.
300 He asked, how much public input did they need? Are we going to change something dramatically when
301 another public member brings something else up? He said the discussions could go on forever and that it was
302 ridiculous.

303
304 Ms. Haney hears the frustration in every Village voter. Budget discussions are coming up, and she said that
305 there was a lot they could do with the Capital Budget for tax relief for Village residents now while they work
306 on merger charter together all in time for Town Meeting day.

307
308 Mr. Murray pointed out that if the two communities separate, the TOV will see a substantial increase in taxes,
309 which may not have been clear. He understood the Village voters are fed up and they don't have the money to
310 continue paying an inequitable bill. He asked the Trustees if their intent is to move forward with separation,
311 and if so, moving forward with the merger plan seemed irrelevant.

312
313 Mr. Brown clarified that, like the SB, the Trustees want a plan of merger. However, if merger should not pass,
314 the status quo is not tolerable. He wanted to place this issue on the November ballot as a bellweather for the
315 Trustees, but that he would wait until March before taking a different approach.

316
317 Mr. Chawla was concerned about the SB making more changes to the merged charter, other than the 3+3. He
318 said that would be confusing and others would take advantage of that. Ms. Haney agreed that many of the
319 merger charter issues could get resolved quickly, but that there were some major areas that need discussion.

320
321 Ms. Hill-Fluery asked if Mr. Brown knew that there would be a separate ballot from the presidential ballot,
322 and Mr. Brown understood. She said that there was no guarantee that the Trustees will get a high return back
323 on that second question.

324
325 Mr. Tyler didn't think it was fruitful to keep discussing this issue and that the Trustees needed to make a
326 decision.

327

328 Ms. Haney received consensus from the SB members that they needed more time and could not place this
329 issue on the November ballot. She thanked the Trustees for respecting their process, but also understands the
330 urgency from the Village constituents.

331

332 **DAWN HILL-FLEURY made a motion seconded by PAT MURRAY to adjourn for members who wanted to**
333 **leave. The motion passed 3-2 with dissenting votes from ANDY WATTS and ELAINE HANEY, at 9:13 PM.**

334

335 **AMBER THIBEAULT made a motion seconded by DAN KERIN to approve the proposed merger of the Village**
336 **of Essex Junction with the Town of Essex consistent with the plan of merger.**

337

338 Mr. Richardson confirmed for Mr. Tyler that the rest of the charter needed to be completed by September
339 3rd.

340

341 Mr. Chawla was concerned that the charter in March could be radically different than the one tonight, did not
342 want the Village to vote twice, and wanted more public input. Mr. Richardson clarified that they could change
343 the language to say "to a date certain," instead of "12 years." He agreed that the more opportunity for
344 obfuscation, the more the Trustees are opening themselves up for trouble. The Legislature is more likely to
345 pass a compromised document where there is intent from both communities to merge. If you change
346 ordinances and add different components, you haven't reached the idea of merger. The risk for the Village is
347 that it locks itself into one version of the charter, and if the Town's version is radically different, the Village
348 may have to revote and make adjustments in order to get to an agreement. Mr. Chawla was not in favor of a
349 revote or the risks discussed by Mr. Richardson. He also thought it may lead to more misinformation.

350

351 Mr. Richardson clarified for Mr. Kerin that having time to work out the details once it reaches the HGO
352 depends on whether a detail is minor or major and who sits on the HGO.

353

354 Mr. Tyler agreed with Mr. Chawla that this is a big step with a lot of uncertainty. He asked Mr. Richardson if
355 there was anything that was glaringly wrong with putting the proposed merger to a vote in the Village for
356 November. Mr. Richardson replied that legally it is fine, but that there might be some strategic or political risks
357 by locking into this version. Mr. Brown said, if the vote fails, then the Trustees would know how the Village
358 residents feel about merger and would need to find out from them what direction to take.

359

360 Mr Chawla received feedback that some village residents were not aware of the 12-year phase in proposal,
361 and if the SB insisted on 3+3, then there was room for negotiation about the length of tax relief to the TOV. He
362 didn't see any harm in waiting for Town Meeting so they could continue those discussions with the SB and get
363 more public input. Mr. Kerin said that the public has had opportunity to comment in a number of ways and
364 that this vote could give them an indication of how the Village feels about this merger charter proposal. He
365 wanted to take advantage of the current momentum and stated that there is no guarantee in March. Mr. Tyler
366 was surprised to have heard support for separation from some constituents. If the November vote is defeated
367 with a desire to separate, then he wants to honor the decision from the Village residents. Mr. Chawla
368 wondered if the data from Ms. Macy might lead Village residents to separate, which is just as difficult as
369 merger. He was in favor of getting that data and public input first. Mr. Brown pointed out that this issue has
370 been going on for 50 to 60 years and that there is nothing new in the merger charter proposal other than the
371 representaion model, 12-year phase in, and the tobacco ordinance. He understood the vote locks them in to
372 this version, but it would be a bellweather for the community with Village residents voting in November and
373 then March. He wondered about adding another option to the ballot by asking. "Do you want to merge? Do
374 you want to separate? Then he commented that this would be counterintuitive to the process.

375

376 Ms. Cooper was nervous when she heard Mr. Richardson say that the Village could lose strategy, which she
377 didn't think was a good idea. She stated that as she watched Mr. Watts and Ms. Haney vote against
378 adjourning so they could stay at the meeting, it made her wonder what it would feel like to not be completely
379 at the table in the conversation for a document that would go to the entirety of the community.

380

381 **The motion passed 4-1 with dissenting vote from RAJ CHAWLA.**

382

383 **6. Reading File**

384 a. Member comments

385

386 Mr. Brown suggested requesting the comments on the merger charter from the SB, and members agreed. Mr.
387 Teich thought it would be helpful if the SB approved sending those comments to the Trustees. Mr. Brown
388 stated that this vote should not be viewed as the Trustees unilaterally taking action. That opinion would be
389 misconstruing the truth, and he asked people to please tell the Trustees if anyone is putting out that kind of
390 information.

391

392 Members discussed the next dates to meet for work on the merger plan. Mr. Brown would poll the Trustees to
393 find why days would work after September 25th.

394

395 **DAN KERIN made a motion, seconded by RAJ CHAWLA to adjourn at 9:54 PM. The motion passed 5-0.**

396

397

398

399 Respectfully Submitted,

400 Saramichelle Stultz

401 Recording Secretary

402

403

404

405

**SELECTBOARD & TRUSTEES
(DRAFT)**

**TOWN OF ESSEX SELECTBOARD
VILLAGE OF ESSEX JUNCTION TRUSTEES
DRAFT JOINT MEETING MINUTES
Tuesday, August 25, 2020**

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

TRUSTEES: Andrew Brown, President; Raj Chawla; Dan Kerin; Amber Thibeault; George Tyler.

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Sarah Macy, Assistant Manager/Finance Director.

OTHERS PRESENT: Diane Clemens; Kevin Collins; Annie Cooper; Patty Davis; Brian Donahue; Betsy Dunn; M.J. Engel; Timothy Miller; Rosanne Prestipino; Margaret Smith; Liz Subin; Irene Wrenner.

1. CALL TO ORDER

Elaine Haney called the meeting of the Town of Essex Selectboard to order to enter into joint business with the Village of Essex Junction Board of Trustees at 7:17 PM.

Andrew Brown called the meeting of the Village of Essex Junction board of Trustees to order to enter into joint business with the Essex Selectboard at 7:17 PM.

2. AGENDA ADDITIONS/CHANGES

Mr. Duggan requested the addition of the following handouts:

- 5b: Email from Brad Luck re: Merger delayed;
- 5b: Essex Fire Department No/Delayed Merger Impact
- 5c: Selectboard's Edits to Essex Junction Board of Trustees 8/20/2020 Version
- 5c: Questions on Charter Version 2.0

3. APPROVE AGENDA

DAN KERIN made a motion, seconded by RAJ CHAWLA, that the Trustees approve the agenda as amended. The motion passed 5-0.

PATRICK MURRAY made a motion, seconded by VINCE FRANCO, that the Selectboard accept the agenda. The motion passed 5-0.

4. PUBLIC TO BE HEARD

Ms. Davis said she was unsure why she was not quoted in the July 28 meeting minutes and requested her comment be included. She said she would not want a tax shift and made a hypothetical comparison to South Burlington being made to pay for Burlington's downtown development challenges. Ms. Davis also commended Mr. Brown for his attention to fiscal matters and Ms. Haney for her representation.

Mr. Murray explained that minutes should capture the spirit of statements and discussions in meetings, not quote people or transcribe.

Ms. Wrenner provided feedback to the minutes of July 28, suggesting a more neutral voice be used when recounting people's positions, instead of terms such as "gave her impression".

Ms. Dunn requested that the municipality place benches on hiking trails for people to rest. She recounted an encounter on a trail with an older hiker who appeared to need a place to rest.

55 **5. BUSINESS ITEMS**

56 a. **Discussion regarding State and Local education tax—Brian Donahue, Essex Westford**
57 **School District**

58 Mr. Donahue shared slides and spoke about how state and local education taxes are calculated.
59 This included an overview of the Essex Westford School District (EWSD) property tax
60 calculations and the fiscal year 2021 proposed school budget. He discussed the FY21 proposed
61 expense budget and the unanticipated results of mandated statewide healthcare. He explained
62 how the Homestead Tax is calculated and provided information about Net Educational Spending;
63 Equalized Pupil FTE; State Calculated Yield; and the Homestead Tax. He discussed how the
64 common level of appraisal (CLA) on homes taxed at fair market value is utilized in a statistical
65 analysis to determine the Projected Tax Rate. He said the Village of Essex Junction is seeing a
66 5.11% tax increase; the Town of Essex is seeing a 5.11% tax increase; and Westford is seeing a
67 7.83% tax increase. He showed how taxes have fluctuated over time and discussed the
68 Vermonters Income Sensitivity program, which resulted in communities' projected income
69 sensitivity yield.
70

71 The board members discussed the value of EWSD education, how tax rates effect educational
72 funding and the impact state efforts have on local taxes. They talked about how the CLA is linked
73 to rising property values and Mr. Donahue said doing re-appraisals every 8-10 years is a good
74 plan. The board members discussed the altered school funding trajectory, as a result of the
75 merger, which resulted in cost savings, and noted the district's decreased student count. The
76 board members discussed increasing labor costs, an increased demand for services and the
77 positive reputation of the EWSD. Ms. Haney wondered how equity plays a role in the education
78 tax and Mr. Donahue talked about the Equalized Pupil calculation, which is weighted to recognize
79 English Language Learners, students on Individualized Education Plans, etc. He also talked
80 about the role of Title 1 funds and the differences in how the CLA is calculated for businesses vs.
81 residences. Mr. Tyler asked for more information about how the state's unified healthcare
82 negotiations negatively impacted the district. Mr. Donahue said that the negotiation impacted
83 each district differently. Mr. Murray said Essex had an effective bargaining process prior to the
84 state negotiations, so the state-negotiated healthcare ended up being a cost, instead of savings.
85 Mr. Donahue and Ms. Haney talked about the challenges of trying to provide an estimated dollar
86 value of the tax increase households will pay related to school funding, due to the many analysis
87 factors that are used to calculate each home's taxes. Mr. Donahue invited the public to engage in
88 the budget building process, as they begin discussions this fall, aiming for quality education that
89 leverages diverse population growth.
90

91 b. **Discussion of staffing needs for consolidated functions—Evan Teich**

92 Mr. Teich began the discussion of staffing needs for consolidated functions, and costs associated
93 with delaying merger, by reviewing his memo. He said he engaged department heads to consider
94 the issue and develop an accurate accounting of needs. He discussed overall themes that
95 surfaced: vital decisions being delayed; the weight placed on staff by not knowing what will
96 happen with merger, which puts people in limbo over day-to-day decisions; opportunity costs to
97 budgets, such as the delay in instituting a local option tax; capital project delays based on lack of
98 direction; hiring delays, based on not knowing the long-term structures staff will transition to. He
99 also talked about duplication of efforts and the duplication of local assets. He said a pressing
100 need in his department is for the Assistant Manager position to become a full-time position,
101 separate from the Finance Director position, which should also be full-time. Mr. Teich said the
102 management team believes merger is the best direction and that there should not be status quo,
103 only forward movement. He talked about the staff morale, and the importance of staff being able
104 to see a "light at the end of the tunnel" and staff's dedication to seeing the process through.
105

106 The board members discussed the value of the document and insights provided therein. They
107 agreed it is a clear assessment of how the uncertainty of merger is putting a strain on
108 departments. Mr. Brown suggested a distilled version be created to share with the community.
109 Mr. Tyler talked about the necessity of political elements of municipal change because all of the
110 functions of the municipality are in service of the people. Mr. Murray requested Mr. Teich provide
111 an outline of positions needed immediately for the boards to discuss at the next joint meeting. Mr.
112 Teich agreed to do this, with consideration of the tax collection concerns for fiscal year 2021 due
113 to the impact of COVID. Ms. Haney suggested the memo be used when building the FY22
114 budget. Mr. Teich encouraged the boards to also consider population trends and the increasing
115 calls and demands on Town government.
116

117 **c. Discussion on draft charter and merger priorities**

118 Ms. Haney recapped the Board of Trustees and Selectboard’s current status on merger planning:

- 119 • The Trustee version of the merger question will be on their ballot in November.
- 120 • The Selectboard and the Board of Trustees are planning to stay the course with determining an
121 agreed upon draft charter and merger plan.
- 122 • Over the past week the Selectboard reviewed the draft charter submitted to them by the
123 Trustees and made comments on it.
- 124 • Mr. Duggan provided a list of questions for the Selectboard to make decisions on and some to
125 ask to Dan Richardson, the attorney advising the Town and Village on merger.
- 126 • The Trustees and Selectboard identified areas that still need conversation.
127

128 The board members discussed next steps in the process:

- 129 • Ms. Haney proposed, and the Trustees and Selectboard members agreed, that the next Joint
130 meeting include the Planning Commissions and Zoning Boards to talk about relevant topics
131 related to the charter and merger. Mr. Tyler suggested they have specific questions for these
132 groups regarding planning and community development.
- 133 • Mr. Brown said that, even though the charter question was approved for the Village ballot in
134 November, the charter does not need to be finalized until September 21. He said the Trustees
135 agree to adopt Selectboard suggestions as best as possible.
- 136 • Ms. Haney suggested, and the board members agreed, on a timeline for moving forward:
 - 137 – **October:** Finalize the following topics: Sidewalk District; Cannabis and Tobacco
138 ordinances; Representation; Planning Commission and Design Review Board decisions;
139 12-year taxation plan.
 - 140 – **November:** Conduct public hearings
 - 141 – **December:** Finalize ballot language for Town Meeting Day
 - 142 – **January and February:** conduct outreach and education
143

144 The board members discussed how to handle the results of the Village of Essex Junction vote in
145 November. Mr. Brown said if the Village’s vote in November and the Town’s vote in March both
146 pass with different charter models the Vermont House Government Operations Committee may
147 make revisions. Mr. Tyler said the Village vote will provide clarity about what the Village
148 population wants. Mr. Teich said Ms. Macy’s presentation about merged, separate or status quo
149 costs per department will be ready by September 28. He suggested board members should not
150 add significant new issues to research moving forward for answers to “what-if” scenarios.
151

152 Ms. Cooper described how she may experience, as a resident of the Village of Essex Junction,
153 first voting in November on the Village ballot and then possibly having to vote on something
154 different in March on a Town ballot. She encouraged the boards to address how to help Village
155 residents overcome this struggle. She suggested they think about what to do if the Village
156 residents, representing half of the population of Essex Town, pass a 3+3+1 representation

157 structure in November. Later, she also said Mr. Teich's memo and presentation during this
158 meeting helped reassure her that merger is the right direction.
159

160 Ms. Davis said she would like the Selectboard chair to continue to support Town interests. She
161 said she looks forward to reviewing Ms. Macy's breakdown of merged, separate or status quo
162 costs per department. She hoped for more information on positions and services that are shared
163 between the Town and Village municipalities.
164

165 Ms. Clemens said the opportunity costs related to stalling a merger, as discussed in agenda item
166 5b, were disturbing. She encouraged the boards to move together focused on positive municipal
167 effects of merger balanced with the best interests of the people. She suggested that anything
168 constructed to help people understand the vote should be easy to read and understand.
169

170 Ms. Wrenner suggested that the boards re-look at the compiled results of completed surveys to
171 determine governance. She said the proposed merger may not be where the municipalities are
172 going and said she believes people are cautious of merging. She said hearing from the public
173 could change the merger's direction.
174

175 **d. *Appointment of Joint Essex Housing Commissioners**

176 An Executive session took place as item 7a to appoint Joint Essex Housing Commissioners.
177

178 **6. READING FILE**

179 **a. Board Member Comments**

180 • Mr. Tyler requested an earlier completion date of Ms. Macy's merged, separate or status quo
181 costs per department, so it can help inform discussions before the September 21 deadline.

