

Essex

VERMONT

Town of Essex
2021 | 2022

ANNUAL REPORT





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Important Dates to Remember

March 6 - Town Meeting

March 7 - Voting by Australian Ballot

March 15 - 2nd half of 2022 property taxes due

April 1 - Dog licenses are due

April 17 - Water/Sewer payments due

August 15 - Water/Sewer payments due

September 15: 1st half of 2023 property taxes due

December 15 - Water/Sewer payments due



Send us your photos!

Do you have a beautiful old barn photo or a snapshot of your kayak adventure on Indian Brook? Send along your photos and you may see them in future communications from the Town of Essex! Email your photos to hello@essex.org. Be sure to tell us where it was taken!

THANK YOU

#essextown - report cover photos

Thank you for sending your photos and showing love for your town. We added to our growing collection! Carissa Gordon, Carole Renca, John Alden, Deana Stoneback, Deb Schonberg, Ethan Lawrence, Margaret Elizabeth, Paulina Thompson.



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www.instagram.com/exploressexvt - Follow Explore Essex

www.frontporchforum.com - watch for posts from Essex

Annual Meeting

Town meeting will be held at The Double E Performance Center this year. To speak or vote on the items on the floor, you must attend in person. The meeting will be livestreamed by Town Meeting TV on YouTube for viewing only.

Voting by Australian Ballot on the budget and articles will take place on the following day at the Essex Middle School.



March 6, 2023
6:00 pm

The Double E
Performance Center
21 Essex Way

Town Showcase

Stop by early, grab a bag of popcorn, and visit tables and displays from Town of Essex departments, boards, commissions, and committees. There will be opportunities to apply for upcoming committee vacancies. Learn more and see what we have for you!



March 6, 2023
7:30 pm

The Double E
Performance Center
21 Essex Way

Annual Meeting

Enter through the doors at The Double E Performance Center and make your way to the T-Rex Theater for the annual meeting. Articles I through IV will be voted on from the floor. The meeting will be adjourned to the following day for Australian ballot voting for Articles V through XII.

March 7, 2023
7:00 am to 7:00 pm

Essex Middle School
60 Founders Rd.

Election

Voting will take place in person by Australian ballot at the Essex Middle School. Ballots will not be mailed to voters this year. You must **request** an absentee/early ballot by emailing the Town Clerk at clerk@essex.org or visiting www.mvp.vermont.gov. Postage will be included to mail your ballot back. You may also drop it off in the drop box by the entrance of the Town Offices or bring it with you to the polls on election day.

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2024 *Essex* Town Plan

Turn to page 76 to learn more!

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Dedication

In appreciation for the work you have done, the people you are, and the difference you have made.



Jerry Firkey



Dennis Lutz, P.E.



Chris Stoddard

The Town of Essex proudly honors three long-time employees for their loyal and dedicated work year after year for the Essex community. Jerry Firkey served as Health Officer for 50 years and as Zoning Administrator for 31 years. Dennis Lutz concluded 38 years of leadership as Public Works Director and Christine "Chris" Stoddard dependably supported community and staff for 24 years as the Administrative Assistant for the Public Works Department. Your many years of service are a testimony of your dedication to Essex, and you are truly valued for your contributions.

Selectboard



L to R: Dawn Hill-Fleury, Kendall Chamberlin, Clerk Ethan Lawrence, Vice Chair Tracey Delphia, Chair Andy Watts

A message from Chair Andy Watts

This past year was one of transitions. The Selectboard continued negotiations to close the final separation agreements with the now City of Essex Junction. While not taking a stand either in support of or against separation, the Selectboard did provide testimony to the Vermont Legislature stating that the Town did not intend to get in the way of separation.

The Town also saw Staff turnover as some employees chose to move on to other opportunities. The Selectboard would like to extend full appreciation for all Town Staff while welcoming those who have chosen to join the team and wishing those who have left all the best. The Selectboard fully recognizes that recent past years may have been stressful and frustrating as plans flipped from consolidation and merger to separation.

As soon as separation was approved by the Legislature, things became much quieter for the Selectboard as we transitioned to addressing the Town's business without the unknown factors relating to merger or separation. The Selectboard held 30 meetings as opposed to 44 in the prior year. In those meetings multiple Committee appointments were made and the Selectboard is more than pleased that many of the folks coming forward to serve on Committees are new faces to Essex. The Selectboard also chose not to put a Town Local Option Tax on the ballot based on split feedback from the Community. The Selectboard did choose to put a cannabis opt-in question and whether to form a **Communications Union District** on the ballot, both of which passed. We expanded the Conservation and Trails Committee to 9 members at the request of the Committee itself and established a Charter Review Committee per the request of many residents, some of the output of which is on this year's Town Meeting ballot. We also approved dedication of the Town Public Works Facility to Dennis Lutz who retired after 38 years of service to the Town. Other retirees who were recognized are Chris Stoddard, Jerry Firkey, and Evan Teich.



www.ccrpcvt.org/our-work/broadband/



A message from Chair Andy Watts

As requested by a member of the public, the Selectboard initiated a request for a **speed and safety study for Route 128** as it approaches the center of Town. While the State of Vermont made some signage changes, they did not agree to change the speed limit. The Town is continuing to investigate whether a crosswalk could be added at an appropriate location with appropriate safety measures in that area.

Again, with significant input from residents, **the Selectboard also approved a public nuisance ordinance** for the Town which addresses excessive noise, disorderly conduct, open containers, and public urination. The ordinance change also includes some updates in our structure for fines in some areas. While it took many meetings to finalize these ordinance changes, the Selectboard would like to extend appreciation for patience from the public as well as Staff as we worked through the many details.

Also on the public safety front, the Selectboard approved the signing of a contract with the Town of Williston for shared Dispatch Services. This contract, while beneficial to both parties, does not have any impact to the Town budget.

Expecting that a town-wide reappraisal would be required by the state – which we now know to be the case – the Selectboard approved a contract for performing that assessment which will cover both the Town of Essex and the City of Essex Junction using funds already set aside for this purpose. New assessments are expected to be reflected in Fall 2025 tax bills. More information about this will be coming, including details around the process for appeals.

One of the unusual complications of separation involves our shared ZIP code. While the US Postal Service strongly resists establishing new ZIP codes, with the help of Bernie Sander's Office, they did **agree to allow ESSEX to be used with ZIP code 05452**. This is also convoluted with the Essex Junction local option tax. Many Essex businesses did not understand the distinction and inappropriately started collecting the extra penny of tax. Hopefully this is now resolved. Many on-line businesses may still be collecting the tax incorrectly. No item purchased in Essex or delivered to Essex is subject to the tax and, if incorrectly charged, you have the right to request a refund from the business or from the State of Vermont with appropriate documentation.

In this year's budget, the Selectboard focused on getting to a place of stability while attempting to maintain existing services and plan for future needs. **The resulting budget represents a 7.4% decrease in spending but, due to separation and a loss of 41% of the Town's property tax base, the expected municipal tax rate will increase on the order of 22%, or \$340 for a representative \$280,000 home.** The Selectboard recognizes that this is a big jump and that it will be painful for some of our residents. Also because of separation, we've lost 41% of our capital tax revenues. In order to keep up our infrastructure, we are asking for an increase in the capital tax as well. With the reality of current inflation and economic trends, it is concerning that we are asking for these increases, but we expect that once this big step is behind us, future budget increases will be more stable.

2022 began with continuing concerns about COVID and its impact on the lives of everyone. The Selectboard had a community-wide masking rule in place which it extended twice and then ultimately repealed on March 14. Federal COVID relief funding added over \$3M to the Town coffers which, after holding public hearings and conducting a community survey regarding how to spend it, the Selectboard is considering whether to use the funds to purchase property for a new Municipal Center which will bring our Town Offices back into the Town. This would be a potentially exciting new step for Essex. Watch for coming opportunities to provide input to this question and possibly to the design and execution process including a possible future bond vote.

Wishing you all the best in the coming year. Please feel free to reach out to any Selectboard Member with comments our questions and, please, please, please consider volunteering and/or attending Selectboard or other Committee/Commission meetings. **All input and participation is welcome and appreciated.**

Manager



A message from Town Manager Greg Duggan

Over the past year, the Town of Essex has embarked on a tremendous transformation due to the separation of the Village of Essex Junction. Much of the year has been spent making the transition to the next phase in Essex's history, and putting the Town in a position to thrive for years to come.

In addition to the transitions brought on by the Village's separation, staffing changes in 2022 led to current employees taking on new roles, and new faces joining the Town. Town Manager Evan Teich, Public Works Director Dennis Lutz, Public Works Administrative Assistant Christine Stoddard, and Health Officer Jerry Firkey all retired. Other key staff left to pursue strong career opportunities elsewhere. All deserve a sincere "thank you" for the work they did for Essex over the years and decades. Thanks are also due to the many employees who kept the Town functioning without a hitch through the transitions.

The past year has also been one of change for me professionally. After five years as Essex's Deputy Manager, the Selectboard appointed me as Town Manager in February 2022. My goals for the year were to provide stability for the Town and help put Essex in a position to build toward its future, financially and organizationally. Fortunately, as alluded to above, Essex has fantastic staff who have helped me in my role, and who care deeply about doing what is best for the community.

Staff organized the first ever **Step in and Come Together** event in May 2022, highlighting the work of the Town's boards, commissions, and committees, and encouraging new volunteers of all backgrounds to contribute to Essex's municipal work. The Town also held its second **Juneteenth** event, this time at Fort Ethan Allen. And after a couple years of partnering with Essex Junction to hold an Out and About in Essex gathering in the fall, in 2022 Town staff rebranded the fall gathering as the **Explore Essex Festival**, showcasing the Town's many parks, municipal facilities, and local businesses.



"...encouraging new volunteers of all backgrounds to contribute to Essex's municipal work."



A message from Town Manager Greg Duggan

Other significant efforts in 2022 included negotiating a three-year contract with the Essex Police Employees Association; embarking on a shared dispatch partnership with the Town of Williston; investigating possible sites for a new municipal complex within Town of Essex borders (the Town Offices are now in the City of Essex Junction); continuing the Town's equity and inclusion work by supporting Essex BEST (Building Equity, Solidarity, and Trust); and **launching a monthly community newsletter, Essex News.** (Sign up at www.essexvt.org/newsletter.)



FISCAL YEAR 2024 BUDGET

Much of the fall of 2022 and early winter of 2023 were spent building proposed operating and capital budgets that will allow the Town to function efficiently and cost effectively. Despite the loss of 41 percent of the tax base and 48 percent of the population, Essex remains a large, complex community. With a population of 11,504 (2020 U.S. Census), **Essex is the seventh largest municipality in Vermont.** After the separation of Essex Junction, the Public Works Department has continued to maintain the same number of paved and gravel roads, sidewalks, and water, sewer, and storm water infrastructure. Essex Free Library has become the sole library in the Town. The Community Development Department will continue to process all development applications in the Town, not to mention pursue grant opportunities and oversee planning efforts for the community. Similar scenarios exist in nearly all departments.

The proposed fiscal year 2024 budget contains the funding necessary to maintain municipal service levels following the separation of Essex Junction. **The Town's budget and tax levy will decrease in fiscal year 2024. A smaller tax base, however, means the Town will face a higher-than-normal tax rate increase if it is to maintain services.** With that in mind, the Selectboard, Administration, and department heads have proposed a lean, efficient budget that will allow the Town to maintain operations and create a stable position from which it can build in the future.

To minimize the tax rate increase, the Selectboard and staff trimmed the proposed budget in areas where historical spending had not met historical budgets. In doing so, however, we reduced the budget to the point where unexpected events or incidents may require the municipality to exceed the budget. Although daunting, we felt this was the best way to minimize a substantial increase to the property tax rate.

The overall budget proposal is \$15,401,152, with \$10,837,562 of that amount to be raised by the tax levy. Grand list growth was conservatively estimated at 1 percent. **The tax levy would result in a municipal tax rate increase of 22 percent, for an increase of \$340 on the average home.**

	FY2023	FY2024 Proposed	\$ Change	\$ Change
Total Budget	\$16,675,241	\$15,401,152	(\$1,274,089)	-7.6%
Tax Levy	\$14,996,345	\$10,837,562	(\$4,158,783)	-27.7%
Grand List	\$27,199,873	\$16,107,141	(\$11,092,732)	-40.8%
Tax Rate	0.5513	0.6728	0.1215	22.0%
\$280k Home	\$1,543.64	\$1,883.84	\$340.20	22.0%

A message from Town Manager Greg Duggan

In addition to the loss of 41 percent of the town's tax base, two other factors have a significant impact on budget costs: health insurance premiums increased approximately 20 percent; and high inflation touched everything from general supplies to gasoline to contractual raises for staff.

Fund balance

The proposed budget includes the use of \$600,000 of unassigned fund balance to offset the tax rate. The Town will also meet its policy goal of keeping an unassigned fund balance equivalent to 15 percent of the operating budget, which can be used in cases of unexpected need.

The proposed FY24 budget also includes the use of fund balance to offset expenses in IT, Community Development, and Economic Development. IT has a one-time expense of \$6,500. Community Development has a Planning Reserve Fund, \$8,000 of which is

proposed to be used to cover some Professional Services expenses. Economic Development has a small reserve fund, \$1,200 of which is proposed to cover a portion of the economic development budget in FY24.

"The proposed budget includes the use of \$600,000 of unassigned fund balance to offset the tax rate."

Cost savings

The separation of Essex Junction has been mitigated to some extent through shared service agreements put in place by the Selectboard and the Essex Junction Board of Trustees/City Council. Essex Junction will continue to pay toward the Police Department, Assessing services, and, for half of FY24, Essex Area Senior Center services.

Overtime, particularly in Public Works Highway and the Clerk's Office, has been reduced to better reflect historical spending.

Police Department spending has often come in below budget, primarily due to staffing shortages. For the past few years, the Police Department has been funded at less than 100 percent to account for the under-spending. In FY24, the Police budget is proposed to be funded at 90 percent, a better approximation of historical spending.

The Fire Department remains a volunteer, paid on-call department. Pay rates are proposed to increase for the first time in 5 years, from \$15.50/hour to \$17/hour; firefighters would again be paid for training to incentivize attendance (pay for training was eliminated several years ago in an effort to align with the Essex Junction Fire Department); and admin hours would increase for officers to better reflect work expectations for the volunteer department. Despite the proposed pay increases, salary lines were adjusted based on actual and expected attendance to calls and training, resulting in a net decrease in the budgeted salaries line for Fire.

Capital transfers out of the operating budget were level-funded from FY23. This also has other implications that will be described in more detail later in this report.

Regional expenses such as Green Mountain Transit, the county tax, Chittenden County Regional Planning Commission, and Vermont League of Cities and Towns dues are decreasing in accordance with a smaller population and/or grand list.

The Conservation Reserve Fund contribution was reduced to account for the smaller tax base and budget constraints.

Human services funding, which makes up 1 percent of the budget, will decrease with a smaller budget.

A message from Town Manager Greg Duggan



Juneteenth Celebration 2022

Staffing changes and efficiencies

Staffing updates in the proposed budget include the following:

- The Clerk's Office, which is shared with Essex Junction in FY23 and has three full-time employees, will shrink to two full-time employees in FY24 and will solely serve the Town of Essex.
- Essex Free Library is proposed to have an additional 5 hours of staffing. Two existing staff (one part-time, one at 30 hours/week) were budgeted with five additional hours each, with those hours being reassigned from substitute librarians. Giving additional hours to existing staff is expected to help with coverage and reduce reliance on substitute librarians, which can be hard to schedule on short notice. Some substitute hours remain to help when regular staff are on vacation or out sick.
- Public Works had a highway position funded at 0.7 FTE in the FY23 budget. That position is proposed to increase to 1.0 FTE. Doing so will allow for a deeper team in Public Works, which is important year-round and particularly so in the winter for plowing services – all the more so at a time when COVID is still prevalent, the job market has created turnover amongst municipal highway departments, and upcoming retirements will result in the loss of institutional knowledge.
- Parks Maintenance and Senior Services hours are proposed to shift. Currently, the Parks Maintenance Department is budgeted for 2.5 FTEs. One of the FTEs provides support to the senior van by driving as needed. Proposed in the budget is to make one Parks Maintenance FTE 50/50 with Senior Services, reducing the number of budgeted hours for part-time van drivers; and increasing the 0.5 FTE Parks position to 1 FTE. The net result is that Parks will continue to have 2.5 FTEs and the Senior Van will have more reliable drivers with fewer budgeted hours.
- Allocations of salaries to relevant enterprise accounts such as water and sewer were updated.

As alluded to above, the reduction of overtime budgets and the fire salaries line could have real implications on service levels and spending. For instance, if winter brings lots of storms, Public Works may very well exceed the overtime budget being proposed in order to keep streets and sidewalks safe and passable. And in years when the overtime budget was not met, Public Works used the additional money at the end of the fiscal year for paving, storm water, or other projects. Similarly, when the Fire Department did not meet its budgeted salary expenses, that funding was used for other important expenses such as uniforms and equipment. Those types of purchases will become much more unlikely in FY24.

Capital budget

As noted above, capital transfers are proposed to be level-funded from FY23. Though the Town will retain its 2 cent capital tax, that tax will generate only 59 percent of the normal capital funding now that the Village tax base is no longer part of the Town.

A message from Town Manager Greg Duggan

The Town's many capital needs include, but are not limited to, paving, storm water requirements, vehicle replacements, and building needs. Deferring capital saving and capital maintenance is not recommended, and will likely result in higher future costs. The capital budget is also instrumental in providing local matches to state and federal grants.

For FY24, the 2 cent capital tax is expected to generate approximately \$322,000. That money has largely been assigned to roads and stormwater infrastructure. Other allocations will go toward buildings projects, vehicles, sidewalks, and IT equipment. In some instances, undesignated capital funds will be used to make up less-than-normal funding allocations; in other instances, projects will be delayed or postponed.

In January 2023, the Selectboard assigned \$200,000 of FY22 surplus to the capital budget, which will help fill gaps from the reduced capital tax revenue for the coming year.

Separate from the general fund budget, voters are being asked whether to increase the capital tax to 3 cents, up from the current 2 cents. To make up the revenue lost with the Essex Junction tax base, the capital tax would need to be 3.39 cents. Recognizing the extent of the general fund tax rate increase, and likelihood that the upcoming reappraisal will generate more capital revenue in FY26, the Selectboard decided to limit the requested increase to 1 cent. The 1 cent is estimated to generate an additional \$161,071 for capital needs, and would cost the average \$280,000 home \$28 per year.

LOOKING AHEAD

Although COVID-19 remains present in our lives, we have seen a return to a semblance of pre-COVID times. During the height of COVID, the Town held online meetings for boards, commissions, and committees. Now, and going forward, we offer in-person and remote attendance options for public meetings. The public is always welcome and encouraged to attend.

In the coming year, **staff will continue to explore options for a municipal complex located in the Town of Essex.** Further consideration of recommendations from the Charter Review Committee is likely. Work on the Town Plan will ramp up, leading to a town-wide vote in March 2024. The town-wide reappraisal is set to begin this year, with an anticipated completion date of June 2025.

It's a pleasure to serve the Town of Essex, and I am excited to have the opportunity to continue working with the Selectboard, staff, and volunteers to seek improvements and efficiencies in our services to ensure that Essex remains a wonderful place to live and work.



Greg Duggan and Finance Director Dan Roy talking about the budget at Uncommon Coffee

www.essexvt.org/coffee

Join town officials to chat it up over coffee.



2023 Annual Meeting



Town Meeting Warning

The legislative body of a municipality shall warn a meeting by posting a warning and notice not less than 30 nor more than 40 days before the meeting.



Audit Report

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

Finance Department

Dan Roy, Finance Director
81 Main Street
Essex Junction, VT 05452

Email: finance@essex.org

Phone: 802.878.1359

Website: www.essexvt.org/audit



Budget

- Proposed Fiscal Year 2024 Capital Budget
- Proposed Fiscal Year 2024 General Fund Budget



Minutes

2022 Town Annual Meeting Minutes

Town Meeting Warning

TOWN OF ESSEX Annual Town Meeting March 6 & 7, 2023

THE LEGAL VOTERS OF THE TOWN OF ESSEX IN THE COUNTY OF CHITTENDEN ARE HEREBY NOTIFIED AND WARNED TO MEET AT THE ESSEX CINEMAS, 21 ESSEX WAY #300, ESSEX, VERMONT ON MONDAY, MARCH 6, 2023 AT 7:30 PM TO TRANSACT THE FOLLOWING BUSINESS AND ACT ON THE FOLLOWING ARTICLES.

- Article I. Shall the reports of the Officers be accepted?
- Article II. Shall the Town of Essex vote on all public questions by Australian ballot?
- Article III. Discussion of ballot items:
- Article V, Adopting the fiscal year 2024 budget;
 - Article VI, Increasing the capital tax rate;
 - Article VII, Charter amendment to reorganize the charter;
 - Article VIII, Charter amendment for ability to set license fees;
 - Article IX, Charter amendment to allow for just cause eviction ordinance;
 - Article X, Charter amendment to allow for recall of Selectboard members;
 - Article XI, Charter amendment to transition from Zoning Board of Adjustment to Development Review Board
 - Article XII, Announcement of offices up for election in Article XII
- Article IV. Public to be heard.

WHEREUPON, AFTER DISPOSITION OF SAID BUSINESS, SAID MEETING SHALL BE ADJOURNED TO THE FOLLOWING DAY, MARCH 7, 2023, FOR THE CONSIDERATION OF THE FOLLOWING ARTICLES TO BE VOTED ON BY AUSTRALIAN BALLOT. THE POLLS FOR SAID BALLOT SHALL BE AT ESSEX MIDDLE SCHOOL, 60 FOUNDERS ROAD, ESSEX, VERMONT AND SHALL BE OPEN FROM 7:00 AM UNTIL 7:00 PM AT WHICH TIME THEY SHALL BE CLOSED.

