

CITY OF VERGENNES, VERMONT
REGULAR MEETING of the CITY COUNCIL

April 13, 2021

6:00 p.m.

AGENDA

Remote Meeting Via Zoom

Join by Computer: <https://zoom.us/j/561577976>

Join by Phone: Dial: **1 (312) 626-6799**

Meeting ID: **561 577 976**

Meeting Password: **1234**

- 6:00 pm
1. Call to Order, Amendments to Agenda
 2. Visitors
 3. Approval of Minutes and Warrants*
Minutes: (3/9) (3/23) & Warrants: (3/23) (4/13)
 4. Citizens Comments (issues not otherwise on agenda)
 5. Business
 - a. Adoption of Conflict of Interest Policy**
 - b. Resolution to join the Addison County Communications Union District dba Maple Broadband and appointing a representative to the governing board. Presentation: Steve Huffaker, Chair, Maple Broadband
 - c. Update on Draft Ordinance re the Control of Poultry. Sponsors: Alderman David Austin, Alderwoman Jill Murray-Killon
 - d. Budget Discussions
 - e. Review of FY 21 budget
 - f. City Manager's Discussion with City Council re: FY 22
 - g. FY 22 budget presentation, Department of Public Works
 - h. Presentation by City Clerk of Kofile and CAI, and request for funding from the Restoration & Digitization Fund
 - i. Review of Watershed Recreation Reserve Fund
 6. Manager's Report
 7. Mayors Report
 8. Adjournment

CITY OF VERGENNES, VERMONT
REGULAR MEETING of the CITY COUNCIL
March 9, 2021
Meeting Held Remotely via Zoom
Minutes

1. Call to Order, Pledge of Allegiance, Amendments to Agenda.

Mayor Mathew Chabot called the meeting to order at 5:32 p.m.

Attendance:

- Mayor Mathew Chabot
- Alderman Dickie Austin
- Alderman David Austin
- Alderman Mel Hawley
- Alderman Ian Huizenga
- Alderwoman Jill Murray-Killon
- Alderwoman Susan Rakowski
- City Manager Ron Redmond
- City Clerk Britney Aube
- Christopher Reck
- Mike Daniels
- Kathy Rossier
- Cheryl Brinkman
- Katherine Hayes
- Julian Cesner
- Jeremy Holm
- Laura Mack

Amendments to the agenda

Alderman Mel Hawley noted that Tim Cook's name under "Appointments" was misspelled. Alderman Mel Hawley also noted that the warrants contained prior warrants previously approved at the February 23, 2021 meeting. City Clerk Britney Aube noted that the draft minutes for the February 23, 2021 minutes would be ready for review at the next Council meeting.

2. Visitors.

None.

3. Approval of Warrants.

A motion was made by Alderman Dickie Austin, seconded by Alderman Ian Huizenga to approve the warrants. Alderman Mel Hawley noted that the warrants should be amended prior to circulation to remove the warrants previously approved at the February 23, 2021 meeting. VOTE- All members voted in favor.

4. Citizen's Comments (issues not otherwise on the agenda)

None.

5. Business

a. Recognition of Service and Welcome to Mayor Mathew Chabot.

Mayor Mathew Chabot recognized Lynn Donnelly and Lowell Bertrand for their many years of service on the Council. Mayor Mathew Chabot welcomed Alderwoman Susan Rakowski as the newest member of the Council.

b. Resolution of Support for Vermont National Guard deployment.

Alderman David Austin explained that the National Guard Unit based in Vergennes would be deploying Wednesday morning at 6:30 a.m. Alderman David Austin welcomed the community to show their support by attending the parade that would leave from the Armory on Monkton Road, continue to Main Street, and end at the Park and Ride. City Manager Ron Redmond noted that yellow ribbons provided by Hollyhocks would be available to residents.

A motion was made by Alderman David Austin, seconded by Alderman Dickie Austin to approve the Resolution of Support for the Vergennes Army National Guard Company B 572nd Engineering company. VOTE – All members voted in favor. See Resolution document attached hereto.

c. Request from Christopher Reck, Vergennes Farmers Market, 2021 Season.

Christopher Reck requested permission to hold the farmers market on Thursday afternoons on the City Green. Christopher Reck noted that there would be new COVID restrictions. As part of the proposal, Mr. Reck requested that Park Street be closed early Thursday for vendors and parking. Mr. Reck also requested use of the bathrooms at City Hall for vendors and continued use of the backroom at City Hall for storage. The farmers market would be open from 3:00 p.m. to 6:00 p.m. A motion was made by Alderwoman Jill Murray-Killon, seconded by Alderman Dickie Austin, to approve the return of the Farmers Market on the City Green on Thursdays for the 2021 season, the approval includes closing Park Street for vendor and customer parking, use of the bathrooms at City Hall for vendors, and continued use of the backroom of City Hall for storage space. Public Works Supervisor Jim Larrow requested that tent sites be moved weekly to keep the grass from dying and requested that stakes are not used on the City Green. VOTE- All members voted in favor.

d. City Council Organization

i. Adoption of City Council meeting schedule through FY 22

Alderman Mel Hawley noted the calendar date needed to be corrected to the 2022 calendar year. Alderwoman Susan Rakowski noted that the two March meeting dates would fall on a Monday. Cheryl Brinkman requested that the Council review the start time of Council meetings and consider pushing the start time back later in the evening. A motion was made by Alderman Dickie Austin, seconded by Alderwoman Susan Rakowski to approve the City Council Meeting schedule the revision to the calendar year and the March meeting dates. VOTE – all members voted in favor.

ii. Election of Deputy Mayor**

Mayor Mathew Chabot asked the Council if there were any nomination for Deputy Mayor. Mike Daniels asked the Council if the position should be referred to as Senior Alderman since no Charter change had occurred to change the name of the position. Mayor Mathew Chabot noted that the Council voted to rename the position two-three years prior.

Alderwoman Jill Murray-Killon nominated Alderman Dickie Austin as the Deputy Mayor. Mayor Mathew Chabot asked the Council two more times whether there

were any other nominations. There were no other nominations or comments from the Council. VOTE – All members voted in favor.

iii. Adoption of Roberts Rules of Order for executive boards and committees which waives various formalities and calls for Mayor to vote on all motions**

A motion was made by Alderman David Austin, seconded by Alderman Dickie Austin to adopt Roberts Rules of Order for executive boards and committees. VOTE – All members voted in favor.

iv. Adoption of Conflict-of-Interest Policy**

Alderwoman Susan Rakowski explained that the City's Conflict of Interest Policy contained different language than the standard Conflict of Interest Policy provided by the Vermont League of Cities and Towns. Alderwoman Susan Rakowski suggested that Council review the Policy and update it as needed. A motion was made by Alderman Dickie Austin, seconded by Alderwoman Susan Rakowski to table the discussion to the next city council meeting.

v. Designation of Newspaper of Record**

A motion was made by Alderman Mel Hawley, seconded by Alderman Dickie Austin, to accept the Addison Independent as the newspaper of record. VOTE- All members voted in favor.

e. Appointments.

i. Members of the Parks and Recreation Committee (per charge adopted at 2/23/21 meeting). Kathy Rossier; Lynne Rapoport; Tim Cook; Lisa Casey; Michelle Eckels; Julian Cesner; Ben Hatch, and Robyn Newton (ANWSD).

Alderman Mel Hawley explained, that under the Parks and Recreation Charge, there are three categories of members on the committee. There should be eight to twelve Vergennes residents, a Representative of ANWSD, and a designee of the City Council. Alderman Mel Hawley noted that the proposed appointments make up only seven members. Alderwoman Jill Murray-Killon asked if Jeremy Holm would be interested in serving on the Committee. Kathy Rossier explained that Matt Hawes had also been in attendance all the Parks and Recreation Committee meeting. Mayor Mathew Chabot suggested that the open positions be advertised.