182 **b. VLCT Town Fair**

183 **c. Email from Jill Evans re: Direct Referrals from Police Departments to Essex Community
184 Justice Center – FY20**

185 • Ms. Haney shared gratitude to Ms. Evans for information she shared about direct referrals from
186 the PD to the CJC.

187 **d. Email and attachment from Kelley Avery, VLCT re: BCBSTVT and MVP Announce 2021
188 Exchange Rate Increases**

189 **e. Letter from Town Selectboard to the House Government Operations Committee**

190 **f. Email from Rep. Marybeth Redmond re: H.944 Amendments to the Town of Essex Charter**

191 • Ms. Haney expressed thanks to Rep. Redmond for her letter of support.

192 **g. Upcoming meeting schedule**
193

194 **7. CONSENT ITEMS**

195 **a. CONSENT ITEMS a. Approve minutes: July 28, 2020, August 3, 2020 (Trustees only)**
196

197 **VINCE FRANCO made a motion, seconded by PATRICK MURRAY, to approve the consent
198 agenda. The motion passed 5-0.**
199

200 **GEORGE TYLER made a motion, seconded by DAN KERIN, to approve the consent agenda.
201 The motion passed 5-0.**
202

203 **8. EXECUTIVE SESSION**

204 **a. An executive session is anticipated for the appointment of public officials**
205

206 **ANDY WATTS made a motion, seconded by PATRICK MURRAY, for the Selectboard to enter
207 into executive session to discuss the proposed public official appointment(s) in accordance
208 with 1 V.S.A. Section 313(a)(3) and to include the Unified Manager and the Deputy Manager.
209 The motion passed 5-0 at 8:52 PM. ELAINE HANEY recused herself from executive session.**

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RAJ CHAWLA made a motion, seconded by **DAN KERIN**, the same as the Selectboard's [to enter into executive session to discuss the proposed public official appointment(s) in accordance with 1 V.S.A. Section 313(a)(3) and to include the Unified Manager and the Deputy Manager]. The motion passed 5-0 at 8:52 PM.

DAWN HILL-FLEURY made a motion, seconded by **ANDY WATTS**, for the Selectboard to exit executive session. The motion passed 4-0 at 9:41 PM.

RAJ CHAWLA made a motion, seconded by **AMBER THIBEAULT**, for the Trustees to exit executive session. The motion passed 5-0 at 9:41 PM.

DAN KERIN made a motion, seconded by **RAJ CHAWLA**, to appoint Mark Redmond to a 3-year term on the Housing Commission, Katie Ballard to a 3-year term, Mia Watson to a 3-year term, Michelle Teegarden to a 2-year term, Gabrielle Smith to a 2-year term, Evan Einhorn to a 1-year term, and Debbie McAdoo to a 1-year term. The motion passed 4-0, with Andrew Brown abstaining.

ANDY WATTS made a motion, seconded by **DAWN HILL-FLEURY**, to appoint Mark Redmond to a 3-year term on the Housing Commission, Katie Ballard to a 3-year term, Mia Watson to a 3-year term, Michelle Teegarden to a 2-year term, Gabrielle Smith to a 2-year term, Evan Einhorn to a 1-year term, and Debbie McAdoo to a 1-year term. Motion passed 4-0, with Elaine Haney abstaining.

9. ADJOURN

VINCE FRANCO made a motion, seconded by **PATRICK MURRAY**, for the Selectboard to adjourn. The motion passed 5-0 at 9:48 PM.

The Trustees discussed future meetings and deadlines for finalizing the merger document and ballot.

RAJ CHAWLA made a motion, seconded by **DAN KERIN**, for the Trustees to adjourn. The motion passed 5-0 at 9:54 PM.

Respectfully Submitted,
Cathy Ainsworth
Recording Secretary

Memorandum

To: Board of Trustees; Selectboard; Evan Teich, Unified Manager
Cc: Chief Ron Hoague, Police; Lt. Rob Kissinger, Police
From: Greg Duggan, Deputy Manager *GSD*
Re: Proposed changes to Motor Vehicles, Traffic, and Parking ordinances
Date: September 25, 2020

Issue

The issue is to inform the Trustees and Selectboard about proposed changes to Motor Vehicles, Traffic, and Parking ordinances.

Discussion

The Police Department has reviewed existing traffic and parking ordinances and has proposed revisions to create the same ordinance for the Town and Village, which helps tremendously with ease of enforcement and prosecution. The attached memo from Chief Hoague explains the changes. The proposed ordinance is also attached.

The Selectboard and Trustees have separate processes for adopting ordinances. In short, the Selectboard passes an ordinance and warns a public hearing for final passage of the ordinance. After the public hearing, if no changes are made, the ordinance can take effect immediately.

The Trustees can adopt an ordinance the first time they see it, and it takes effect 60 days later if residents do not petition against its implementation.

With that in mind, staff plans to follow the schedule below (all joint Selectboard and Trustee meetings). The schedule can be adjusted as needed based on desired changes, public input, etc.

1. Sept. 28 – Present the proposed ordinance and process in the reading file
2. Oct. 26 – Discussion of the proposed changes, and make any edits the boards want. Selectboard passes the ordinance and warns a public hearing for November 26.
3. November 26 – Public hearing on the ordinance. Assuming no changes, the Trustees adopt the ordinance (or remove it from the Village ordinances) to take effect in 60 days. Selectboard approves final passage of the ordinance to also take effect in 60 days.

Cost

n/a

Recommendation

This memo is informational.

MEMORANDUM

TO: Town of Essex Selectboard
Village of Essex Junction Trustees
Evan Teich, Unified Manager

FROM: Ron Hoague, Chief of Police

DATE: September 16, 2020

RE: Updating Traffic Ordinances for Town

Issue

Informing the Selectboard and Trustees of the changes to the current traffic ordinances and recommendations for the adoption of a new ordinance common to both entities.

Discussion

Currently there are two sets of ordinances, one for each governing body. The current Town ordinance contains the language for Village streets as well, however, when Village ordinances are changed they do not make it to the Town ordinances. There are also some minor differences in fine amounts for the two entities. For these reasons, there has been confusion at times with enforcement and during prosecution. A common ordinance that covers both would solve these issues. Finally, with the movement towards merger, it is recommended that both governing bodies adopt ordinances as a single document.

The current ordinances have not seen a major change in over 20 years and make references to locations that no longer exist. The ordinance submitted for discussion has been updated and uses a simplified format. The proposed changes to the ordinances attempt to consider future projects / developments so minimal updates will be needed. The attached draft would merge the two current ordinance languages into one common document. It also contains the changes recommended for adoption by the governing bodies.

The proposed ordinance has been reviewed and reflect recommendations by Superintendent Rick Jones and Public Works Director Dennis Lutz, in addition to Town attorney William Ellis.

The list below contains the proposed changes/additions:

Traffic Control Signals: 7.04.020

Simplified Format

Changes on Jericho Road at the intersections w/ Sand Hill Road and Allen Martin Drive.

Stop Signs: 7.04.040

Carmichael Street w/ Commonwealth Ave - effective upon completion. Both directions
Evergreen Drive w/ Stonebrook Circle - Delete up on completion of traffic signals. Both directions
Grove Street w/ North Street – North side of intersection to be deleted on 911 name change.
North Street w/ Grove Street – North side to be deleted on 911 name change.
North Street w/ Old Colchester – effective on 911 name change.
Old Colchester Road w/ North Street - effective on 911 name change.
Red Pine Circle w/ Thompson Drive.
Sand Hill Road w/ Jericho Road – Delete upon completion of traffic signals.
Sand Hill Road w/ Allen Martin Road - Delete upon completion of traffic signals.
State Street w/ Upper main Street – effective upon completion.
State Street w/ Juniper Ridge Road - effective upon completion.

Yield Signs: 7.04.050

Memorial Way w/ Lincoln St.

One Way Streets: 7.08.010

Memorial Way: Main Street to Lincoln Street

Speed Limits: 7.12.010

The speed limit is set by the selectboard / trustees at 25 mph on all roads other than those listed in the section below.

Eliminates the need to modify ordinances each time a new development is built

Speeds Limits above 25: 7.12.015

Lists all the streets above 25 mph with a starting and ending point with local and state road identification. For example: Jericho Road (VT-15)

No Parking -Both sides of street: 7.20.010

Alder Lane: entire length
Central Street: Railroad Ave to Educational Drive.
Densmore: Main Street to Brickyard Road.
Ethan Allen Ave: Fort Parkway to Colchester Town line.
Mansfield Ave: Brickyard Road to Rosewood Lane.
Old Colchester Road: entire length – removed residential parking
Old Stage Road: the entire length.
Sand Hill Road: Jericho Road to Allen Martin Drive.

Saybrook Road: Center Road to 195 ft south.

Saxon Hill Road: entire length, except for designated parking. Currently on section marked fire lane.

Summit Street: east side, Summit Street School Property.

Thompson Drive: the entire length.

West Street Extension; West Street to Pearl Street

No Parking-Single Side of Street: 7.20.020

Beech Street: West Side of Sweetwater Lane.

East Street: west side Maple Street to Church Street

Ethan Allen Avenue: South side Fort Parkway to Colchester Town Line.

Mansfield Ave: west side Maple Street to Rosewood Lane.

Prospect Street: south side Summit to 36 Prospect.

Winter Parking Exemptions: 7.20.050 - Exemptions added to the section

Abandoned Vehicles: 7.20.060 - Corrected language to match upcoming Public Nuisance ordinance

General Parking Restrictions: 7.20.070 - Increased distances from intersections

Scoff Law: 7.20.080 - Added language for non-payment of fines and detailed procedures added

Parking Violations - Penalties: 7.20.100 - Added new section to unify violations into one section

Cost

None. No budgetary funds will be used.

Recommendation

Proceed with adoption of ordinances.

Title 7
Chapter 7.01
MOTOR VEHICLES, TRAFFIC AND PARKING ORDINANCES
GENERAL PROVISIONS

Chapters:

- 7.01 General Provisions
- 7.04 Traffic Lights and Stop Signs
- 7.08 One-Way Streets and Turning Movements
- 7.12 Speed Limits
- 7.16 Weight Limits and Control of Thru-Truck Traffic
- 7.20 Parking
- 7.24 Towing
- 7.30 Closure of Highways for Flooding and Other
Emergency Events
- 7.40 Special Occasions—Town Highway Maintenance
- 7.50 Severability

Chapter 7.01

GENERAL PROVISIONS

Sections: Code Adoption

7.01.010 Adoption Authority

7.01.020 Purpose

7.01.030 Definitions

7.01.040 Enforcement

7.01.050 Violations – Penalties

7.01.060 Severability

7.01.010 Adoption authority

- A. Pursuant to the provisions of Title 23, ~~Chapter 13, Subchapter 1 and Vermont Statutes Annotated, section 1007 and 1008, and~~ Title 24, ~~Chapter 59,~~ Vermont Statutes Annotated, ~~section 1971 and 2291 (1), (4), and (5),~~ and ~~the Charter of the Town of Essex, the Selectboard of the Town of Essex hereby it is ordains ed by the Selectboard of the Town of Essex~~ that the following Motor Vehicles, ~~and~~ Traffic ~~and~~ Parking Ordinances is adopted for the Town of Essex. ~~This ordinance is adopted pursuant to the authority of Title 24, Vermont Statutes Annotated, Chapter 59 and the Town of Essex,~~ and is designated as a civil ordinance.
- B. The adoption of this ~~ordinance code~~ shall not effect prosecution for ~~ordinance~~ violations committed prior to the effective date of this ~~ordinance code~~, does not waive any fee or penalty due or not paid on the effective date ~~of this code~~, and does not affect the validity of any bond, letter of credit or cash deposit posted, filed or deposited pursuant to the requirements of any ~~other~~ ordinance.

7.01.020 Purpose

- A. In the interest of the public health, safety and welfare of the Town of Essex, this ordinance is adopted to establish special traffic and parking regulations on the public highways within the Town of Essex, Vermont.

7.01.030 Definitions

- A. Word and/ or phrases when used in the ordinance shall, for ~~the purposes~~ of this ordinance, have the meanings respectively ascribed to them ~~herein in this article~~, except when the context otherwise requires.
- B. Whenever any words and/ or phrases used herein are not defined, but are defined in the state statute regulating the operation of vehicles, ~~Any~~ such definition therein shall be deemed to apply to such words or phrases used herein, except ~~when~~ the context otherwise requires.
- C. The definitions of ~~Title 23, section 4,~~ Vermont Statutes Annotated ~~§-4~~ are incorporated ~~herein~~ by reference.

7.01.040 Enforcement:

- A. ~~This is a civil ordinance and shall be enforced by Enforcement Officials in the Vermont Judicial Bureau in accordance with Title 24, Chapter 59 -V.S.A. § 1974a et seq. and 1977 and Title 23 -VSA Chapter 13, Vermont Statutes Annotated.~~

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7.01.050 Violations – Penalties:

A. Any person who violates any provision of this Title 7, ~~regulations in Chapters 7.04 through 7.16 (7.4–7.16)~~ shall be ~~are~~ considered to have committed ~~be~~ a civil traffic violations that falls under the jurisdiction of the Vermont Judicial Bureau and ~~have~~ penalties shall be assessed according to the Judicial Bureau Waiver Penalty ~~s~~Schedule of fines in effect at the time of the violation, ~~as the same shall be amended from time to time.~~

7.01.060 Severability

A. If any portion of this ordinance and any amendments ~~made~~ hereto are ~~found held~~ unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance and amendments ~~made~~ hereto shall not be affected ~~by such finding~~, and shall remain in full force and effect. If any statute referred to in this ordinance shall be amended this ordinance shall be deemed to refer to such statute as amended.