- Article V. Shall the Town adopt a budget for the fiscal year July 1, 2023 to June 30, 2024 as recommended by the Selectboard in the amount of \$15,401,152?
- Article VI. Shall the Town of Essex increase the Capital Reserve Fund by adding 1 cent to the tax rate, in addition to the two cents previously authorized, for the purpose of financing capital projects?
- Article VII. Shall the Town of Essex reorganize its charter as recommended by the Charter Review Committee?
- Article VIII. Shall the Town of Essex amend its charter to have the authority to adopt and enforce ordinances for the purposes of regulating, licensing, and fixing reasonable and necessary license fees?
- Article IX. Shall the Town of Essex amend its charter to give the Selectboard the power to enact an ordinance to protect residential tenants from eviction without just cause?

Town Meeting Warning

- Article X. Shall the Town of Essex amend its charter to allow for the recall of Selectboard members?
- Article XI. Shall the Town of Essex amend its charter to create a Development Review Board to replace the Zoning Board of Adjustment by January 1, 2025, following passage by the Vermont Legislature?
- Article XII. Election of the following:
Moderator, 1 vacancy (1-year term)
Selectboard, 2 vacancies (3-year terms)

Dated at Essex, Vermont, the 30th day of January 2023 by the Essex Town Selectboard.

Selectboard signatures:

Andrew J Watts

Andrew J Watts (Feb 2, 2023 09:55 EST)

Andrew J. Watts, Chair

Ethan Lawrence

Ethan Lawrence (Feb 5, 2023 19:26 EST)

Ethan Lawrence, Clerk

Dawn Hill-Fleury

Dawn Hill-Fleury (Feb 2, 2023 09:34 EST)

Dawn Hill-Fleury

Tracey A Delphia

Tracey A Delphia (Feb 1, 2023 19:41 EST)

Tracey Delphia, Vice Chair

Kendall Chamberlin

Kendall Chamberlin (Feb 2, 2023 09:24 EST)

Kendall Chamberlin

Received for record this 2nd day of February, 2023 in the records of the Town of Essex.

Susan McNamara-Hill

Susan McNamara-Hill (Feb 2, 2023 13:54 EST)

Susan McNamara-Hill, Town Clerk



Kittell Branagan & Sargent

Certified Public Accountants

Vermont License #167

INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Town of Essex, Vermont as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Town of Essex, Vermont's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Town of Essex, Vermont, as of June 30, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Essex, Vermont, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

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

Auditor's Responsibilities for the Audit of the Financial Statements

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Essex, Vermont's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Essex, Vermont's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Essex, Vermont's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

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

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Essex, Vermont's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements.

The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

To the Board of Selectboard
Town of Essex, Vermont
Page 4

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

A handwritten signature in black ink that reads "Kittell Brangan & Sargent". The signature is written in a cursive, flowing style.

St. Albans, Vermont
December 19, 2022

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

Management of the Town of Essex (the Town) offers readers of the basic financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2022. Readers should consider this information in conjunction with the financial statements immediately following this analysis. Please note that this section of the Basic Financial Statements is unaudited.

FINANCIAL HIGHLIGHTS

Government-wide Highlights

- The Town's assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources at the close of the fiscal year by \$40,014,062 (net position). Of this amount, \$9,290,363 (unrestricted net position) may be used to meet the Town's ongoing obligations. The balance of net position is made up of \$29,772,727 invested in capital assets net of related debt and \$950,972 restricted for specific purposes.
- The Town's total net position increased by \$576,654 (1.46%). Of this amount, net position of the governmental activities increased by \$606,366 (1.97%), and net position attributable to business-type activities decreased by \$29,712 (0.34%).
- The Town's total debt decreased during the fiscal year to \$5,335,501, a net decrease of principal payments total \$570,247 as the Town did not incur any new debt during the fiscal year. Of the principal payments totaling \$570,247; of these, \$14,430 were in the water and sewer fund.

Fund Highlights

- At the end of the fiscal year, the Town's governmental funds reported a combined ending fund balance of \$9,518,583 an increase of \$98,143 from the prior year's combined ending fund balance.
- At the end of the current fiscal year, unrestricted fund balance (the total of the committed, assigned, and unassigned components of fund balance) for the general fund was \$5,337,362; or approximately 35.00% of total general fund expenditures (excluding transfers) in the fiscal year ended June 30, 2022. The Town has a fund balance policy authorizing the Town to maintain and administer an unassigned fund balance of up to 15% of the current year General Fund operating budget. The unassigned fund balance of \$2,501,286 as of June 30, 2022 is 15% of the General Fund operating budget for the fiscal year ending June 30, 2023 (\$16,675,241).

OVERVIEW OF THE FINANCIAL STATEMENTS

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

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

It is important for the reader to understand that, although governmental accounting resembles private sector accounting, the two differ significantly. The government-wide financial statements will be the most familiar for readers versed in private sector financial reporting. Readers should know that the financial activities of the government unit are recorded in funds. A fund, generally, is a separate set of books for each major activity. For example, the Town has a Water and Sewer Fund and a Recreation Programs Fund. These operations are referred to as business-type activities, they are supported by user fees, and are recorded in enterprise funds separately from the general governmental activities, which are accounted for primarily in the general fund and supported in large part by property tax revenues.

Government-Wide Financial Statements

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

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

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

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

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

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

Fund Financial Statements

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

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

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

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

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

- Capital assets used in governmental activities are not reported on governmental fund statements.
- Long-term liabilities, unless due and payable, are not included in the fund financial statements. These liabilities are only included in the government-wide statements.

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

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

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

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

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

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

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

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Summary Statement of Net Position

	Governmental Activities		Business-type Activities		Total Government	
	2022	2021	2022	2021	2022	2021
Assets:						
Cash	\$ 22,064,799	\$ 17,491,165	\$ 4,158,296	\$ 3,836,958	\$ 26,223,095	\$ 21,328,123
Other Assets	754,620	664,653	1,104,465	1,144,132	1,859,085	1,808,785
Capital Assets	30,917,635	30,848,702	4,190,593	4,463,308	35,108,228	35,312,010
Total Assets	53,737,054	49,004,520	9,453,354	9,444,398	63,190,408	58,448,918
Deferred Outflows of Resources	2,044,782	1,388,296	219,926	141,788	2,264,708	1,530,084
Liabilities:						
Other Liabilities	13,665,913	9,223,702	212,604	157,617	13,878,517	9,381,319
Noncurrent Liabilities	8,257,116	10,742,874	552,851	797,413	8,809,967	11,540,287
Total Liabilities	21,923,029	19,966,576	765,455	955,030	22,688,484	20,921,606
Deferred Inflows of Resources	1,924,451	326,521	174,019	28,091	2,098,470	354,612
Net Position:						
Net Investment in Capital Assets	25,725,711	25,100,960	4,047,016	4,305,301	29,772,727	29,406,261
Restricted	950,972	883,057	0	0	950,972	883,057
Unrestricted	4,685,888	4,772,188	4,604,475	4,375,902	9,290,363	9,148,090
Total Net Position	31,362,571	30,756,205	8,651,491	8,681,203	40,014,062	39,437,408

As noted earlier, net position serves as a useful indicator of a government's financial position over time. At the end of the most recent fiscal year, the Town's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$40,014,062. The Town's total net position is split between governmental activities net position of \$31,362,571 and business-type activities net position of \$8,651,491.

The largest portion of the Town's total net position \$25,725,711 (74.40%) reflects its investment in capital assets (construction in progress, equipment, land, buildings and infrastructure) net of any outstanding debt used to acquire or construct those assets. The Town uses capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay the debt must be provided from other sources since the capital assets themselves cannot be used to liquidate these liabilities.

The Town's total net position includes \$950,972 (2.38%) of restricted net position. Restricted net position represents assets whose use is subject to external restrictions. The remaining balance of \$4,685,888 (23.22%) is unrestricted net position, which may be used to meet the government's ongoing financial obligations. Included in unrestricted net position are amounts that have been assigned for particular purposes, such as capital reserve funds and reserves for expenditures in subsequent years.

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

Governmental Activities

Summary of the Statement of Activities

	Governmental Activities		Business-type Activities		Total Government	
	2022	2021	2022	2021	2022	2021
Revenues:						
Program Revenues:						
Charges for Services	\$ 875,406	\$ 961,344	\$ 3,130,048	\$ 3,453,555	\$ 4,005,454	\$ 4,414,899
Operating Grants & Revenues	867,703	1,605,439	75,712	123,128	943,415	1,728,567
Capital Grants & Revenues	31,734	430,025	-	-	31,734	430,025
General Revenues:						
Property Taxes	14,814,089	14,319,831	-	-	14,814,089	14,319,831
Other	343,695	220,365	9,622	13,503	353,317	233,868
Total Revenues	<u>16,932,627</u>	<u>17,537,004</u>	<u>3,215,382</u>	<u>3,590,186</u>	<u>20,148,009</u>	<u>21,127,190</u>
Expenses:						
General Government	3,102,788	3,241,955	-	-	3,102,788	3,241,955
Public Safety	5,518,857	5,583,553	-	-	5,518,857	5,583,553
Highways and Streets	5,204,155	4,922,438	-	-	5,204,155	4,922,438
Health and Welfare	294,131	256,369	-	-	294,131	256,369
Culture and Recreation	1,494,940	1,494,190	-	-	1,494,940	1,494,190
Intergovernmental	501,051	483,057	-	-	501,051	483,057
Interest on Long-Term Debt	209,884	224,632	-	-	209,884	224,632
Water and Sewer	-	-	3,066,348	3,025,587	3,066,348	3,025,587
Recreation Programs	-	-	179,201	261,087	179,201	261,087
Total Expenses	<u>16,325,806</u>	<u>16,206,194</u>	<u>3,245,549</u>	<u>3,286,674</u>	<u>19,571,355</u>	<u>19,492,868</u>
Increase (Decrease) in Net Position						
Before Transfers	606,821	1,330,810	(30,167)	303,512	576,654	1,634,322
Transfers	(455)	(925)	455	925	-	-
Increase (Decrease) in Net Position	<u>606,366</u>	<u>1,329,885</u>	<u>(29,712)</u>	<u>304,437</u>	<u>576,654</u>	<u>1,634,322</u>
Beginning Net Position -as reported	30,756,205	29,426,320	8,681,203	8,376,766	39,437,408	37,803,086
Ending Net Position	<u>\$ 31,362,571</u>	<u>\$ 30,756,205</u>	<u>\$ 8,651,491</u>	<u>\$ 8,681,203</u>	<u>\$ 40,014,062</u>	<u>\$ 39,437,408</u>

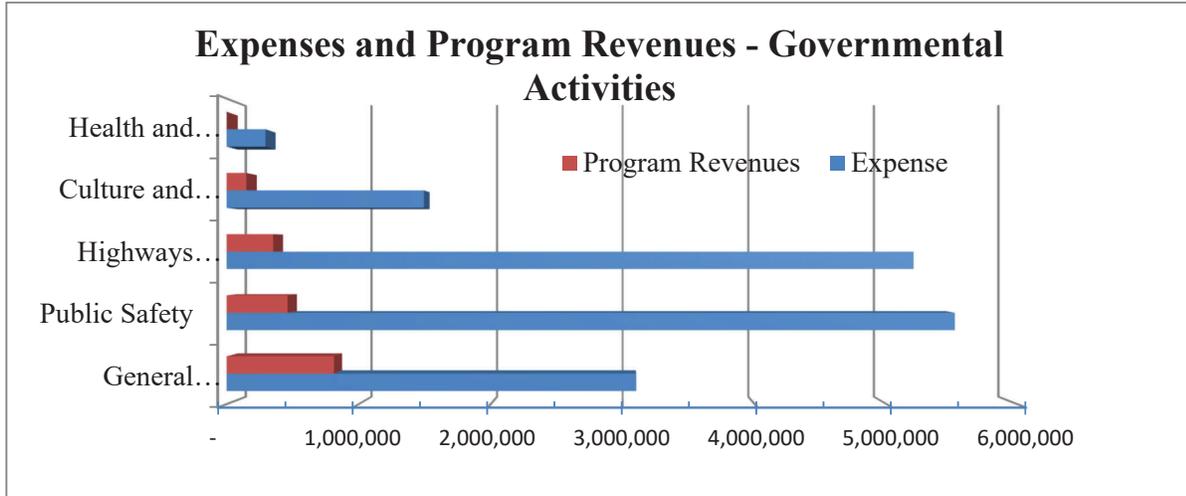
Governmental activities increased the Town's net position by \$606,366 for the year ended June 30, 2022. Key elements of the change are as follows.

- Total governmental activities' revenues decreased by 3.4% (\$604,377) from 2021 to 2022. Operating grants and revenues decreased by \$737,736 (46.0%) while capital grants and revenues decreased by \$398,291, both of which are largely due to grants specifically related to the impacts of COVID-19 being awarded in fiscal 2021.
- Property tax revenues increased 3.5% or \$494,258 from the previous year as a result of growth in the grand list combined with a 0.0228 cent (4.3%) increase in the Town general fund tax rate.
- Total governmental activities' expenses increased by 0.7% (\$119,612) from 2021 to 2022. Public Safety expenses end the year at 33.8% (\$5,518,857) of total governmental activities' expenses. Public Safety remains the largest category of expenses from year to year followed by Highways and Streets which ended the year at 31.9% (\$5,204,155) of total governmental activities' expenses.

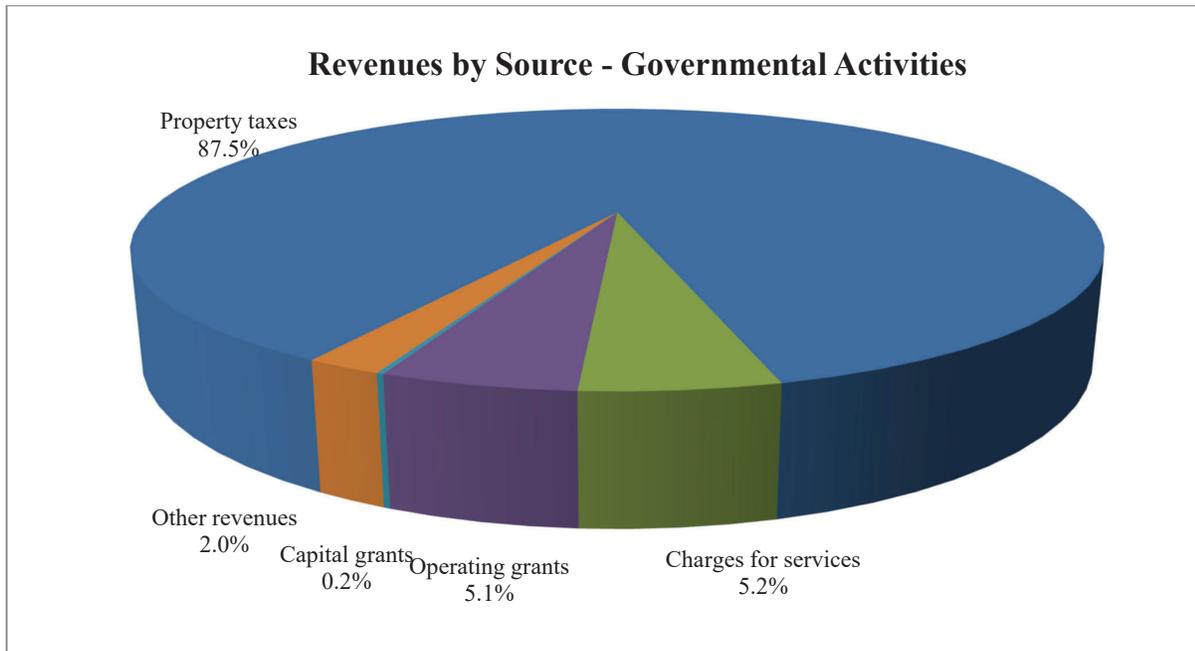
The following graph entitled Expense and Program Revenues – Governmental Activities, gives the reader an idea of how each major program is funded. The revenues included in this graph are program specific revenues including user fees, operating grants, and capital grants. General revenues such as property taxes and interest earnings are excluded from the graph but are used to support the cost of each major program that is not covered by program specific revenues. The supporting data may be found in the Statement of Activities on page 2.

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

As noted previously, Public Safety is the largest category of expenses in the current year and historically, followed by Highways and Streets.



Most of the governmental activities revenue comes from property taxes; 87.5% of total revenue or \$14,814,089. The second largest category of revenue is Charges for services accounting for 5.2% or \$875,406. The third largest category of revenue is operating grants coming in at \$867,703; 5.1% of total revenue. Prior year property tax revenue accounted for 81.7% of total revenues, operating grants and revenues at 9.2% and charges for services at 5.5%. The following graph shows the distribution of governmental activities revenues by source for the year ended June 30, 2022.



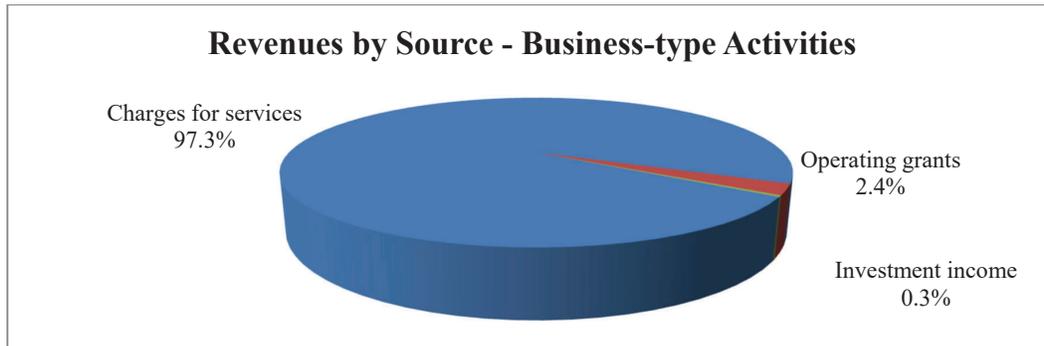
**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

Business-type Activities

Business-type activities decreased the Town's net position by \$29,712 (0.34%) during the current fiscal year. Key elements of this increase are as follows:

- Total revenues of \$3,215,382 were \$374,804 or 10.44% lower than the previous year. The decrease is attributable to a \$319,346 (9.26%) decrease in charges for services as well as a reduction in operating grants and revenues and other revenues by \$51,577 and \$3,881 respectively.
- Total expenses of \$3,245,549 reflect a decrease of \$41,125 (1.25%) from the prior year. This decrease is primarily by an \$81,886 decrease in recreation costs.

The Town's business-type activities are supported by user fees, also referred to as charges for services of \$3,130,048 or 97.3%, with assistance from operating grants of \$75,712 or 2.4% and investment income \$9,622 at 0.3%.



FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

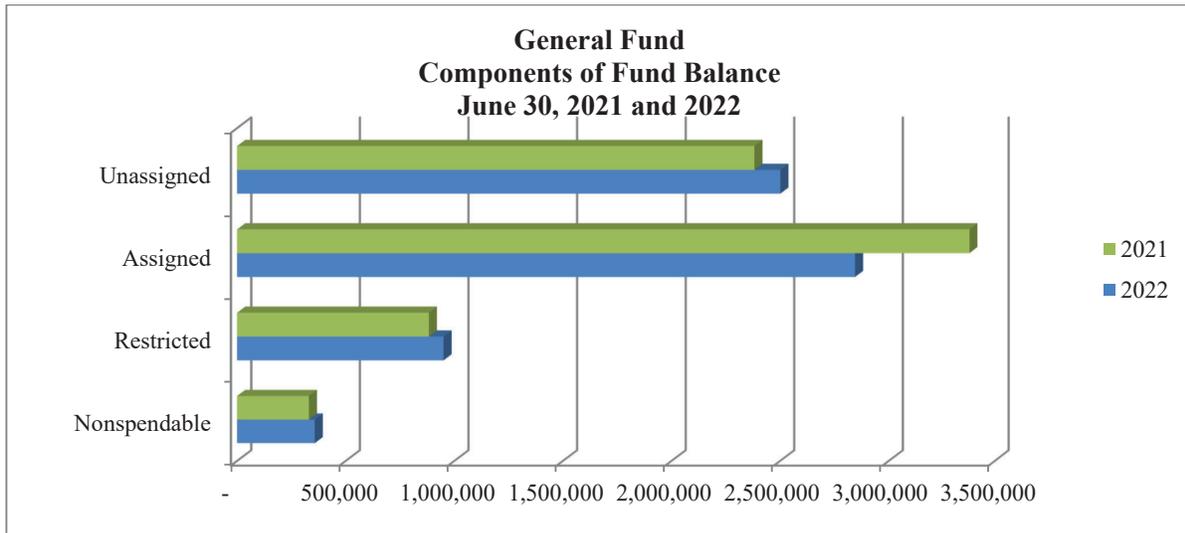
As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Information presented and discussed in this section is specific to the fund financial statements.

Governmental Funds

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

At the end of the current fiscal year, the Town's governmental funds (general fund and capital projects fund) reported combined ending fund balances of \$9,518,583, an increase of \$98,143 over the prior year,. Of the total fund balance amount, \$366,645 is non-spendable (prepaid items and inventories) and \$950,972 is restricted, which indicates it is not available for discretionary spending, as it is otherwise restricted by grant agreements, statutes, or debt covenants. Of the remaining amount, \$5,699,680 has been assigned by the Town for various purposes (detailed in Note 15 Fund Balances and Net Position) and unassigned fund balance is \$2,501,286.

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**



The general fund is the chief operating fund of the Town. At the end of the year, total fund balance in the general fund was \$6,654,979, a decrease of \$319,604 from the previous year. Of this amount, \$366,645 is non-spendable and \$950,972 is restricted. Assignments totaling \$2,836,076 in the general fund are detailed in Note 14 and unassigned fund balance is \$2,501,286. As a measure of the general fund's liquidity, it may be useful to compare total fund balance to total general fund expenditures. Total fund balance represents approximately 41.79% of total general fund expenditures (excluding transfer), however, this amount includes nonspendable and restricted balances which would not be available to finance general fund expenditures if necessary. The remaining categories of fund balance (committed, assigned, and unassigned) are referred to as unrestricted fund balance and are resources that could be liquidated to support general fund expenditures if necessary. Unrestricted fund balance represents 37.06% of total general fund expenditures, excluding transfers.