A motion was made by Alderman Mel Hawley, seconded by Alderman Dickie Austin, to amend the agenda to include the designation of Alderwoman Jill Murray-Killon to the Parks and Recreation Committee as the city council designee. VOTE- All members voted in favor.

A motion was made by Alderman Mel Hawley, seconded by Alderman Dickie Austin, to appoint the following people to the Parks and Recreation Committee: Kathy Rossier; Lynne Rapoport; Tim Cook; Lisa Casey; Michelle Eckels; Julian Cesner; Ben Hatch, Robyn Newton as the representative for the Addison Northwest School; District, and Alderwoman Jill Murray-Killon as the city council delegate to the Parks and Recreation Committee. VOTE- All members voted in favor. Alderman Mel Hawley noted that additional appointments could be made at later time. Residents

interested in serving on the Committee should follow the process provided in the Parks and Recreation Charge.

ii. **Delinquent Tax Collector**

A motion was made by Alderman Mel Hawley, seconded by Alderman Dickie Austin, to appoint Ron Redmond as the Delinquent Tax Collector. VOTE- All members voted in favor.

iii. **Tree Warden**

A motion was made by Alderman Dickie Austin, seconded by Alderwoman Susan Rakowski, to appoint Ron Redmond as the Tree Warden. VOTE- all members voted in favor.

iv. **Service Officer**

Alderman Mel Hawley explained to the Council that the City Service Officer was a position that was formerly provided for under state statute to aid people who need emergency temporary housing. The Service Officer statute has since been repealed; however, the City's Donnelly Fund Policy names the City Service Officer as the person authorized to receive request for funds and allocate funds up to \$500 a year in accordance with the Policy. The Donnelly Policy pertains to the worthy poor who need assistance. A motion was made by Alderman Mel Hawley, seconded by Alderman Dickie Austin to appoint Britney Aube as the City Service Officer. VOTE- All members voted in favor.

v. **Designation of Bixby Memorial Free Library Trustee**

As the Director, and on behalf of the Bixby Memorial Free Library Board of Trustees, Katherine Hayes nominated Laura Mack as the Trustee. A motion was made by Alderman Dickie Austin, seconded by Alderman Ian Huizenga to designate Laura Mack as the Bixby Memorial Free Library Trustee. VOTE – All members voted in favor.

vi. **Representative and alternative representative to the Addison County Solid Waste District Board of Supervisors**

Cheryl Brinkman explained that she would like to continue as the representative to the Addison County Solid Waste District Board of Supervisors and currently is serving as the Chair of the committee. Cheryl Brinkman noted that there is not currently an alternative representative. A motion was made by Alderman Dickie Austin, seconded by Alderwoman Susan Rakowski to appoint Cheryl Brinkman as the representative to the Addison County Solid Waste District Board of Supervisors with the alternate position remaining open at the time. VOTE- All members voted in favor.

f. **Update re: Notice of Tentative Redetermination of Equalized Education Property Value and Coefficient of Dispersion from State of VT, Dept. of Taxes**

Alderman Mel Hawley noted that the appeal was successful and the CLA was increased slightly. Alderman Mel Hawley stated he would still like to see certification from Vermont Gas relative to their CLA consideration, which was not reflected in their filing documentation. Alderman Mel Hawley noted that has reached out to Teresa Giles with the State of Vermont to see if she could provide that documentation. If that documentation is not provided, Alderman Mel Hawley noted that he would like to continue with the appeal.

g. Approve Municipal Policies and Code MP-1 Form for grant portfolio with State of Vermont, Vermont Community Development Program. (current form on file with State expires March 12, 2021)

A motion was made by Alderman Mel Hawley, seconded by Alderman Dickie Austin approve the filing of the Municipal Policies and Code MP-1 Form for grant portfolio with State of Vermont, Vermont Community Development Program Form. City Manager Ron Redmond noted that the form would be shared electronically for signature. VOTE – All members voted in favor.

6. City Manager Report

City Manager Ron Redmond provided a brief update regarding the status of backlogs at City Hall and noted that he began meeting with the various departments regarding FY 22 budgeting. The Manager also explained that the public hearing for the public works salt shed would occur at the March 23rd council meeting.

7. Mayor's Report

Mayor Mathew Chabot noted that he is working closely with City Manager Ron Redmond and is looking forward to serving as Mayor.

8. Adjournment

A motion was made by Alderman Dickie Austin, seconded by Alderman Ian Huizenga to adjourn the meeting. VOTE- all members voted in favor. The meeting was adjourned at 7:10 p.m.

Meeting minutes respectfully submitted by:
Britney Aube
Vergennes City Clerk

DRAFT

CITY OF VERGENNES, VERMONT
REGULAR MEETING of the CITY COUNCIL
March 23, 2021
Meeting Held Remotely via Zoom

Attendance:

- Mayor Mathew Chabot
- Alderman Dickie Austin
- Alderman David Austin
- Alderman Mel Hawley
- Alderman Ian Huizenga
- Alderwoman Jill Murray-Killon
- Alderwoman Susan Rakowski
- City Manager Ron Redmond
- City Clerk, Britney Aube
- Peter Garon
- Brent Rakowski
- Mike Winslow
- Congressman Peter Welch
- Jennie Auster
- Paul Bessette
- Elise Shanbacker
- Tim Cook
- Christopher Reck

1. Call to Order, Amendments to Agenda

- Alderman Mel Hawley requested adjustments to the agenda.
 - removing minutes from approval by council as council does not take action on meeting minutes for the 3/1/21 annual meeting, a public meeting of the voters; move outside seating agreements before approval of liquor licenses.; and include discussion of Conflict-of-Interest Statement, since the issue was tabled at 3/9/21 meeting with discussion to be continued at 3/23/21 meeting.
- Deputy Mayor Dickie Austin requested Lulu Ice Cream be added to the list of Outdoor Seating Agreements to be approved.
- Alderman Huizinga requested that Antidote be added to list of third-class liquor license to be approved.

2. Visitors: Steve Hufaker of Maple Broadband. Mayor Chabot said Congressman Welch joining meeting at 6:30 pm.

3. Approval of Minutes and Warrant* Minutes: (2/23), (3/1) & (3/9)

A motion by Deputy Mayor Dickie Austin, seconded by Alderman Ian Huizenga to approve the February 23, 2021 minutes. Alderman Mel Hawley requested adjustments to the 2/23 minutes:

- The second sentence under 3. A. states the “proposed minute revisions,” the word “minute” should be deleted.
- At the end 5.A.i, the minutes state the “Recreation Committee charge and roles and responsibility document,” the word “document” can be removed, and the word responsibility should be changed to responsibilities.
- Under 5.C, minutes to reflect resignations of Alicia Grangent and Nial Rele from the CRBEC.
- Alderwoman Jill Murray-Killon requested her name be spelled correctly.

VOTE- The motion passed with none opposed and two abstentions (Alderwoman Susan Rakowski and Mayor Mathew Chabot).

A motion was made by Alderman Ian Huizenga, seconded by Deputy Mayor Dickie Austin to approve the March 9, 2021 minutes. Alderman Mel Hawley requested adjustments to the minutes. For Item 5C, Alderman Mel Hawley requested consistency in the use of the apostrophe as it relates to Farmers Market. Chris Reck of the Farmers Market was consulted and Reck requested that the Farmers Market not include an apostrophe “because it looks better.”

There was significant discussion regarding the use of “Senior Alderman” vs. “Deputy Mayor.” Relative to the election of Dickie Austin as Deputy Mayor, Alderman Hawley stated that the charter identifies a Senior Alderman and not a Deputy Mayor. Alderman Mel Hawley noted that the Council adopted a resolution a few years ago such that the Senior Alderman was to be called the Deputy Mayor. Alderman Mel Hawley noted that a resolution does not override the charter and expressed his concern about Deputy Mayor Dickie Austin be properly elected. He expressed concern regarding Alderwoman Murray-Killon’s nomination of Alderman Dickie Austin as it relates to Senior Alderman versus Deputy Mayor.