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CHAPTER 7.02
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CHAPTER 7.03
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Chapter 7.04
TRAFFIC LIGHTS AND STOP SIGNS

Sections:

- 7.04.010 Traffic Control Signals - Meaning.
- 7.04.020 Traffic Control Signals - Location.
- 7.04.030 Additional Traffic-Control Devices.
- 7.04.040 Stop signs—Locations designated.
- 7.04.050 Yield signs—Locations designated.
- ~~7.04.070 Violation—Penalty.~~

7.04.010 Traffic Control Signals - Meaning

- A. Whenever traffic is controlled by traffic-control signals, exhibiting the words “Go,” “Caution,” or “Stop,” or exhibiting different colored lights ~~or colored lighted arrows~~, successively one at a time ~~or in combination, or with arrows, only~~ the following colors ~~only~~ shall be used, ~~except for special pedestrian signals carrying a word legend~~, and said terms and lights shall indicate and apply to drivers of vehicles and pedestrians as follows:
- B. Steady ~~g~~Green signal:

- a. Vehicular traffic facing the signal, except when prohibited by law from passing a stopped school bus, may proceed straight through or turn right or left unless a sign at such place prohibits either such turn. ~~But~~ vehicular traffic, including vehicles turning right or left, shall yield the right of way to other vehicles ~~and~~ to pedestrians lawfully within the intersection or on an adjacent crosswalk at the time such signal is exhibited.
- b. Pedestrians facing the signal may proceed across the roadway within any marked or unmarked crosswalk.

C. Steady ~~Y~~yellow signal:

- a. Vehicular traffic facing the ~~steady yellow~~ signal is thereby warned that a red signal will be exhibited immediately thereafter and such vehicular traffic shall not enter ~~or be crossing~~ the intersection ~~when the red signal is exhibited~~.
- ~~b. Pedestrians facing a steady yellow signal, unless otherwise directed by a pedestrian-control signal, are advised that there is insufficient time to cross the roadway before a red signal is shown, and no pedestrian shall start to cross the roadway. Unless otherwise directed by a pedestrian control signal, No pedestrian facing the steady yellow signal shall enter the roadway unless they can do so safely and without interfering with any vehicular traffic.~~

D. Steady ~~R~~red ~~S~~signal:

- a. Vehicular traffic facing the ~~steady red~~ signal shall stop at a clearly marked stop line and / or before entering the crosswalk on the near side of the intersection, but if none, then before entering the ~~crosswalk on the near side the~~ intersection, ~~and shall remain standing until steady green is shown~~.
- b. ~~Except when a sign or signal is in place prohibiting a turn, vehicular~~ No vehicular traffic facing any steady red signal may cautiously enter the intersection to turn right, or to turn left from a one-way street into a one-way street, after stopping as required in subsection (a). This traffic shall yield the right-of-way to pedestrians lawfully within an adjacent crosswalk and to other traffic lawfully using the intersection. No motorist shall turn right when facing a red arrow signal indication unless a regulatory sign is present which permits the movement. ~~shall turn right on a solid red signal or solid red arrow when a sign or no right turn sign or an illuminated signal is in place prohibiting a turn, is in place prohibiting a turn.~~
- c. Unless otherwise directed by a pedestrian-control signal, ~~No~~ pedestrian facing ~~the a steady red~~ signal alone shall enter the roadway.

E. Red with green arrow:

- a. Vehicular traffic facing such signal may cautiously enter the intersection only to make the movement indicated by such arrow, but shall yield the ~~right-of-way~~ to pedestrians and to other traffic lawfully using the intersection.

F. Whenever an illuminated flashing red or yellow signal is used in a traffic sign or signal it shall require obedience by vehicular traffic as follows:

- a. Flashing red: When a red lens is illuminated with rapid intermittent flashes, drivers of vehicles shall stop before entering the nearest crosswalk at an intersection or at a limit line when marked, or, if

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Commented [RK2R1]: No, they cannot if they are beyond the stop bar prior to the light turning red.

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Commented [WE7]: This appears to conflict with the state law allowing right turns on red.

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none, ~~then~~ before entering the intersection, and the right to proceed shall be subject to the rules applicable after making a stop at a stop sign. This section does not apply to railroad grade crossings.

- b. Flashing yellow: When a yellow lens is illuminated with rapid intermittent flashes, drivers of vehicles may proceed only with caution.

~~Cross References—Operation of Vehicles—~~

~~See Regulation in municipalities 23 VSA 1008;~~

~~See Restriction of controlled access roadway 23 VSA 1009;~~

~~See Traffic control signals 23 VSA 1022;~~

~~See Flashing signals 23 VSA 1024.~~

7.04.020 Traffic Control Signals – Location

- A. ~~Permanent~~ ~~The stop and go traffic control~~ lights now or hereafter located and in operation at the following intersections ~~are authorized to shall be~~ continued in use and operation:

a. **STREET NAME**

INTERSECTING STREET(S)

- | | |
|---|--|
| <ul style="list-style-type: none"> 1. Allen Martin Drive 2. Blair Road 3. Brickyard Road 4. Browns River Road (VT-128) 5. Center Road (VT-15) 6. Center Road (VT-15) 7. Center Road (VT-15)
Center Road; 8. Center Road (VT-15) 9. Circumferential Highway (VT-289) Exit 7 westbound 10. Circumferential Highway (VT-289) Exit 9 east/westbound 11. Circumferential Highway (VT-289) Exit 10 east/westbound 9-12. Circumferential Highway (VT-289) Exit 12 eastbound 10-13. Crestview Road 11-14. Commonwealth Ave. 12-15. Colchester Road (VT-2A)
entrance ramp); 13-16. Colchester Road (VT 2A) 14-17. Essex Way
10; 15-18. Essex Way 16-19. Ethan Allen Drive 17-20. Franklin Street 18-21. Fort Parkway (VT-15) 19-22. Gauthier Drive 20-23. Iroquois Ave 21-24. Jericho Road (VT15)
Road; | <ul style="list-style-type: none"> Jericho Road (VT-15); ** effective upon completion Susie Wilson bypass, Kellogg Road, Susie Wilson Road; Main Street (VT-15), Crestview Road; Center Road (VT-15), Towers Road and Jericho Road (VT-15); Old Stage Road, Upper Main Street (VT-15), Commonwealth Ave; Essex Way; Essex Shopping Center (90 Center Road), residence at 95 Towers Road, Browns River Road (VT-128), Jericho Road (VT -15); Colchester Road (VT-2A); Upper Main Street (VT-15); Essex Way; River Road (VT-117); Main Street (VT-15), Brickyard Road; Center Road (VT-15), Old Stage Road, Upper Main Street (VT-15); Susie Wilson Bypass, Circumferential Highway (VT-289) (7 Circumferential Highway (VT-289) - exit ramp at 7; Circumferential Highway (VT-289) - entrance / exit ramps at Center Road (VT-15); Fort Parkway (VT-15); Park Street (VT-2A), Iroquois Ave; Ethan Allen Avenue; Kellogg Road, Morse Drive; Park Street (VT-2A); Franklin Street; Browns River Road (VT-128), Center Road (VT-15), Towers |
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22-25. Jericho Road (VT-15)	Sand Hill Road <i>**effective upon completion;</i>
23-26. Jericho Road (VT-15)	Allen Martin Drive <i>**effective upon completion;</i>
27. Joshua Way	Susie Wilson Road, 10 Susie Wilson Road;
24-28. Kellogg Road	Susie Wilson Road, Blair Road, Susie Wilson bypass;
25-29. Kellogg Road	Morse Drive, Gauthier Drive;
26-30. Kellogg Road	New England Drive;
27-31. Lincoln Street (VT-2A) Street (VT-15);	Pearl Street (VT-15), Park Street (VT-2A), Maple Street (VT-117), Main
28-32. Main Street (VT-15)	Brickyard Road, Crestview Road;
29-33. Main Street (VT-15) 2A), Maple Street (VT-117);	Lincoln Street (VT-2A), Pearl Street (VT-15), Park Street (VT-
30-34. Maple Street (VT-117)	Maple Street Extension, Robinson Parkway;
31-35. Morse Drive	Kellogg Road, Gauthier Drive;
32-36. New England Drive	Kellogg Road;
33-37. Old Stage Road 15);	Upper Main Street (VT-15), Commonwealth Ave., Center Road (VT-
34-38. Park Street (VT-2A)	South Street, River Street;
35-39. Park Street (VT-2A)	Iroquois Ave, Franklin St;
36-40. Park Street (VT-2A) (VT-2A), Pearl Street (VT-15);	Maple Street (VT-117), Main Street (VT-15), Lincoln Street
37-41. Pearl Street (VT-15) 15), Lincoln Street (VT-2A);	Park Street (VT-2A) , Maple Street (VT-117), Main Street (VT-
38-42. Pearl Street (VT-15)	South Summit Street;
39-43. Pearl Street (VT-15)	West Street Extension, Pearl Street Jug Handle;
40-44. Pearl Street (VT-15)	Susie Wilson Road;
41-45. Pearl Street (VT-15) Street);	Essex Shopping plaza , Post Office Square (75 -76 Pearl
42-46. River Road (VT-117)	Sand Hill Road;
43-47. River Street	Park Street (VT-2A), South Street;
44-48. Sand Hill Road	Jericho Road; <i>**effective upon completion</i>
45-49. South Street	Park Street (VT-2A), River Street;
50. Susie Wilson Bypass	Kellogg Road; Susie Wilson Road, Blair Road,
46-51. Susie Wilson Road	Joshua Way, 10 Susie Wilson Road;
47-52. Susie Wilson Road	Pinecrest Drive;
48-53. Susie Wilson Road	Market Place, David Drive;
49-54. Susie Wilson Road	Blair Road, Susie Wilson b ypass, Kellogg Road;
55. Susie Wilson Road	Blair Road, Susie Wilson bypass, Kellogg Road; 10 Susie Wilson Road Susie Wilson Road, Joshua Way;
50-56. 10 Susie Wilson Road	Susie Wilson Road, Pinecrest Drive;
51-57. Towers Road	Center Road (VT-15), Jericho Road (VT-15), Browns River Road (VT-
52-58. Upper Main Street (VT-15) eastbound and westbound at 9;	Circumferential Highway (VT-289) entrance / exit ramps
53-59. Upper Main Street (VT-15)	Billie Butler Road / 72 Upper Main St;
54-60. Upper Main Street (VT-15) 15).	Old Stage Road, Commonwealth Avenue, Center Road (VT-

7.04.030 Additional traffic-control devices.

A. Other traffic-control devices of a mobile or portable nature may temporarily be utilized by the police and public works departments for emergency situations as they deem necessary.

Cross-References—Operation of Vehicles—

See Regulation in municipalities 23 VSA 1008;

See Restriction of controlled access roadway 23 VSA 1009;

See Special Occasions: town highway maintenance 23 VSA 1010;

See Authority of enforcement officers 23 VSA 1013;

See Obedience to traffic control devices 23 VSA 1021.

7.04.040 Stop signs—Locations designated.

A. The following streets, avenues and roads shall have erected thereon stop signs so as to control the traffic as stated below. All vehicles, motorcycles and other forms of common conveyance shall be caused to come to a full stop by the operators thereof in obedience to the traffic-control signs. Such vehicles shall not proceed from the stop position until the road onto which it is proceeding is clear.

<u>STREET NAME</u>	<u>INTERSECTING STREET(S)</u>
1. Abanaki <u>Avenue</u>	—South Summit (East and West);
2. Abare Avenue	Susie Wilson Road;
3. Abare Avenue	Damon Drive;
4. Alder Lane	Brown’s River Road (VT VT-128);
5. Alder Lane	Jericho Road (VT-15);
6. Alderbrook Road	Greenbriar Drive;
7. Allen Martin Drive	Jericho Road (VT-15) east / westbound;
8. Allen Martin Parkway	Sand Hill Road;
9. Algonquin	Iroquois Avenue (North and South);
10. Andrew Avenue	Gauthier Drive;
11. Aspen Drive	Beech Street (North and South);
12. Athens Drive	Main Street (VT-15);
13. Baker Street	Greenfield Road;
14. Baker Street	Logwood Circle;
15. Bashaw Drive	Sydney Drive (East and West);
16. Beech Street	Countryside (East and West);
<u>17. Billie Butler Drive</u>	<u>Billie Butler Drive; Carmichael Street;</u>
<u>17-18. Billie Butler Drive</u>	Carmichael Street (North and South);
<u>18-19. Blackberry Lane</u>	Bobolink Circle;
<u>19-20. Blair Road</u>	Pioneer Street;
<u>20-21. Blair Road</u>	Susie Wilson Road;
<u>21-22. Bluestem Road</u>	Clover Drive;
<u>22-23. Bluestem Road</u>	Cedar Street;
<u>23-24. Bixby Hill Road</u>	Brown’s River Road (VT-128);
<u>24-25. Bobolink Circle</u>	Clover Drive (North and South);
<u>25-26. Briar Lane</u>	Rosewood Lane (West)
<u>26-27. Brickyard Road</u>	Corduoy Road;

27-28. Brickyard Road	Main Street (VT-15);
28-29. Brigham Hill Lane	Brigham Hill Road;
29-30. Brigham Hill Road	Old Stage Road;
30-31. Brooks Avenue	Villa Drive;
31-32. Brooks Avenue	Warner Avenue;
32-33. Brownell Drive	West Street;
33-34. Bushey Lane	Gauthier Drive;
34-35. Butternut Court	Margaret Street;
35-36. Button Drive	Jackson Heights;
36-37. Button Drive	Pioneer Street;
37-38. Cabot Drive	Old Stage Road;
38-39. Cabot Drive	Chelsea Road;
39-40. Camp Street	Maple Street (VT-117);
41. Carmichael Street	Billie Butler Drive;
42. Carmicheal Street	Essex Way;
43. Carmichael Street	Commonwealth Ave (North and *South)*effective upon
completion/acceptance;	
44. Cascade Court	Cascade Street;
45. Cascade Street	Park Street (VT-2A);
46. Cascadnac Avenue	West Street;
47. Catella Road	Osgood Hill Road;
40. Catella Road	Osgood Hill Road;
41. Cascade Court	Cascade Street;
42. Cascade Street	Park Street (VT-2A);
43. Cascadnac Avenue	West Street;
44-48. Cavandish Court	Peacham Lane;
45-49. Cavandish Court	Weathersfield Bow;
46-50. Cedar Court	Cedar Street;
47-51. Cedar Street	Clover Drive;
48-52. Cemetery Road	Sand Hill Road;
49-53. Central Street	Lincoln Street (VT-2A);
50-54. Central Street	Education Center Drive;
51-55. Central Street	Grove (East and West);
52.1. Carmichael Street	Billie Butler Drive;
53.1. Carmicheal Street	Essex Way;
54.1. Carmichael Street	Commonwealth Ave (North and *South)*effective
upon completion;	
55-56. Chapin Road	Towers Road;
57. Chase Court	Jericho Road (VT-15); *effective upon acceptance;
56-58. Chelsea Road	Cabot Drive;
57-59. Cherokee Avenue	South Summit (East and West);
58-60. Cherry Street	South Summit (East and West);
59-61. Church Street	Main St (VT-15);
60-62. Church Street	East Street;
61-63. Cindy Lane	Tanglewood Drive;