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

General Fund Budgetary Highlights

The Town's budget for the year ended June 30, 2023 passed on the first vote at Town Meeting in March of 2022. There were no amendments made to the budget during the year.

On the revenue side, the Town recorded property tax revenue less than the amount budgeted by \$33,840 and fines and forfeits revenue greater than the amount budgeted by \$44,835. Recording fees exceeded budget by \$5,619 for fiscal year 2022. Intergovernmental revenues exceeded budget by \$124,256; of this \$67,915 is the amount received for future reappraisals, which has been reserved for such in the general fund's fund balance.

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

Public safety expenditures were \$487,610 under budget driven by unanticipated vacancies. Culture and recreation expenditures were \$150,104 under budget, the majority of which was a result of actual personnel costs that were less than budgeted. General government expenditures were over budget overall by \$40,386.

During the year, the Town collected unbudgeted grants and other revenues, which went to offset unbudgeted grant and other expenditures. One of the larger grant fundings was for the Community Justice Center at \$274,000 for the year. Other items in this category are federal forfeiture funds used for public safety purposes, unrestricted revenue raised by the Community Justice Center, and a small number of miscellaneous grants.

Proprietary Funds

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

Total net position in the Water and Sewer Fund is \$8,741,421 an increase of 0.48% or \$41,632 from the previous year. Nearly half of the Water and Sewer Fund's net position is invested in capital assets net of related debt; 46.30% or \$4,047,016. This is a decrease from the previous year when the net investment in capital assets was \$4,305,301. Over time, the net book value (historical cost less accumulated depreciation) of assets decreases with the systematic allocation of the cost of said assets over their useful life by way of annual depreciation expense. Of the \$4,694,405 balance in unrestricted net position at the end of the year, \$1,045,228 is designated for future capital projects and \$8,849 is designated for prepaid expenses. This balance designated for future capital projects grows annually by the amount of connection fees received in excess of the amount budgeted to offset operating expenses.

The Town's second proprietary fund is the Recreation Programs Fund which was authorized by the Selectboard during the fiscal year ended June 30, 2011. This fund accounts for the majority of recreation programs which are expected to be supported by user fees. Program revenues, unlike property tax revenues, are derived from exchange transactions where the user receives a service of perceived equal value to the amount the user is willing to pay for the service. For the year ended June 30, 2022, this fund realized a net loss from operations in the amount of \$71,344. The fund has a deficit fund balance of \$89,930.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The Town's capital assets for governmental and business-type activities as of June 30, 2022 were \$68,587,162 offset by \$33,478,934 in accumulated depreciation resulting in capital assets net of accumulated depreciation of \$35,108,228. This investment in capital assets includes land, construction in progress, buildings and improvements, machinery and equipment, and infrastructure.

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

Summary of Capital Assets

	Governmental Activities		Business-type Activities		Total Government	
	2022	2021	2022	2021	2022	2021
Capital Assets:						
Land	\$ 4,636,481	\$ 4,636,481	\$ -	\$ -	\$ 4,636,481	\$ 4,636,481
Construction in Progress	275,860	287,059	41,086	37,565	316,946	324,624
Buildings and Improvements	11,866,065	11,780,569	-	-	11,866,065	11,780,569
Machinery and Equipment	8,760,682	8,643,218	585,422	574,753	9,346,104	9,217,971
Book Collection	459,726	459,726	-	-	459,726	459,726
Infrastructure	28,730,365	27,772,080	13,231,475	13,207,025	41,961,840	40,979,105
	54,729,179	53,579,133	13,857,983	13,819,343	68,587,162	67,398,476
Less: Accumulated Depreciation	(23,811,544)	(22,730,431)	(9,667,390)	(9,356,035)	(33,478,934)	(32,086,466)
Total Assets, Net	\$ 30,917,635	\$ 30,848,702	\$ 4,190,593	\$ 4,463,308	\$ 35,108,228	\$ 35,312,010

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

Long-Term Debt

The Town began the year with \$5,905,748 in long-term debt outstanding. As of June 30, 2022, this amount had decreased by \$570,247 or 9.66% to end the current year with \$5,335,501 in long-term debt outstanding.

Summary of Long Term Debt

	June 30, 2021	Additions	Deletions	June 30, 2022
Governmental Activities				
General Obligation Bonds	\$ 4,485,000	\$ -	\$ 345,000	\$ 4,140,000
Notes Payable	1,262,741	-	210,817	1,051,924
Business-type Activities				
Water and Sewer Bond	158,007	-	14,430	143,577
Total Government	\$ 5,905,748	\$ -	\$ 570,247	\$ 5,335,501

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

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

Consolidation and Separation of Service Delivery Systems

- Starting in FY2015 the Town entered into an agreement with the Village (City) of Essex Junction and the Essex Junction School District to bill and collect their property taxes. This action was an effort to reduce the duplication of services that existed. As part of the agreement the Town assumed the delinquent taxes of the Village and Village School District. The Town of Essex will continue to do the school tax billing for those residents that reside in the Town of Essex. The Town will conclude billing and collecting property taxes for the City of Essex Junction with the conclusion of FY23.

**TOWN OF ESSEX, VERMONT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

- In FY16 the Town and the Village (City) combined accounts payable, accounts receivable, cash receipts and general ledger. Two Village employees were relocated to the Town offices to share this work at the time. In FY23, work is being conducted to separate these functions for the two entities.
- In FY17 the Village Clerk/Treasurer became the combined Town and Village Clerk/Treasurer when the Town Clerk/Treasurer position became vacant through retirement. These positions between the Town and City will be separated again as FY24 begins.

FY23 Budgets

The above listed factors were considered in preparing the Town of Essex's budget for the 2023 fiscal year. The approved budget resulted in a tax rate for FY22 of \$0.5713 (Town General and Capital Tax),

Rates for water and sewer operations were increased in fiscal year 2022 in response to increased costs for water purchases and an increase in repairs and maintenance.

REQUESTS FOR INFORMATION

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

Town of Essex Proposed Capital Budget FY24

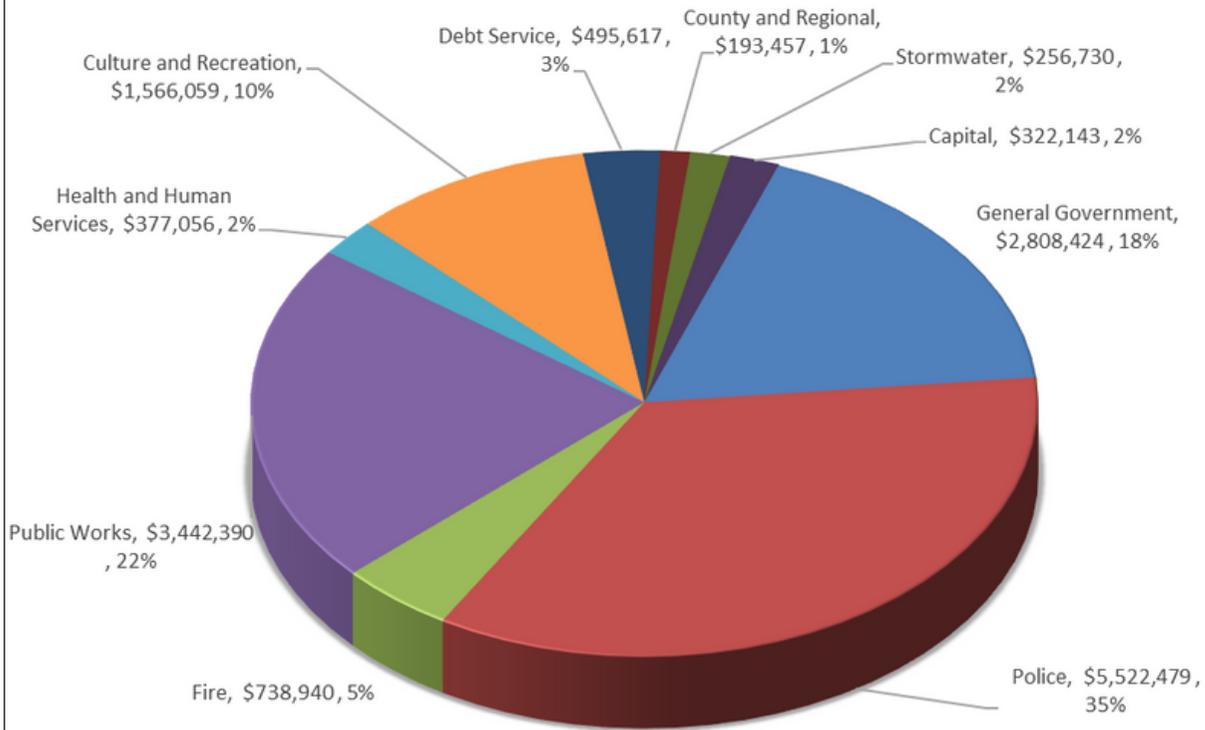
PROJECT NAME	TOTAL PROJECT COST	FY 23		FY 24			
		FY23 BALANCE (6/30/23 estimated)	FY24 Additions (CAPITAL TAX, budgeted)	FY24 Additions (TOTAL NON-CAPITAL, budgeted)	FY24 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY24	FY24 BALANCE (6/30/24 estimated)
Highway Garage Area Improvements	\$ 415,615	\$ 25,263	\$ -	\$ -	\$ -	\$ -	\$ 25,263
Parks & Rec Maintenance Garage	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ (4,000)
New Town Admin Building	\$ 12,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Library deferred maintenance & expansion	\$ 117,000	\$ 4,006	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 19,006
Memorial Hall (Renovations/Additions & Slate roof combined -DR)	\$ 377,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Energy-saving projects	\$ 32,121	\$ 7,500	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 8,500
Historic Water Tower	\$ 229,000	\$ 119,168	\$ 5,000	\$ -	\$ 5,000	\$ 10,000	\$ 114,168
Tree Farm Improvements	\$ 185,000	\$ 11,791	\$ -	\$ -	\$ -	\$ -	\$ 11,791
Clerk Records Preservation	\$ 233,070	\$ -	\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ -
Building Facilities Needs	\$ 40,000	\$ 1,483	\$ -	\$ -	\$ -	\$ -	\$ 1,483
Fire Department Building	\$ -	\$ 17,785	\$ -	\$ -	\$ -	\$ -	\$ 17,785
New Salt Shed	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New Sand Hill Park Main Office Bldg & Support Bldgs	\$ 8,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Recreation Facility	\$ 25,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL BUILDINGS	\$ 48,182,806	\$ 186,996	\$ 21,000	\$ 85,000	\$ 106,000	\$ 99,000	\$ 193,996
Road Reconstruction	\$ 1,439,940	\$ (126,965)	\$ 100,000	\$ 175,000	\$ 275,000	\$ 350,000	\$ (201,965)
Gravel Roads Improvements	\$ 237,000	\$ 40,074	\$ 5,000	\$ -	\$ 5,000	\$ 30,000	\$ 15,074
DESIGNATED FUNDS - VT15/Allen Martin Drive	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DESIGNATED FUNDS - West Sleepy Hollow Rd - Paving	\$ -	\$ 66,287	\$ -	\$ -	\$ -	\$ -	\$ 66,287
DESIGNATED FUNDS - West Sleepy Hollow Rd - Gravel	\$ -	\$ 12,585	\$ -	\$ -	\$ -	\$ -	\$ 12,585
DESIGNATED FUNDS - West Sleepy Hollow Rd - Road Maintenance	\$ -	\$ 4,913	\$ -	\$ -	\$ -	\$ -	\$ 4,913
DESIGNATED FUNDS - Town Center Traffic Improvements	\$ -	\$ 67,303	\$ -	\$ -	\$ -	\$ -	\$ 67,303
DESIGNATED FUNDS - Town Center Common	\$ -	\$ 52,861	\$ -	\$ -	\$ -	\$ -	\$ 52,861
DESIGNATED FUNDS - Woodlands II Stub Road	\$ -	\$ 9,849	\$ -	\$ -	\$ -	\$ -	\$ 9,849
DESIGNATED FUNDS - Hanley Road	\$ -	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 900
SUBTOTAL HIGHWAYS	\$ 3,176,940	\$ 127,807	\$ 105,000	\$ 175,000	\$ 280,000	\$ 380,000	\$ 27,807
Highway Equipment, Vehicles	\$ 2,796,437	\$ (106,728)	\$ 25,000	\$ 200,000	\$ 225,000	\$ 200,000	\$ (81,728)
Fire Department, Vehicles (draft with Charlie)	\$ 1,897,586	\$ 225,804	\$ -	\$ 175,000	\$ 175,000	\$ 346,670	\$ 54,134
Fire Dept, Equipment	\$ -	\$ 110,777	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ 155,777
Police Dept, Equipment	\$ -	\$ 50,191	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 65,191
Capital Park Equipment, Vehicles	\$ 127,870	\$ 47,203	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ 75,203
Senior Vans	\$ -	\$ 71,061	\$ -	\$ -	\$ -	\$ -	\$ 71,061
Administrative Pool Vehicle Replacement	\$ 22,000	\$ 356	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ 3,356
SUBTOTAL EQUIPMENT	\$ 4,843,893	\$ 398,663	\$ 25,000	\$ 466,000	\$ 491,000	\$ 546,670	\$ 342,993
Park Asset Replacement Plan	\$ 263,729	\$ 50,884	\$ -	\$ -	\$ -	\$ 45,000	\$ 5,884
Milfoil Mitigation at Indian Brook	\$ -	\$ 94,303	\$ -	\$ -	\$ -	\$ -	\$ 94,303
Indian Brook Dam Repairs	\$ 205,000	\$ 131,416	\$ -	\$ -	\$ -	\$ -	\$ 131,416
Indian Brook	\$ -	\$ 41,099	\$ -	\$ -	\$ -	\$ -	\$ 41,099
Firearms Signage	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Rec Impact Fees	\$ -	\$ 159,194	\$ -	\$ -	\$ -	\$ -	\$ 159,194
Cemetery Columbarium	\$ -	\$ 3,033	\$ -	\$ -	\$ -	\$ -	\$ 3,033
DESIGNATED FUNDS - Woodlands Park/Path	\$ -	\$ 7,043	\$ -	\$ -	\$ -	\$ -	\$ 7,043
SUBTOTAL PARK FACILITIES	\$ 468,729	\$ 491,972	\$ -	\$ -	\$ -	\$ 45,000	\$ 446,972
VT RT 15 from Circ to Mini-Golf Course (also called Route 15/McDonalds)	\$ 22,800	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
VT15 from Athens Dr to the Circ	\$ 63,125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADA Compliance	\$ -	\$ (550)	\$ 5,000	\$ -	\$ 5,000	\$ 20,000	\$ (15,550)
General Paths, Walks and Trails	\$ -	\$ 122,912	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ 142,912
DESIGNATED FUNDS - Saxon Hill Master Plan and/or Trails	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
SUBTOTAL PATHS/WALKS/TRAILS	\$ 85,925	\$ 140,362	\$ 25,000	\$ -	\$ 25,000	\$ 20,000	\$ 145,362
Stormwater construction projects	\$ (85,437)	\$ 538,552	\$ 124,000	\$ -	\$ 124,000	\$ -	\$ 662,552
LDS Storm Pond Conversion	\$ 2,154,400	\$ (21,216)	\$ -	\$ -	\$ -	\$ -	\$ (21,217)
Town TAP Cul-de-sacs	\$ 463,029	\$ (12,791)	\$ -	\$ -	\$ -	\$ -	\$ (12,791)
Town Grants in Aid 2019	\$ 37,922	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town Grants in Aid 2021	\$ -	\$ 6,250	\$ -	\$ -	\$ -	\$ -	\$ 6,250
CCRPC UPWP Planning Grant	\$ 36,086	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020 UPWP Storm Line Inspection	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020 UPWP Storm Line Inspection Village	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2022 UPWP Village Storm Line Inspection Phase 2	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Better Roads Grant	\$ -	\$ 357	\$ -	\$ -	\$ -	\$ -	\$ 357
2022 UPWP Storm Line Inspection Phase 2	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town Grants in Aid 2022	\$ 32,421	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town Grants in Aid 2023	\$ 72,031	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town Grants in Aid 2024	\$ 45,500	\$ -	\$ -	\$ 45,500	\$ 45,500	\$ 45,500	\$ -
2023 UPWP PCP Treatment Practices	\$ -	\$ -	\$ -	\$ 90,000	\$ 90,000	\$ 90,000	\$ -
2023 UPWP Storm Line Phase 3	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
2023 PCP UPWP	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL STORMWATER	\$ 3,189,952	\$ 511,152	\$ 124,000	\$ 235,500	\$ 359,500	\$ 235,500	\$ 635,152
Equipment Replacement, Digital Records Management	\$ 125,000	\$ 41,524	\$ 22,000	\$ 4,000	\$ 26,000	\$ 30,000	\$ 37,524
SUBTOTAL INFORMATION MANAGEMENT	\$ 125,000	\$ 41,524	\$ 22,000	\$ 4,000	\$ 26,000	\$ 30,000	\$ 37,524
Natural Resources Management (16-10.002)	\$ 100,000	\$ 44,242	\$ -	\$ -	\$ -	\$ 12,000	\$ 32,242
SUBTOTAL NATURAL RESOURCES MANAGEMENT	\$ 100,000	\$ 44,242	\$ -	\$ -	\$ -	\$ 12,000	\$ 32,242
Undesignated Funds	\$ -	\$ 729,063	\$ -	\$ -	\$ -	\$ -	\$ 729,063
Undesignated	\$ -	\$ 729,063	\$ -	\$ -	\$ -	\$ -	\$ 729,063
TOTAL GOVERNMENTAL ACTIVITIES	\$ 60,173,245	\$ 2,671,782	\$ 322,000	\$ 965,500	\$ 1,287,500	\$ 1,368,170	\$ 2,591,112

Town of Essex - General Fund Budget Summary

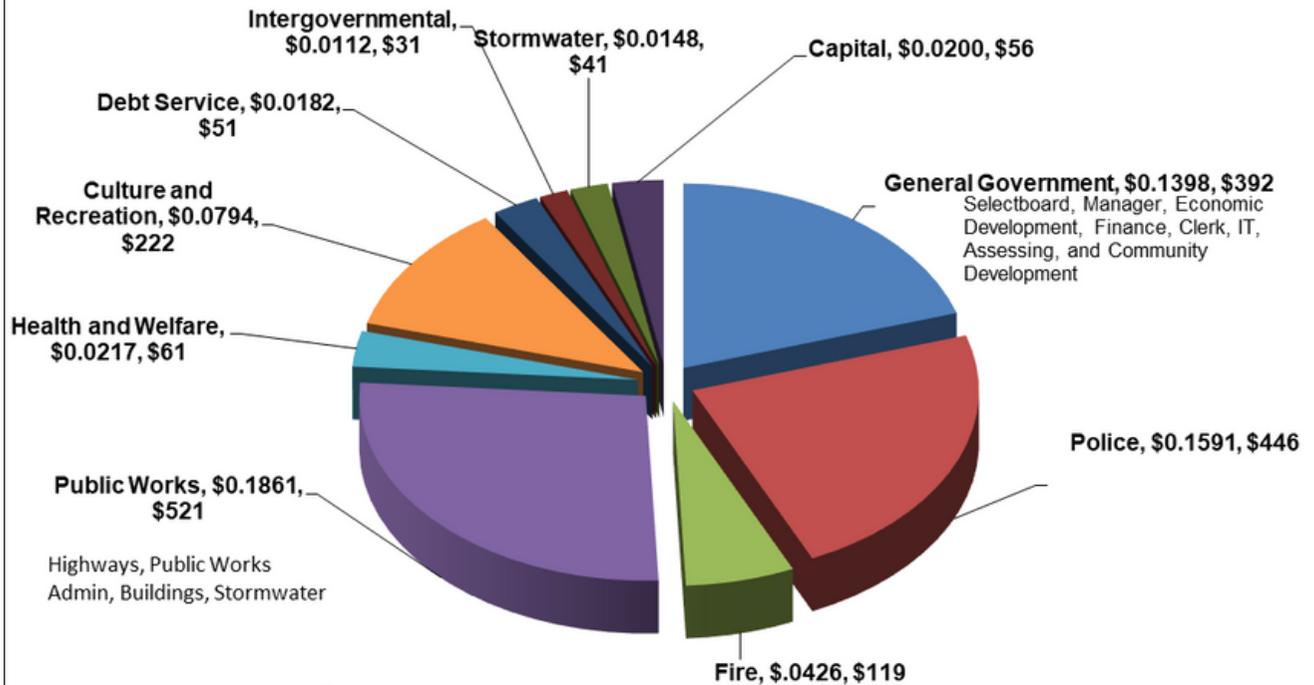
Department Name:	FY21 Budget	FY21 Actual	FY22 Budget	FY22 Actual	FY23 Budget	FY24 Budget Proposal
Revenues by Department						
Property Taxes	14,010,856	13,881,245	14,265,056	14,231,389	14,996,345	10,837,562
General Revenue	463,201	1,024,568	749,701	895,347	658,001	809,801
Administration	119,278	121,028	120,166	116,060	-	-
Selectboard	-	-	5,000	5,000	-	-
Clerk	240,250	466,874	249,205	328,408	311,185	160,105
Finance	-	-	-	-	61,000	-
Information Technology	-	-	14,000	18,788	-	6,500
Assessing	-	-	-	-	-	77,810
ComDev	81,800	73,685	81,800	79,698	142,510	137,600
EconDev	-	-	-	-	-	1,200
Public Safety						
Police	60,000	44,470	62,200	40,426	110,200	2,743,726
Animal Control	750	-	-	-	-	20,071
Fire	-	-	-	-	-	-
Culture & Recreation						
Pool	50,000	57,480	55,000	54,357	55,500	56,000
Parks	43,000	51,000	59,000	62,696	79,000	82,000
Seniors	500	-	-	-	-	50,379
Library	1,000	520	1,000	21,768	-	-
Public Works						
Public Works Admin	-	-	2,500	2,500	-	-
Highways	261,400	411,859	261,400	332,101	261,400	163,900
Stormwater	100	69	100	308	100	-
Buildings	-	-	-	-	-	51,295
Debt						
Debt	-	-	-	-	-	203,203
Total General Fund	15,332,135	16,132,798	15,926,128	16,188,845	16,675,241	15,401,152