- Mayor Mathew Chabot requested that Britney Aube and Ron Redmond
 - o find a copy of the City Council resolution and bring it to the next Council meeting.
 - o Review the video of Alderwoman Murray-Killon’s motion to nominate Alderman Dickie Austin

Mayor Mathew Chabot asked Alderman Hawley if he agreed that the Council should look back at the recorded record and he agreed.

- Alderman Hawley requested these additional changes to the minutes:
 - o under Item E. i., that Alderwoman Murray-Killon should be referred to as the “designee” and not the “delegate.”
 - o correction the spelling of Lynn Rapoport and Jill Murray-Killon,
 - o changing “Addison Northwest Supervisory District” to “Addison Northwest School District.”

Alderman Mel Hawley moved to defer approval of the March 9, 2021 minutes, seconded by Deputy Mayor Austin. VOTE – all member voted in favor.

4. Citizens Comments (issues not otherwise on agenda)

- a. None.

5. Business

a. Discussion regarding Council Meeting start time.

Cheryl Brinkman requested a 6:00pm start time for City Council meetings. A motion was made by Alderman David Austin, seconded by Alderman Dickie Austin to change the start time of the City Council meeting to 7:00 p.m. Deputy Mayor Dickie Austin stated that he believes a later start time is needed for people who commute. It provides people with time to get home and shift gears to community engagement. Alderwoman Jill Murray-Killon stated that a 6:00 p.m. meeting would work better for her. Alderman Mel Hawley suggested an amendment to the motion to reflect a 6:00 p.m. start time. Alderwoman Susan Rakowski seconded the amendment. VOTE – 6 in-favor; one opposed (Deputy Mayor Dickie Austin). A motion was made by Alderman Mel Hawley, seconded by Alderwoman Jill Murray-Killon to approve the original motion as amended. VOTE – 6 in favor; one opposed (Deputy Mayor Dickie Austin).

b. Public Hearing for Vergennes Salt Shed Project. Presentation of Conceptual Plans: Otter Creek Engineering

Alderwoman Susan Rakowski noted a potential conflict of interest since she is related to the presenter, Brent Rakowski, who is her husband. Brent Rakowski stated that this was the 3rd public

meeting on the project. The salt shed is proposed to be located off Canal Street. The current salt shed is in poor condition and is a public hazard risk. A new salt shed is proposed that will protect material from weather elements and run off. Brent Rakowski noted that they can buy salt/sand materials in larger capacities. The estimated project cost is \$321,407 with the State's share (80%) at \$257,126 and the City's share (20%) at \$64,281. Brent Rakowski explained that because federal funds are being used, it will be a prolonged process to build the shed. The proposed shed will be a fabric covered steel structure. Alderwoman Jill Murray-Killon asked about the fabric covering and questioned how well it would hold up to elements or accidents. Brent noted replaceable fabric panels. Brent also explained that archaeological sensitivity and wetlands were marked as concerns. Alderman Mel Hawley said the City Council assigned the West Main Street account to the Salt Shed project and had allocated \$62,500 in 2019 to that account. Rakowski confirmed with Alderman Mel Hawley that his engineering fee was included in the grant. Alderman Mel Hawley asked if the Salt Shed should be renamed since it will also house sand and cold patch. Alderman Mel Hawley suggested it be called a materials storage facility. Alderman Mel Hawley also suggested adequate landscaping between sidewalk and the back of the proposed building.

Presentation by Congressman Peter Welch, time certain for 6:30 pm

Mayor Mathew Chabot welcomed Congressman Welch to the meeting. Congressman Welch discussed the \$1.9 trillion American Rescue Act. \$ 1.2 billion in aid will be coming to Vermont and \$200 million of that will be going to Vermont cities and towns. Vergennes will be receiving \$756,000 in federal aid. Congressman Welch explained that the funds need to be spent on items that are Covid related and there is a fair amount of flexibility – from helping individuals, non-profits, front line workers individuals, to funding water, sewer and broadband projects. Local officials will make the decisions on how the aid will be spent for their own communities.

Mayor Mathew Chabot invited Jennie Auster with Hoyle Tanner, senior engineer and project manager, to speak about wastewater and stormwater needs in Vergennes and to announce to the Congressman the City's intention to apply for one-time funding made available to Congressman Welch for FY 22. Jennie Auster noted that there are two projects on the horizon for Vergennes and both impact the regional water quality as it relates to Otter Creek and Lake Champlain. 1) an age-related upgrade of the Vergennes treatment facility that is needed to meet their upcoming permit that is part of the Lake Champlain TMDL. 2) the current collection system, originally designed with a sanitary sewer overflow, has an EPA 1272 order mandating them to eliminate that. The issue is inflow and infiltration getting into their aged system that is causing the combined overflow. She said Vergennes does not have a combined sewer system, but a mix. Preliminary estimates in the initial study phase came to \$16.8 million for these two projects together. She said the City is looking for improved water quality at an affordable price and stated that the Congressman's program appears to be a good fit. Congressman Welch noted that Congress is going to resume member-directed spending and that this project would qualify, especially since its related to water and sewer improvements. He said the clean water and sewer needs around Vermont and the country are enormous. The next major proposal from the Biden Administration is related to infrastructure and there will be an emphasis on water and sewer. These costs are not affordable for local taxpayers, Welch said, and there needs to be significant federal involvement. Alderman Mel Hawley asked when American Rescue Act funding would arrive and have regulations been adopted. Congressman Welch said that timing is half in 60 days (he believed it was from the day President Biden signed the law); the other half in a year.

c. Local Concerns Meeting, Vergennes Sidewalk Project STP BP19(6)

Mike Winslow from Addison County Regional Planning Commission lead a local concerns public hearing about the design phase of the Vergennes Sidewalk Project STP BP19(6), an 80% federally funded project with a 20% local match. The project extends from MacDonough Drive down to the Otter Creek Bridge. Alderman Mel Hawley asked Winslow if there was a plan for a push button crossing at MacDonough Drive and asked that it be considered. Winslow said they were not far enough along in the development of the project and did not budget for that but will bring that to the contractor.

Paul Bessette asked if there were plans to approve a sidewalk crossing at the bridge or a possible bridge replacement. Winslow said they are not proposing a sidewalk crossing at the end of the bridge, although there had been markings there at one time. Federal guidelines for where to put crosswalks do not approve of mid-block crossings and the grade of the hill prohibit its location there. Winslow explained that the bridge is beyond the scope of this project. Elise Shanbacker asked if there was a possibility to get a crosswalk across MacDonough Drive now, and Winslow deferred that to the City. Jim Larrow of Public Works Department said a crosswalk cannot be built there because it must be between two sidewalks (which currently are not there). Jim Larrow noted that a crosswalk can be installed after sidewalk project is complete.

d. Zoning Fee Change Proposal, Peter Garon

Zoning Administrator Peter Garon explained that the Council had approved changes in the zoning fees in April of last year, and said the proposal being presented to the Council was an updated fee schedule that he said reflects both adjustments and items that were left out of what was approved in April.

- Zoning Permit Fee Issued by the Zoning Administrator Subsequent to a DRB Decision \$50.00 (Reduced from \$75)
- DRB.
 - o Minor Subdivision Fee (up to 3 lots) \$250.00 (Increased from \$100)
 - o Major Subdivision Fee (more than 3 lots) \$400.00 (increased from \$100)

He suggested changing the minor and major subdivision fees to instead be \$100 per lot in a subdivision, no matter the size of the subdivision, in addition to the \$150 fee for a DRB review.