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62-64. Circle Drive	Jericho Road (VT-15);
63-65. Clara Hill Lane	Sand Hill Road;
64-66. Clems Drive	West Street;
65-67. Clover Drive	Towers Road;
66-68. Colbert Street	Abare Avenue;
67-69. Colbert Street	Blair Road;
68-70. Colonel Page Road	Old Stage Road;
69-71. Colonel Page Road	Chapin Road;
70-72. <u>Commonwealth Ave</u> <u>acceptance/completion;</u>	<u>Carmichael Street (East and West) *effective upon</u>
71-73. Corduroy Road	Beech Street;
72-74. Corduroy Road	Briar Lane;
73-75. Countryside Drive	Brickyard Road;
74-76. Countryside Drive	Beech Street (North);
75-77. Corporate Drive	Allen Martin Drive;
76-78. Craftsbury Court	Cabot Drive;
77-79. Craftsbury Court	Old Stage Road;
78-80. Creek Road	Rustic Drive;
79-81. Creek Road	Wildwood Drive;
80-82. Crestview Road	Drury Drive;
81. Crestview Road	Main St (VT-15);
83. Curtis Avenue	Pearl Street;
82-84. Dalton Drive	Dalton Drive;
85. Dalton Drive	Ethan Allen Avenue;
86. Damon Drive	Prescott Street;
87. Dartmoor Court	Hampshire Court;
83. Dartmoor Court	Hampshire Court;
84. Dalton Drive	Ethan Allen Drive (Westbound);
85. Damon Drive	Prescott Street;
86-88. David Drive	Susie Wilson Road;
87-89. Debra Drive	Sydney Drive (East and West);
88-90. Deer Crossing Lane	Saxon Hill Road;
89-91. Densmore Drive	Main Street (VT-15);
90-92. Densmore Drive	Brickyard Road;
91-93. Devon Hill Court	Southdown Court;
92-94. Discovery Road	Lamore Road;
93-95. Doon Way	South Street;
94-96. Douglas Road	Towers Road;
95-97. Drury Drive	Educational Center Drive;
96-98. East Street	Maple Street (VT-117);
97-99. East Street	Pleasant Street;
100. Educational Drive	Drury Drive;
101. Educational Drive	Old Colchester Road;
102. Educational Drive	Main Street (VT-15);
103. Elm Street	Maple Street (VT-117);

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104.	Ethan Allen Avenue	Dalton Drive (Westbound);
98.	Ethan Allen Avenue	Dalton Drive (Westbound);
99.	Educational Drive	Drury Drive;
100.	Educational Drive	Main Street (VT-15);
101.	Educational Drive	Old Colchester Road;
102.	Elm Street	Maple Street (VT-117);
103-105.	Essex Commons	Jericho Road (VT-15)
104-106.	Essex Highlands	Weed Road;
107.	Essex Way	Lang Drive (North and South);
105-108.	Evergreen Drive	Stonebrook Circle (North and South) *effective upon acceptance;
106-109.	Ewing Place	Susie Wilson Road;
107-110.	Fairview Drive	Main Street (VT-15);
108-111.	Fern Hollow	Tanglewood Drive;
109-112.	Fox Run Road	Weatherfield Bow;
110-113.	Fluery Road	Towers Road;
111-114.	Forest Road	Skyline Drive;
112-115.	Foster Road	Sand Hill Road;
113-116.	Founders Road	Sand Hill Road;
114-117.	Freeman Woods	Essex Way;
115-118.	Frederick Road	Lamell Avenue;
116-119.	Gardenside Lane	Colchester Road (VT-2A);
117.	Gauthier Drive	Kellogg Road;
118-120.	Gentes Road	Colchester Road (VT-2A);
119-121.	Gentes Road	Lamore Road (North and South);
122.	Glenwood Drive	Tanglewood Drive (East and West);
120-123.	Goodrich Lane	Brigham Hill Road;
121-124.	Grant Street	Maple Street (VT-117);
122-125.	Grant Street	Jackson Street;
123-126.	Greenbriar Drive	Sand Hill Road;
124-127.	Greenbriar Drive	Alderbrook Road (North and South);
128.	Greenfield Road Ext. Drive	Greenbriar Road;
125-129.	Greenfield Road Ext.	Greenfield Road;
126-130.	Greenfield Road	River Road (VT-117);
127-131.	Greenfield Court	Greenfield Road;
128-132.	Greenwood Avenue	Cascade Court;
129.	Grant Street	Maple Street (VT-117);
130.	Grant Street	Jackson Street;
131-133.	Grove Street	Central Street (North and South);
132-134.	Grove Street	North Street (*North and South); *North deleted on 911 name change;
133-135.	Grove Street	Main Street (VT-15);
134-136.	Hagan Drive	Lang Drive;
135.	Hagan Drive	Repa Drive;
136-137.	Hampshire Court	Suffolk Lane;

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137-138.	Hanley Lane	Osgood Hill Road;
138-139.	Hawthorn Circle	Fairview Drive (East and West);
139-140.	Hayden Street	West Street;
140-141.	Hayden Street	Wilkinson Drive (South);
141-142.	Heatherbush Road	Valleyview Drive;
142-143.	Heatherbush Road	Timberlane Drive;
143-144.	Hiawatha Avenue	West Street;
144-145.	Hickory Lane	Allen Martin Parkway;
146.	Hickory Lane	Sage Circle;
145-147.	High View Drive	Lamore Road;
146-148.	Hillcrest Road	Pearl Street (VT-15);
147-149.	Hillcrest Road	Prospect Street;
148-150.	Hillside Circle	Saxon Hollow Drive (North and South);
149-151.	Hubbell's Falls Road	Beech Street;
150-152.	Hubbell's Falls Road	Juniper Ridge Road;
151-153.	Huron Avenue	West Street;
152-154.	Huron Avenue	Mohawk Avenue;
153-155.	Indian Brook Road	Old Stage Road;
154-156.	Ira Allen Drive	Pioneer Street;
155-157.	Ira Allen Drive	Jackson Heights;
156-158.	Irene Avenue	Browns River Road (VT-128);
157-159.	Irene Avenue	Marion Avenue;
158-160.	Iris Street	Bixby Hill Road;
159-161.	Iris Street	Bobolink Circle;
160-162.	Iroquois Avenue	South Summit Street (East and West);
161-163.	Ivy Lane	Central Street;
162-164.	Jackson Heights	Pioneer Street;
163-165.	Jackson Heights	Pinecrest Drive;
164-166.	Joseph Lane	Thomas Lane;
165-167.	Joshua Way	Pinecrest Drive;
166-168.	Juniper Ridge Road	Fairview Drive;
167-169.	Killoran Drive	West Street;
168-170.	Kimberly Drive	Pinecrest Drive;
169-171.	Kings Court	Maple Street (VT-117);
170-172.	Kurk Drive	Pinewood Drive;
171-173.	Lamell Avenue	Richard Street;
172-174.	Lamoille Street	East Street;
173-175.	Lamore Road	Gentes Road;
174-176.	Landfill Road	Colchester Road (VT-2A);
175-177.	Lang Drive	Essex Way;
176-178.	Lang Drive	Hagan Drive;
177-179.	Lasalle Road	Margaret Street;
178-180.	Lasalle Road	Sand Hill Road;
179-181.	Laurel Drive	Allen Martin Parkway;
180-182.	Laurel Drive	Laurel Drive;

181-183.	Lavigne Road	Sand Hill Road;
182-184.	Leo Drive	Jericho Road (VT-15);
183-185.	Lida Drive	Lang Drive;
184-186.	Lida Drive	Repa Drive;
185-187.	Lilac Drive	Jericho Road (VT-15);
186-188.	Lincoln Place	Railroad Avenue;
187-189.	Lincoln Terrace	Lincoln Street (<u>VT-2A</u>);
188-190.	Lincoln Terrace	School Street;
189-191.	Linden Lane	Glenwood Drive;
192.	Locust Lane	Hubbell's Falls Drive;
190-193.	Locust Lane	<u>Beech Street</u> ;
191-194.	Logwood Circle	Greenbriar Drive;
192-195.	Logwood Circle	Logwood Circle;
193-196.	Londonderry Lane	Center Road (VT-15);
194-197.	Londonderry Lane	Chelsea Road;
195-198.	Lost Nation Road	Discovery Road;
196-199.	Lost Nation Road	Old Stage Road;
197-200.	Maplewood Lane	Maple Street (VT-117);
198-201.	McGregor Street	Jackson Street;
199-202.	Meadow Terrace	Drury Drive;
200-203.	McGee Road	Lost Nation Road;
201-204.	MacGregor Street	Jackson Street;
202-205.	Mansfield Avenue	Maple Street (VT-117);
203-206.	Mansfield Avenue	Brickyard Road;
204-207.	Maplelawn Drive	Sand Hill Road (North and South);
205-208.	Maplewood Lane	Maple Street (VT-117);
206-209.	Margaret Street	Sand Hill Road;
207-210.	Market Place	Pinecrest Drive;
208-211.	Market Place	Susie Wilson Road;
209-212.	Marion Avenue	Irene Avenue;
210-213.	Marion Avenue	Frederick Road;
211-214.	Mohawk Avenue	South Summit Street;
212-215.	Morse Drive	Kellogg Road;
213-216.	Nahma Avenue	South Street;
214-217.	Naylor Road	Weed Road;
215-218.	Naylor Road	Jericho Road (VT-15);
216.	New England Drive	Kellogg Road ;
217-219.	New England Drive	Gauthier Drive;
218-220.	North Street	Central Street;
219-221.	North Street	Lincoln Street (VT-2A);
220-222.	North Street	Grove Street (North) * to be deleted on 911 name
	<i>change;</i>	
221-223.	North Street	Old Colchester Rd *effective on 911 name change;
222-224.	North Hillcrest Road	Hillcrest Road;
223-225.	North Willston Road	River Road (VT-117);

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224-226.	Oak Street	Maple Street (VT-117);
225-227.	Oakwood Lane	Tanglewood Drive;
226-228.	Old Colchester Road	Colchester Road (VT-2A);
227-229.	Old Colchester Road	North Street; *effective on 911 name change;
228-230.	Old Pump Road	Old Pump (East and West);
229-231.	Oliver Wright Drive	Allen Martin Drive;
230-232.	Orchard Terrace	Iroquois Avenue (North and South);
231-233.	Orchard Terrace	South Street;
232-234.	Osgood Hill Road	Brown's River Road (VT-128);
233-235.	Owiassa Avenue	Hiawatha Avenue;
234-236.	Parizo Drive	Pinecrest Drive;
235-237.	Park Avenue	Pleasant Street;
236-238.	Park Terrace	Park Street (VT-2A);
237-239.	Park Terrace	School Street;
238-240.	Patricia Place	Margaret Street;
241.	Partridge Drive	Allen Martin Parkway;
239-242.	Partridge Drive	Partridge Drive;
240-243.	Peacham Lane	Willoughby Drive;
241-244.	Peacham Lane	Old Stage Road;
242-245.	Peacham Lane	Peacham Lane;
243-246.	Perkins Drive	River View Drive (North and South);
244-247.	Perry Drive	Lavigne Road;
245-248.	Pettingill Road	Brown's River Road (VT-128);
246-249.	Pinecrest Drive	Colchester Road (VT-2A);
247.	Pinecrest Drive	Susie Wilson Road;
248-250.	Pinewood Drive	River Road (VT-117);
249-251.	Pinewood Drive	Valleyview Drive;
250-252.	Pioneer Street	Abare Avenue;
251-253.	Pioneer Street	Pinecrest Drive;
252-254.	Pleasant Street	Main Street (VT-15);
253-255.	Pleasant Street	Mansfield Avenue;
254-256.	Prescott Street	Abare Avenue;
255-257.	Prospect Street	Lincoln Street;
256-258.	Pool Road	Sand Hill Road;
257-259.	Pomfret Lane	Fox Run Road;
258-260.	Prospect Street	Lincoln Street;
259-261.	Railroad Avenue	Central Street;
260-262.	Railroad Avenue	Main Street (VT-15);
261-263.	Railroad Street	Main Street (VT-15);
262-264.	Railroad Street	Maple Street (VT-117);
263-265.	Raymond Drive	Winterlane Circle;
264-266.	Raymond Drive	River View Drive;
265-267.	Red Pine Circle	Thompson Drive; *effective upon
	completion/acceptance;	
266-268.	Redwood Terrace	Cascade Court;

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267-269.	Repa Drive	Essex Way;
268-270.	Repa Drive	Hagan Drive;
269-271.	Richard Street	Jericho Road (VT-15);
270-272.	Ridge Road	Skyline Drive;
271-273.	Ridge Road	Valleyview Drive;
272-274.	Rivendell Drive	Maple Street (VT-117);
273-275.	Rivendell Drive	Briar Lane;
274-276.	River View Drive	Pinewood Drive (North and South);
275-277.	Ronald Court	Lamell Avenue;
276-278.	Rosewood Lane	Briar Lane;
277-279.	Rosewood Lane	Mansfield Avenue;
278-280.	Rosewood Trail	Tangelwood Drive;
279-281.	Royal Park	Pinecrest Drive;
280-282.	Rustic Drive	Forest Road;
281-283.	Sage Circle	Butternut Court;
282-284.	Sand Hill Road	Jericho Road (VT-15) (East and West); * <i>deleted upon</i>
	<i>completion of traffic signals;</i>	
283-285.	Sand Hill Road	Allen Martin Drive (North and South); * <i>deleted upon</i>
	<i>completion of traffic signals;</i>	
284-286.	Sand Hill Road	River Road (VT-117);
285-287.	Sand Hill Road	Sand Hill Road;
286-288.	Saybrook Road	Center Road (VT-15);
287-289.	Sawmill Road	Sawmill Road (North and South);
288-290.	Saxon Hill Road	Jericho Road (VT-15);
289-291.	Saxon Hollow Drive	Allen Martin Parkway;
290-292.	Saxon Hollow Drive	Greenbriar Drive;
291-293.	School Street	Pearl Street (VT-15) (North and South);
292-294.	School Street	Lincoln Terrace;
293-295.	Seneca Avenue	South Summit (East and West);
294-296.	Silver Bow Terrace	Park Street (VT-2A);
295-297.	Skyline Drive	Forest Road;
296-298.	Skyline Drive	Valleyview Drive;
297-299.	Sleepy Hollow Road	Weed Road;
298-300.	South Hill Drive	Southview Road;
299-301.	South Hill Drive	Greenwood Avenue;
300-302.	South Hill Drive	Redwood Terrace (North and South);
301-303.	South Summit Street	West Street;
302-304.	Southdown Court	Suffolk Lane;
303-305.	Southview Road	South Street;
304-306.	Southview Road	Redwood Terrace;
305-307.	Standard Drive	Essex Way (North and South);
306-308.	Stanton Drive	River Street;
307-309.	State Street	Upper Main (VT-15); * <i>effective upon</i>