Expenditures						
General Government						
Administration	546,269	538,196	667,520	829,695	652,579	644,259
Selectboard	87,982	98,649	121,608	71,295	109,730	112,145
Clerk	273,707	267,600	274,215	254,495	308,258	247,551
Finance	737,065	726,340	729,658	513,200	588,370	640,350
Information Technology	414,372	391,495	434,870	393,590	443,975	504,679
Assessing	169,109	162,608	174,672	169,442	171,887	180,953
Community Development	405,589	377,239	413,063	368,334	428,851	435,982
Economic Development	9,815	9,000	27,020	25,776	43,040	42,505
Health & Human Services	255,829	257,264	262,246	279,667	439,020	377,056
County Regional	499,711	483,057	502,243	490,761	554,381	193,457
Public Safety						
Police	4,666,734	4,035,626	4,722,866	4,153,943	5,015,243	5,482,079
Animal Control	36,429	2,605	39,917	36,177	39,900	40,400
Fire	590,878	609,426	603,700	581,986	725,082	738,940
Culture & Recreation						
Rec Admin	340,351	315,578	357,058	325,892	363,254	386,512
Pool	141,336	107,336	141,066	135,547	142,837	136,752
Parks	345,351	352,194	353,078	317,623	353,714	364,294
Seniors	191,499	97,018	191,183	132,772	208,213	209,926
Library	391,959	370,636	433,880	407,112	444,315	468,575
Public Works						
Public Works Admin	207,230	269,727	276,740	272,328	210,389	223,918
Highways	3,660,507	3,718,152	3,862,142	3,917,293	4,082,082	2,692,422
Stormwater	347,143	293,362	359,452	328,413	357,577	256,730
Buildings	477,635	418,563	455,650	562,563	484,700	526,050
Debt						
Debt	535,635	535,635	522,281	521,801	507,844	495,617
Total General Fund	15,332,135	14,437,306	15,926,128	15,089,704	16,675,241	15,401,152

FY2024 Proposed Expenditure Budget



FY2024 Estimated Town Tax Rates and Taxes on \$280,000 Assessed Value Home



Total Estimated Taxes = \$1,940
Total Estimated Tax Rate = \$0.6929 (includes \$0.02 capital tax)

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

110-00-00 - General Revenue - Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
010.000-Property Taxes	14,265,056	14,231,389	14,996,345	15,100,000	10,837,562	(4,158,783)
020.001-PILOT - Tax Agreements	11,000	10,827	11,000	10,854	-	(11,000)
020.017-Electric Car Charging Revenues	-	756	100	400	400	300
020.022-Rents and Royalties	1,001	1,001	1,001	1,001	1,001	-
041.000-Intergov: State and Other Grant	-	23,119	-	-	-	-
042.001-PILOT Revenue	25,000	32,647	28,000	31,186	16,000	(12,000)
042.002-Railroad Taxes	4,400	4,672	4,600	4,600	1,540	(3,060)
042.003-Current Use	22,000	23,500	23,000	26,274	27,200	4,200
042.004-Sate Act 60 Revenue	7,800	75,905	7,800	7,800	4,460	(3,340)
042.005-State Act 68 Revenue	82,500	90,669	82,500	82,500	48,000	(34,500)
060.000-Interest Income	26,000	29,961	30,000	40,000	17,000	(13,000)
070.000-Proceeds from Sale of Assets	-	-	-	-	-	-
085.000-Penalties	100,000	162,537	100,000	98,000	65,000	(35,000)
086.000-Interest	50,000	32,298	50,000	38,000	24,200	(25,800)
098.000-Miscellaneous Revenue	20,000	7,455	20,000	5,000	5,000	(15,000)
099.000-Use of Fund Balance/Reserves	400,000	400,000	300,000	300,000	600,000	300,000
Total Revenues	15,014,757	15,126,736	15,654,346	15,745,615	11,647,363	(4,006,983)

110-10-10 - Administration, Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.002-Shared Employee Revenue	120,166	116,060	-	-	-	-
Total Revenues	120,166	116,060	-	-	-	-
Expenditure						
110.000-Regular Salaries	388,176	435,366	358,216	358,000	362,155	3,939
210.000-Group Insurance	96,592	102,565	97,724	130,000	123,189	25,465
220.000-Social Security	30,106	35,352	27,799	27,000	28,110	311
230.000-Retirement	39,347	35,254	29,980	31,000	31,235	1,255
290.000-Other Employee Benefits	1,180	5,693	1,110	5,000	1,065	(45)
320.000-Legal Services	65,000	64,538	65,000	40,000	40,000	(25,000)
330.000-Professional Services	10,000	17,856	10,000	16,000	18,000	8,000
430.000-R&M Vehicles and Equipment	500	-	100	100	-	(100)
442.000-Rental of Vehicles or Equipment	2,800	2,866	2,800	2,900	2,800	-
500.000-Training, Conferences, Dues	9,200	4,746	6,515	5,000	6,000	(515)
505.000-Technology Subscription, Licenses	12,285	7,279	12,285	12,000	14,185	1,900
540.000-Advertising	6,500	6,215	6,500	5,000	5,000	(1,500)
550.000-Printing and Binding	200	-	200	200	-	(200)
570.000-Other Purchased Services	650	817	650	650	650	-
580.000-Travel	4,334	562	2,550	1,000	3,520	970
610.000-General Supplies	150	3,963	150	800	150	-
755.000-Furniture and Fixtures	500	5,862	1,000	1,000	200	(800)
810.000-Appropriations to committees	-	-	30,000	30,000	8,000	(22,000)
900.000 Transfer Town/City	-	100,761	-	-	-	-
Total Expenditure	667,520	829,695	652,579	665,650	644,259	(8,320)

110-11-10 - Legislative, Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
099.000-Use of Fund Balance	5,000	5,000	-	-	-	-
Total Revenues	5,000	5,000	-	-	-	-
Expenditure						
190.000-Board member payments	20,273	16,975	34,970	26,000	43,500	8,530
220.000-Social Security	1,551	559	574	574	574	-
330.000-Professional Services	62,300	39,623	36,186	35,000	43,080	6,894
500.000-Training, Conferences, Dues	26,284	1,794	26,800	30,000	17,491	(9,309)
550.000-Printing and Binding	11,200	12,345	11,200	9,000	7,500	(3,700)
Total Expenditure	121,608	71,295	109,730	100,574	112,145	2,415

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

110-12-10 - Clerk

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.003-Use of Vault	3,000	2,848	4,000	2,500	3,000	(1,000)
020.004-Recording Fees	200,000	204,696	264,000	200,000	132,000	(132,000)
020.010-Printing and Duplication Services	13,000	12,593	13,000	10,000	10,000	(3,000)
020.012-Sale of Maps	300	40	300	100	40	(260)
020.013-Sales of Certified Copy	15,000	18,670	15,000	10,000	7,500	(7,500)
020.023-Records Preservation	1,300	74,480	-	60,000	-	-
030.001-Liquor Licenses	5,990	5,705	6,635	3,000	3,190	(3,445)
030.002-Hunting and Fishing	50	97	50	50	50	-
030.003-Marriage Licenses	1,300	1,250	1,300	2,000	800	(500)
030.004-Animal Licenses	8,665	7,443	6,300	5,000	3,150	(3,150)
030.005-Green Mountain Passport	250	376	250	600	200	(50)
030.006-DMV Registrations	350	210	350	350	175	(175)
Total Revenues	249,205	328,408	311,185	293,600	160,105	(151,080)
Expenditure						
110.000-Regular Salaries	94,360	85,076	99,748	100,000	115,793	16,045
120.000-Part Time Salaries	28,202	3,122	29,189	15,000	11,433	(17,756)
130.000-Overtime	6,847	1,423	7,210	2,500	1,729	(5,481)
210.000-Group Insurance	44,298	40,615	46,048	54,000	61,338	15,290
220.000-Social Security	10,120	6,618	10,629	8,800	10,095	(534)
230.000-Retirement	10,408	7,073	9,054	8,600	10,243	1,189
290.000-Other Employee Benefits	600	900	600	600	600	-
430.000-R&M Vehicles and Equipment	120	-	120	120	120	-
442.000-Rental of Vehicles or Equipment	-	3,067	2,400	2,600	2,400	-
500.000-Training, Conferences, Dues	2,500	1,240	1,500	1,200	600	(900)
505.000-Technology Subscriptions, Licenses	14,460	14,460	14,460	14,460	15,000	540
550.000 Printing and Binding	-	157	-	-	500	500
570.023-Records Preservation	1,300	5,084	-	-	-	-
580.000-Travel	1,000	601	1,000	1,000	600	(400)
610.000-General Supplies	2,000	4,015	2,500	2,900	3,000	500
820.000-Election Expenses	8,000	31,046	33,800	31,000	14,100	(19,700)
900.000-Transfer between Town/Village	50,000	50,000	50,000	50,000	-	(50,000)
Total Expenditure	274,215	254,495	308,258	292,780	247,551	(60,707)

110-13-10 - Finance, Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
Use of Fund Balance	-	-	61,000	61,000	-	(61,000)
Total Revenues	-	-	61,000	61,000	-	(61,000)
Expenditure						
110.000-Regular Salaries	195,860	168,593	207,820	185,000	191,427	(16,393)
120.000-Part Time Salaries	7,763	18,007	20,280	12,500	22,701	2,421
130.000-Overtime	1,008	278	1,064	500	1,114	50
210.000-Group Insurance	50,760	34,719	51,623	63,000	72,364	20,741
220.000-Social Security	15,902	14,574	17,795	14,600	16,775	(1,020)
230.000-Retirement	20,010	14,093	17,493	16,500	16,683	(810)
290.000-Other Employee Benefits	765	765	765	900	1,050	285
330.000-Professional Services	-	3,779	7,150	14,000	3,440	(3,710)
335.000-Audit	18,435	22,100	19,500	19,500	20,550	1,050
442.000-Rental of Vehicles or Equipment	2,000	1,847	2,000	2,000	2,000	-
500.000-Training, Conferences, Dues	2,000	1,089	3,720	2,500	2,430	(1,290)
505.000-Technology Subscription, Licenses	16,991	5,930	19,140	19,000	19,753	613
520.000-Insurance	390,000	220,112	209,920	250,000	264,563	54,643
530.000-Communications	564	-	-	-	-	-
550.000-Printing and Binding	3,400	3,327	3,400	6,000	2,000	(1,400)
560.000-Postage	3,100	3,169	3,100	5,300	2,150	(950)
570.000-Other Purchased Services	-	-	-	-	-	-
580.000-Travel	100	-	2,600	1,000	500	(2,100)
610.000-General Supplies	1,000	818	1,000	1,100	850	(150)
755.000-Furniture and Fixtures	-	-	-	-	-	-
Total Expenditure	729,658	513,200	588,370	613,400	640,350	51,980

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

110-14-10 - Information Technology

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.002 Shared Employee Revenue	14,000	14,000	-	-	-	-
041.000 State and Other Grant	-	4,788	-	-	-	-
099.000 Use of Fund Balance	-	-	-	-	6,500	6,500
Total Revenues	14,000	18,788	-	-	6,500	6,500
Expenditure						
110.000-Regular Salaries	205,799	211,425	216,925	217,000	231,717	14,792
210.000-Group Insurance	70,580	51,860	72,729	77,500	88,924	16,195
220.000-Social Security	15,985	16,206	16,831	16,900	17,979	1,148
230.000-Retirement	19,406	17,557	17,956	18,500	19,565	1,609
290.000-Other Employee Benefits	900	600	900	900	900	-
330.000-Professional Services	8,500	916	5,000	4,000	5,000	-
432.000-R&M Technology	8,000	1,547	8,000	4,500	4,500	(3,500)
500.000-Training, Conferences, Dues	12,700	-	10,200	10,200	11,200	1,000
505.000-Technology Subscription, Licenses	51,000	69,230	61,934	62,500	63,180	1,246
580.000-Travel	500	5	500	500	500	-
735.000-Technology: Hardware, Software, Equipment	37,500	20,244	29,000	50,000	57,214	28,214
920.000-Transfer between funds (capital)	4,000	4,000	4,000	4,000	4,000	-
Total Expenditure	434,870	393,590	443,975	466,500	504,679	60,704

110-15-10 - Assessing

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
090.000 Transfer beteen Town/City	-	-	-	-	77,810	77,810
Total Revenues	-	-	-	-	77,810	77,810
Expenditure						
110.000-Regular Salaries	80,507	84,024	85,934	86,000	88,972	3,038
120.000-Part Time Salaries	35,353	36,973	37,297	38,400	39,067	1,770
210.000-Group Insurance	22,900	22,345	23,360	26,600	26,449	3,089
220.000-Social Security	8,973	9,142	9,534	9,500	9,909	375
230.000-Retirement	11,729	9,782	10,282	10,500	11,011	729
290.000-Other Employee Benefits	300	-	300	300	300	-
330.000-Professional Services	-	-	300	300	-	(300)
430.000-R&M Vehicles and Equipment	500	-	-	-	-	-
500.000-Training, Conferences, Dues	1,010	610	1,115	2,500	1,030	(85)
505.000-Technology Subscription, Licenses	10,000	3,502	3,515	3,600	3,815	300
540.000-Advertising	150	-	-	-	-	-
580.000-Travel	100	-	100	200	300	200
610.000-General Supplies	150	64	150	200	100	(50)
920.000-Transfer between funds (capital)	3,000	3,000	-	-	-	-
Total Expenditure	174,672	169,442	171,887	178,100	180,953	9,066

110-16-10 - Community Development, Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.005-Zoning Hearing Fees	1,200	-	1,500	1,500	5,000	3,500
020.006-Subdivision Filing Fees	9,500	-	11,500	20,000	11,000	(500)
020.007-Zoning Ordinance Pamphlets	100	-	260	100	100	(160)
020.008-CO Inspections and Re-Inspections	11,000	-	13,250	13,500	13,500	250
020.009-CO Compliance Certification	-	-	6,000	6,000	-	(6,000)
030.007-Building Structures	60,000	-	110,000	105,000	100,000	(10,000)
050.000 Program Donations	-	-	-	1,400	-	-
099.000 Use of Fund Balance	-	-	-	-	8,000	8,000
Total Revenues	81,800	-	142,510	147,500	137,600	(4,910)
Expenditure						
110.000-Regular Salaries	228,147	210,919	240,973	235,000	253,144	12,171
120.000-Part Time Salaries	27,668	29,237	29,190	5,000	26,936	(2,254)
130.000-Overtime	-	-	-	100	-	-
210.000-Group Insurance	57,636	52,057	58,750	79,000	72,452	13,702
220.000-Social Security	19,855	17,856	20,946	19,000	21,677	731
230.000-Retirement	24,457	19,521	22,392	20,000	23,675	1,283
290.000-Other Employee Benefits	900	900	900	900	900	-
330.000-Professional Services	15,200	1,744	16,200	15,000	15,000	(1,200)
430.000-R&M Vehicles and Equipment	500	30	500	750	500	-

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

500.000-Training, Conferences, Dues	5,000	(209)	5,000	4,000	4,000	(1,000)
505.000 Tech, Sub. Licenses	-	118	-	-	498	498
540.000-Advertising	6,000	3,867	6,000	5,500	4,200	(1,800)
550.000-Printing and Binding	500	-	500	1,500	500	-
580.000-Travel	3,000	7	3,000	2,500	4,300	1,300
610.000-General Supplies	1,200	3,281	1,500	2,000	1,200	(300)
831.000-Special or New Programs	5,000	11,005	5,000	7,000	-	(5,000)
910.000-Transfer between funds (non-capital)	15,000	15,000	15,000	15,000	4,000	(11,000)
920.000-Transfer between funds (capital)	3,000	3,000	3,000	3,000	3,000	-
Total Expenditure	413,063	368,334	428,851	415,250	435,982	7,131

110-17-10 - Economic Development, Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
099.000 Use of Fund Balance	-	-	-	-	1,200	1,200
Total Revenues	-	-	-	-	1,200	1,200
Expenditure						
120.000-Part Time Salaries	14,352	16,059	29,206	34,000	33,353	4,147
220.000-Social Security	1,098	1,229	2,234	2,500	2,552	318
540.000-Advertising	500	-	500	300	200	(300)
800.104-Chamber of Commerce	1,070	825	1,100	1,134	1,200	100
800.105-Greater Burlington Industrial Corporation	7,000	7,000	7,000	7,000	4,000	(3,000)
800.110-Economic Development Committee	3,000	664	3,000	3,000	1,200	(1,800)
Total Expenditure	27,020	25,776	43,040	47,934	42,505	(535)

110-19-10 - County and Regional Functions

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Expenditure						
800.101-Chittenden County Regional Planning Commission	24,486	24,486	25,100	25,100	19,000	(6,100)
800.102-Green Mountain Transit	290,392	290,392	336,714	336,714	71,015	(265,699)
800.103-County Tax	125,835	114,353	127,780	127,780	66,100	(61,680)
800.109-Winooski Valley Park District	61,530	61,530	64,787	64,787	37,342	(27,445)
Total Expenditure	502,243	490,761	554,381	554,381	193,457	(360,924)

110-18-10 - Health and Human Services

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Expenditure						
330.000-Professional Services	17,205	16,111	21,241	20,000	11,232	(10,009)
500.000-Training, Conferences, Dues	100	-	200	200	200	-
530.000-Communications	780	485	780	600	540	(240)
800.100-Human Service Grants	159,261	181,771	166,753	166,753	154,012	(12,741)
800.106-Essex Rescue	76,300	76,300	241,046	241,046	207,072	(33,974)
800.107-Essex Jct. Cemetery Association	5,000	5,000	5,000	5,000	-	(5,000)
800.108-E.C. Historical Museum	3,600	-	4,000	4,000	4,000	-
Total Expenditure	262,246	279,667	439,020	437,599	377,056	(61,964)

110-20-10 - Police, Operating

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.018-Special Police Services	60,000	35,258	40,000	40,000	40,000	-
020.019-VIN Verifications	200	185	200	150	200	-
040.800-OJP - Ballistic Vest Grant	-	2,983	-	-	-	-
090.000 Transfer Between Town/City	-	-	-	-	402,992	402,992
SUMMARY Transfer Between Town/City (personnel)	-	-	-	-	2,300,534	2,300,534
099.000-Use of Fund Balance	2,000	2,000	70,000	70,000	-	(70,000)
Total Revenues	62,200	40,426	110,200	110,150	2,743,726	2,633,526
Expenditure						
SUMMARY-Regular Salaries	2,558,575	2,308,389	2,693,444	2,575,000	3,107,594	414,150
SUMMARY-Part Time Salaries	134,586	145,088	133,144	174,500	123,064	(10,080)
SUMMARY-Overtime	290,679	237,297	300,135	354,500	292,353	(7,782)
SUMMARY-Group Insurance	763,355	550,694	769,007	654,000	837,570	68,563
SUMMARY-Social Security	237,339	203,089	242,369	235,100	272,847	30,478

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

<i>SUMMARY-Retirement</i>	285,925	254,305	304,798	299,300	349,228	44,430
<i>SUMMARY-Other Employee Benefits</i>	11,400	9,892	11,400	11,400	11,400	-
<i>SUMMARY-Allowance for Vacancies</i>	-	-	(191,857)	(191,857)	(363,351)	(171,494)
320.000 Legal Services	-	-	-	6,000	10,500	10,500
330.000-Professional Services	55,000	60,100	65,096	60,000	68,912	3,816
430.000-R&M Vehicles and Equipment	43,000	67,544	24,000	24,000	28,000	4,000
432.000-R&M Technology	25,050	26,634	25,050	25,050	25,050	-
442.000-Rental of Vehicles or Equipment	5,000	4,537	5,000	4,500	5,000	-
500.000-Training, Conferences, Dues	25,500	33,011	27,500	27,500	30,000	2,500
505.000-Technology Subscription, Licenses	46,680	-	46,680	46,680	46,680	-
510.000-Permits, Licenses, Registrations	175	-	175	175	-	(175)
520.000-Insurance	-	-	231,452	270,000	318,932	87,480
530.000-Communications	31,850	14,972	31,850	35,000	31,850	-
540.000-Advertising	600	720	600	600	750	150
550.000-Printing and Binding	2,500	386	2,000	2,000	1,000	(1,000)
580.000-Travel	6,500	3,492	6,500	6,500	6,500	-
610.000-General Supplies	13,200	7,589	13,200	13,200	10,000	(3,200)
611.000-Small Tools and Equipment	10,252	4,886	8,000	9,000	7,000	(1,000)
612.000-Uniforms	37,500	35,341	37,500	45,000	40,000	2,500
613.000-Program Supplies	2,000	3,347	3,000	3,000	3,500	500
735.000-Technology: Hardware, Software, Equipment	20,000	85,566	20,000	20,000	20,000	-
751.000-Vehicle Purchases	85,000	74,260	159,000	159,000	134,000	(25,000)
830.000-Regular Programs	5,000	4,707	5,000	5,000	5,000	-
910.000-Transfer between funds (non-capital)	16,200	8,100	26,200	26,200	26,200	-
920.000-Transfer between funds (capital)	10,000	10,000	15,000	15,000	15,000	-
970.901 Police Lease Principal	-	-	-	-	17,500	17,500
Total Expenditure	4,722,866	4,153,943	5,015,243	4,915,348	5,482,079	466,836