- Minor Amendment, \$125.00 (increased from \$100)
- Legal Ad Posting (per Ad) \$60.00 (increased from \$50 to cover costs). Said fee will help cover costs.
- Signs 2.50 per square foot Maximum Sign Fee 50.00 (new). Was inadvertently left off 2019 changes.
- City Signs. No fees will be charged for signs erected by the City of Vergennes on city property. A permit shall be required.

Mayor Mathew Chabot asked what the feedback was from citizens and developers regarding the increase in fees since April of last year. Peter Garon replied that activity this year has been consistent with last year, despite Covid, and that he has received one minor complaint regarding the \$50 increase.

Motion to accept the new zoning fee change proposal with an amendment to the DRB per lot going to \$100.00, otherwise as amended. A motion was made by Alderman Ian Huizinga, Second Alderwoman Susan Rakowski. Discussion: Alderman Mel Hawley said he had not seen the updated fees from April of 2019, cited the differences in fees from 2011 versus what Peter Garon had presented, disagreed with philosophy that the city has sufficient fees to fund the costs of Zoning.

Alderwoman Susan Rakowski requested that finalized fees be posted on the website in a location easy to find. Mayor Mathew Chabot asked Redmond and Aube to make sure website is updated. Alderman David Austin said this discussion may beg the question that it may be time to discuss fees supporting the cost of a Zoning Administrator or the possible implementation of impact fees to mitigate costs before acting on this proposal. Deputy Mayor Dickie Austin stated the discussion highlights the need for the Council to be reviewing all fees on a more regular basis – versus in this example, a nine-year gap between review of Zoning fees. He said using fees to pay for administrator is a valid discussion and that the proposal is a very narrow scope resolution. VOTE – The motion passed unanimously.

Alderman David Austin left the meeting at 7:16 p.m.

e. Presentation by Steve Huffaker, Chair, Maple Broadband.

Rescheduled for next meeting.

f. Request from Citizen’s Review Board Exploratory Committee to affirm charge and reappoint members: Jon Kidde, Allison Rimmer, Mark Koenig, Cheryl Brinkman, Mabrouka M’Barek.

Cheryl Brinkman requested that the Council reaffirm the CRBEC concept and participants. Deputy Mayor Austin said he appreciated the check in but did not see the need to reaffirm or re-charge the Committee, that the Council adopted a project that they want finished, and that the council looks forward to the results. Alderwoman Jill Murray-Killon acknowledged the “check in” by Cheryl Brinkman was born by her. The Council took no action on the request. Mayor Chabot thanked the Committee for setting a completion date of June 30, 2021. No action taken by the Council.

g. Appointments:

a. Request to appoint Jeremy Holm, Matt Hawes to Parks and Recreation Committee for a term expiring March of 2022.

Alderwoman Jill Murray-Killon presented the recommendation for the appointment of Mathew Hawes and Jeremy Holm for the Parks and Recreation Committee. A motion was made by Alderwoman Jill Murray-Killon, seconded by Alderman Mel Hawley to approve the appointment of Jeremy Holm and Matt Hawes to the Parks and Recreation Committee for a term expiring March of 2022. VOTE- all members voted in favor.

b. Appointment of Beverly Biello to the Board of Auditors

Motion by Alderman Mel Hawley, seconded by Deputy Mayor Dickie Austin to appoint Beverly Biello to the Board of Auditors for a term ending March of 2022. Alderman Mel Hawley noted that the agenda should be amended to state that the appointment ends in March of 2022 because the City Council only has the authority to appoint a person until the next election, even though the open Auditor term technically ends in 2023. Alderman Hawley moved Beverly Biello be appointed for a term expiring in March, seconded by Deputy Mayor Dickie Austin. VOTE-all members voted in favor.

h. Recreation Committee Request to fund \$7,250 cost for Environmental Permitting, Archeology and Engineering Costs for Vergennes Connector Trail project through Watershed Fund. Presentation: Tim Cook, Parks & Recreation Committee.

Parks and Recreation Committee member Tim Cook requested \$7,250 from the Watershed Fund to be used to fund a required archaeology study on city property and wetland delineation study (leading to a permit) for the Vergennes Connector Trail between New Haven and Monkton Road. The funds from the Watershed Fund can be used towards the local match. Alderwoman Susan Rakowski asked about the project costs. Kathy Rossier explained that only one quote was received for an archaeological study. Tim

Cook stated that they cannot get a design to get the true cost of the project unless these studies are completed. Kathy Rossier indicated that the only permit required is a wetland permit and no Act 250 permit required. Mayor Mathew Chabot noted that there will eventually need to be a legal document between the City and the school district. Tim Cook noted that the expenditure would be applied towards the City's grant match. Alderwoman Susan Rakowski moved to approve the expenditures of \$7,250 from the Watershed Fund to fund an archaeology study on city property and wetland delineation study. Seconded by Alderwoman Murray-Killon. VOTE- all members voted in favor.

8. Renewal of Outdoor Seating Agreements for 2021-24.

A motion was made by Alderwoman, Susan Rakowski, seconded by Alderman Ian Huizenga to approve outdoor seating agreements for Lulu, Black Sheep, Park Squeeze. VOTE – 4 in favor; two abstentions (Deputy Mayor Dickie Austin & Alderman Mel Hawley); and one absent (Alderman David Austin).

A motion was made by Alderwoman Susan Rakowski, seconded by Alderman Ian Huizenga, to approve outdoor seating agreements for Vergennes Laundry, Rockers Pizzeria, 3 Squares Café. VOTE – 6 in favor; one absent (Alderman David Austin).

9. Renewal of Outdoor Seating Agreement for Hired Hand, 2021-22.

City Manager Ron Redmond explained that the proposal is for the use of three public parking spaces for outdoor dining. Alderman Mel Hawley asked the applicant why public parking should be used for private business. Ian Huizenga said the outdoor dining helped him to recoup business lost during the pandemic. Deputy Mayor Dickie Austin said if the logic applied last year it still applies this year A motion was made by Deputy Mayor Dickie Austin, seconded by Alderwoman Jill Murray-Killon to approve he renewal of the Hired Hand Outdoor Seating Agreement. VOTE – 4 in favor; one opposed (Alderman Mel Hawley); one abstention (Ian Huizenga); one absent (Alderman David Austin). Motion passes.

10. Motion to approve the list of liquor license renewals and live entertainment licenses.

A motion was made by Alderman Mel Hawley to approve the entire list of 1st, 2nd, 3rd class liquor license renewals and live entertainment licenses as prepared by City Clerk Britney Aube, seconded by Alderwoman Susan Rakowski. City Clerk Britney Aube noted that Antidote was accidentally omitted from 3rd class and should be included. VOTE – 4 in favor; 2 abstentions (Deputy Mayor Dickie Austin & Alderman Ian Huizenga) and 1 absent (Alderman David Austin). Motion passes.

11. Request to approve VT Bond Bank Wastewater Revolving Loan Fund Amendment Agreement for purchase of additional CSO monitoring and investigative equipment for wastewater treatment facility, collection system.

City Manager Ron Redmond noted that the Amendment was for \$10,963 for a new total loan amount of \$229,545. A motion was made by Alderman Mel Hawley, seconded by Deputy Mayor Dickie Austin to approve the borrowing and authorize the treasurer to sign the document. VOTE- All member voted in favor.

12. City Manager Report

FY 22 BUDGET SCHEDULE

April 13, 2021. FY 22 Budget Priorities Discuss w/ Council, Department Presentation: Public Works

April 27, 2021, Department Presentation: Recreation

May 11, 2021. Department Presentations: Sewer & Fire Departments

May 25, 2021, Department Presentation: Police Department

June 8, 2021, Department Presentation: Administration

June 15, 2021, Budget Work Session/Regular Meeting
June 22, 2021, Regular Meeting (Adopt Budget - Set Tax Rate)

13. Mayor's Report

- Mayor Chabot thanked Chad Herschel, general manager of Aubuchon for the company's generous donation of a snow blower to be used at the skating rink.