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308-310. <u>State Street</u> <i>completion</i> <u>acceptance</u>	Juniper Ridge Road; <i>*effective upon</i>
309-311. Stearns Avenue	Jackson Heights;
310-312. Stearns Avenue	Pioneer Street;
311-313. Steeplebush Road	Bobolink Circle;
312-314. Steeplebush Road	Cedar Street;
313-315. Stonebrook Circle	Windridge Road;
314-316. Suffolk Lane	Pinecrest Drive (East and West);
315-317. Sugartree Lane	Brickyard Road (East and West);
316-318. Summit Street	Prospect Street;
317-319. Sycamore Lane	Juniper Ridge Road (North and South);
318. Sydney Drive	Lang Drive;
319-320. Sunset Drive	Center Road (VT-15);
320-321. Taft Street	Main Street (VT-15);
321-322. Tamarack Drive	Beech Street (North and South);
322-323. Tanglewood Drive	Sand Hill Road;
323-324. Thistle Lane	Fox Run Road;
324-325. Thomas Lane	Browns River Road (VT-128);
325-326. Thomas Lane	Thomas Lane;
326-327. Thompson Drive	Allen Martin Drive;
327-328. Towers Road	Old Stage Road;
328-329. Towers Road Extension	Old Stage Road;
329-330. Turcotte Road	Gauthier Drive;
330-331. Tyler Drive	Wilkonson Drive (North and south);
331-332. Upland Drive	Drury Drive;
332-333. Vale Drive	Countryside Drive;
333-334. Vale Drive	Brickyard Road;
334-335. Valleyview Drive	River Road (VT-117);
335-336. Valleyview Drive	Windridge Road;
336-337. <u>Yarmouth Road</u> <i>completion</i> <u>acceptance</u>	<i>State Street (North and South); *effective upon</i>
337-338. Walden Woods	Indian Brook Road;
338-339. Warner Avenue	Pearl Street (VT-15);
339-340. Weathersfield Bow	Willoughby Drive;
340-341. Weed Road	Brown's River Road (VT-128);
341-342. Weed Road	Jericho Road (VT-15);
343. Wenonah Avenue	West Street;
342-344. <u>West Sleepy Hollow</u>	<u>Browns River Road (VT-128);</u>
343-345. West Street	South Street;
344-346. West Street	West Street Extension, <u>West Street;</u>
345-347. West Street Extension	West Street;
346-348. West Hillcrest Road	Pearl Street (VT-15);
347-349. Whitcomb Meadows Lane	Jericho Road (VT-15);
348-350. Wildwood Drive	Forest Road;
349-351. Willeys Court	Pearl Street (VT-15);

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350-352. Williams Street	Wiley's Court;
351-353. Willoughby Drive	Old Stage Road;
352-354. Wilkenson Drive	_____ South Street;
353-355. Wilkenson Drive	Hayden Street (North);
354-356. Windridge Road	Wildwood Drive;
355-357. Winterlane Circle	Timberlane Drive;
356-358. Whitetail Lane	Deer Crossing Lane;
357-359. Wolfe Drive	River View Drive;
358-360. Woodlawn Court	Woodlawn Drive;
359-361. Woodlawn Drive	Tanglewood Drive;
360-362. Woods End Drive	Rivendell Drive;
361-363. Wrisley Court	Wrisley Street;
362-364. Wrisley Street	Jackson Street;

7.04.50 ~~7.04.050~~ Yield signs—Locations designated.

A. The following streets, avenues and roads shall have erected thereon yield signs so as to control the traffic as stated below. All vehicles, motorcycles and other forms of common conveyance shall yield to all traffic and assure that the way is clear of all motor vehicles, bicycles and pedestrians before entering the following streets or highways, when a yield sign so indicating is installed:

A. ÷

<u>STREET NAME</u>	<u>INTERSECTING STREET</u>
1. Billie Butler Drive	Upper Main Street (VT-15);
2. Curve Hill Road	Lost Nation Road;
3-2. Dalton Drive	Ethan Allen Avenue;
4-3. Lamore Road	Lost Nation Road;
5-4. Lost Nation Road	Curve Hill Road, Lost Nation Road;
6-5. Kellogg Road	Susie Wilson Road (southbound);
7-6. McGregor Street	Grant Street;
8-7. Memorial Way	Lincoln St (VT-2A);
9-8. Mill Street	Mill Street;
10-9. Osgood Hill Road	Osgood Hill Road at the triangle;

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Chapter 7.08

ONE-WAY STREETS AND TURNING MOVEMENTS

Sections:

7.08.010 One-Way Streets

7.08.020 Do Not Enter

7.08.020030 Passing on One-Way Street; Marked Lanes

7.08.030040 Turning restrictions—Locations.

7.08.040050 Bicycle path use restrictions.

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7.08.010 One-Way Streets

7.08.010 One-Way Streets.

A. The following streets are hereby designated as one-way streets, and all traffic and travel thereon, except pedestrians, shall pass in the directions indicated, and not otherwise.

<u>STREET NAME</u>	<u>STARTING POINT</u>	<u>ENDING POINT</u>
1. Billie Butler Drive	Upper Main Street (VT-15)	Carmichael Street;
2. Billie Butler Drive	Carmichael Street	Upper Main Street (VT-15);
3. Ivy Lane	Main Street (VT-15)	Central Street;
4. Lavigne Road	Perry Drive	Sand Hill Road;
5. Lincoln Place	Railroad Avenue	Lincoln Street (VT-2A);
6. Memorial Way	Main Street (VT-15)	Lincoln Street (VT-2A);
7. Mill Street	Park Street (VT-2A)	River Street;
8. Park Terrace	School Street	3 Park Terrace;
9. Perry Drive	Lavigne Road	Jericho Road (VT-15);
10. Prospect Street	Lincoln Street (VT-2A)	Summit Street;
11. River Street	Park Street (VT-2A)	Mill Street;
<i>a. Restricted from the hours of 3:00 pm - 5:30 pm and 7:00pm to 7:30 pm.</i>		
12. School Street (North)	Pearl Street (VT-15)	Lincoln Terrace;
13. Summit Street	Pearl Street (VT-15)	Prospect Street;

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7.08.020 Do Not Enter.

A. The following streets are hereby designated as "Do Not Enter" and all traffic and travel thereon shall not pass.

<u>STREET NAME</u>	<u>INTERSECTION STREET</u>
1. Ivy Lane	Central Street;
2. Lincoln Place	Lincoln Street (VT-2A);
3. Memorial Way	Lincoln Street (VT-2A);
4. Mill Street	River Street;
5. Park Terrace	School Street (south);
6. 4 Pearl Street	Pearl Street;
7. Prospect Street	Lincoln Street (VT-2A);
8. School Street (North)	Pearl Street;
9. Summit Street	Prospect Street;

7.08.020-030 Passing on One-Way Street; Marked Lanes.

A. On the streets and roads in the Town of Essex designated as one-way traffic, and on those streets and roads where, by appropriate pavement, street markings or signs more than one lane of traffic is designated in the same direction, it shall become lawful to overtake and pass a said vehicle proceeding in the same direction on either side thereof. The operator of any such vehicle, upon any such street shall, before turning their his vehicle from one traffic lane into another traffic lane, indicate by hand signal or directional light their his intentions so to do, and shall turn into the other lane only after using due care and caution to avoid accidents.

B. Where traffic lanes are so marked to indicate their use for a right turn only, left turn only, through traffic only, or a combination of the above of same, no person shall operate a vehicle except in the direction so indicated by such markings.

7.08.030040 Turning restrictions—Locations.

A. No vehicle of any type, motorcycle, or other form of common conveyance, shall make a right-hand turns from:

<u>STREET NAME</u>	<u>INTERSECTING STREET</u>
a. Main Street (VT-15)	Lincoln Street (VT-2A); <u>or</u>
b. River Street	Stanton Drive;

B. No vehicle of any type, motorcycle, or other form of common conveyance, shall make left-hand turns from:

~~B. No a left-hand turns:~~

<u>STREET NAME</u>	<u>INTERSECTING STREET</u>
a. Main Street (VT-15)	4 Main Street;
b. Main Street (VT-15)	Maple Street (VT-117);
c. 1 Maple Street (VT-117)	Park Street (VT-2A);
d. Pearl Street 155± feet westerly	Pearl Street / Park Street (Five Corners);
e. d. Pearl Street	West Street extension;
f. e. Pearl Street	4 Pearl Street; <u>or</u>
g. f. Sand Hill Road	Jericho Road (VT-15) eastern intersection;

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C. No vehicle of any type, motorcycle, or other form of common conveyance, shall make any turns on red traffic signals at ~~No turn on red traffic signal:~~

<u>STREET NAME</u>	<u>INTERSECTING STREET</u>
a. Center Road (VT-15)	Essex Way;
b. a. Main Street (VT-15)	Lincoln St (VT-2A);
e. b. Pearl Street (VT-15)	West Street Extension; <u>or</u>
d. River Street	Stanton Drive;
e. c. Susie Wilson Road	Fort Parkway (VT-15);

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D. No vehicle of any type, motorcycle, or other form of common conveyance, shall ~~No~~ turn on a red traffic signal when an illuminated sign indicating "No Turn on Red" symbol is displayed to drivers at the following intersections:

<u>STREET NAME</u>	<u>INTERSECTING STREET</u>
a. Browns River Road (VT-128)	Towers Road;
b. Center Road (VT-15)	Essex Way;
a. c. Center Road (VT-15)	90 Center Road;
b. d. Center Road (VT-15)	Jericho Road (VT-15);
e. Center Road (VT-15)	Old Stage Road;
e. f. 90 Center Road	Center Road (VT-15);
d. g. Commonwealth Road	Center Road;
e. h. David Drive	Susie Wilson Road;
f. i. Essex Way	Center Road (VT-15);
j. Jericho Road (VT-15)	Browns River Road (VT-128);

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g-k. <u>Johsua Way</u>	Susie Wilson Road;
h-l. <u>Lincoln Street (VT-2A)</u>	Pearl Street (VT-15);
i-m. <u>Maple Street (VT-117)</u>	Main Street (VT -15);
j-n. <u>Main Street (VT-15)</u>	Lincoln Street (VT-2A);
o. <u>Market Place</u>	Susie Wilson Road;
k-p. <u>Old Stage Road</u>	<u>Upper Main Street (VT-15);</u>
q. <u>Park Street (VT-2A)</u>	Maple Street (VT-117);
r. <u>Park Street (VT-2A)</u>	River Street;
m-s. <u>Pearl Street (VT-15)</u>	South Summit Street;
t. <u>Pearl Street (VT-15)</u>	Park Street (VT-2A);
u. <u>Pearl Street (VT-15)</u>	<u>West Street Ext.;</u>
r-v. <u>Pinecrest Drive</u>	Susie Wilson Road;
o-w. <u>South Summit</u>	Pearl Street (VT-15);
x. <u>Susie Wilson Bypass</u>	Kellogg Road;
y. <u>Susie Wilson Road</u>	David Drive;
p-z. <u>Susie Wilson Road</u>	<u>10 Susie Wilson Road;</u>
aa. <u>Susie Wilson Road</u>	Market Place;
q-bb. <u>10 Susie Wilson Road</u>	Susie Wilson Road;
cc. <u>Towers Road</u>	Center Road (VT-15);
dd. <u>Upper Main Street (VT-15)</u>	Billie Butler Drive; <u>or</u>
r-ee. <u>Upper Main Street (VT-15)</u>	<u>Commonwealth Road.</u>

E. No vehicle of any type, motorcycle, or other form of common conveyance, shall make No-U Turns at:

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STREET NAME

INTERSECTION STREET

- | | |
|-----------------------------------|----------------------------------|
| a. Pearl Street (VT-15) eastbound | West Street Extension; <u>or</u> |
| b. Pearl Street (VT-15) westbound | West Street Extension. |

7.08.050 Bicycle path use restrictions.

A. No motor vehicle of any type shall be within the all areas on Maple Street designated as a bicycle lane, multi-use recreation path or sidewalk path.

Cross-References: Operation of Vehicles.

- See Regulation in municipalities 23 VSA 1008;
- See Traffic Control Signals 23 VSA 1022;
- See One-way roadways and rotaries 23 VSA 1037;
- See Driving on roadways laned for traffic 23 VSA 1038;
- See Signals required 23 VSA 1064;
- See Hand signals 23 VSA 1065.

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Chapter 7.12
SPEED LIMITS

Sections:

7.12.010 Twenty-five 25 Miles per Hour Speed Limit.

7.12.02015 Speed Limits above 25 Miles per Hour.

7.12.030 Exemptions for emergency vehicles.

7.12.040 Penalties

[7.12.020-7.12.080 deleted] condensed into three sections. [What about the emergency vehicle exception?]

7.12.010 Twenty-five 25 Miles per Hour Speed Limit

A. No vehicle of any type, motorcycle, or other form of common conveyance, shall be operated at a speed in excess of twenty-five miles per hour. The speed limit on any all roads in the Town of Essex and Village of Essex Junction are is set at 25 miles per hour by the Selectboard and Trustees, except as provided defined in section 7.12.020.

7.12.015-020 Speed Limits above Twenty-five 25 Miles per Hour

~~B-A.~~ No vehicle of any type, motorcycle, or other form of common conveyance, shall be operated at a speed in excess of that listed below and posted on the streets and roads named: The speeds limits set and posted by the Selectboard of the Town of Essex, the Trustees of the Village of Essex Junction and the Vermont Traffic Committee above 25 miles per hour as listed:

STREET NAME	STARTING POINT	ENDING POINT	SPEED LIMIT
Allen Martin Drive	Sand Hill Road	Jericho Road (VT-15)	35
Allen Martin Parkway	Sand Hill Road	To the End of Road	30
Browns River Road (VT-128)	Jericho Road (VT-15)	0.40± miles Northerly	30
Browns River Road (VT-128)	.40± mile Northerly	1± mile Northerly	40
Browns River Road (VT-128)	1± mile Northerly	Westford Town Line	50
Brigham Hill Road	Old Stage Road	Colchester Town Line	30
Center Road (VT-15)	Old Stage Road	0.10± miles W of Sunset Drive	40
Center Road (VT-15)	.10± W of Sunset Drive	Jericho Road (VT-15)	35
Chapin Road	Towers Road	Westford Town Line	35
Cilley Hill Road	Jericho Town Line	Westford Town Line	30
Circumferential Highway (VT-289)	Colchester Road (VT-2A)	River Road (VT-117)	50
Colchester Road (VT-2A)	Village Limit	.78± miles North	35
Colchester Road (VT-2A)	.780.62± miles North of Village limits	0.14± mi north of Gentes Road	35
Colchester Road (VT-2A)			40
Colchester Road (VT-2A)	.1514± miles N of Lamore Road (Gentes Road)	Colchester Town line	50
Corporate Drive	Allen Martin Drive	To the end	35
Curve Hill Road	Lost Nation Road	Colchester Town Line	30
Discovery Road	Lamore Road	Lost Nation Road	35
Essex Way	Center Road (VT-15)	Lang Drive	35
Essex Way	Lang Drive	Sydney Drive	30
Gauthier Drive	Kellogg Road	To cul de sac	30
Gentes Road	Colchester Road (VT-2A)	Colchester Town Line	35
Jericho Road (VT-15)	Center Road (VT-15)	.15± miles E of Sand Hill Road	35
Jericho Road (VT-15)	.15± miles E of Sand Hill Road	1.27± miles E of Whitcomb Meadows Lane	40