110-20-11 - Police, Administration

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
090.000 Transfer between Town/City	-	-	-	-	353,818	353,818
Total Revenues	-	-	-	-	353,818	353,818
Expenditure						
110.000-Regular Salaries	352,899	299,460	422,659	390,000	484,817	62,158
120.000-Part Time Salaries	30,847	80,111	27,664	80,000	33,076	5,412
130.000-Overtime	-	344	5,182	4,000	1,121	(4,061)
210.000-Group Insurance	98,695	78,115	124,632	110,000	105,412	(19,220)
220.000-Social Security	29,763	28,193	35,357	35,000	40,079	4,722
230.000-Retirement	39,406	32,178	46,123	42,000	46,192	69
290.000-Other Employee Benefits	1,200	600	1,500	1,500	1,500	-
Total Expenditure	552,810	519,001	663,117	662,500	712,197	49,080

110-20-12 - Police, Dispatch

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Expenditure						
110.000-Regular Salaries	354,417	337,582	343,120	355,000	385,852	42,732
120.000-Part Time Salaries	50,231	11,119	50,704	38,000	25,907	(24,797)
130.000-Overtime	46,915	65,720	48,176	80,000	56,606	8,430
210.000-Group Insurance	99,396	102,125	91,945	114,000	122,194	30,249
220.000-Social Security	34,331	30,111	34,165	34,600	36,246	2,081
230.000-Retirement	34,575	32,319	34,868	37,300	37,995	3,127
290.000-Other Employee Benefits	1,500	1,700	1,500	1,500	1,500	-
199.000-Allowance for Vacancies	-	-	(36,269)	(36,269)	(66,634)	(30,365)
Total Expenditure	621,365	580,676	568,209	624,131	599,666	31,457

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

110-20-13 - Police, Investigations Div

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
090.000 Transfer between Town/City	-	-	-	-	322,135	322,135
Total Revenues	-	-	-	-	322,135	322,135
Expenditure						
110.000-Regular Salaries	388,812	377,055	382,880	430,000	430,911	48,031
130.000-Overtime	29,327	20,135	30,354	17,500	31,831	1,477
210.000-Group Insurance	104,287	81,604	107,522	100,000	98,769	(8,753)
220.000-Social Security	31,075	30,905	32,046	34,500	35,816	3,770
230.000-Retirement	37,061	38,914	39,248	44,000	49,591	10,343
290.000-Other Employee Benefits	1,500	1,744	1,500	1,500	1,500	-
Total Expenditure	592,062	550,357	593,550	627,500	648,418	54,868

110-20-14 - Police, Patrol

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
090.000 Transfer between Town/City	-	-	-	-	1,326,667	1,326,667
Total Revenues	-	-	-	-	1,326,667	1,326,667
Expenditure						
110.000-Regular Salaries	1,462,447	1,294,291	1,544,785	1,400,000	1,806,014	261,229
120.000-Part Time Salaries	53,508	53,858	54,776	56,500	64,081	9,305
130.000-Overtime	214,437	151,097	216,423	253,000	202,795	(13,628)
210.000-Group Insurance	460,977	288,850	444,908	330,000	511,195	66,287
220.000-Social Security	142,170	113,880	140,801	131,000	160,706	19,905
230.000-Retirement	174,883	150,894	184,559	176,000	215,450	30,891
290.000-Other Employee Benefits	7,200	5,848	6,900	6,900	6,900	-
199.000-Allowance for Vacancies	-	-	(155,588)	(155,588)	(296,717)	(141,129)
Total Expenditure	2,515,622	2,058,717	2,437,564	2,197,812	2,670,424	232,860

110-20-15 - Police, Animal Control

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
090.000 Transfer between Town/City	-	-	-	-	20,071	20,071
Total Revenues	-	-	-	-	20,071	20,071
Expenditure						
120.000-Part Time Salaries	33,806	-	-	-	-	-
130.000-Overtime	488	-	-	-	-	-
220.000-Social Security	2,623	-	-	-	-	-
330.000-Professional Services	-	35,452	37,000	37,000	37,500	500
570.000-Other Purchased Services	3,000	725	2,900	2,900	2,900	-
Total Expenditure	39,917	36,177	39,900	39,900	40,400	500

110-25-10 - Fire, Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Expenditure						
120.000-Part Time Salaries	230,841	213,419	314,041	250,000	310,488	(3,553)
220.000-Social Security	17,659	16,322	20,841	18,500	23,752	2,911
260.000-Workers Comp insurance	30,000	5,117	30,000	28,000	24,000	(6,000)
330.000-Professional Services	3,000	2,819	6,000	6,000	7,000	1,000
430.000-R&M Vehicles and Equipment	31,000	42,940	34,000	38,000	40,000	6,000
442.000-Rental of Vehicles or Equipment	1,200	1,109	1,200	1,200	1,200	-
500.000-Training, Conferences, Dues	9,500	8,417	9,500	14,000	4,000	(5,500)
505.000 Tech Subs, Licenses	-	-	-	-	10,500	10,500
530.000-Communications	30,000	19,238	45,000	35,000	30,000	(15,000)
610.000-General Supplies	3,500	2,005	6,000	5,000	4,000	(2,000)
611.000-Small Tools and Equipment	14,000	48,874	15,000	17,000	18,000	3,000
612.000-Uniforms	28,000	20,711	28,000	60,000	35,000	7,000
613.000-Program Supplies	3,500	-	4,000	6,500	4,000	-
750.000-Machinery and Equipment	6,500	6,015	6,500	15,000	7,000	500
920.000-Transfer between funds (capital)	195,000	195,000	205,000	205,000	220,000	15,000
Total Expenditure	603,700	581,986	725,082	699,200	738,940	13,858

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

110-30-10 - EPR, Administration

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Expenditure						
110.000-Regular Salaries	189,185	189,506	210,887	222,000	216,502	5,615
130.000-Overtime	2,000	104	-	-	-	-
210.000-Group Insurance	82,622	74,340	84,368	108,500	104,491	20,123
220.000-Social Security	14,802	14,186	16,454	17,000	16,905	451
230.000-Retirement	19,349	15,538	17,745	19,000	18,784	1,039
290.000-Other Employee Benefits	900	900	900	900	900	-
330.000-Professional Services	26,000	6,746	10,000	15,000	11,000	1,000
500.000-Training, Conferences, Dues	4,000	1,126	2,600	3,300	3,000	400
505.000-Technology Subscription, Licenses	7,600	2,740	7,600	7,000	5,700	(1,900)
530.000-Communications	800	5,376	700	600	960	260
550.000-Printing and Binding	-	223	-	-	-	-
561.000-Credit Card Processing Fees	-	4,293	2,200	2,200	2,000	(200)
580.000-Travel	2,000	2,179	2,000	5,000	3,070	1,070
610.000-General Supplies	300	1,135	300	300	300	-
850.000-Community Events and Celebrations	7,500	7,500	7,500	7,500	2,900	(4,600)
Total Expenditure	357,058	325,892	363,254	408,300	386,512	23,258

110-30-11 - EPR, Pool

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.303-Pool Fees	50,000	53,906	53,000	53,000	55,000	2,000
098.000-Miscellaneous Revenue	5,000	450	2,500	2,500	1,000	(1,500)
Total Revenues	55,000	54,357	55,500	55,500	56,000	500
Expenditure						
120.000-Part Time Salaries	80,564	74,084	85,125	87,000	85,928	803
130.000-Overtime	-	154	-	600	-	-
220.000-Social Security	6,102	4,986	6,512	10,000	6,574	62
410.000-Water and Sewer Charges	-	-	1,600	1,600	1,600	-
430.000 R&M Vehicles and Equipment	-	27,738	-	-	14,000	14,000
431.000-R&M Buildings and Grounds	21,000	-	21,000	14,000	-	(21,000)
500.000-Training, Conferences, Dues	2,500	625	-	170	350	350
530.000-Communications	3,000	2,926	3,000	3,000	3,000	-
570.000-Other Purchased Services	2,300	2,433	2,300	2,500	2,500	200
580.000-Travel	-	228	1,200	700	500	(700)
610.000-General Supplies	8,000	7,438	8,000	12,000	7,800	(200)
611.000-Small Tools and Equipment	3,000	3,717	3,000	2,000	3,000	-
612.000-Uniforms	1,600	1,052	1,600	1,000	1,500	(100)
621.000-Natural Gas/Heating	-	136	4,000	2,000	5,000	1,000
622.000-Electricity	13,000	10,031	5,500	11,000	5,000	(500)
Total Expenditure	141,066	135,547	142,837	147,570	136,752	(6,085)

110-30-12 - EPR, Parks and Facilities

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.308-Facility & Field Rental	9,000	6,299	9,000	9,000	6,000	(3,000)
020.309-Indian Brook Fees	50,000	56,397	70,000	70,000	76,000	6,000
Total Revenues	59,000	62,696	79,000	79,000	82,000	3,000
Expenditure						
110.000-Regular Salaries	102,077	117,630	116,556	119,000	127,326	10,770
120.000-Part Time Salaries	90,237	47,641	56,105	66,000	53,021	(3,084)
130.000-Overtime	2,481	1,451	2,316	1,500	2,980	664
210.000-Group Insurance	44,170	34,703	46,391	41,500	57,557	11,166
220.000-Social Security	15,077	13,087	13,536	14,800	14,218	682
230.000-Retirement	10,686	9,462	9,970	10,300	11,292	1,322
290.000-Other Employee Benefits	600	300	540	540	750	210

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

430.000-R&M Vehicles and Equipment	11,000	16,726	11,000	16,000	12,000	1,000
431.000-R&M Buildings and Grounds	25,000	23,123	26,000	23,000	29,900	3,900
442.000-Rental of Vehicles or Equipment	350	-	350	350	-	(350)
500.000-Training, Conferences, Dues	550	1,375	550	550	550	-
530.000-Communications	2,200	2,373	2,400	2,400	1,200	(1,200)
570.000-Other Purchased Services	11,000	13,612	25,000	20,000	14,000	(11,000)
610.000-General Supplies	7,000	4,959	12,000	10,000	8,000	(4,000)
611.000-Small Tools and Equipment	950	1,772	1,000	1,200	1,500	500
612.000-Uniforms	1,700	1,409	2,000	2,250	2,000	-
920.000-Transfer between funds (capital)	28,000	28,000	28,000	28,000	28,000	-
Total Expenditure	353,078	317,623	353,714	357,390	364,294	10,580

110-30-13 - EPR, Senior Activities

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
090.000 Transfer between Town/City	-	-	-	-	50,379	50,379
Total Revenues	-	-	-	-	50,379	50,379
Expenditure						
110.000-Regular Salaries	47,086	49,343	62,612	61,000	85,408	22,796
120.000-Part Time Salaries	79,213	33,968	71,828	40,000	47,589	(24,239)
130.000-Overtime	-	-	301	700	789	488
210.000-Group Insurance	29,835	28,768	36,521	37,000	51,214	14,693
220.000-Social Security	9,629	7,205	10,435	5,200	10,360	(75)
230.000-Retirement	7,520	4,001	7,606	5,500	7,466	(140)
290.000-Other Employee Benefits	300	300	360	360	450	90
430.000-R&M Vehicles and Equipment	10,000	2,746	10,000	10,000	4,500	(5,500)
530.000-Communications	1,500	1,455	2,000	2,000	1,100	(900)
540.000-Advertising	-	-	-	-	-	-
560.000-Postage	700	-	350	350	250	(100)
570.000-Other Purchased Services	1,000	275	1,500	1,500	500	(1,000)
610.000-General Supplies	400	711	700	700	300	(400)
920.000-Transfer between funds (capital)	4,000	4,000	4,000	4,000	-	(4,000)
Total Expenditure	191,183	132,772	208,213	168,310	209,926	1,713

110-35-10 - Essex Free Library

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
040.802-Inter-Library Loan Grant	-	21,231	-	-	-	-
040.802-Inter-Library Loan Grant	1,000	537	-	-	-	-
Total Revenues	1,000	537	-	-	-	-
Expenditure						
110.000-Regular Salaries	189,891	197,061	199,652	220,000	230,586	30,934
120.000-Part Time Salaries	46,633	39,813	48,261	47,500	49,271	1,010
130.000-Overtime	-	-	-	100	-	-
210.000-Group Insurance	100,270	65,892	101,173	80,000	89,342	(11,831)
220.000-Social Security	18,316	18,145	19,183	21,000	21,684	2,501
230.000-Retirement	19,280	16,336	16,706	19,400	22,414	5,708
290.000-Other Employee Benefits	1,200	900	1,200	1,200	1,200	-
442.000-Rental of Vehicles or Equipment	1,500	900	1,500	1,500	1,500	-
500.000-Training, Conferences, Dues	1,500	1,270	1,500	1,500	1,750	250
505.000-Technology Subscription, Licenses	10,150	6,958	10,800	12,000	18,220	7,420
570.000-Other Purchased Services	1,040	751	1,040	1,040	1,108	68
610.000-General Supplies	4,300	4,020	3,500	3,500	5,000	1,500
640.201-Adult Collection	15,200	15,025	15,200	15,200	16,000	800
640.202-Juvenile Collection	7,000	7,034	7,000	7,000	7,500	500
651.000-Technology Supplies	2,000	1,390	2,000	2,000	2,000	-
830.000-Regular Programs	600	617	600	600	1,000	400
890.832 Fed Grant Exp: ARPA	-	15,998	-	4,981	-	-
900.000-Transfer between Town/City	15,000	15,000	15,000	15,000	-	(15,000)
Total Expenditure	433,880	407,112	444,315	453,521	468,575	24,260

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

110-40-10 - PW, Administration

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
099.000-Use of Fund Balance	2,500	2,500	-	-	-	-
Total Revenues	2,500	2,500	-	-	-	-
Expenditure						
110.000-Regular Salaries	171,581	201,060	129,151	150,000	128,456	(695)
120.000 Part Time Salaries	-	-	-	18,000	12,978	12,978
130.000-Overtime	2,938	-	3,099	1,000	2,609	(490)
210.000-Group Insurance	47,055	28,405	37,237	37,300	39,786	2,549
220.000-Social Security	14,545	17,673	10,248	16,300	11,155	907
230.000-Retirement	16,791	16,629	10,974	13,400	11,294	320
290.000-Other Employee Benefits	630	330	540	540	540	-
330.000-Professional Services	450	400	850	850	1,000	150
331.000-Landfill Monitoring	19,000	4,769	14,000	9,000	12,000	(2,000)
442.000-Rental of Vehicles or Equipment	-	1,187	-	1,500	-	-
500.000-Training, Conferences, Dues	3,750	1,875	4,090	3,300	3,800	(290)
580.000-Travel	-	-	200	200	300	100
Total Expenditure	276,740	272,328	210,389	251,390	223,918	13,529

110-40-12 - PW, Highways Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.011-Sale of Public Works Specs	1,400	1,640	1,400	1,400	1,500	100
020.015-Public Works Services	-	600	-	-	-	-
040.801-FEMA Grants	-	31,298	-	-	-	-
042.006-State Aid to Highways	260,000	298,563	260,000	260,000	162,400	(97,600)
Total Revenues	261,400	332,101	261,400	261,400	163,900	(97,500)
Expenditure						
110.000-Regular Salaries	637,360	649,135	640,527	660,000	682,235	41,708
120.000-Part Time Salaries	15,963	32,923	66,005	33,000	34,798	(31,207)
130.000-Overtime	103,877	46,786	79,154	60,000	54,999	(24,155)
210.000-Group Insurance	209,605	220,842	216,970	219,000	275,614	58,644
220.000-Social Security	50,189	55,218	61,013	55,000	60,112	(901)
230.000-Retirement	64,016	56,733	63,399	58,000	63,824	425
290.000-Other Employee Benefits	3,045	2,595	3,435	3,435	2,955	(480)
330.000-Professional Services	9,000	6,354	19,000	17,000	15,500	(3,500)
422.000-Snow Removal	31,500	33,232	35,950	35,950	40,750	4,800
430.000-R&M Vehicles and Equipment	39,000	36,851	47,000	50,000	49,500	2,500
430.001-R&M Vehicles Supplies	61,000	76,858	67,000	67,000	68,250	1,250
442.000-Rental of Vehicles or Equipment	15,500	15,041	15,800	20,000	16,500	700
451.000-Summer Construction Services	349,800	305,530	319,400	350,000	318,275	(1,125)
500.000-Training, Conferences, Dues	5,000	4,038	7,000	5,000	7,000	-
505.000 Tech Subs and Licenses	-	-	-	-	5,100	5,100
521.000-Insurance Deductibles	-	-	7,800	5,000	-	(7,800)
530.000-Communications	18,840	6,797	13,740	13,740	9,600	(4,140)
540.000-Advertising	1,800	1,531	1,800	1,500	1,800	-
570.000-Other Purchased Services	6,225	7,406	6,050	7,500	5,850	(200)
571.000-Streetscape Maintenance	17,950	14,415	20,550	16,000	20,700	150
572.000-Traffic Control	44,250	29,717	41,770	44,000	39,670	(2,100)
573.000-Sidewalk and Curb Maintenance	27,000	10,079	45,000	25,000	46,500	1,500
574.000-Bridges	500	-	500	500	-	(500)
575.000-Storm Sewer Maintenance	136,500	346,836	195,000	350,000	201,650	6,650
580.000-Travel	3,000	4,527	1,200	1,000	2,750	1,550
600.000-Salt, Sand and Gravel	227,000	149,336	231,500	220,000	252,175	20,675
605.000-Summer Construction Supplies	73,280	57,771	76,500	65,000	76,050	(450)
610.000-General Supplies	8,900	22,929	9,200	9,200	9,000	(200)
612.000-Uniforms	12,415	10,172	12,275	11,000	13,015	740
622.200-Streetlight Electricity	98,000	105,923	105,000	105,000	106,250	1,250
750.000-Machinery and Equipment	9,000	25,092	7,500	7,500	12,000	4,500
900.000-Transfer between Town/City	1,392,627	1,392,627	1,465,044	1,465,044	-	(1,465,044)
920.000-Transfer between funds (capital)	190,000	190,000	200,000	200,000	200,000	-
Total Expenditure	3,862,142	3,917,293	4,082,082	4,180,369	2,692,422	(1,389,660)

GENERAL FUND BUDGET DETAIL FOR FISCAL YEAR 2024

110-40-13 - PW, Stormwater Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
020.016-Stormwater Management Fee	100	-	100	100	-	(100)
Total Revenues	100	-	100	100	-	(100)
Expenditure						
110.000-Regular Salaries	117,633	138,971	117,925	125,000	99,520	(18,405)
120.000-Part Time Salaries	14,904	5,536	15,426	15,500	13,803	(1,623)
130.000-Overtime	1,175	-	1,240	1,240	1,043	(197)
210.000-Group Insurance	27,112	20,965	23,902	20,000	21,137	(2,765)
220.000-Social Security	10,744	10,080	10,394	9,500	8,830	(1,564)
230.000-Retirement	11,666	11,346	9,907	10,500	8,637	(1,270)
290.000-Other Employee Benefits	465	345	465	465	360	(105)
330.000-Professional Services	20,000	27,934	20,000	20,000	30,000	10,000
451.000-Summer Construction Services	16,000	-	16,000	16,000	30,000	14,000
510.000-Permits, Licenses, Registrations	32,500	31,287	40,000	45,000	24,600	(15,400)
540.000-Advertising	13,000	-	1,000	1,000	1,000	-
570.000-Other Purchased Services	12,000	4,944	12,000	9,000	13,500	1,500
580.000-Travel	5,700	453	5,700	3,500	3,500	(2,200)
830.000-Regular Programs	-	-	5,600	5,600	800	(4,800)
900.000-Transfer between Town/City	76,553	76,553	78,018	78,018	-	(78,018)
Total Expenditure	359,452	328,413	357,577	360,323	256,730	(100,847)

110-41- SUMMARY BUILDINGS

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
090.000 Transfer Between Town/City	-	-	-	-	51,295	51,295
Total Revenues	-	-	-	-	51,295	51,295
Expenditure						
400.000-Contracted Services	57,115	83,009	71,600	77,000	87,300	14,485
410.000-Water and Sewer Charges	7,375	17,857	7,775	7,800	10,050	400
431.000-R&M Buildings and Grounds	108,000	143,516	93,450	90,000	93,450	(14,550)
530.000-Communications	35,260	50,221	36,950	42,000	56,150	1,690
610.000-General Supplies	27,300	18,328	43,200	45,000	27,200	15,900
621.000-Natural Gas/Heating	21,400	26,580	22,650	23,000	25,300	1,250
622.000-Electricity	68,200	69,213	66,500	65,000	66,600	(1,700)
626.000-Gasoline	131,000	151,598	138,400	155,000	160,000	7,400
755.000-Furniture and Fixtures	-	246	2,100	1,000	-	2,100
900.000-Transfer between Town/City	-	1,993	2,075	2,075	-	2,075
Total Expenditure	455,650	562,563	484,700	507,875	526,050	29,050

110-95-00 - Debt, Town

	2022 Budget	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change
Revenues						
090.000 Transfer between Town/City	-	-	-	-	203,203	203,203
Total Revenues	-	-	-	-	203,203	203,203
Expenditure						
950.901-Police Facility Debt Principal	345,000	345,000	345,000	345,000	345,000	-
955.901-Police Facility Debt Interest	174,408	174,408	162,844	162,844	150,617	(12,227)
970.901-Police Lease Principal	2,815	2,352	-	-	-	-
975.901-Police Lease Interest	58	41	-	-	-	-
Total Expenditure	522,281	521,801	507,844	507,844	495,617	(12,227)

**TOWN OF ESSEX
INFORMATIONAL MEETING FOR
ANNUAL TOWN MEETING
MONDAY, FEBRUARY 28, 2022**

SELECTBOARD: Andy Watts, Chair; Patrick Murray, Vice Chair; Tracey Delphia, Clerk; Sue Cook; Dawn Hill-Fleury

STAFF PRESENT: Courtney Bushey, Finance Director; Charles Cole, Fire Chief; Caitlin Corless, Essex Free Library Director; Greg Duggan, Town Manager; Tammy Getchell, Assistant to the Manager; Ron Hoague, Police Chief; Sharon Kelley, Zoning Administrator; Marguerite Ladd, Deputy Manager; Karen Lemnah, Assessor; Dennis Lutz, Public Works Director; Aaron Martin, Director of Public Works Operations/Town Engineer; Susan McNamara-Hill, Clerk; Rob Paluba, IT Director; Ally Vile, Parks & Recreation Director

PUBLIC SPEAKERS: Patricia Crocker, Patty Davis, Roger Drury, Zachery Forcier, Adam Goodroe, Ron Lawrence, Meredith Mann, Hubert Norton, Gillian Smith, Andy Suntup, Rep. Tanya Vyhovsky, Sharon Zukowski

OTHERS PRESENT: Chris Bird, Rep. Alyssa Black, Alex Caron, Nicole Clayton, Heidi Clark, Kevin Collins, Annie Cooper, Annie Davis, Erin Dickinson, Betsy Dunn, Rep. Rey Garofano, Maureen Gillard, Gina Halpin Barrett, Maggie Hjort, Maureen Hoague, David Irwin, Adam Kavanaugh, Sam Kwon, Jacob Law, Ethan Lawrence, Rachael Lizotte, Resa Mehren, Linda Myers, Colleen Nesto, Kristin Romick, Michael Ross, Brian Sheldon, Ken Signorello, Margaret Smith, Liz Subin, Linda Suntup, Kristina Sweet, Laura Taylor, Carmelle Terborgh, Amber Thibeault, Michael Thorne, Melanie Tupaj, Jessica Quinn, Janet Watts, Kevin Wrenner, Irene Wrenner, Bill, Bob, Carl, Dawg, Deming, Greg, Juan, HolmT, Patrick, Travis

MODERATOR: Steve Eustis

Mr. Eustis introduced himself as Town Moderator at 7:30 PM and introduced Selectboard Chair Watts. Mr. Watts introduced the other members of the Selectboard and recognized staff, the Essex Junction Board of Trustees, and state representatives present. Ms. Delphia read "An Invitation to Civility." Mr. Eustis explained how the informational meeting would run.