14. Executive Session.

The Council entered into Executive Session at 8:28 p.m. re: appointment or employment or evaluation of a public officer or employee.

Council exited from executive session at 9:15 pm. No action taken.

A motion was made by Alderwoman Susan Rakowski, seconded by Deputy Mayor Dickie Austin, to adjourn the meeting.

The meeting was adjourned at 9:15 p.m.

DRAFT

All Invoices For Check Acct OF(General) 03/10/2021 To 03/23/2021

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
A&H	A & H SIGNS AND BANNERS	02252021 Logos on cargo trailers	420.00	0.00			--/--/--
AAP	ADVANCE AUTO PARTS	FEB STATEMEN See statement	306.23	0.00			--/--/--
ADDISONIN	ADDISON COUNTY INDEPENDENT	100493 Audit notice, annual mee	277.07	0.00			--/--/--
BC/BS	BLUE CROSS BLUE SHIELD OF VERM	119843573 April 2021 Health In	26491.81	0.00			--/--/--
BLUETARP	BLUE TARP FINANCIAL INC	1633347455 See statement for detail	84.27	0.00			--/--/--
BRITNEY	BRITNEY AUBE	03192021 Stamp Reimburse	5.99	0.00			--/--/--
BROOKFIELD	BROOK FIELD SERVICE	03192021 Maint program on Generac	596.00	0.00			--/--/--
CASELLA	CASELLA WASTE SYSTEMS INC	774777 6 YRD TRASH	316.06	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	03102021 Landlines PD-Feb	252.06	0.00			--/--/--
CERTIFIED	CERTIFIED LABORATORIES	7277367 DPW Equip maint	167.35	0.00			--/--/--
COMCAST	COMCAST	03092021 PD internet 3/4-4/3	146.85	0.00			--/--/--
COMCAST	COMCAST	03162021 MACDON ATTIC 3/14-4/13	109.95	0.00			--/--/--
DESABRAIS	DESABRAIS CLEANERS INC	2273-9139 PD Uniform Cleaning	99.75	0.00			--/--/--
ENDYNE	ENDYNE INC	352701 Monthly DMR Sampling	160.00	0.00	160.00	4103	03/17/21
ENDYNE	ENDYNE INC	365126 Monthly DMR Sampling	160.00	0.00			--/--/--
FIELDAUTO	FIELD AUTOMOTIVE INC	22305 2017 Ford Utility	88.13	0.00			--/--/--
GEORGESLO	GEORGE'S LOCK AND SECURITY LLC	21025 Labor and materials PD	147.00	0.00			--/--/--
GIROUX	GIROUX BODY SHOP, INC.	123643 Public works part	14.52	0.00			--/--/--
GMPC	GREEN MOUNTAIN POWER CORPORATI	03092021 Feb 21 electricity	12379.40	0.00			--/--/--
JACKMAN	JACKMAN FUELS INC	185643 DPW Fuel	345.06	0.00			--/--/--
JACKMAN	JACKMAN FUELS INC	241472 Propane-skating rink	117.23	0.00			--/--/--
KIMBALLMI	KIMBALL MIDWEST	8621940 FW Drill supplies	115.67	0.00			--/--/--
KINNEYDRU	KINNEY DRUGS INC	03092021 PD supplies	12.99	0.00			--/--/--
LEAF	LEAF	11624839 City Hall copier	139.92	0.00	139.92	4105	03/19/21
LINDA	LINDA BASSICK	FEB/MAR ZOOM Zoom sing along	120.00	0.00			--/--/--
NBM	NATIONAL BANK OF MIDDLEBURY	PR-03/10/21 Payroll Transfer	5890.06	0.00	5890.06	14887048	03/10/21
NBM	NATIONAL BANK OF MIDDLEBURY	PR-03/17/21 Payroll Transfer	6112.00	0.00	6112.00	42113912	03/17/21
NEPBA HWT	NEPBA HEALTH & WELFARE TRUST	2572 Feb 21-Employee Deductio	150.00	0.00	150.00	4104	03/17/21
NEPBA HWT	NEPBA HEALTH & WELFARE TRUST	2573 Feb 21-Police Health pre	150.00	0.00	150.00	4104	03/17/21
NEPBA HWT	NEPBA HEALTH & WELFARE TRUST	2604 March 21-Police Health p	150.00	0.00	150.00	4104	03/17/21
NEPBA HWT	NEPBA HEALTH & WELFARE TRUST	2605 March 21-Employee Deduct	150.00	0.00	150.00	4104	03/17/21
PITNEY	PITNEY BOWES INC	1017675573 Postage meter rental	71.25	0.00			--/--/--
POLSIN	POLSINELLO LUBRICANTS	18471 5Gal Gulf- Equip maint	170.00	0.00			--/--/--
PRECISION	PRECISION PRINT & COPY INC	21-067 2020 Annual Report	730.00	0.00			--/--/--
RRCHARLEB	R R CHARLEBOIS INC	ID93825 DPW vehicle maint	88.66	0.00			--/--/--
RYANINC	J W & D E RYAN INC	319910 Pd Building maint.	127.50	0.00			--/--/--
RYANINC	J W & D E RYAN INC	319942 Pd Building maint.	200.75	0.00			--/--/--
RYANINC	J W & D E RYAN INC	319956 Pd Building maint.	262.73	0.00			--/--/--
SCHYG	ULRIKA SCHYGULLA AND JULIE RUB	03192021 Tax Reimbursement	83.62	0.00	83.62	4107	03/19/21
SOAP	SOAP & SUDS CLEANING SERVICE	FEB 21 Cleaning 2 CH & 3 FD	315.00	0.00			--/--/--
VERIZON	VERIZON	9871073515 Dec bill	644.38	0.00	644.38	4065	03/09/21
VERIZON	VERIZON	9873185251 Jan 21 phone bill	644.38	0.00	644.38	4065	03/09/21
VERIZON	VERIZON	9875313703 Feb bill	607.12	0.00			--/--/--
VLCTPACIF	VLCT-PACIF	INT720030221 Addition of police trail	42.00	0.00			--/--/--
VPWD	VERGENNES-PANTON WATER DISTRIC	03092021 Police water	32.20	0.00			--/--/--
VTSTATE	STATE OF VERMONT	2020 FEE annual sewer operating	2450.00	0.00	2450.00	4100	03/12/21
WBMASON	W B MASON CO INC	217675608 PD Office supplies	125.00	0.00			--/--/--
WBMASON	W B MASON CO INC	217996516 WW supplies	45.51	0.00			--/--/--
WBMASON	W B MASON CO INC	218065600 CH Water bottle	10.99	0.00			--/--/--
WBMASON	W B MASON CO INC	218066623 CH Office supplies	91.99	0.00			--/--/--

City of Vergennes Accounts Payable
Check Warrant Report # 61516 Current FY Invoices
All Invoices For Check Acct OF(General) 03/10/2021 To 03/23/2021

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
WBASON	W B MASON CO INC	218209213	CH supplies&election	27.76	0.00	-----	---/---/---
WBASON	W B MASON CO INC	218320540	PD+ DPW supplies	32.16	0.00	-----	---/---/---
WBASON	W B MASON CO INC	218339051	water cooler	5.99	0.00	-----	---/---/---
WBASON	W B MASON CO INC	CR8793379	CH Water bottle deposit	-18.00	0.00	-----	---/---/---
Report Total			62,466.36	0.00	16,724.36		

City Council

To the Treasurer of City of Vergennes, we hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****62,466.36.

Let this be your order for the payments of these amounts.