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Jericho Road (VT -15) 50	1.27± miles E of Whitcomb Meadows Lane	Jericho town line	
Kellogg Road	Susie Wilson Road	450± ft W of Gauthier Drive	30
Kellogg Road	450± ft W of Gauthier Drive	Colchester Town Line	35
Lamore Road	Gentes Road	Lost Nation Road	35
Lincoln Street 335	± 0.043 mi± North of North Street	±0.62 mi north of Village limits	
Lost Nation Road	Old Stage Road	To end of road	35
Main Street	Indian Brook	Village limits	35
Naylor Road	Jericho Road (VT-15)	Weed Road	30
New England Drive	Kellogg Road	Gauthier Drive	30
North Williston Road	River Road (VT-117)	Williston Town Line	30
Old Pump Road	Sleepy Hollow Road	Jericho Town Line	30
Old Stage Road	Center Road (VT-15)	400± ft N of Willoughby Drive	30
Old Stage Road	400ft N of Willoughby Drive	Westford Town Line	40
Osgood Hill Road	Browns River Road (VT-128)	Westford Town Line	35
Pearl Street (VT-15) W/B	110 Pearl Street	West Street Extension	30
Pearl Street (VT-15) W/B	West Street Extension	Susie Wilson Road	45
Pearl Street (VT-15) E/B	Susie Wilson Road	300± W. of West Street Ext.	45
Pearl Street (VT-15) E/B	300±ft W. of West Street Ext.	Warner Avenue	35
Pearl Street (VT-15) E/B	Warner Avenue	110 Pearl Street	30
Fort Parkway (VT-15) E/B	Susie Wilson Road	Colchester Town Line	45
Pettingill Road	Browns River Road (VT-128)	Westford Town Line	30
Pinecrest Drive	Susie Wilson Road	Colchester Road (VT-2A)	30
Pinewood Drive	River Road (VT-117)	Valleyview Drive	35
River Road (VT-117) 40	Village Limits	2-450.20± miles E of Sand Hill Rd	
River Road (VT-117) Rd 45	2-450.20± miles East of Sand Hill Rd	-19 0.20± miles E of North Williston	
River Road (VT-117)	-190.20± miles E of N. Williston Rd.	Jericho Town line	50
River Street	Park Street (VT-2A)	Robinson Parkway	35
Sand Hill Road Road 30	Jericho Road (VT-15)	Allen Martin Drive 700±ft N of Founders	
Sand Hill Road	1300±FT S of Founders Road	Allen Martin Drive	30
Sand Hill Road	Allen Martin Drive	River Road (VT-117)	35
Sawmill Road	Jericho Town line	End of Road	30
Susie Wilson Road	Pearl Street (VT-15)	Susie Wilson Bypass	35
Susie Wilson Road Bypass	Susie Wilson Road	Colchester Road (VT-2A)	40
Thompson Drive	Allen Martin Drive	To the end of road	35
Towers Road	Center Road (VT-15)	Clover Drive	30
Towers Road	Clover Drive	Old Stage Road	40
Upper Main Street (VT-15)	Village Limits	Old Stage Road	40
Weed Road	Jericho Road (VT-15)	Browns River Road (Route 127)	35
Willoughby Drive	Old Stage Road	Pomfret Lane	30

7.12.030 Exemptions for emergency vehicles.

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A. ~~The drivers of an~~ authorized emergency vehicles are exempt from ~~the provisions of~~ this chapter as set forth outlined in 23 V.S.A. § 1015.

~~Cross-References: Operation of Vehicles;~~

~~See Local Speed Limit 23 VSA 1007;~~

Chapter 7.16

WEIGHT LIMITS AND CONTROL OF THRU-TRUCK TRAFFIC*

Sections:

- 7.16.010 No Overweight Permits issued.
- 7.16.020 Annual Overweight Permits - issued.
- 7.16.025 Annual Overweight Permit - limitations.
- 7.16.030 Overweight Permit - exclusions.
- 7.16.040 Posting of ~~P~~permitted legal load limit.
- 7.16.045 Posting for "No Thru Truck Traffic."
- 7.16.050 Weight Restrictions – Registered weight
- 7.16.060 ~~Overweight violations - Penalties~~
- 7.16.060 ~~Enforcement~~
- 7.16.070 ~~Violations~~
- 7.16.080 ~~Severability~~

7.16.010 No Overweight Permits Issued.

- A. ~~No vehicle or other form of common conveyance shall operate on Gentes Road Bridge at a weight in excess of~~ The following town streets, roads and bridges shall be posted at twenty-four thousand pounds 24,000 lbs and no overweight permits will be issued for Gentes Road Bridge in excess of twenty-four thousand pounds 24,000 lbs;
~~a. Gentes Road Bridge.~~

7.16.020 Annual Overweight Permits - Issued

- A. ~~No vehicle or other form of common conveyance shall operate on~~ On any Class 2, 3 or 4 Town Street, highway or bridge at a weight in excess of twenty-four thousand pounds 24,000 lbs, without an overweight permit issued by the town, except as excluded under Section 7.16.030. (Ord. passed 2/6/95 (part))

7.16.025 Annual Overweight permits - Limitations

- A. The town ~~shall may~~ issue annual overweight permits for all Class 2, 3 and 4 town highways, streets and bridges with limited use restrictions as determined by the town manager, the director of Ppublic wWorks Director, or a designated representative of either official. ~~Public works designated staff or the Unified Manager except:~~
- ~~a. As restricted under Section 7.16.010;~~
- ~~Limited use (time constrained) permits only shall be issued for overweight travel on:~~
- ~~— Weed Road;~~
 - ~~— Alder Lane;~~
 - ~~— Sand Hill Road between Jericho Road (VT 15) and Allen Martin Drive.~~

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- B. Town overweight permits shall only be issued up to the legal state limits, as set forth in Title 23, Subchapter 15, Vermont Statutes Annotated.
- C. All issued overweight permits shall contain a provision limiting vehicles to ~~fifteen thousand pounds~~15,000 lbs (two axle), ~~eighteen thousand pounds~~18,000 lbs (three axle) and ~~twenty-two thousand pounds~~ 22,000 lbs (tractor trailer only) on gravel roads during posted seasonal period(s) of weakened structural road conditions (such as mud season). (Ord. passed 2/6/95 (part))

Commented [WE21]: Was the increase of 2,000 lbs. intentional?

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7.16.030 Overweight Permit - exclusions.

- A. Overweight permits shall not be required for:
- a. School buses,
 - b. Public agency transportation vehicles,
 - c. Emergency vehicles, or
 - d. Vehicles owned by or performing work for the Town of Essex.
- B. This article shall not apply to tractor, trailer, semi-trailer, motor trucks or any other motor vehicle making deliveries to or from properties located on such streets, listed in 7.16.025 (A) or emergency vehicles. This exemption shall also apply to motor vehicles originating from properties located on such street, named in subsection 7.16.025(A)(b) or other streets served or accessed only by the named streets in subsection 7.16.025(A)(b);
- C. ~~Overweight permits shall not be required for~~ emergency situations recognized by the ~~t~~Town ~~m~~anager, the director of public works, or a designated representative of either official, or chief of police or, in his absence, the shift commander; and vehicles with specific waivers granted by the ~~S~~electboard, as the best interests of the town may require. (Ord. passed 2/6/95 (part))

Commented [WE23]: What streets?

Commented [RK24R23]: Added "listed in 7.16.025 (A)"

Commented [WE25R23]: But that section deleted the referenced streets and now applies to all Class 2, 3 and 4 roads?

7.16.040 Posting of pPermitted legal load limit.

- A. Town roads shall be posted to notify drivers of weight requirements.
- B. Town roads, accessible only from other town roads with similar posted weight limits shall not be required to be signed, since vehicular access to the non-signed roads can only occur over posted (signed) roads. (Ord. passed 2/6/95 (part))

7.16.045 Posting for "No Thru Truck Traffic."

- A. The following roads shall have signs posted with the designation: "No Thru Truck Traffic":

<u>STREET NAME</u>	<u>STARTING POINT</u>	<u>ENDING POINT</u>
a. Alder Lane	Browns River Road (VT-128)	Jericho Road (VT-15);
b. Osgood Hill Road	Browns River Road (VT-128)	Westford Town Line;
c. Peacham Lane extension	Old Stage Road	Willoughby Drive;
d. Sand Hill Road	Jericho Road (VT-15)	Allen Martin Drive;
e. Weed Road	Browns River Road (VT-128)	Jericho Road (VT-15).

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- B. ~~f~~-Exemptions are allowed at the discretion of the ~~t~~own ~~p~~ublic ~~w~~orks ~~d~~irector.

7.16.050 Weight Restrictions – Registered weight

~~This article shall not apply to tractor, trailer, semi-trailer, motor trucks or any other motor vehicle making deliveries to or from properties located on such streets or emergency vehicles. This exemption shall also apply to motor vehicles originating from properties located on such street.~~

Commented [WE26]: Redundant with section 7.16.030(B) above.

~~B-A. Registered vehicle weight in excess of sixteen thousand pounds 16,000 lbs shall be prohibited from the following roads:~~

STREET NAME	STARTING POINT	ENDING POINT
a.—Cherry Street	Curtis Avenue	South Summit
b.—Crestview	Main Street (VT-15)	Drury Drive
c.—Curtis Avenue	Pearl Street (VT-15)	Cherry Street
d.—Drury Drive	Educational Drive	End of Drury Drive
e.—Grove Street	Main Street (VT-15)	North Street
f.—Iroquois Avenue	Park Street (VT-2A)	South Summit
g.—Lincoln Terrace	Park Street (VT-2A)	School Street
h.—Park Terrace	Park Street (VT-2A)	School Street
i.—School Street	Pearl Street (VT-15)	Lincoln Terrace
j.—School Street	Pearl Street (VT-15)	End of School Street (South)
k.—South Street	Park Street (VT-2A)	West Street
l.—South Summit Street	Pearl Street (VT-15)	West Street
m.—West Street	South Street	End of West Street
n.—West Street Extension	West Street	Pearl Street (VT-15)

~~Cross References: Operation of Vehicles.~~

7.16.060 Overweight violations – Penalties

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~~A. Penalties for violations shall be adopted in accordance with the schedule established by Title 23, section VSA 1391a, Vermont Statutes Annotated, Penalties for overweight operation.~~

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~~See Regulation in municipalities 23 VSA 1008;~~

~~See restricting the use of town highways 23 VSA 1042;~~

~~See Tire and axle limits 23 VSA 1394;~~

~~See Penalties for overweight operation 23 VSA 1391a;~~

~~See Weight limits in incorporated villages and cities;~~

~~adoption by towns of the State limits 23 VSA 1392;~~

~~See Special limits for bridges and highways 23 VSA 1396;~~

~~See Signs 23 VSA 1397;~~

~~See Construction and maintenance equipment; fire apparatus 23 VSA 1399.~~

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Commented [RK27]: Added – realized no penalty section for overweight violations; other wise fine would default to T23 VSA 1008 \$220.00

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7.16.060 Enforcement:

~~This is a civil ordinance and shall be enforced by Enforcement Official in the Vermont Judicial Bureau in accordance with 24 V.S.A. § 1974a et seq. and 1977.~~

7.16.070 Violations—Penalties:

~~Provisions in chapters (7.04—7.16) are considered to be civil traffic violations that fall under the jurisdiction of the Vermont Judicial Bureau and have penalties assessed according to T23 VSA 1391a in effect at the time of the violation.~~

7.16.080 Severability

~~If any portion of this ordinance and any amendments made hereto are held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance and amendments made hereto shall not be affected and shall remain in full force and effect. If any statute referred to in this ordinance shall be amended this ordinance shall be deemed to refer to such statute as amended.~~

Chapter 7.20

PARKING

Sections:

- 7.20.005 Authority
- 7.20.010 No parking—Both sides of street.
- 7.20.020 No parking—Single side of street.
- 7.20.030 Time-limited parking areas.
- 7.20.040 Residential only parking.
- 7.20.050 Winter parking ban — December 1st and April 1st.
- 7.20.060 Abandoned Vehicles
- 7.20.070 General parking restrictions.
- 7.20.080 Scoff law - Establishment and Maintenance of Scofflaw List
- 7.20.090 Enforcement
- 7.20.100 Parking Violations - Penalties
- 7.20.110 Severability

7.20.005 Authority.

A. ~~When filed in court as an enforcement action by the municipality, municipal parking v~~ [Violations of this Chapter 7.20 shall be brought as civil violations pursuant to Title 24, section —T24 §-1974a, Vermont Statutes Annotated. Enforcement of civil ordinance violations.](#)

7.20.010 No parking—both sides of street.

A. The following streets are designated no parking [on either side of the street right-of-way](#):

<u>STREET NAME</u>	<u>STARTING / ENDING POINT</u>
a. Alder Lane	the entire length;
a-b. Allen Martin Parkway	the entire length;
b-c. Brickyard Road	Main Street (VT-15) to Corduroy Road;

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e-d. Central Street	Railroad Ave to Educational Drive;	Formatted: Font color: Red, Not Highlight
e-e. Crestview Road	Main Street (VT-15) to Drury Drive;	
e-f. Densmore Drive	Main Street (VT-15) to Brickyard Road;	Formatted: Font color: Red, Not Highlight
e-g. Ethan Allen Ave	Fort Parkway (VT-15) to Colchester Town Line;	Formatted: Not Highlight
g-h. Essex Way	Center Road (VT-15) to Lang Drive / Stannard Drive;	Formatted: Font color: Red, Not Highlight
h-i. Ewing Place	Susie Wilson Road to the cul-de-sac;	
i-j. Gauthier Drive	Kellogg Road to Turcotte Drive;	
j-k. Hanley Lane	the entire length;	
k-l. Hillcrest Road	to a point 90± feet south of Prospect Street;	
l-m. Iroquois Avenue	to a point 60± feet westward from Park Street (VT-2A);	
m-n. Kellogg Road	Susie Wilson Road to the Colchester Town line;	
n-o. Lincoln Street (VT-2A)	to a point 150± feet northerly from Five Corners;	
p. Lincoln Terrace	the entire length;	
o-q. Main Street (VT-15)	100± feet northeasterly from Five Corners;	
p-r. Main Street (VT-15)	Five Corners Railroad Street to Athens Drive;	
q-s. Mansfield Ave	Brickyard Road to Rosewood Lane;	Formatted: Font color: Red, Not Highlight
r-t. Maple Street (VT-117)	the entire length;	
s-u. Market Place	260 ± feet of Susie Wilson Road on the south side the entire length;	
t-v. McGee Road	the entire length, except where designated;	
u-w. Mill Street	the entire length;	
v-x. Morse Drive	to a point 400 ± feet from Kellogg Road;	
y. New England Drive	the entire length;	
z. Old Colchester Road	the entire length; length; removed residential parking	Formatted: Font color: Red
w-aa. Old Stage Road	the entire length;	Formatted: Font color: Red
x-bb. Park Terrace	the entire length;	Formatted: Font color: Red, Not Highlight
y-cc. Park Street (VT-2A)	Five Corners to 21 Park Street (VT-2A) Northern Railroad Tracks;	Formatted: Font color: Red, Not Highlight
z-dd. Pearl Street (VT-15)	the entire length;	Formatted: Font color: Red
aa-ee. Pinecrest Drive	Susie Wilson Road to Colchester Road (VT-2A);	Formatted: Font color: Red, Not Highlight
bb-ff. Prospect Street	to a point 200 ± feet from Lincoln Street (VT-2A);	Formatted: Font color: Red
ee-a. Old Colchester Road	the entire length;	
dd-gg. Old Stage Road	the entire length;	
ee-hh. Railroad Street	the entire length except west side designate spaces;	
ii. Red Pine Circle	the entire length;	Commented [RK28]: Red Pine Circle – left out on first draft
##-jj. Rivendell Drive	to a point 200 ± feet North of Maple Street (VT-117);	
gg-kk. River Street	the entire length;	Formatted: Font color: Red
hh-ll. Sand Hill Road	the entire length From Jericho Road (VT-15) to Allen Martin Drive; between Foster Road and Tanglewood Drive;	Formatted: Font color: Red, Not Highlight
ii-mm. Saybrook Road	100 Center Road (VT-15) to a point 195± feet south of Center Road (VT-15);	Formatted: Font color: Red
jj-nn. Saxon Hill Road	to the end, except for designated parking;	Formatted: Font color: Red, Not Highlight
kk-oo. Sleepy Hollow Road	to the end the entire length;	Formatted: Not Highlight
ll-pp. Summit Street	west side, Pearl Street (VT-15) to Prospect Street;	Formatted: Font color: Red
mm-qq. Summit Street	east side, Summit Street School property;	Formatted: Font color: Red, Not Highlight
nn-rr. South Street	Park Street (VT-2A) to West Street;	
oo-ss. South Summit Street	the entire length;	
pp-tt. Susie Wilson Road	Pearl Street (VT-15) to Susie Wilson Bypass;	

qq-uu. Susie Wilson Road	Blair Road to the circular cul-de-sac;
ff-vv. Thompson Drive	the entire length; excluding 1508± ft to 2480± ft from Allen Martin Drive on north side of Thompson Drive;
ww. Towers Road	Browns River Road (VT-128) to Old Stage Road;
ss-xx. West Sleepy Hollow	from a point 630±ft south to the cul-de-sac;
tt-yy. West Street	South Street to West Street extension;
uu-zz. West Street Extension	West Street to Pearl Street (VT-15).