Mr. Eustis read Article I:

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

Mr. Watts shared the Selectboard budget goals, which included funding equity initiatives and mental health support, funding to address climate change, minimizing the financial impact of separation, and addressing the impact of separation by working towards tax equity. He said that a fund balance of \$431,000 will be used to offset the tax rate and highlighted several staffing changes. Mr. Watts detailed currently consolidated services, and what is being done to disentangle each one, if applicable. He said the Town's contribution to Essex Rescue has increased, and that the Fire Department will have an additional 80 hours of paid fire support. The total increase in the budget is \$750,000, which would result in an average estimated tax

increase of 4%, or \$59.36. The largest increases are appropriations (Essex Rescue, Green Mountain Transit, etc.), followed by personnel increases, and Village Highway & Stormwater. The largest expenditures are Police, Public Works, and General Government.

Mr. Eustis opened public discussion of the budgets. Mr. Suntutup asked if the Town was receiving COVID relief funds, and if so, what they were used for. He expressed concern with the rapid rise in taxes. Mr. Watts said that much of the \$431,000 in fund balance is a result of COVID funds. Ms. Zukowski expressed concern that an increase in the grand list will result in a larger increase in the services needed for the increased population. Mr. Watts said that some discussions have been had regarding impact fees to mitigate this. Mr. Forcier commended the Selectboard for keeping the budget low, especially considering high inflation.

Mr. Eustis ended the public discussion on Article I at 8:03 PM.

Mr. Eustis read Article II:

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

Mr. Eustis opened public discussion about cannabis retailers and retail portions of integrated licensee establishments in town.

Mr. Forcier asked if there would be any additional regulatory mechanisms to determine cannabis levels in potentially impaired people and asked if restaurants would be allowed to serve cannabis menu items. Mr. Watts said that impairment would be determined by the police department, and that no on-premises consumption would be allowed. Rep. Vyhovsky said the Cannabis Control Board was still considering on-premises consumption, but that it will not be permitted at this time. She said there is currently not a reliable method for testing cannabis intoxication.

Ms. Crocker expressed concern that legal cannabis could increase its availability to youth and asked if any additional educational initiatives would be funded. Rep. Vyhovsky said that funds will be set aside for education and prevention. Ms. Davis asked what the legal age for purchase would be. Mr. Watts said 21.

Mr. Drury said marijuana is still illegal according to federal law and asked if there would be any protections available against potential federal enforcement. He questioned how the Town could justify authorizing the sale of something that is federally illegal. Rep. Vyhovsky said the federal government will have precedent, but typically does not get involved in these cases. Ms. Mann said that, as a cannabis business owner, that the responsibility of legality is something that the individual business will take on. She said that IDs will be checked at the door of all establishments. Mr. Goodroe asked if there was any financial liability on the part of the Town, given that marijuana is federally illegal. Mr. Watts said no.

Mr. Norton asked for clarification as to what the “retail portion of an integrated licensee” was. Mr. Watts said that an integrated license involves growing, packaging, and retail. The Town is only able to regulate the retail portion of the license. Mr. Norton asked how growing cannabis will be regulated by the Planning Commission. Mr. Duggan said the Planning Commission has begun this discussion, and that cannabis operations must be a certain distance from schools.

Ms. Crocker asked if the Town has consulted an attorney regarding liabilities, and if the Town's insurance rates would be increased should retail cannabis be permitted. Mr. Watts said he felt that it was in a similar category as alcohol sales, where retailers would not have any liability or control over how cannabis is consumed. Mr. Duggan said the Towns' insurer has not raised this as a concern. Mr. Lawrence asked if the Police Chief has weighed in on this issue. Chief Hoague said he had concerns about cannabis use and impairment, however none of these were specific to retail sales in Essex.

Mr. Eustis ended discussion on Article II at 8:31 PM.

Mr. Eustis read and announcement about Article III:

ARTICLE III: Election of the following: Moderator, one vacancy (1-year term); Selectboard, three vacancies (two 3-year term and one 1-year term); Champlain Water District Commissioner, one vacancy (3-year term)

Mr. Eustis said ballots have been mailed out, and that in-person voting is available March 1st from 7 AM to 7 PM.

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

Ms. Hill-Fleury thanked Mr. Murray and Ms. Cook for their service to the Town on the Selectboard. Mr. Cole and Ms. Davis thanked Mr. Lutz for his decades of service to the Town of Essex.

Mr. Eustis adjourned the meeting at 8:36 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

Approved this 7th day of March, 2022
(See minutes of this day for corrections, if any)

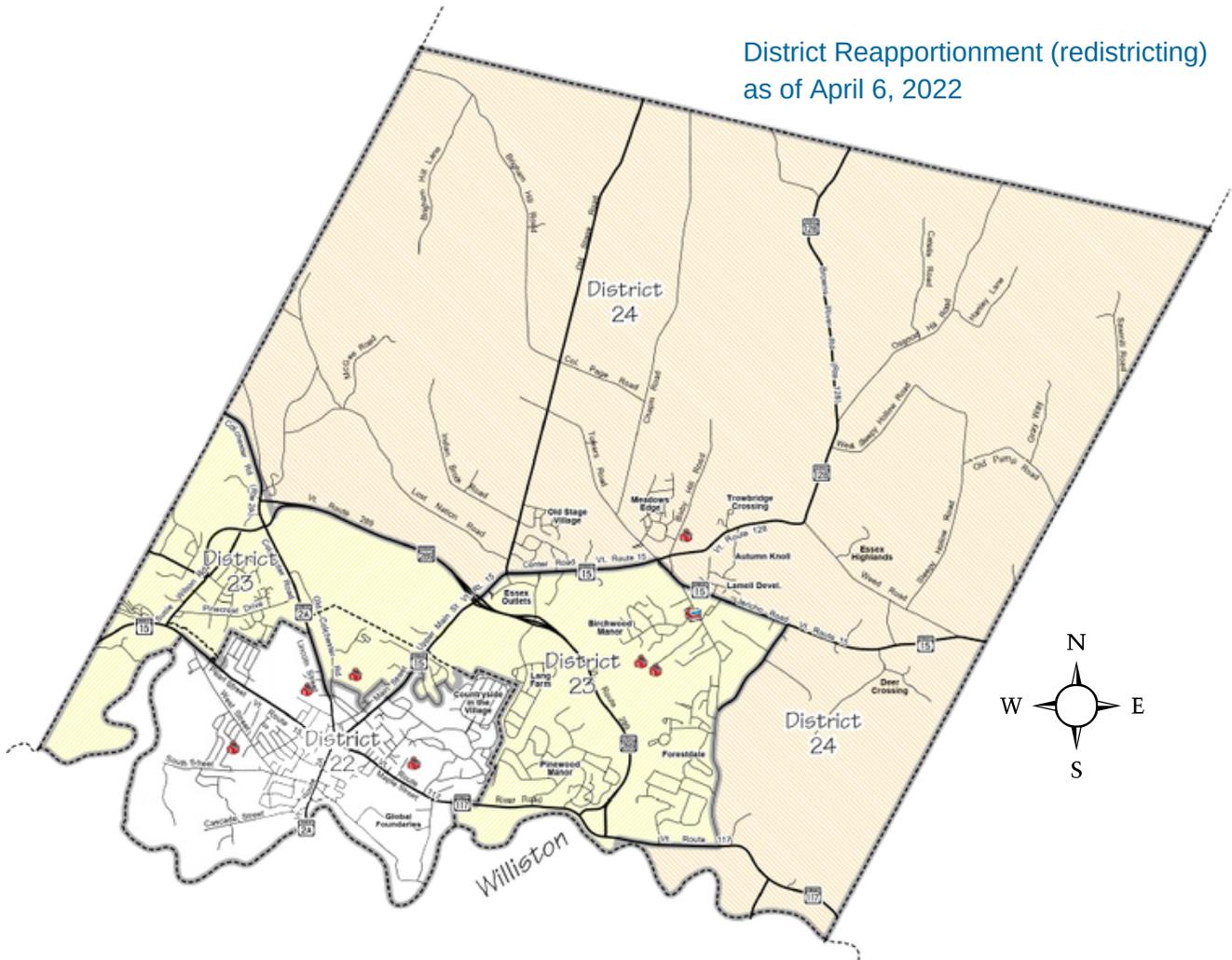


Tracey Delphia, Clerk, Selectboard

Voter Information



District Reapportionment (redistricting)
as of April 6, 2022



Chittenden District 23; included in Chittenden Central Senate District Representatives - Golrang (Rey) Garofano and Leonora Dodge
Senators - Tanya Vyhovsky, Martine Gulick, Philip Baruth

Chittenden District 24; included in Chittenden North Senate District Representative - Alyssa Black
Senator - Irene Wrenner

VOTE



Polling Place for Town Residents

All Town of Essex residents vote at the Essex Middle School, 60 Founders Road, Essex, Vermont

Voter Information



Early/Absentee Ballots

All early/absentee ballots must be returned to the Clerk's Office by Monday, March 6, 2023 or delivered directly to the polling place before the close of polls on March 7, 2023. A voter drop off box is located near the entrance to the Town Offices at 81 Main St., Essex Junction. Return postage is included with your early/absentee ballots for the annual election this year.



Voter Registration

Register online at <https://olvr.vermont.gov/> or at the polling place for same day registration. Please bring your license number or the last four digits of your social security number. New Vermont residents must provide a proof of residence.



Need assistance?

Contact: Susan McNamara-Hill, Clerk or Cheryl Brown, Deputy Clerk

Phone: 802.879.0413, option 6

Email: clerk@essex.org

Website: www.essexvt.org/voting

Online Tools



olvr.vermont.gov



mvp.vermont.gov

Elected Town Officials

The Town of Essex is governed by a council-manager form of government. It has a five-member nonpartisan Selectboard, which is elected at large and serves as the Town's primary legislative body. The Town Selectboard appoint the Town Manager to oversee day-to-day municipal operations, to draft a budget, and to implement and enforce Town policy and legislative initiatives.

Moderator	Term Expires
John Sonnicks.....	2023

Selectboard (3-year terms)	
Andy Watts.....	2023
Tracey Delphia.....	2024
Ethan Lawrence.....	2023
Dawn Hill-Fleury.....	2025
Kendall Chamberlin.....	2025

Champlain Water District Commissioner (3-year term)	
Aaron Martin.....	2025
Greg Duggan (Alt.).....	2025

Justices of the Peace	Contact
(as of Jan. 1, 2023) - 2-year terms	

*Alyssa Black.....	802.598.1026
Sianay Chase Clifford.....	
*Tracey Delphia.....	802.598.3168
*Leonora Dodge.....	802.324.3828
*Alexis Dubief.....	802.881.2887
*Elizabeth (Betsy) Dunn.....	802.238.4271
*Rey Garofano.....	802.922.3311
*Dawn Hill-Fleury.....	802.878.7622
*Brian Hsiang.....	802.238.5074
*Megan Humphries.....	802.361.3411
Georgia Lavigne.....	802.324.7838
*Linda Myers.....	802.878.3514
*Brian Shelden.....	917.922.1468
*Margaret Smith.....	802.878.9251
Irene Wrenner.....	802.338.2247

**Performs marriages*

Town Information

The Town of Essex has new border lines that became effective on July 1, 2022 when the Village of Essex Junction seceded from the Town of Essex. The zip codes for the two municipalities remain the same, however, Essex residents and businesses may officially change their mailing addresses to "Essex, VT".



Active Voters
8,768

2022 Grand List

\$27,273,349.87



81 Main Street
Essex Junction, VT 05452
Open 8:30 am to 4:30 pm
Monday through Friday

	Town Homestead	Town Non-Homestead
General Tax Rate	0.5513	0.5513
Education Rate	1.6019	1.7231
Town Capital	0.0200	0.0200
Local Agreement Rate	0.0021	0.0021
TOTAL MUNICIPAL RATE	2.1753	2.2965



Meetings

www.essexvt.org/meetings
www.youtube.com/@townmeetingtv - watch livestream
www.youtube.com/@essexvt - view recorded meetings



Selectboard
1st and 3rd Monday - 6:30 pm

Planning Commission
2nd and 4th Thursday - 6:00 pm

Zoning Board of Adjustment
1st Thursday - 6:00 pm



Boards & Committees

APPLY ONLINE www.essexvt.org/boardscommittees

Stipend Program

Participation should be accessible to everyone. Volunteers may receive \$50 per meeting to assist with indirect expenses.

Assessing



The 2022 State Equalization Study Results have been issued from the Vermont Department of Taxes on January 1, 2023. These reports, based on sales ratios for the prior three (3) years (assessed value divided by sale price), indicate an overall Common Level of Appraisal (CLA) ratio for property in the Essex Unified School District of 78.35%. The State Equalization reports indicate an overall Coefficient of Dispersion (COD) ratio for property in Essex Town and City of Essex Junction of 11.83%.

Prior to receiving the above results for the 2022 Equalization Study, the Assessing Department had begun the initial steps in preparing for a municipal-wide reappraisal of all real property in the Town of Essex and City of Essex Junction. The reappraisal will be conducted during the 2023-2025 period with the completion date for new assessments in June 2025. The reappraisal vendor, Patriot Properties, Inc. was awarded the contract.

Every year the State of Vermont Department of Taxes conducts an Equalization Study for every municipality. The Equalization Study's purpose is to assess how close the

grand list assessed values compare to 100% of Fair Market Value, derived from the past three years property sales history. The Equalization Study relies upon two qualifying factors, the CLA and COD: The Common Level of Appraisal (CLA) is a statistic that measures the general status of the valuations of property in a grand list. It is a measure of how close a municipality's local assessments are to 100% of Fair Market Value. The CLA is used to equalize education taxes statewide with the goal of having properties of equal value pay equal amounts of school taxes. Vermont municipalities must reappraise the properties in their town/city when the CLA ratio falls below 85% or rises above 115% (32 V.S.A § 4041(a)). A town's/city's CLA has no effect on the amount of property taxes owed on the town/city portion of a property tax bill. In Vermont law, it is "the ratio-of the aggregate value of local education property tax Grand List to the aggregate value of the equalized education property tax Grand List." (32 V.S.A. § 5401(3)). **Staying as close to 100% is the target and we want to stay as close to that as possible for as long as possible.** As the market inevitably shifts, it becomes more important that we maintain equity than attempt to capture current Fair Market Value. Therefore, the equity between the valuation of property is tracked by the State of Vermont in a % statistic called the Coefficient of Dispersion (COD). The COD tells us the equity of the valuations for all property in the Town and City. A COD below 10% is considered good, but as the number approaches 20% it can trigger a mandatory reappraisal order from the State of Vermont.

For example, the COD figure could rise if properties at or below \$300,000 are consistently selling for less than the grand list assessment and, conversely, properties above \$600,000 are consistently selling for more than the grand list assessment. In this sequence a case can be made that properties assessed at \$300,000 or less may be overvalued while properties assessed at \$600,000 or more may be undervalued. This is just an example as the valuation threshold could encompass any home value. It should also not be assumed that all properties within these sections are subject to inequity issues with valuations. Again, this statistic is used to measure the disparity in equity of the Grand List based on recent valid sales data. Currently Essex's 11.83% COD indicates a reasonable uniformity of assessment in our Grand List.

"The reappraisal will be conducted during the 2023-2025 period with the completion date for new assessments in June 2025"

Assessing



Facts

CLA: 78.35%

COD: 11.83%

Educational Equalized Grand List 2022: \$3,478,584,505

Last Municipal-wide reappraisal: 2007

Following is the Town of Essex and City of Essex Junction Educational Equalized Grand List History since the last reappraisal:

Years (2007-2022)	Educational Equalized Grand List (\$) Value	CLA (%)	COD (%)
2007 Essex Junction	978,833,740	102.28	7.95
2007 Essex Town	1,227,076,106	102.32	7.95
2008 Essex Junction	1,022,601,271	98.78	5.52
2008 Essex Town	1,290,981,196	98.31	5.52
2009 Essex Junction	1,034,967,968	98.58	5.76
2009 Essex Town	1,312,250,122	98.23	5.76
2010 Essex Junction	1,029,128,924	99.76	6.16
2010 Essex Town	1,302,735,099	99.79	6.16
2011 Essex Junction	1,025,211,422	100.99	5.90
2011 Essex Town	1,295,886,563	101.10	5.90
2012 Essex Junction	1,036,117,021	100.96	5.53
2012 Essex Town	1,323,254,650	101.23	5.53
2013 Essex Junction	1,046,108,137	100.82	5.78
2013 Essex Town	1,335,088,339	100.96	5.78
2014 Essex Junction	1,063,594,457	100.27	5.59
2014 Essex Town	1,369,864,897	100.52	5.59
2015 Essex Junction	1,096,584,309	99.07	5.75
2015 Essex Town	1,424,224,576	98.98	5.75
2016 Essex Junction	1,113,829,469	97.50	5.49
2016 Essex Town	1,479,517,710	97.45	5.49
2017 Essex Junction	1,149,396,867	95.48	5.70
2017 Essex Town	1,559,066,171	95.53	5.70
2018 Essex Town**	2,790,818,980	94.15	6.17
2019 Essex Town	2,884,695,736	91.86*	6.99
2020 Essex Town	3,011,675,365	89.05	7.77
2021 Essex Town	3,180,409,890	85.08	8.88
2022 Essex Town	3,478,584,505	78.35	11.83

*2019 The State changed the minimum CLA threshold from 80% to 85%

**Combined CLA & CODs (no longer separated)

Clerk/Treasurer



During the year July 1, 2021 through June 30, 2022 the town offices were once again opened to the public after being closed during the pandemic.

Emergency election laws allowed the business side of town meeting to be held entirely by Australian ballot. An informational meeting was held on February 28, 2022 and voting on town meeting articles was held on March 1, 2022. Ballots for town meeting were mailed to all active voters resulting in a total voter participation of 6,163.

Town Meeting 2022 Results

Moderator (1 one-year term): Steven Eustis
Selectboard (2 three-year terms): Kendall Chamberlin and Dawn Hill-Fleury
Selectboard (1 one-year term): Ethan Lawrence
Champlain Water District Commissioner (1 three-year term): Aaron Martin

In addition to the town budget vote (passed) the voters were also asked: Shall the Town of Essex authorize cannabis retailers and retail portions of integrated licensee establishments in town pursuant to 7 V.S.A. §863?

Results: 3,589 yes; 2,473 no

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

Results: 4,200 yes, 4,225 no

On April 20, 2022, the governor signed H.491 which created the City of Essex Junction out of the Village of Essex Junction. As a result, former village residents would no longer be residents of the Town of Essex as of July 1, 2022. Under a transitional provision, the city clerk will continue to serve as town clerk until June 30, 2023. The city and town clerks' offices are operating out of 81 Main Street until June 30, 2023 at which time they will separate.

The Town Clerk's office is open and available by phone Monday through Friday from 8:00-4:30 (except Holidays) and can be reached at 802-879-0413 option 6 or clerk@essex.org. More information can be found at www.essexvt.org.



Services provided

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

Community Development



2022 was a year of transitions in the Community Development Department. One of Essex’s former Planners came back as the Director after we said goodbye to Owiso Makuku. We were sad to say goodbye to our Administrative Assistant, Deana Stoneback, but at least she moved just down the road, working in the Public Works Department. Late in the year, we were happy to welcome Alexzia Potts as our new Administrative Assistant. Finally, Planner Darren Schibler left us but we were happy to have hired Kent Johnson as Planner, who has extensive transportation planning experience. We were fortunate that Sharon Kelley, Zoning Administrator and Jean O’Sullivan, Economic Development Coordinator held the ship steady during all of the transitions.

The Year in Review

This year, the Community Development Department spent significant time supporting Boards and Committees, including the Economic Development Commission, the Housing Commission, the Conservation and Trails Committee, the Planning Commission and the Zoning Board of Adjustment. We are very grateful to all the hard work of our community volunteers who serve on those boards. You can find out more about the work of these boards in this Annual Report.