All Invoices For Check Acct OF (General) 03/24/21 To 04/13/21

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
802PRINT	802PRINT	7267 Vital Cards	80.00	0.00			--/--/--
802PRINT	802PRINT	7343 Wear a mask banners	272.00	0.00			--/--/--
A&DAUTO	A & D AUTOMOTIVE INC	31007 WW 2005 Ford Ranger work	418.50	0.00			--/--/--
ABARE	QUALITY RESTORATION AND COLLIS	04092021 DPW Painting truck	784.00	0.00			--/--/--
ACRPC	ADDISON COUNTY REGIONAL PLANNI	04062021 Contract-sidewalk	881.76	0.00			--/--/--
ADVANTIDG	ADVANTIDGE	258644 Printer ribbon	127.62	0.00	127.62	4145	04/02/21
AFLAC	AFLAC	PR-03/03/21 Payroll Transfer	101.39	0.00	101.39	4154	04/06/21
AFLAC	AFLAC	PR-03/10/21 Payroll Transfer	101.39	0.00	101.39	4154	04/06/21
AFLAC	AFLAC	PR-03/17/21 Payroll Transfer	101.39	0.00	101.39	4154	04/06/21
AFLAC	AFLAC	PR-03/24/21 Payroll Transfer	101.39	0.00	101.39	4154	04/06/21
AFLAC	AFLAC	PR-03/31/21 Payroll Transfer	101.39	0.00	101.39	4154	04/06/21
BLUETARP	BLUE TARP FINANCIAL INC	1634041459 See statement for detail	57.81	0.00			--/--/--
BRISTOL	TOWN OF BRISTOL	04022021 Oct Bristol Sal//M	1011.03	0.00			--/--/--
BTS	BTS INC	14319 Move telephone	2964.46	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	03242021 Landlines PD-March	252.06	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	AUG 20 Landlines CH-Aug 20	943.47	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	DEC 20 Landlines CH- Dec 20	308.05	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	FEB 21 Landlines CH- Feb 21	851.38	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	JAN 21 CH Landlines CH- JAN 21	872.35	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	JULY 20 Landlines CH- July	672.64	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	JUNE 20 Landlines CH- June	862.65	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	MAR 21 CH Landlines CH-Mar 21	851.11	0.00			--/--/--
CC	CONSOLIDATED COMMUNICATIONS	MAY 20 CH Landlines CH- May	619.46	0.00			--/--/--
CINTAS	CINTAS LOC. # 68M, 71M	4077899753 DPW Supplies	73.56	0.00			--/--/--
CITIZENS	CITIZENS BANK	MAR 2021 see statement for detail	2026.82	0.00			--/--/--
COMCAST	COMCAST	03242021 Dwntwn Intern3/21-4/20	99.95	0.00			--/--/--
COMCAST	COMCAST	03312021 DPW internet 3/30-4/29	88.19	0.00			--/--/--
COMCAST	COMCAST	04062021 Sewer internet3/30-4/29	88.19	0.00			--/--/--
COMCAST	COMCAST	040621 Fire Internt 3/31-4/30	149.51	0.00			--/--/--
COMCAST	COMCAST	3242021 PD Modem 3/22-4/21	104.85	0.00			--/--/--
COMCAST	COMCAST	462021 PD internet 4/4-5/3	183.75	0.00			--/--/--
DESABRAIS	DESABRAIS CLEANERS INC	2274-2278 PD Uniform Cleaning	74.00	0.00			--/--/--
DUBOIS&KI	DUBOIS & KING INC.	321106 Salt Shed Grant	2471.03	0.00			--/--/--
ENCORE	ENCORE VERGENNES SOLAR I, LLC	00087 Solar Agreement Mar 2021	2799.60	0.00			--/--/--
EYEMED	FIDELITY SECURITY LIFE INSURAN	PR-03/24/21 Payroll Transfer	62.88	0.00	62.88	4155	04/06/21
FISHERAUT	FISHER AUTO PARTS	296-061939 Air filters	30.66	0.00			--/--/--
FISHERAUT	FISHER AUTO PARTS	296-061942 Air filters	30.66	0.00			--/--/--
FISHERAUT	FISHER AUTO PARTS	296-061975 Filters	72.12	0.00			--/--/--
FORDCREDI	FORD CREDIT DEPT 67-434	1764978 2020 Ford Police Utility	10513.68	0.00			--/--/--
GARON	PETER GARON	76689318 Zoom reimburse	15.89	0.00			--/--/--
GLENPECK	GLEN PECK ELECTRIC INC	12745 Labor for outlet	746.88	0.00			--/--/--
GLENPECK	GLEN PECK ELECTRIC INC	12768 Pw Building maint.	158.76	0.00			--/--/--
GLOBAL	GLOBAL MONTELLO GROUP	270583 Mar 2021 gas cards	2886.32	0.00	2886.32	4146	04/02/21
ICMARC	ICMA RC	PR-03/03/21 Payroll Transfer	73.38	0.00	73.38	4156	04/06/21
ICMARC	ICMA RC	PR-03/10/21 Payroll Transfer	73.38	0.00	73.38	4156	04/06/21
ICMARC	ICMA RC	PR-03/17/21 Payroll Transfer	73.38	0.00	73.38	4156	04/06/21
ICMARC	ICMA RC	PR-03/24/21 Payroll Transfer	73.38	0.00	73.38	4156	04/06/21
ICMARC	ICMA RC	PR-03/31/21 Payroll Transfer	73.38	0.00	73.38	4156	04/06/21
IROQUOIS	IROQUOIS MANUFACTURING COMPANY	159308 Maint. 2011 Chevy 2500	18761.00	0.00			--/--/--
JACKMAN	JACKMAN FUELS INC	175688 DPW Fuel	215.70	0.00			--/--/--