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7.20.020 No parking—Single side of street.

A. The following streets are hereby designated no parking on single side of street:

STREET NAME	SIDE / STARTING / ENDING POINT
a. Alder Lane 128);	east side, Jericho Road (VT-15) to Browns River Road (VT-128);
b-a. Beech Street	west side, 20± ft North and South of Sweetwater Lane;
c-b. Cascade Street Street;	Park Street (VT-2A) (south side) to 35 Cascade Street;
d-c. Church Street	east side, Main Street (VT-15) to 3 Church Street;
e-d. Church Street	west side, Main Street (VT-15) to 100± feet;
f-e. Dalton Drive	south side, Ethan Allen Ave to Colchester Town line;
g-f. East Street	west side, Maple Street (VT-117) to Church Street;
h-g. Ethan Avenue	south side, Fort Parkway (VT-15) to Colchester Town line;
i-h. Grove Street	west side, Central Street and Main Street (VT-15);
j-i. Foster Road	north side, 37 Foster Road to and including the cul-de-sac;
k-j. Hiawatha Avenue	east side, Hiawatha School Property during school;
l-k. Hiawatha Avenue	west side, Owaisa Avenue to Nahma Avenue;
m-l. Iroquois Avenue	north side, Park Street (RT-2A) to Orchard Ter.;
n-m. Lincoln Street (VT-2A)	west side, Five Corners to Lincoln Terrace;
o-n. Lincoln Street (VT-2A) Prospect Street;	west side, Prospect Street to a point 75± 150 feet north; of
p-o. Lincoln Street (VT-2A)	west side, 44-54 Lincoln Street to Village limits;
q-p. Lincoln Street (VT-2A)	east side, Central Street to St. James Place;
r-q. Maplewood Lane	west side, 500± feet from Maple Street (VT-117);
s-r. Mansfield Ave	west side, Maple Street (VT-117) to Rosewood Lane;
t-s. Park Street (VT-2A)	west side, from Iroquois Avenue 87± feet south;
u-t. Park Street (VT-2A), as signed, and in agreement with the Department of Transportation of the state of Vermont;	west side, from Iroquois Avenue 87± feet south;
v-u. Prospect Street	north side, Hillcrest to Lincoln Street;
w-v. Prospect Street	south side, Summit Street to 36 Prospect;
x-w. Railroad Street	east side, entire length;
y-x. School Street Street;	east side, Pearl Street (VT-15) to Lincoln Ter44 School Street;
z-y. School Street	east side, Pearl Street (VT-15) to Park Ter.;
aa-z. School Street	west side, Pearl Street (VT-15) 70± feet;
bb-aa. South Street	north side, from West Street to Nahma Avenue;
cc-bb. Summit Street	west side, Pearl Street (VT-15) to Prospect Street;
dd-cc. Fox Run Road	north side, Pomfret Lane to Thistle Lane.

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B. The following streets are hereby designated no parking – loading zone:

a. 39 Lincoln Street eastside.

7.20.030 Time-limited parking areas.

A. The following streets are hereby designated as Time-limited Parking Areas:

<u>STREET NAME</u>	<u>STARTING/ENDING POINT</u>	<u>TIME</u>
b. Alder Lane	Jericho Road (VT 15) to Browns River Rd (VT 128)	0 min;
* From 7:00am to 8:30am, 2:30pm to 3:30pm Mon-Fri, Aug 29 – Jun 15		
a. Central Street	Alder Lane	Jericho Road (VT 15) to Browns River Road (VT 128)
Lincoln Street and the railroad tracks	30 min;	
e-b. Central Street	Lincoln Street and the railroad tracks	30 min
d-c. Lincoln Place	both sides 8 am to 5pm	1 hour;
e-d. Lincoln Place	both sides 5:01pm to 7:59am	2 hours;
f. Lincoln Street (Route2A)	Northside	
g-e.-Lincoln Street (VT-2A)	11 Lincoln Street	15 min;
h-f. Main Street (VT-15)	Five Corners to railroad tracks	1 hour;
i-g. Railroad Avenue	both sides from 8 a.m. to 5 p.m.	1
hour;		
j-h. Railroad Avenue	both side from 5:01 p.m. to 7:59 a.m.	2
hours;		
*exception 29 Railroad to 185 ± feet from Main Street (VT-15)		
j. 8. Summit Street	eastside, Summit Street School to Prospect St	15 min;
From 7:30am to 4:30 pm Mon – Fri, Sept 1 – Jun 15		

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B. Commercial Exemption.

a. Those businesses on Railroad Avenue which can demonstrate that the nature of their business requires that heavy items be moved from a business vehicle to the store throughout the day can apply to the village of Essex Junction trustees for a maximum of one permit which would exempt them from the one-hour daytime parking limit on Railroad Avenue. This permit would be good for one year and would be subject to revocation by the village trustees Selectboard for cause. (Art. 1 § C of Ord. passed 5/15/89)

7.20.040 RESIDENTIAL ONLY PARKING

A. No person shall park any vehicle on the following streets designated as “residential parking” Monday through Friday, 7:00 AM to 3:00 PM, September 1st through July 1st, except vehicles with a valid residential parking permit and clearly identifiable service or delivery vehicles. ~~on any street designated as residential parking.~~

<u>STREET NAME</u>	<u>STARTING/ENDING POINT</u>
<u>a. Brookside Avenue</u>	<u>entire length;</u>
<u>b. Crestview Road</u>	<u>entire length;</u>
<u>c. Drury Drive Extension</u>	<u>entire length;</u>
<u>d. Drury Drive</u>	<u>entire length;</u>
<u>e. Grove Street</u>	<u>North Street to Central Street;</u>
<u>f. Meadow Terrace</u>	<u>entire length;</u>
<u>g. North Street</u>	<u>entire length;</u>
<u>h. Upland Drive</u>	<u>entire length;</u>
<u>a. Drury Drive</u>	<u>entire length;</u>

- a. ~~Drury Drive Extension~~ ~~entire length;~~
- ~~Upland Drive~~ ~~entire length;~~
- b. ~~Meadow Terrace~~ ~~entire length;~~
- b. ~~Brookside Avenue~~ ~~entire length;~~
- b. ~~Crestview Road~~ ~~entire length;~~
- b. ~~Grove Street~~ ~~North Street to Central Street;~~
- b. ~~North Street~~ ~~entire length;~~

~~D. Streets designated as residential parking Monday through Friday, 7:00 AM to 3:00 PM, September 1st through July 1st.~~

- B. The Village Clerk shall annually issue two residential parking permits for each dwelling unit on a designated street. A Dwelling Unit shall mean a dwelling structure, or portion thereof, designed, constructed or used as living quarters for one family, and which includes facilities for food preparation, sleeping and sanitation.
- C. Residential parking permits shall be displayed on the left hand side of the dashboard of any vehicle parked in the street during the time period listed in subsection (a).
- D. Vehicles parked as permitted under this section shall be subject to all other parking requirements of this [Ordinance section](#).

7.20.050 WINTER PARKING BAN - December 1st and April 1st.

A. No person shall park or leave unattended a vehicle of any type on any street, ~~town, road, or right-of-way, valley, lane, park or public grounds~~ in the Town of Essex ~~Junction and the Village of Essex Jct.~~ during the period of December 1st through April 1st of the next year between the hours of 12:00 ~~midnight pm~~ and 7:00 a.m.

~~b.~~ The parking or leaving of any vehicle in violation of this section is hereby declared to be a public nuisance.

B. Exemptions

- a. ~~Exemptions may be granted by the chief of police or, in his absence, the shift commander, supervisor~~ on duty. All exemptions will be entered into a spreadsheet maintained ~~with police in dispatch that will contain:~~
 - i. ~~The start and end date of the exemption;~~
 - ii. ~~The street location;~~
 - iii. ~~The supervisor approving exemption;~~
 - iv. ~~The make, model and color of vehicle;~~
 - v. ~~The registration and issuing state;~~
 - vi. ~~The phone number of the person requesting exemption; and~~
 - vii. ~~The owner of the vehicle.~~

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7.20.060 Abandoned Vehicles

A. Leaving dismantled, non-operating or unregistered vehicles within the public right-of-way is on streets prohibited. No person shall leave any partially dismantled, non-operative, wrecked, junked or unregistered vehicle on any street or highway within the Town of Essex.

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B. Authority to remove vehicles.

- a. The parking or leaving of any vehicle in violation of this section is hereby declared to be a public nuisance. The Chief of Police or his designee may remove any vehicle parked, or cause it to be removed, at the sole expense of the owner of such vehicle.
- b. Any vehicle removed for violating this Section shall be impounded until lawfully claimed by the owner thereof or legally disposed of.

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C. Charges

- a. No charges made or incurred here under shall be in excess of the rate ordinarily charged by the person making such removal or doing such storing or parking, and if such removal, storing or parking is done by the police department, such charges shall not exceed the amount established by the town manager.

~~—Cross-References. Parking; Police Courts; Title to Motor Vehicles.~~

~~See Parked vehicles 23 VSA 1752;~~

~~See Ordinances authorizing removal 23 VSA 1753;~~

~~See Abandoned motor vehicles 32 VSA 2151 – 2157.~~

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7.20.070 General Parking Restrictions

A. No operator or driver shall stop, stand or park a motor vehicle or other vehicle on any street under any of the following conditions:

- a. on a sidewalk or bike lane;
- b. within an intersection;
- c. on a crosswalk;
- d. on any railroad tracks;
- e. any place where official signs prohibit stopping, standing or parking;
- f. in front of a public or private driveway;
- g. within ~~fifteen 15~~ feet of a fire hydrant;
- h. within any designated fire lane;
- i. within thirty 30 feet of an of an intersection with another street or road or designated crosswalk; increased from 20ft;
- k. ~~in~~ in any manner to impede or obstruct emergency vehicles;
- l. ~~On a two-way roadway Shall stop or park upon a two way roadway shall be stopped or parked~~ with when the vehicle's the right-hand wheels (passenger side of vehicle) are parallel to and within 12 inches of the right-hand curb or if there is no curb, within 12 inches of the edge of the roadway.
- m. ~~On a one-way roadway Shall stop or park upon a one way roadway shall be so stopped or parked~~ except when the vehicle is parallel to and within 12 inches of a curb or, if there is no curb, within 12 inches of the edge of the roadway, in the direction of authorized traffic movement-
- n. ~~in~~ in any manner that blocks any intersection, street, lane, or alley identified by cross hatch marks and/or signs that say "Do not block";
- o. ~~Parking or storage of equipment or unregistered vehicles or trailers within in the municipality's iesy~~ right-of-way is prohibited;
- p. in any space specified as reserved for a bus stop; or

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q. in any space specified as handicap w/out a valid permit.

B. The parking or leaving of any vehicle in violation of this section is hereby declared to be a public nuisance. The Chief of Police or his designee may remove any vehicle parked, or cause it to be removed, at the sole expense of the registered owner of such vehicle. Any vehicle removed for violating this Section shall be impounded until lawfully claimed by the owner thereof or legally disposed of.

C. Charges

a. No charges made or incurred here-under shall be in excess of the rate ordinarily charged by the person making such removal or doing such storing or parking, and if such removal, storing or parking is done by the police department, such charges shall not exceed the amount established by the town manager.

*Cross-References: Parking; Police Courts; Title to Motor Vehicles;
See Parked vehicles 23 VSA 1752;
See Ordinances authorizing removal 23 VSA 1753.*

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7.20.080 **SCOFFLAW -Establishment and Maintenance of Scofflaw List**

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A. The Chief of Police or designee is hereby authorized to create and maintain a list of all vehicles which have accumulated within the preceding thirty-six months, three or more unpaid parking violations. Before placing any vehicle on said list, the chief of police or designee shall notify the registered owner of this proposed action. The notice will be sent by first class mail or delivered by his designee, to the address on record at the State Department of Motor Vehicles, on forms prescribed and provided by the Chief of Police and shall:

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- a. describe the year, make and vehicle identification in number of the vehicle;
- b. contain a list of the unpaid tickets and the total amount of accumulated charges; and
- c. provide a warning that unless said charges are paid within fifteen (15) days of the date of the notice, said vehicles will be placed on the scofflaw list forthwith.

B. Removal and Storage of Vehicles

a. Any vehicle which has been placed on the scofflaw list and is parked on any public street or in any other place within the town of Essex where the parking or leaving of said vehicle is governed by town ordinance may be removed and stored until the charges for all outstanding fines are paid.

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C. Record of Removed Vehicle

a. The Chief of Police and the owner of any public garage to which such vehicle is removed shall keep a record of each vehicle so removed by manufacturer's trade name or make, registration number or vehicle identification number, in if the vehicle is not registered, registered owner if the vehicle bears Vermont registration, such other descriptive matter as may be necessary to identify such vehicle, and the name and address of any claimant thereof. The Chief of Police or designee shall, in addition, keep a record showing date of such removal, place to which such removal is made and the reason for such removal. All such records shall be open to public inspection during normal business hours at any reasonable times, and the Chief of Police or designee shall publish in a newspaper of general circulation in the town the record of any vehicle which shall remain unclaimed for a period of five days.

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D. Reclaiming of Vehicle

- a. Before the owner shall be permitted to reclaim a vehicle, which has been removed, the owner shall:
 - i. Furnish satisfactory evidence to the Chief of Police or designee and to the owner or person in charge of such public garage of his identity and of his ownership of such vehicle.

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- ii. Pay to the police department all charges for removing said vehicle and all charges for the storing or parking thereof, ~~and for the~~ publication of record of removal ~~and all outstanding fines; and~~
- iii. Sign a written receipt acknowledging delivery of said vehicle.

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E. Charges

- b. No charges made or incurred here-under shall be in excess of the rate ordinarily charged by the person making such removal or doing such storing or parking, and if such removal, storing or parking is done by the police department, such charges shall not exceed the amount established by the town manager.