Zoning Permit Applications Approved	2019	2020	2021	2022
Commercial / Industrial	29	12	19	20
Demolition	1	2	3	7
Home Occupation	2	1	2	1
Miscellaneous / Use Permit	40	37	45	35
Accessory Apartment	4	1	3	9
Congregate Housing*	0	2	0	0
Multi-Unit Dwelling*	4	10	7	4
Single-Unit Dwelling	26	18	15	11
Residential Alteration	74	65	60	44
Residential Garage	10	9	10	7
Residential Storage	11	19	22	22
Swimming Pool	4	16	8	5
Chicken Permit	0	2	2	0
Sign Permit	16	18	14	15
Total Permit Activity	221	212	219	181

This year, our department had a hand in helping with the Step In and Come Together/Concert of Committees event and the Juneteenth event. In the Fall we were very excited to be a part of the Explore Essex Festival, where the community was able to visit many of our amazing places around town. We received a state Bylaw Modernization Grant to map and plan for increased housing density in strategic places in our sewer core outside of the historic Essex Center and our New Town Center (ETC NEXT area), streamlining review processes, expanding allowed use types, improving walking and biking amenities, and reducing parking requirements. With the help of a working group consisting of members of many of our boards and committees, we kicked off the Town Plan update process. Stay tuned for more information on how to be involved in that process.

Community Development

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

- Several new businesses in the Essex Experience, including Inspired Minds Childcare, restaurant Bramble, retail stores Nusantra, Addis & Grace, and Livresse
- Two new retail businesses along Susie Wilson Road: Sweet P and Charlotte Case
- Approval for an event center at the Essex Resort and Spa
- Industrial/warehouse buildings in the RPD-I area.

Hopes for the Future

In 2023 we are excited to continue working on the 2024 Town Plan, which begins with hearing the voices of our community as we shape the vision of the Town Plan. Please visit the Town Plan webpage on the Town website to learn more about the Town Plan and how to be involved in the process of developing it this year: www.essexvt.org/townplan2024.

**Town Plan 2024
...hearing the
voices of our
community...**



Photo Courtesy: Ken Signorello

Other work will include pursuing state designations for our historic Essex Center, and New Town Center area, which will include zoning updates and developing an Official Map, further work on housing issues related to the Bylaw Modernization Grant.

The department continues to support the Planning Commission, Zoning Board of Adjustment, Housing Commission, Conservation and Trails Committee, and Economic Development Commissions' work.

**Guided
Hiking**

Movie

Touch-a-Truck

Shopping

Instrument Petting Zoo

Bike Demo

Face Painting

Open House events

Exhibits

Dining



FUN

Apple Picking

Music



www.essexvt.org/explore



Essex Free Library



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

After a challenging two years due to the pandemic, 2022 saw the library return to its regular services and programs. In many ways, the library came back to life, perhaps even stronger than before. Having found new and innovative ways to reach and serve community members in response to Covid, the library has improved its technology offerings, increased its usage of digital resources, added more nontraditional library items to its collection, and explored new ways of hosting and promoting events and services. The library building is once again a lively space filled with community members, engaging in-person programs and activities, a diverse and enriching library collection, and a warm and helpful staff delighted to welcome all who pass through the library's doors.

Accomplishments of 2022

- In 2022, the library distributed more than 3,100 Covid tests to the community.
- Patrons downloaded 15,833 digital items, including eBooks, audiobooks, movies, music, and comic books.
- The library hosted 128 programs with 2,603 participants for patrons of all ages.
- The library welcomed 22,605 visitors.
- Using ARPA funds, the library purchased various new technology devices including computers, tablets, a Smart TV, and a scanner. With these funds, the library also purchased additional snowshoes, ADA-compliant picnic tables, and more.

Library Services

- Library Cards - All Essex residents are invited to register for a library card. With an Essex Free Library card, community members gain access to library materials, eBooks and audiobooks, video and music streaming, and a wide offering of online resources. Cardholders also have access to many other libraries in Chittenden County and beyond. For information on how to register for a library card, please visit the library's website.
- Library Collection - Essex Free Library currently holds 35,715 physical items in its collection. These items include books, DVDs, books on CD, Playaways, and magazines. The collection also includes nontraditional library items like ukuleles, sewing machines, snowshoes, puzzles, board games, Chromebooks, a projector, Bluetooth speakers, Bluetooth portable CD players, hotspots, and more.
- Lobby Pickup Services - Originally implemented due to Covid, the library continues to provide lobby pickup of library items for patrons' convenience. Patrons may request items via email, phone, or through the library catalog.
- Printing Services - A printer/copier is available for public use for a small fee. Patrons also have the ability to fax and scan documents.
- Computers and Internet Access - Four public computer workstations are available for use in the upstairs area, and one public computer workstation is available in the children's area. Tablets for searching the library catalog are also available in the children's area and on the main floor. Wi-Fi is available for those with laptops and other personal devices. Wi-Fi extends out into the parking lot for those who wish to access the library's internet when the building is closed.
- Interlibrary Loan - Essex Free offers an interlibrary loan service to patrons. Materials not owned by the Essex Free Library can be requested from other libraries.

Essex Free Library

Library Programs

The library offers a variety of in-person programs including book discussions, storytimes, gaming groups, craft activities, Lego Club, tech help sessions, a Spanish-English conversation group, poetry and writers' groups, and more. Grab 'n' go children's activity kits are made available each Friday, and children are invited to visit the Exploration Station in the children's area, where a new STEAM activity is set out every week. The library also offers outreach programs to local schools, daycares, and other organizations.



**The library offers
a variety of
in-person
programs**

Classical music performance with the Wu Brothers

Online Resources

Essex Free offers a variety of digital resources. Links can be found on the library's website.

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

Staff Changes

Victoria Tibbits was hired as the new Adult Services Librarian. From late April to September, she filled in as Interim Library Director while Director, Caitlin Corless, was on maternity leave.

Thank you for continuing to support the Essex Free Library. To learn more about our current offerings and services, please visit our website, www.essexfreelibrary.org. The library can also be reached at (802) 879-0313 or contacted via email at essexfreelibrary@essex.org.

Fire Department



The men and women of the Essex Fire Department answered a total of 936 emergency calls during 2022.

The Essex Fire Department continues to be a paid-on-call department with no fulltime staff. In July, we began paying people on per diem to stand by at the firestation during the business day to be able to respond to incidents due to the lack of available volunteers during the daytime. Our members continue to volunteer their available time (after family, after their regular fulltime job, and after other activities such as coaching, scouting, church, etc.) to respond to calls. A huge thank you to all of our dedicated volunteers who give their time to support this community.

We continue to work have a long standing automatic mutual aid agreement with Essex Junction Fire Department and an as-needed mutual aid agreement with all other Chittenden County Fire Departments.

In addition to emergency calls, we are also active partners with community development and the State Fire Marshals Office in reviewing building plans and maintaining life safety codes in our commercial properties. Our goal is to foster a positive relationship with landlords and developers to avoid tragedies in the first place. We are always happy to speak to groups and businesses about fire safety and to conduct complimentary life safety inspections of commercial properties.

If you have any questions about the fire department, please contact me at ccole@essex.org or by leaving a message at the station at 802.878.5308.

Incident Type	Number of Calls
All Types of Fire	31
Medical Assist	56
Emergency Medical service incident	511
Extrication Rescue	8
Electrical Rescue	1
Combustible, Flammable spills & leaks	13
Chemical release, reaction, or toxic condition	6
Electrical wiring/equip problem	13
Biological Incident	1
Accident, potential accident	21
Service call, other	2
Water problem	7
Smoke, odor problem	2
Public service assistance	10
Unauthorized burning	8
Stand by coverage	4
Good Intent Call	5
Dispatched & canceled enroute	42
Wrong location, no emergency	20
Controlled burning	3
Seam, gas mistaken for smoke	4
HazMat release invest w/ no hazmat	10
False Alarm, other	5
Malicious false Alarm	8
Alarm Malfunction	43
Unintentional Alarm	98
Total Incidents	936

Est. 1973

“Until we meet again... we think about you always, we talk about you still. You have never been forgotten, and you never will. We hold you close within our hearts and there you will remain, to walk and guide us through our lives until we meet again.”

- Essex Fire Department

Engine 2 was delivered to the Essex Fire Department in November 2020 after months of careful review of photos and building reports by young Addi Carroll. The beautiful new firetruck with the Mickey Mouse logo is, by all accounts, Addi's Engine.

The Essex Fire Department carried out full honors and held a final call and last bell ceremony for their beloved member of the department in 2022.

Honor Addi's legacy by following the work of Big Beautiful Life, a new 501(c)(3) organization that raises funds, awareness, and advocacy for many of Addi's favorite causes, including volunteer fire service.



Photo courtesy: Big Beautiful Life website

Firegirl Addi 15A1

Parks and Recreation



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

This past fiscal year has kept our department focused on growth, while the quality of our programs and amenities remains at a high standard. We also remained diligent and flexible through program planning and offerings while much of our community was still navigating the world through a cautious Covid lens.

Near the start of the fiscal year, programming shifted as our department moved back to the Town Office Building at 81 Main Street. Due to staffing constraints and vacancies, our department has had to pause on offering some long-standing programs. This was a difficult decision for us to make, but as we continue to remodel our capacities and priorities, we will maintain engaging the community and providing quality opportunities for all ages. By the end of the Fiscal 2022 year, we resumed close to a fully staffed department and started the new fiscal year with great energy, passion, and commitment.

Our parks and open spaces remained available to our community in a safe, fun, and welcoming way. With over 1,000 acres to support, the parks and grounds staff were diligent in keeping play spaces and trail networks open, clean, and maintained. Pickleball and disc golf continue to flourish at Pearl Street Park and Sand Hill Park; our partnership with Fellowship of the Wheel allowed trail upgrades through an awarded grant they received from Vermont Land Trust.

Indian Brook Park endured another successful year with season pass sales totaling 1,407 over the full fiscal year along with over 1,776 daily vehicle admissions during staffed park hours. **Look for the 2023 park passes on sale in mid-March**; season passes will be available to all Town of Essex, along with City of Essex Junction residents for the upcoming season.

The fresh aesthetic updates at Sand Hill Pool (roof, windows, and siding) reflected the fresh energy present at the pool in the summer of 2022. We were thrilled to excel beyond our expectations of a pre-pandemic “normal summer” with several instances of reaching pool capacity.



Parks and Recreation

With a lot of sun and little rain, we were proud and ready to welcome community members looking to cool down and escape the summer heat. Our facility was also a reprieve for several local summer camps, from programs from Essex to Williston to Richmond. Our pool hosted Town of Essex Swim Team meets as well as hosted the Vermont Senior Games swim meet.

The successful season is due in large part to the full-time staff, seasonal staff, and contractors who work together to maintain the pump room, chemicals, spray ground, and

pool building. The upcoming Pool budget reflects consistent and safe maintenance on a 40+-year-old facility. The reality in the not-so-distant future is that our community will need an updated aquatic facility; something that has become more common in our state with Winooski and St. Albans recently approving & building new swimming pools, as well as the City of Rutland back in 2018.

Our senior van service continues to thrive. **We finished the fiscal year with over 300 riders utilizing our free service to those in the Essex community, ages 60+.** We will continue to provide this service into the new fiscal year for qualifying residents within the Town and City limits, through December 31, 2023. At that time, the service will remain available to only those residents in the Town of Essex. Our committed drivers and staff have made this service a high-quality benefit to those in Essex. Our service is currently offered three days per week throughout the year for medical appointments, grocery shopping, other shopping trips, and program transportation, averaging 200 miles per week between the borders of Essex and Essex Junction. Friday Frolics have also been added each month to offer our 60+ community the opportunity to shop or dine outside of Essex. Frolics have included Trader Joe's, Walmart, the Vermont Historical Society Museum, the Dutch Mill Restaurant, greenhouses and nurseries, and the Lamoille Valley Rail Trail in Cambridge, to name a few. We prioritize alternative and affordable food shopping venues outside the Essex border each month and branch out to special outings later in the month.



The Essex Area Senior Center at 2 Lincoln Street has continued to have a busy schedule each week, utilizing the full program space available to our 50+ community. The Center is staffed three days per week, while volunteers cover the Center two days per week, including opening and closing responsibilities. **Throughout our fiscal year, we had approximately 2,800 visits to the Center by individuals 50 years of age or older, who participated in scheduled programs, and drop-in activities, and enjoyed affordable meal options that were offered weekly.** Partnerships have held strong with the CTE-Essex Culinary Program, Age Well, and AARP. Staff retains a close relationship with community housing complexes and local business partners to stay current with the population's needs without oversaturating the market.



Overall, the year provided refreshing moments that reminded us all why we do what we do for the Town of Essex. We look forward to growing and moving forward with the community as we enhance our efforts that continue to be your connection to a healthy and happy Town of Essex. Thank you to all our community partners, volunteers and coaches, and seasonal staff who kept us a strong and safe provider of programs and recreation spaces.

Police Department



As we come to the end of 2022 and begin 2023, the Essex Police Department continues to provide professional, forward-thinking law enforcement services to the City of Essex Junction and the Town of Essex. Since July, we have formally served two separate communities although, for the staff, and likely the citizens, there have been no differences from what we have provided for the last 42 years. We thank those who supported the signing of a long-term MOU between the entities and provided the community with stability and the promise of effective law enforcement for the foreseeable future.

EPD, like many other law enforcement agencies, has seen a great transition the last few years in both the way we practice law enforcement and in the staffing numbers we struggle with. While EPD has not suffered as much as other departments, we continue to face problems with officer vacancies and recruiting new people. We currently sit at five vacancies, having lost four officers to other departments this past year (for family relocations) but have graduated two new officers from the VT Police Academy in 2022. We have hired one more who will attend in early 2023. Recruiting for law enforcement is a challenge and although we have been vigorously recruiting in all demographic categories, the pool of quality applicants is not there, and we refuse to lower our standards for excellence.



Officers received 4437.25 hours of training in 2022

In 2022, the department acquired the State's first virtual reality simulator designed for training police officers in not only the proper use of force techniques, but in verbal de-escalation, and everyday communications. This system, from Apex Officer, fully immerses the trainee into a scenario that is very near the real thing. The trainer has the option of hundreds of scenarios, locations, citizens to interact with, and many other factors to make the training as real as possible. Unlike other, older, training systems which are designed to just train use of force, this system focuses on scenarios that have successful outcomes. In fact, the great majority of the scenarios are successfully completed by officers without a use of force, just as in real life. EPD has integrated this system into our training room so that officers can utilize it anytime there is a lull in their shift and a trainer is available.



Since 2020, EPD has been working with the Essex BEST (Building Equity, Solidarity, and Trust) residents group. Our latest focus is the formation of a Citizens Advisory Board for the police department that will partner with the department to ensure we are using the best policies and promoting professionalism in our department. Some of the other accomplishments we have attained so far from the work:

- Implementation of new Mission Statement and Core Values
- Posting our major policies online
- Re-focusing efforts to engage with our community through social media, community events (National Night Out, Coffee with a Cop, upcoming Citizens Police Academy)
- Transition of School Resource Officer to District Liaison Officer
- Provided and advocated for Increased Funding for Community Outreach, Community Justice Center
- Creation of a Community Affairs Liaison position
- Creation and implementation of training for staff on racially responsive policing

As we begin 2023, EPD and the Williston Police Department have formed a partnership to combine resources for dispatching. There is a crisis in Vermont for dispatching created by a shortage of qualified dispatchers and the decision for the Vermont State Police to stop offering dispatch services outside of their own agency. In July, this left WPD without dispatch services late at night on several days of the week. EPD was asked to provide these services and with the efforts of our dedicated staff, we were able to transition into providing dispatch services for them. The leadership of both departments and Towns then realized an opportunity to combine our two dispatch centers that would provide for full law enforcement dispatch services for both Towns (along with Fire and Rescue in Essex). **This would double the number of dispatchers on duty for most of every day of the week, allowing us greater capability to handle numerous calls at once (a frequent occurrence) and flexibility in staff scheduling.** These two problems have faced EPD for many years and the number of calls for service (for EPD, Essex Rescue and the FD’s) have increased dramatically in the last five years. This partnership promises to solve these issues without additional costs for either Williston or Essex.

Crime statistics are a large topic of discussion in Vermont and around the Country. While we do not see the number and types of crimes that other localities are seeing, and Essex Town and City are still safe communities, we are not immune from an increase, especially in property crimes. Drug offenses, larcenies, stolen vehicles, and the overall number of court cases have all trended upwards. Essex and Essex Junction saw three gunfire incidents in 2022. Furthermore, with calls for service up, and since we did not have an assigned traffic enforcement officer until the latter part of 2022, our numbers for traffic stops, tickets and warnings are down while the number of crashes is up. In 2023, we hope to refocus our efforts on traffic enforcement and education with the goal of reducing the numbers of crashes caused by speed, inattention, and impaired driving.

Thank you

Finally, we wish to again thank all of those who have supported EPD and law enforcement this past year in various ways. From cards and letters to a simple ‘thank you’ on the street, we appreciate the gestures of support we have received. Our professionals thoroughly enjoy serving their community.

REPORTED CRIME ACTIVITY - PERIOD 07/01/21-06/30/22

	2018	2019	2020	2021	2022
HOMICIDE	0	0	0	0	0
ROBBERIES	4	3	0	2	3
BURGLARIES	51	40	36	40	40
ASSAULTS	66	91	79	47	51
SEX OFFENSES	13	16	17	28	19
DRUG OFFENSES	125	103	112	159	229
LARCENIES	244	214	300	288	320
VANDALISM	96	83	83	76	73
STOLEN VEHICLES	14	11	5	10	23
SUICIDES/ATTEMPTS	10	18	9	23	20
MISSING PERSONS	15	29	27	30	38
BAD CHECKS / FRAUD	64	63	92	71	75
D.U.I	58	74	56	49	54
COURT CASES	258	368	268	233	349
CRASHES	582	524	462	417	467

Public Works



2022 has been a year of change for the Town of Essex Public Works Department. The Department has seen some familiar faces go, some step up to new positions, and few new faces beginning their careers here at the Town of Essex. Mr. Dennis Lutz, P.E. the former Public Works Director retired last summer from the Town as well as the Public Works Administrative Assistant Chris Stoddard. Both employees played key roles here at the Town, ensuring all utilities and transportation infrastructure continued to run smoothly. The legacy Mr. Lutz has left behind here at the Department also includes the team he assembled to work with him addressing these needs. The Department welcomed Deana Stoneback as the new Public Works Administrative Assistant. Even with these changes, Public Works' objectives remain the same. The team will continue to provide quality, responsive service, address community infrastructure needs, and protect the public health and safety of all residents.



The Highway Department continued to provide great service this year throughout the Town's 76.9-mile network of paved and gravel roads. Plowing, grading, sweeping, and roadside mowing is completed on an annual basis. **The department paved a total of 2.13 lane miles of roads throughout the Town, with an additional 0.5 lane miles to be completed this May.** In addition to paving and drainage infrastructure repairs on paved roads, the department maintains over 26 miles of gravel roads. Department efforts to maintain the right of way will continue, cutting and trimming roadside vegetation and trees and excavating excess material from drainage swales and culverts as needed to ensure proper drainage and to meet stormwater permit requirements.

The Water and Sewer Department continues to provide quality drinking water and sewer services throughout portions of the community. Annie Costandi, P.E., the former Director of Stormwater Operations, has been promoted and is now the new Water Quality Director. She will continue overseeing the permitting, planning and day to day operations of the Town's stormwater infrastructure, and will continue with her duties with stormwater.



The Town has completed year two of a three-year acoustic leak survey of all 60 +/- miles of water distribution lines owned and maintained by the department. **A total of 11 leaks have been found and repaired to date, saving the department approximately \$20,587 lost revenue per year.** The department continues to progress on other projects like the Town Center Waterline, and other permit required projects addressing water quality. Additionally, the department continues to maintain; 16 Sewer Pump Stations, 10.48 miles of Sewer forcemain, 31.17 miles of Gravity sewer. Upgrades to pump station controls and communications continue throughout the system.

Public Works

Progress continues in stormwater. Three of the four State permit required Flow Restoration Projects have been completed. The last project is anticipated to be constructed in 2024. This project will upgrade 2 stormwater ponds off Essex Way into underground storage and filtration chambers. The cul-de-sac stormwater project which retrofitted 3 cul-de-sacs (Sage Circle, Oakwood Lane, and Acorn Circle) with stormwater treatment practices was completed at a final cost of \$402,249 with a local share of \$131,110. This was the last joint stormwater project between the Town and City of Essex Junction and is anticipated to remove 4.73 kg/yr. of phosphorus. The Town and City are currently working in collaboration with the University of Vermont and the Vermont Agency of Transportation to monitor the systems on Oakwood Lane and Acorn Circle to determine the efficiency of the media filters to remove phosphorus. The Phosphorus Control Plan was completed in 2021.



Oakwood Drive Stormwater Retrofit Project

In 2022, the Town received a grant through the Chittenden County Regional Planning Commission to conduct preliminary engineering and cost estimates on the top 4 projects identified in the Plan. Other grants obtained include Grants-in-Aid funding for drainage ditch improvements on Sawmill Road and at the intersection of Old Pump Road and Gray Way, and Town-wide TV inspection and analysis of old corrugated metal storm pipes to create a stormwater pipe rehabilitation and replacement plan as aging infrastructure continues to be a primary concern for the Department.

Inspecting and Maintaining

The Town continues to inspect and maintain: 1246 catch basins, 100 storm manholes, 100 outlets, 680 drive and cross culverts, and 31.45 miles of storm pipes. Additionally, Rethink Runoff, the regional stormwater education program for Chittenden County, launched a new volunteer initiative called Adopt-a-Drain that the Town participates in. Residents volunteer to “adopt” a storm drain near their house and help with clearing off leaves and other debris from the drain. This helps ensure stormwater is properly captured by the drain and reduces the amount of dirt and pollutants that reach Lake Champlain.