All Invoices For Check Acct OF (General) 03/24/21 To 04/13/21

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
JACKMAN	JACKMAN FUELS INC	178425 DPW Fuel	316.62	0.00			--/--/--
KENWORTH	NEW ENGLAND KENWORTH	SP313792 DPW Vehicle Maint	104.32	0.00			--/--/--
KINNEYDRU	KINNEY DRUGS INC	MAR 21 WW DIST WATER	5.16	0.00			--/--/--
KOFILE	KOFILE PRESERVATION INC	KSW-000160 Dec 14-31 subscription	350.00	0.00			--/--/--
KOFILE	KOFILE PRESERVATION INC	KSW-000380 Jan & Feb subscription	1400.00	0.00			--/--/--
KOFILE	KOFILE PRESERVATION INC	KSW-000514 March subscription	700.00	0.00			--/--/--
KONICA	KONICA MINOLTA PREMIER FINANCE	439552746 Police copier	313.94	0.00			--/--/--
LEAF	LEAF	11731731 City Hall copier	154.06	0.00			--/--/--
LRFAPPAI	LAKES REGION FIRE APPARATUS	31203 Fire Vehicle Maint	6594.10	0.00			--/--/--
LUMBCO	CORY LUMBRA	01142021 Replace payroll check	323.69	0.00	323.69	4143	03/26/21
MEI	MEI ELECTRICAL CONTRACTORS	21363 PD ANNUAL FIRE CHECK	1520.00	0.00			--/--/--
MICH	MICHAEL MAJOR	04022021 Install body cameras	1100.00	0.00	1100.00	4147	04/02/21
MRMIKES	MR MIKE'S CLEANING SERVICE INC	12050 PD Mar cleaning	540.00	0.00			--/--/--
MUTUAL	MUTUAL OF OMAHA	1188083275 Life Ins 4/1-4/30	709.97	0.00			--/--/--
NATIO	NATIONAL VOLUNTEER FIRE COUNCI	2021 MEMBERS 2021 VF membership	648.00	0.00			--/--/--
NBM	NATIONAL BANK OF MIDDLEBURY	PR-03/24/21 Payroll Transfer	5644.56	0.00	5644.56	94912424	03/24/21
NBM	NATIONAL BANK OF MIDDLEBURY	PR-03/31/21 Payroll Transfer	5913.06	0.00	5913.06	33164923	03/31/21
NBM	NATIONAL BANK OF MIDDLEBURY	PR-04/07/21 Payroll Transfer	5526.80	0.00	5526.80	64063708	04/07/21
NEPBA	NEPBA	29460 April union dues	285.96	0.00			--/--/--
NEPBA	NEPBA	PR-03/10/21 Payroll Transfer	142.98	0.00	142.98	4157	04/06/21
NEPBA	NEPBA	PR-03/24/21 Payroll Transfer	142.98	0.00	142.98	4157	04/06/21
NEW YORK	NEW YORK LIFE INSURANCE	PR-03/03/21 Payroll Transfer	19.00	0.00	19.00	4158	04/06/21
NEW YORK	NEW YORK LIFE INSURANCE	PR-03/10/21 Payroll Transfer	19.00	0.00	19.00	4158	04/06/21
NEW YORK	NEW YORK LIFE INSURANCE	PR-03/17/21 Payroll Transfer	19.00	0.00	19.00	4158	04/06/21
NEW YORK	NEW YORK LIFE INSURANCE	PR-03/24/21 Payroll Transfer	19.00	0.00	19.00	4158	04/06/21
NEW YORK	NEW YORK LIFE INSURANCE	PR-03/31/21 Payroll Transfer	19.00	0.00	19.00	4158	04/06/21
OTTERENG	OTTER CREEK ENGINEERING INC	18364 Salt shed grant	1830.81	0.00			--/--/--
OUIMETTE	OUIMETTE & RUNCIE	03302021 Vergennes Village LLC	1815.00	0.00			--/--/--
PIKEINDUS	PIKE INDUSTRIES INC	1120634 DPW Highway maint	402.21	0.00			--/--/--
PLAY	OLD MACDOANLD SPORTS INC.	518741 Ski Binding	49.99	0.00	49.99	4142	03/25/21
PTS	PACIFIC TELEMAGEMENT SERVICE	1072071 Swimming Pool Phone	35.00	0.00			--/--/--
ROUSE	ROUSE TIRE SALES INC	10309880 Truck tires	2075.80	0.00			--/--/--
SAWY	STEVE SAWYER	03082021 Labor/maint. on ice rink	200.00	0.00			--/--/--
SECOND	SECOND ALARM, LLC	331 Opticom Emitter	5296.95	0.00			--/--/--
SHELBURNE	SHELBURNE POLICE DEPARTMENT	3269 Oct-Dec dispatch	1296.00	0.00			--/--/--
SILLOWAY	SILLOWAY NETWORKS INC	20212123 Police IT service retain	2500.00	0.00	2500.00	4148	04/02/21
SURPASS	SURPASS CHEMIICAL CO., INC.	273317 Sewer chemicals	1371.70	0.00			--/--/--
SURPASS	SURPASS CHEMIICAL CO., INC.	355248 Sewer chemicals	2062.90	0.00			--/--/--
SYMQUEST	SYMQUEST GROUP INC	1567407 Battery replacement CH	194.00	0.00			--/--/--
SYMQUEST	SYMQUEST GROUP INC	1567723 Battery replacement-labo	75.00	0.00			--/--/--
SYMQUEST	SYMQUEST GROUP INC	1573277 SafetyNet Host 4/1-4/30	866.91	0.00			--/--/--
TATA&HOWA	TATA & HOWARD, INC.	10 WWTF Evaluation 95%	7150.00	0.00			--/--/--
TATA&HOWA	TATA & HOWARD, INC.	11 WWTF Evaluation 97%	2860.00	0.00			--/--/--
TATA&HOWA	TATA & HOWARD, INC.	12 WWTF Evaluation 20%	2860.00	0.00			--/--/--
TATA&HOWA	TATA & HOWARD, INC.	13 WWTF Evaluation 75%	7370.00	0.00			--/--/--
TATA&HOWA	TATA & HOWARD, INC.	14 WWTF Evaluation 90%	2010.00	0.00			--/--/--
TATA&HOWA	TATA & HOWARD, INC.	15 WWTF Evaluation 100%	1340.00	0.00			--/--/--
TIM NOLAN	TIM NOLAN	WINTER 20/21 PW Winter Truck Rental	1680.00	0.00			--/--/--
TREND	TREND	51938 Index cards	194.32	0.00			--/--/--
UKULELE	CLARE INNES, LLC	40221-VERG Ukulele class	450.00	0.00			--/--/--

All Invoices For Check Acct OF(General) 03/24/21 To 04/13/21

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
USBANK	US BANK EQUIPMENT FINANCE	439351917 Police copier	278.39	0.00	-----	-----	--/--/--
USBANKFD	US BANK	04022021 F truck bond interest	10510.19	0.00	-----	-----	--/--/--
VLCTPACIF	VLCT-PACIF	2021 Q2 Quarterly contribution	30784.25	0.00	30784.25	4150	04/02/21
VMERS	VMERS DB 1 4	PR-03/03/21 Payroll Transfer	2774.30	0.00	2774.30	4160	04/06/21
VMERS	VMERS DB 1 4	PR-03/05/21 Payroll Transfer	213.37	0.00	213.37	4160	04/06/21
VMERS	VMERS DB 1 4	PR-03/10/21 Payroll Transfer	2831.26	0.00	2831.26	4160	04/06/21
VMERS	VMERS DB 1 4	PR-03/17/21 Payroll Transfer	2931.34	0.00	2931.34	4160	04/06/21
VMERS	VMERS DB 1 4	PR-03/24/21 Payroll Transfer	2687.08	0.00	2687.08	4160	04/06/21
VMERS	VMERS DB 1 4	PR-03/31/21 Payroll Transfer	2880.59	0.00	2880.59	4160	04/06/21
VMI	VERMONT MECHANICAL INCORPORATE	36747 Heat/boiler maint. PD	452.50	0.00	-----	-----	--/--/--
VPI	VERGENNES PARTNERSHIP INC	04022021 Rec. awards-Verg Green	40.00	0.00	40.00	4163	04/06/21
VT TAXES	VERMONT DEPT OF TAXES	PR-03/03/21 Payroll Transfer	770.18	0.00	770.18	4159	04/06/21
VT TAXES	VERMONT DEPT OF TAXES	PR-03/05/21 Payroll Transfer	80.14	0.00	80.14	4159	04/06/21
VT TAXES	VERMONT DEPT OF TAXES	PR-03/10/21 Payroll Transfer	766.47	0.00	766.47	4159	04/06/21
VT TAXES	VERMONT DEPT OF TAXES	PR-03/17/21 Payroll Transfer	799.39	0.00	799.39	4159	04/06/21
VT TAXES	VERMONT DEPT OF TAXES	PR-03/24/21 Payroll Transfer	736.33	0.00	736.33	4159	04/06/21
VT TAXES	VERMONT DEPT OF TAXES	PR-03/31/21 Payroll Transfer	781.14	0.00	781.14	4159	04/06/21
VTDEPTLAB	VERMONT DEPT OF LABOR	04022021 3rd- Through 3/16	651.48	0.00	651.48	4153	04/02/21
VTFISHWL	VERMONT DEPT OF FISH & WILD LIF	03262021 Fish & Game thru 3/27/21	85.00	0.00	85.00	3292021	04/01/21
VTGAS	VERMONT GAS SYSTEMS	108103152021 Sewer Heat 2/10-3/11	630.17	0.00	-----	-----	--/--/--
VTGAS	VERMONT GAS SYSTEMS	116403152021 Nat gas-CH&Opera House	698.83	0.00	-----	-----	--/--/--
VTGAS	VERMONT GAS SYSTEMS	742303152021 Fire st heat 2/10-3/11	503.66	0.00	-----	-----	--/--/--
VTGAS	VERMONT GAS SYSTEMS	748003152021 Police st heat 2/10-3/11	192.73	0.00	-----	-----	--/--/--

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			196,954.78	0.00	75,202.05		

City Council

To the Treasurer of City of Vergennes, we hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ***196,954.78.