7.20.090 Enforcement:

- A. ~~Violations of the provisions in this Chapter 7.20 chapters (7.20) are considered to be civil traffic violations that fall under the jurisdiction of the Vermont Judicial Bureau in accordance with Title 24, sections 24 V.S.A. § 1974a et seq. and 1977, Vermont Statutes Annotated.~~
- B. State law authorizes the court administrator to refer past-due judgments to a designated collection agency (see Title 4, section V.S.A. § 1109(d) and Title 13, section V.S.A. § 7171, Vermont Statutes Annotated). Persons who fail to pay their fines within 30 days will be sent to a collection agency for collection. In addition, the vehicles of such persons may be placed on the scofflaw list ~~(established and maintained pursuant to Section 7.20.080, above).~~

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7.20.100 Parking Violations – Penalties

- A. A person who is charged with committing a parking violation shall submit a fine in the amount established under subsection (B) of this section.
- B. Fines for parking violations will be as follows:

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<u>Violations</u>	<u>Section</u>	<u>Waiver</u>	<u>Civil</u> <u>Fine</u>
<u>Penalty</u> ABANDONED VEHICLE	7.20.060(A)		\$25.00
<u>\$50.00</u> UNREGISTERED VEHICLE/TRAILER/ EQUIPMENT	7.20.070(A)(o)		\$25.00
<u>\$50.00</u> BLOCKING INTERSECTION	7.20.070(A)(b)		\$25.00
<u>\$100.00</u> DO NOT BLOCK- STREET/ALLEY/DRIVEWAY	7.20.070(A)(n)		\$50.00
<u>\$100.00</u> BUS STOP	7.20.070(A)(p)		\$25.00
<u>\$50.00</u> FIRE HYDRANT	7.20.070(A)(g)		\$50.00
<u>\$100.00</u> FIRE LANE	7.20.070(A)(h)		\$50.00

\$200.00	HANDICAPPED	7.20.070(A)(q)	_____ \$100.00
\$50.00	NO PARKING -STREETS	7.20.010(A)	_____ \$25.00
\$50.00	NO PARKING – SINGLE SIDE OF STREET	7.20.020(A)	_____ \$25.00
_____	NO PARKING – SIGNS	7.20.070(A)(e)	_____
\$250.00 \$50.00	TIMED PARKING	7.20.030(A)	_____ \$25.00
\$50.00	TOO CLOSE TO INTERSECTION	7.20.070(A)(i)	_____ \$25.00
\$50.00	VEHICLE ON CROSSWALK	7.20.070(A)(c)	_____ \$50.00
\$100.00	RESIDENTIAL PARKING PERMITS REQUIRED	7.20.040(A)	_____ \$25.00
\$50.00	VEHICLE OBSTRUCTING SIDEWALK / BIKE PATH	7.20.070(A)(a)	_____ \$50.00
\$100.00	PARKED LEFT OF CURB	7.20.070(A)(l)	_____ \$25.00
\$50.00	ONE- WAY STREET PARKING	7.20.070(A)(m)	_____ \$25.00
\$50.00	PARKED W/ WHEEL ON TOP OF CURB/ TOO FAR FROM CURB	7.20.070(A)(f)	_____ \$15.00
\$30.00	PARKED ON RAILROAD TRACKS	7.20.070(A)(d)	_____ \$50.00
\$100.00	WINTER PARKING BAN	7.20.050(A)	_____ \$25.00
\$50.00	IMPEDING EMERGENCY VEHICLES	7.20.070(A)(k)	_____ \$100.00
\$300.00	ANY OTHER PARKING VIOLATION	7.20.000	_____ \$25.00
\$50.00			

7.20.110 Severability:

If any portion of this ordinance and any amendments made hereto are found held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance and amendments made hereto shall not be affected and shall remain in full force and effect. If any statute referred to in this ordinance shall be amended this ordinance shall be deemed to refer to such statute as amended, Chapter 7.30

CLOSURE OF HIGHWAYS – FLOODING OR OTHER EMERGENCY EVENTS

Sections:

- 7.30.010 **Persons responsible for closure order**
- 7.30.020 **Written permission required**
- 7.30.030 **Prohibited action on closure order**
- 7.30.040 **Penalties**

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7.30.050 Applicability to other ordinance section

7.30.101 Persons responsible for closure order.

A. The public works director or chief of police or a designated representative(s) in their absence may order the closure of any town highway when the highway is or it appears will become unsafe for public travel by virtue of flooding or other emergency events. (Ord. passed 9/10/01 (part))

7.30.020 Written permission required.

A. Except with the written permission of the public works director or chief of police or designated representative(s) in their absence, no person shall drive a vehicle over any highway across which there is a gate or barrier indicating that the highway is closed to public travel. (Ord. passed 9/10/01 (part))

7.30.030 Prohibited action or closure order.

After closure, no person shall drive through or around any closed gate or barrier on the highway, open or attempt to remove any such gate or barrier, or cause any damage to the gate or barrier. (Ord. passed 9/01/10 (part))

7.30.040 Penalty for violation.

A. Any person who violates the provisions of Section 7.30.030 hereof shall be liable for all costs incurred by the town for the repair or replacement costs incurred by the town, including the cost of emergency services or towing made necessary by violation of this ordinance. (Ord. passed 9/10/01 (part))

7.30.050 Applicability to other ordinance sections.

A. The foregoing provisions are separate from and in addition to any other ordinance of the town of Essex or Vermont Statutes regulating traffic or highway use. (Ord. passed 9/10/01 (part))

Chapter 7.40

SPECIAL OCCASIONS

Section:

7.40.010 Authority

7.40.020 Purpose

7.40.030 Exceptions to the speed limit – provisions

7.40.040 Permit to close or obstruct public highway

7.40.010 Authority.

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A. This ordinance is enacted by the Town of Essex selectboard to promote the public good, health, safety, and welfare of the town and Title 23, section V.S.A. § 1010, Vermont Statutes Annotated, and pursuant to its authority under Sections 103 and 104 of the Town of Essex Charter. (Ord. passed 9/10/01 (part))

7.40.020 Purpose of provision.

A. The purpose of this ordinance is to regulate traffic in the event there is a public occasion, maintenance or repair to a town highway or state aid streets and highways to prevent accident or injury to people. The town selectboard finds that whenever there is a public occasion or repair or maintenance on a public highway, it appears that traffic will be congested by reason of such events. In order to ensure the public good, the town finds that it is necessary to pass a special regulation set forth in the section below. (Ord. passed 9/10/01 (part))

7.40.030 Exceptions to the speed limit ordinance provisions.

A. During such time that there is any maintenance, construction or repair to any public highway, the speed limit of such public highway may be changed and/or motor vehicular traffic may be excluded for such public highway and such changes in the speed limit or exclusion of motor vehicles from public highways shall be conspicuously posted near all affected areas. (Ord. passed 9/10/01 (part))

7.40.040 Permit to close or obstruct a public highway.

A. A permit shall be obtained from the town by person or person(s) requesting such closure prior to the closure or obstruction of a highway (excluding the town workforce in the performance of their duties). The town may charge a permit fee or require a financial deposit for services performed by the town relative to terms and conditions of the permit. (Ord. passed 9/10/01 (part))

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Gregory Duggan

From: Travis Sabataso
Sent: Monday, September 21, 2020 10:46 AM
To: Evan Teich; Gregory Duggan; Sarah Macy; Courtney Bushey; Linda Mahns; Tammy Getchell
Subject: Unemployment Rates
Attachments: UI 2021 Rates Letter.pdf

FYI, I do not have any info yet on actual rate changes. Feel free to share with the SB on the reading file if you think appropriate.

Speaking for the Town and Village specifically we have seen 10 unique claims in the Village and 9 unique claims in the Town since COVID started shutting things down. This is a dramatic increase over the 2-3 total claims I had seen in my prior 3 years here.

Thank you,

Travis Sabataso

HR Director

Town of Essex/Village of Essex Junction

81 Main Street

Essex Junction, VT 05452

802-857-0113 (Phone)

802-857-0095 (fax)



September 18, 2020



Dear VERB UI Program Member,

We are writing to let you know how VERB's Unemployment Insurance (UI) program is faring in light of the COVID-19 pandemic and to give you a heads-up about what to expect in the coming months. In addition, we write to remind you of the value of risk pooling, as we are confident that the UI program has provided, and will continue to provide, significant savings to its member municipalities over time.

In short, the severe rise in unemployment claims since mid-March has been stretching – but not breaking – the fund's resources. Paying the high number of claims that were filed through the second quarter of 2020 required spending 25 percent of the fund's surplus. Yet we believe the reserves remain substantial and, with responsible management, they will not be depleted before the state's economic recovery takes hold. Responsible management, of course, means setting accurate rates for the coming year and not depleting the reserve funds any more than necessary.

Please know that our rates for 2021 will have to increase. In addition, member equity in the form of contribution credits likely will not be dispersed while the fund's reserves are reaccumulating. Therefore, the UI invoice you receive this November, after many years of low and reduced costs, will be somewhat higher than you have seen in recent years. We believe it is best to inform you now so you can plan accordingly. We also assure you that we expect this to be a temporary situation, and the program will return to normal rate stability within the next few years.

Finally, every time we thank you for your loyalty and trust in the UI program, we really mean it! Its success relies on everyone staying the course through low periods such as this, so we urge you to ride out the effects of the pandemic with us. Over time, you have benefitted from many more years that are financially good or great. In 17 of the last 20 years we have returned member equity, thereby reducing your costs. That's because there is strength in numbers, and the more faithfully we participate in this proven group effort, the stronger the fund and its members become.

Please feel free to reach out to Kelly Avery, kavery@vlcg.org, with any questions.

Sincerely,

A handwritten signature in blue ink that reads "William Shepeluk".

William Shepeluk
President, VERB Trust
Waterbury Municipal Manager

A handwritten signature in blue ink that reads "Joseph Damiata".

Joseph Damiata
Director, Risk Management Services
VLCT

Gregory Duggan

From: Robert F Stock (CENSUS/NY FED) <robert.f.stock@2020census.gov>
Sent: Tuesday, September 22, 2020 9:43 AM
To: Evan Teich; Gregory Duggan; Darren Schibler
Subject: Many thanks for a great 2020 Census!

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

Evan, Greg, and Darren. Thanks so much for your efforts on the 2020 Census on behalf of your residents. You really knocked the ball out of the park. With your very high self-response numbers we really did not need to do heavy non-response follow-up or run many Mobile Questionnaire Assistance events in either the town or city.

Your numbers as of September 20th for self-response (we don't have city and town level totals that include non-response follow-up) are 2020 79.3% vs. 2010 77.6% for Essex Junction and 2020 80.5% vs. 2010 77.9% for Essex. Given the constraints of COVID-19 and a somewhat toxic political environment I find these results amazing. They are a tribute to your great organizational skills, experience, and dedication to this unique event. And, please do convey my congratulations to the members of your Complete Count Committee.

Although both self-response and NRFU response continues through September 30th, the Census Bureau Partnership program ends on this Friday, September 25th, so I will be finishing at that time and my new full time job will be looking for a full time job. But, both my email auto-response and my voicemail response will contain contact information for you should you need to speak with the Bureau beyond that date.

Thanks again for all that you do. You were truly a pleasure to work with.

Best wishes,

Bob

Bob Stock

Partnership Specialist-Vermont

Field Division

New York Regional Census Center

United States Census Bureau

Cell: 518.915.4493

Email: robert.f.stock@2020census.gov

Website: census.gov

Connect with us on [Social Media](#)

Shape your future. **START HERE** > 2020census.gov

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aren't the intended recipient, you are notified that disclosing, distributing, or copying this e-mail is strictly prohibited.



MEMORANDUM

TO: Evan Teich Unified Municipal Manager
FROM: James Jutras, Water Quality Superintendent
cc: Gregory Duggan, Deputy Manager
DATE: May 5, 2020 **UPDATED September 24, 2020**
SUBJECT: UVM Corona Virus Research

UVM has applied for a rapid research grant titled **Monitoring SARS-CoV-2, Chloroquine, Hydroxychloroquine, and Associated Human Metabolites in Sewage Waters for Assessing Community Health.**

The scope of the research is to determine the effectiveness of using sewage samples as an indicator of prevalence of Coronavirus in the community. We collected influent and process samples for this UVM Engineering and Medical School research project on the Coronavirus.

We are simply committing to provide samples for this research project, if the grant is awarded. There is no charge or match required of us for this grant.

Please let me know if you have any questions regarding participation in this valuable research.

September 24, 2020 UPDATE:





We recently received data from the early samples collected as part of this study that was notified you of in the original memo above.

Samples collected during the week of April 21st came back as Non Detect. Most other facilities tested negative though some of the more populated areas that had hospital connectivity in their service area had positive detection results in all samples to date.

MEETING SCHEDULES

09/25/2020

DUE TO THE COVID-19 PANDEMIC, ALL MEETINGS ARE HELD ONLINE UNTIL FURTHER NOTICE

TOWN SELECTBOARD MEETINGS 	VILLAGE TRUSTEES MEETINGS 	JOINT MEETINGS  
September 28, 2020—6:30 PM	JT Special	Cathy
October 5, 2020—6:30 PM	SB Regular	Cathy
October 13, 2020—6:30 PM	VB Regular	Cathy
October 19, 2020—6:30 PM	SB Regular	Cathy
October 26, 2020—6:30 PM	JT Special	Cathy
October 27, 2020—6:30 PM	VB Regular	Cathy
November 2, 2020—6:30 PM	SB Regular	Cathy
November 10, 2020—6:30 PM	VB Regular	Cathy
November 16, 2020—6:30 PM	SB Regular	Cathy
November 23, 2020—6:30 PM	JT Special	Cathy
November 24, 2020—6:30 PM	VB Regular	Cathy
December 7, 2020—6:30 PM	SB Regular	Cathy
December 9, 2020—8:30 AM	VB—All Day Budget Workshop	Cathy
December 21, 2020—6:30 PM	SB Regular	Cathy
December 28, 2020—6:30 PM	JT Special	Cathy
December 29, 2020—6:30 PM	VB Regular	Cathy
January 4, 2021—8:00 AM	SB—All Day Budget Workshop	Cathy
January 11, 2021—6:30 PM	SB Regular	Cathy
January 12, 2021—6:30 PM	VB Regular	Cathy
January 19, 2021—6:30 PM	SB Regular	Cathy
January 25, 2021—6:30 PM	JT Special	Cathy
January 26, 2021—6:30 PM	VB Regular	Cathy
February 1, 2021—6:30 PM	SB Regular	Cathy
February 9, 2021—6:30 PM	VB Regular	Cathy
February 16, 2021—6:30 PM	SB Regular	Cathy
February 22, 2021—6:30 PM	JT Special	Cathy
February 23, 2021—6:30 PM	VB Regular	Cathy
March 1, 2021—7:30 PM	Town Annual Meeting	Cathy

March 9, 2021—6:30 PM	VB Regular	Cathy
March 15, 2021—6:30 PM	SB Regular	Cathy
March 22, 2021—6:30 PM	JT Special	Cathy
March 23, 2021—6:30 PM	VB Regular	Cathy
April 5, 2021—6:30 PM	SB Regular	Cathy
April 7, 2021—7:00 PM	Village Annual Meeting	Cathy