1,246 catch basins

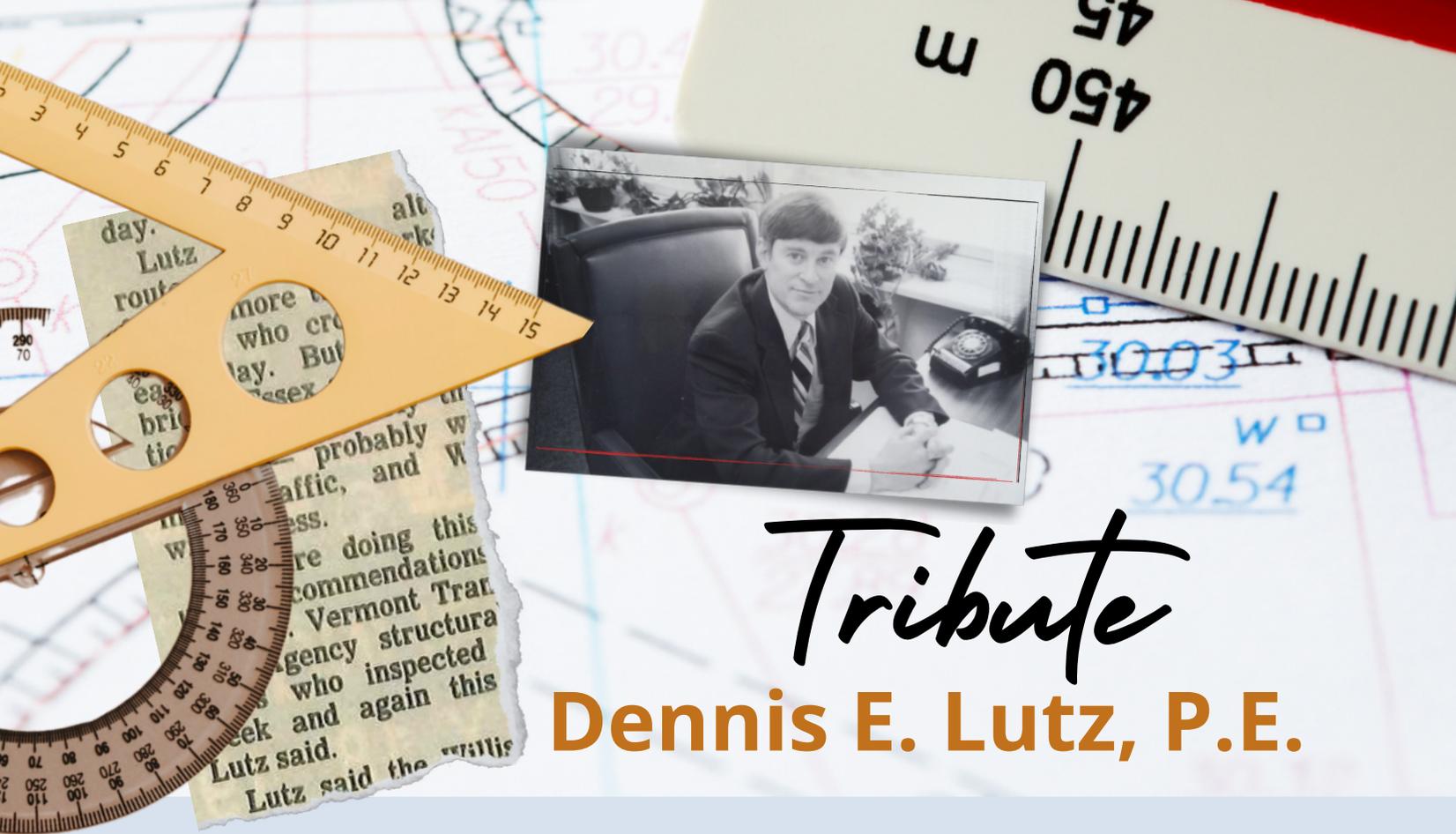
100 storm manholes

680 drive and cross culverts

**31.45 miles of
storm pipes**

In addition to maintaining the Town's roads and utilities, the Department manages sixteen buildings throughout the community. A significant effort has been made over the last few years to bring the maintenance of the existing buildings up to speed. Some of the work taking place this past year has been upgrades to existing systems for energy efficiency. Staff will continue to improve existing facilities and focus on energy efficient alternatives.

The Public Works team is looking forward to another productive year, and will continue to strive to provide consistent, quality service to the community throughout the year.



Tribute

Dennis E. Lutz, P.E.



As members of the community and colleagues learned that Dennis was planning to retire in 2022, an outpouring of appreciation of his leadership and service began, culminating with a dedication ceremony of the **Dennis E. Lutz Public Works Facility** in August.

Essex Community Justice Center



The Essex Community Justice Center (CJC) has existed since 2003. It provides restorative justice approaches to crime and conflict in the Essex, Colchester, Milton, Jericho, Underhill, and Westford communities. Most of the funding comes from the VT Department of Corrections (86%) while the Towns of Essex and Colchester have each begun contributing to the operational costs of the CJC for the last 3 years (Essex 7.5% and Colchester 4%). Staff at the CJC became employees of the Town of Essex in 2016.



Vision

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

Restorative justice focuses on repairing harm to individuals and to the greater community impacted by a crime. Relationships are rebuilt and the community is stronger when it has a role in addressing crimes that affect the safety and well-being of its residents. The CJC has 3 part time and two full time staff who train and support community volunteers to provide the majority of the restorative processes in any given year. The following programs are provided by the CJC:

Victim/Affected Party Outreach and Support for Restorative Justice Processes

CJC staff provide outreach and support to community members affected by crimes referred for a Restorative Justice Panel. Affected parties have the opportunity to meet with those who committed the crime, describe the impact, and request action from the offender designed to repair the harm that occurred. In FY22 the CJC was successful in reaching out to provide support and options to 139 out of 147 people harmed by crime.

Essex Victim/Affected Party Outreach

In FY22 the Essex CJC began a program of staff doing outreach to victims of crime in Essex. The program services individual victims (not businesses), whether or not an offender is caught. Outreach has focused on victims of the following crimes: Robbery, Larceny, Domestic Violence, Assault, Burglary, and sex offenses. In the coming year we hope to recruit and train volunteers to do this outreach.

Restorative Justice Panels

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

Essex Community Justice Center

In FY22 the CJC received 154 new referrals and held Panels for a total of 186 cases. The Panels were held by 39 community volunteers who provided 615 hours of service to their community. The Panels saw a 88% successful completion rate. The Essex Community Justice Center has seen a steady growth in the numbers of referrals for restorative processes over the last 8 years.

Restorative Reintegration

CJC staff and trained volunteers work with individuals returning to their community after serving an incarcerative sentence. The goals of the program are to assist participants to reintegrate and connect to the community in a positive way, to help reduce recidivism, and to enhance community safety. This is done through one-on-one reentry support for anyone who wants the support. For those who present a higher level of risk we provide Circles of Support and Accountability (CoSAs). The CoSA Program wraps a circle of trained volunteers around a reentering individual that meets with them weekly for a year. The purpose of CoSA is to ensure that there are no more victims and no more secrets while supporting and connecting the individual to their community, increasing the chances of their success. In FY22 the CJC provided CoSAs for 8 different individuals. The CoSA program has 33 trained community volunteers. In FY22 they provided 429 hours of service to their community.

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



**The CoSA
Program has
33 trained
community
volunteers.**

Essex Community Justice Center staff and volunteers at the Annual Volunteer Appreciation Event July 2022

Mission

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

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

Health Officers

Jerry Firkey, former Health Officer retired on December 31, 2022. The Town thanks and recognizes Jerry's dedication to the Town. Below is a summary of positions Jerry performed as a civil servant:



- March, 1969, Town Constable for 5 years.
- November, 1971, Appointed Zoning Administrator for the Town and Health Officer for the Town and Village of Essex.
- May, 1972, Chairman of the Volunteer Recreation Committee. Jerry helped establish the first year-round recreation programs during his 6-year commitment to this Committee.
- February, 1972, 3 year Volunteer Fireman.
- March, 1977-September, 1980, was elected as a Essex Selectboard member.
- February, 1977, left briefly for a 3 year stint as Jericho Zoning Administrator & Health Officer.
- September, 1980, returned to Essex as Zoning Administrator and stayed in this position for 27 years.
- September, 1980 – December 2022, Town & Village Health Officer for 42 years!

It is evident that Jerry loved his career as a public servant. I can think of no better way to honor him than to dedicate this year's Health Officer Page to him as recognition for the hard work he has provided as a civil servant. If you wish to send Jerry a card, please mail it to 81 Main Street, Essex, VT 05452-4000.

Due to the Town/City separation, each municipality requires its own Health Officer. Sharon Kelley was formerly the Deputy Health Officer for both the Town and Village however, as of January 1, 2023, she is now the Health Officer for the Town of Essex. Sharon can be reached at (802) 238-5303 or skelley@essex.org. Dog bites should be called in to the Essex Police Department (802) 878-1340.

Please visit the State of Vermont Health Department webpage as it has an abundance of information (www.healthvermont.gov). If you need to contact the Health Department directly, the number is (800) 464-4343 or (802) 863-7200.

Have a great 2023 and stay healthy!

Planning Commission



Commission Members

Dustin Bruso, Chair
Joshua Knox, Vice Chair
John Mangan, Clerk
Patty Davis
Tom Furland
David Raphael
Johnathan Schumacher

Katherine Sonnick, Staff Representative - 802-878-1343, ksonnick@essex.org

What does the Planning Commission do?

The Planning Commission performs two main functions: long-range planning and development review. Long-range planning involves updates every eight years to the Town Plan (we are updating this right now!), amendments to the Zoning Regulations and Subdivision Regulations, and special projects that focus on specific areas of planning. Recent examples of special projects include the 2021 ETC NEXT Master Plan and the 2019 Saxon Hill Town Forest Vision Framework. Development review involves site plan reviews and subdivision reviews.

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

- The Town website contains meeting dates and agendas, plans for development proposals and staff reports about those proposals, and minutes from past Planning Commission meetings. (www.essexvt.org/425/Planning-Commission).
- Seven Days has legal notices with agendas for upcoming meetings.
- The Town Offices and Essex Free Library have bulletin boards posted with notices and agendas.
- Zoning notices (yellow signs) are displayed on properties that will be under review.
- Certified mailings are sent to immediate neighbors (aka abutters) of a property that will be under review; the mailings contain an agenda with the date of the hearing for the proposed project.
- Front Porch Forum (www.frontporchforum.com) emails contain information about upcoming meetings.
- Sign up for emails notifying of agendas for upcoming meetings and the posting of minutes through the Town website: www.essexvt.org/136/Town-Notifications.
- Community Development Department (878-1343) staff can answer questions.
- Talk to your neighbors.

Zoning Board of Adjustment



The Zoning Board of Adjustment (ZBA) is comprised of 5 members and meets 1x/month, the first Thursday of each month. In order for a hearing to proceed there must be a minimum of 3 members participating in the hearing. We are down 1 member and ask you to please consider volunteering to become a member. Current members are Nick Martin, Chair; Michael Plageman, Vice-Chair, Tom Yandow, Clerk and Hubert (Hubie) Norton.



Apply to become a member of the board!

Meetings start at 6:00 p.m. and usually are not more than 1 hour. You are paid of stipend of \$50.00 for each meeting you attend. Please reach out to Zoning Administrator, Sharon Kelley skelley@essex.org to discuss this further. We need you!

Over the course of 2022 the ZBA met and approved the following applications:

- Tigerfly Massage, located at 8 Carmichael Street, Suite 205
- Center for Trauma Recovery, 8 Carmichael Street, Suite 204
- Sparky's Food Truck, 217 Sand Hill Road
- Airbnb, 22 Old Stage Road
- Bramble Restaurant, Outdoor Seating, 21 Essex Way
- Cidery Operation, 25 Essex Way, Suite 214
- Growing With Wonder, expanded daycare, 51 Center Road
- CCR Sales & Rental, expanded equipment display area, 74 Upper Main Street
- Mimmos Restaurant, outdoor seating, 4 Carmichael St
- Short Term Rental, 24 Forest Road
- Short Term Rental, 156 Old Stage Road
- Ashley Norton, 77-Child Daycare Facility, 21 Essex Way, Suite 106
- Airbnb, 386 Old Stage Road
- Airbnb, 184 Old Stage Road

Conservation and Trails Committee



Created an official tree policy which governs the care and promotion of public trees and can be found on the Town website.

Prepared for the arrival of the emerald ash borer, an invasive insect which has caused massive loss of ash trees across the country. Thirty susceptible trees were removed and replaced with other species, the cost being offset by a grant from Vermont Urban and Community Forestry. Thirteen additional ash trees received insecticide treatment to prevent infestation with selection based on condition and community value.

An Adopt-a-Tree Program was developed and launched. This program engages residents with supporting the health of newly planted replacement saplings.

A Greening Schools grant of a tree from Horsford Nursery was used to hold an Arbor Day tree planting at Founder's School.

Spongy Moths have impacted much of our tree canopy both this year and the year prior. The committee created a fact sheet describing the insect, its life cycle, and mitigation measures and conducted a community outreach campaign helping residents assess local risks and reduce impact.

Historic Resources in the town were inventoried and listed on a new page on the town's web site making this information readily available to town residents.

Photo courtesy: Ken Signorello



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

The annual spring and fall clean-up events at Indian Brook Park, which includes trail maintenance and invasive species removal, generated about 180 person-hours of volunteer effort caring for this prize town resource. We are enormously grateful for the community support we received for this work.

2024 Essex Town Plan update. Two committee members are participating in a working group tasked with providing input to the 2024 Essex Town Plan update. In early 2023, this work group is hosting nine public meetings across the town gathering resident contributions to a shared vision for Essex.

Public trails inventory and documentation work continues as part of an ongoing project which we hope to complete in 2023.

Pollinator Gardens. We partnered with the non-profit organization "Bee the Change" to site and plant pollinator gardens.

Development Overview. Throughout the year we provided a conservation perspective on proposed new development projects at our regular monthly meetings.

Essex Energy Committee



The Essex Energy Committee (EEC) advocates for conservation, efficiency, renewable energy production, and reduction of greenhouse gas emissions in Essex Town and Essex Junction, Vermont. EEC meetings are generally held on the second Wednesday of each month. Current members at the end of 2022 include: Will Dodge (Chair), Tom Yandow (Town Building Manager) Natalee Braun, David Skopin, Dorothy Bergendahl, Mike Fink, and Daniel Parkins. This Annual Report is submitted pursuant to Section 1(e) of the EEC Charter of 05/19/2008.

2022 Achievements Based on Powers and Duties in Charter

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

- **Essex's GHG Output.** Alongside EHS student intern Greg Hurne, Mike Fink prepared and presented an estimated total GHG output of Town of Essex (to be published shortly on the Committee's website and Facebook page).
- **Weatherization Tracking.** The Committee closely tracked state incentives for weatherization, as well as progress / setbacks for additional weatherization work in Essex / Essex Junction through multiple presentations and engagement with Efficiency VT, VT Energy and Climate Action Network, and others.

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

- **Police Station.** Tom Yandow ran investigations throughout 2022 to potentially install a combination of roof-mounted / ground-mounted solar at the Essex Police Station, as well as heat pumps (ongoing). Tom also used a bulb replacement program to secure substantial savings at the police station for energy use.
- **Sand Hill Park.** Tom Yandow secured at less than 50% of original cost a variable frequency drive system for Sand Hill Park swimming pool to increase efficiency.
- **CSWD Multi-Recycling Facility.** The EEC investigated and actively promoted (in newspapers, FPF, and other venues) the balloted CSWD Multi-Recycling Facility to improve overall efficiency and GHG reductions in solid waste.



Committee members Phil March, David Skopin, Mike Fink; a curious shopper, and VT Energy Coop GM Brian Gray

Essex Energy Committee

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

- **Revolving Loan Fund Engagement.** Through participation in events hosted by the Chittenden County Regional Planning Commission, the EEC learned about (and is committed to developing) a municipal revolving loan fund for putting the savings of energy projects for good use (ongoing).
- **Net Metering.** The Renewable Energy subcommittee reached out to determine a means by which the Town can use up the rest of its net metering credits by working with various solar providers (ongoing).
- **Federal Funding.** The EEC kept abreast of developments related to ARPA, Bipartisan Infrastructure, and Inflation Reduction Act to look for potential opportunities for energy / climate resiliency and efficient transportation improvements.
- **Microhydro:** The EEC worked with several reputable sources to definitively determine that microhydro is not viable for Indian Brook.

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

- **Button Up:** The EEC ran two separate two-day Button Up events to provide information regarding weatherization incentives: one at Lowe's on June 18th-19th, and a second one at the Essex Explore! in the early fall. Combining both, Committee members directly engaged with approximately 130 people.
- **Dandelion Presentation.** Michael Fink organized a virtual presentation by Dandelion Energy regarding geothermal development in New York state and prospects for Vermont.
- **Essex Solar Presentation.** EHS student Anne Hoppe presented before the Committee to discuss her excellent article in Vermont Digger re: solar at EWSD.
- **Communications and Awareness Raising:** Following a tradition from past years, EEC members engaged in a variety of virtual and "real" campaigns in areas related to energy usage, transportation adoption (including the new multi-use path), weatherization, promotion of climate change mitigation, transportation adoption, infrastructure resiliency, and community solar. This included some important announcements on Front Porch Forum with positive feedback.
- **VECAN Conferences / Workshops:** The EEC members attended virtual workshops organized by the Vermont Energy Climate Action Network (VECAN) on a variety of topics throughout the year, and presented back to members.

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

- **Planning Commission Subcommittees.** Each member of the EEC volunteered for one of the Planning Commission's subcommittees. This included the Chair's work on a subcommittee to prepare the 2024 Town Plan.
- **Solar Promotion.** The EEC actively worked with members of the Rotary Club, Essex High School, the Economic Development Committee, and others to actively promote additional solar energy development in Essex.
- **Essex Volunteer Event.** The EEC participated and interacted with volunteers from other committees and commissions at the Double EE.

Plans for 2023

Priority goals for 2023 include: (1) revolving loan fund; (2) energy / climate change focus of the 2024 Town Plan; (3) CCRPC regional energy committee; (4) police station efficiency.

We thank the Selectboard, Trustees, and Town /Village officials for their continued support. We especially thank Sen. Irene Wrenner for her years of service on the EEC.

Essex Housing Commission



Katie Ballard, Chair; Gabrielle Smith, Vice Chair; Emily Taylor (Town), Clerk; Ta Tanisha Redditta; Ned Daly; Mark Redmond(Town); Deb Flannery (Town); Rupesh Asher (Town)

In August of 2020, seven residents of the Town and Village of Essex were chosen by the Trustees and Selectboard to serve as the inaugural members of the Essex Housing Commission. In 2022 the trustees and Selectboard voted to separate all boards and commissions including the Housing Commission. In preparation for our Commission separating our membership was expanded to 10 members, 5 from the City and 5 from the Town. The majority of this year has been spent planning for separation and focusing on Inclusionary Zoning and a proposal for creating a Housing Trust Fund in our community.

As Commissioners, we come together from diverse experiences that contribute to and inform our understanding of housing. In the beginning of the year we spent time engaging with other boards and commissions, such as the Planning Commissions, as well as representatives from both the Selectboard and The Trustees to better understand how we as a Housing Commission can support the work of other groups in our community related to the housing issues we face. This year our focus has been completing and bringing forward proposals to both the City and the Town related to recommendations to incorporate zoning regulations to support the growth and development of affordable housing by using incentives and density bonuses.

Our second priority has been to engage and do research related to creating a Housing Trust Fund in our community and beginning to gather information from other communities that have created them, including what they are used for and how they are funded. In addition to becoming more involved in the ongoing housing conversations related to development projects, our hope is to be able to serve as a resource for many of the housing (and related) issues that affect Essex, such as the increasing cost burden of housing, health and safety hazards in some rental housing, and the importance of regulations that stimulate production of a variety of housing sizes and types to support the changing needs of smaller households, an aging population and all rungs on the housing tenure ladder, from homelessness to single family home ownership.

Working with staff from the Community Development Departments of both the City and the Town, the goals of the Housing Commission are to achieve equity, fairness and inclusion for all current and future residents of Essex. We encourage residents of Essex to attend our meetings from 3:00-4:30pm on the first and third Wednesdays of the month or to contact our staff with questions and concerns that they can bring to us for discussion.

It has been an honor to serve as a Joint Housing Commission and we are excited about the potential for collaboration as we continue to move towards separating into two commissions.





The Town Plan update is underway! What is a town plan?

The Town Plan is a visionary, guiding document that sets goals for the Town for the next 8 years. Once adopted, a Town Plan is used to update zoning and subdivision regulations, seek grants, and set work plans for municipal departments, boards, commissions and committees. A working group consisting of members of the Town's boards and committees will be facilitating neighborhood meetings throughout the Town in early January.

This is your opportunity to share your ideas and suggestions about what you like and even don't like about Essex and help shape our Town's vision for the future.

Receive Updates

Sign up to receive monthly ESSEX NEWS in your email inbox and find events scheduled on Facebook!





For information regarding	Call	Number
Birth & death certificates	Town Clerk	879-0413
Building & zoning permits	Zoning Administrator	878-1343
Burn permits	Police Department	878-1333
Dog complaints	Police Department	879-1333
Elections & voter registration	Town Clerk	879-0413
Health complaints	Health Officer	878-1343
Library	Essex Free Library	879-0313
Licenses (hunting, fishing, marriage, dog)	Town Clerk	879-0413
Park passes	Parks and Recreation	878-1342
Planning & subdivisions	Community Development	878-1343
Senior programs	Essex Area Senior Center	878-6940
Streets & sidewalks	Public Works Department	878-1344
Tax Maps and assessment	Assessor's Office	878-1345
Water/sewer services	Public Works Department	878-1344