Let this be your order for the payments of these amounts.

RE: DRAFT CONFLICT OF INTEREST POLICY for discussion at Tuesday, April 6, 2021 City Council Meeting

From: Sue Rakowski <suerakowski21@gmail.com>
Sent: Wednesday, March 17, 2021 6:41 PM
To: Ron Redmond <manager@vergenes.org>
Cc: Mathew Chabot <mayormatt4vergenes@gmail.com>
Subject: Re: Conflict of Interest Policy - VLCT

Hi Ron,

Here are my thoughts on these policies, ranked from highest to lowest priority (in my opinion). I apologize for the length of this email.

1) the Vergennes policy does not include any mention to a “perceived” conflict of interest and the model policy does. (Model policy Articles 5 and 6 “whether real or perceived”). I believe perceived conflict of interest should be included.

2) the Vergennes policy does not allow for consideration of recusal whereas the model policy does (article 7 “other public officers shall be afforded an opportunity to ask questions or make comments about the situation”). I believe there should be an opportunity for consideration by the council before a decision to recuse or not to recuse is made.

3) the “enforcement” in the Vergennes policy is for “cases where the conflict of interest procedures in articles 5 & 6 have not been followed” whereas in the model policy the enforcement clause refers to a public officer who “has engaged in any of the prohibited conduct”

These 3 differences are the bulk of my concern. In essence the Vergennes policy only requires someone to state they have a conflict of interest and allows that person to self-determine, unquestioned, that they can still “act fairly, objectively, and in the public interest” and there is no ability to question that person at the time or afterward. The model policy provides opportunity for the council to discuss both at the time of decision whether to recuse and also to discuss conduct afterward if there is a question whether prohibited conduct may have taken place.

Also:

4) The definition of conflict of interest is much clearer in the model policy IMO. It defines what is meant by direct and indirect, especially as it relates to a personal conflict of interest.

5) Vergennes article 4B prohibits a member from acting on another’s behalf only in matters in which the member has a conflict of interest. Or at least that’s the way it reads. Model policy article 5B clearly states that the issue is when a member acts “on behalf of any person or organization that has an interest in an official act or action.”

6) Model policy article 5 D & F are not mentioned in the Vergennes policy.

7) Model policy article 10A states a member who recuses oneself “shall not sit with...deliberate...or participate in the discussions...” whereas Vergennes policy article 6A 2 only refers to deliberation and the wording is confusing because it references recusal “from a proceeding” and “a particular board proceeding” (also referenced at the top of section A). In the definitions the only “proceeding”

mentioned is the quasi-judicial proceeding so it's unclear what "a particular board proceeding" refers to. The model policy uses the language "from the matter under consideration" (article 8). Frankly the entirety of the Vergennes articles 5 & 6 are awkwardly worded IMO and when I first read the policy I wondered if this wording was passed by an attorney.

8) Vergennes policy article 8 seems to mimic the model policy article 12 however "the City Council" has been used in place of "a quasi-judicial public body" and those are not the same thing. It also makes the meaning of article 8 unclear.

9) Public interest is defined in the model policy as "an interest of the municipality" whereas the Vergennes policy defines it as "an interest of the community as a whole"

10) the model policy defines ex parte communication (article 4c) but the Vergennes policy does not

11) Model policy article 4A3 defines a conflict of interest as any ex parte communication "**related to** a quasi-judicial proceeding" meaning communication with anyone interested in the outcome whereas the Vergennes policy limits this to communication "with a **party** in a quasi-judicial proceeding" (Verg article 3A3)

If you made it this far, thanks for reading.

Regards,
Sue Rakowski

Vergennes City Council

VLCT Model Policy
Policy Regarding Conflicts of Interest and Ethical Conduct
for the City of Vergennes
April 9, 2021

Article 1. Authority. Under the authority granted in 24 V.S.A. § 2291(20), the City Council of Vergennes hereby adopts the following policy concerning conflicts of interest and ethical conduct.

Article 2. Purpose. The purpose of this policy is to ensure that the business of this municipality will be conducted in such a way that no public officer of the municipality will gain a personal or financial advantage from his or her work for the municipality and so that the public trust in its officers will be preserved. It is also the intent of this policy to ensure that all decisions made by public officers are based on the best interests of the municipality.

Article 3. Application. This policy applies to all individuals elected or statutorily appointed to perform executive, administrative, legislative, or quasi-judicial functions of the City Council of Vergennes.

Article 4. Definitions. For the purposes of this policy, the following definitions shall apply:

A. **Conflict of interest** means any of the following:

1. A real or seeming incompatibility between a public officer's private interests and his or her public or fiduciary interests to the municipality he or she serves. A conflict of interest arises when there is a direct or indirect personal or financial interest of a public officer or a person or group closely tied with the officer including his or her spouse, household member, child, stepchild, parent, grandparent, grandchild, sibling, aunt or uncle, brother- or sister-in-law, business associate, or employer or employee in the outcome of an official act or action, or any other matter pending before the officer or before the public body in which the public officer holds office. A conflict of interest may take any of the four following forms:
 - a. A direct financial conflict of interest arises when a public officer acts on a matter that has a direct financial impact on that officer.
 - b. An indirect financial conflict of interest arises when a public officer acts on a matter that has a financial impact on a person or group closely tied to the officer.
 - c. A direct personal conflict of interest arises when a public officer acts on a matter that has a direct impact on the officer in a non-financial way but is of significant importance to the officer.
 - d. An indirect personal conflict of interest arises when a public officer acts on a matter in which the officer's judgment may be affected because of a familial or personal relationship or membership in some organization and a desire to help that person or organization further its own interests.
2. A situation where a public officer has publicly displayed a prejudgment of the merits of a particular quasi-judicial proceeding. This shall not apply to a member's particular political views or general opinion on a given issue.
3. A situation where a public officer has not disclosed ex parte communication(s) related to a quasi-judicial proceeding that is before the body to which that officer belongs.

A "conflict of interest" does not arise in the case of an official act or action in which the public officer has a personal or financial interest in the outcome, such as in the establishment of a tax rate, that is no greater than that of other persons generally affected by the decision.

- B. **Emergency** means an imminent threat or peril to the public health, safety, or welfare.
- C. **Ex Parte Communication** means direct or indirect communication between a member of a public body and any party, party's representative, party's counsel, or any person interested in the outcome of a quasi-judicial proceeding, that occurs outside the proceeding and concerns the substance or merits of the proceeding.
- D. **Official act or action** means any legislative, administrative or quasi-judicial act performed by any public officer while acting on behalf of the municipality. This term does not apply to ministerial acts or actions wherein no discretionary judgment is exercised.
- E. **Public body** means any board, council, commission, or committee of the municipality.
- F. **Public interest** means an interest of the municipality, conferred generally upon all residents of the municipality.
- G. **Public officer** means a person elected or statutorily-appointed to perform executive, administrative, legislative, or quasi-judicial functions for the municipality. This term does not include municipal employees.
- H. **Quasi-judicial proceeding** means a case in which the legal rights of one or more persons who are granted party status are adjudicated, which is conducted in such a way that all parties have opportunities to present evidence and to cross-examine witnesses presented by other parties, and which results in a written decision, the result of which is appealable by a party to a higher authority.

Article 5. Prohibited Conduct.

- A. A public officer shall not participate in any official act or action if he or she has a conflict of interest, whether real or perceived, in the matter under consideration.
- B. A public officer shall not personally – or through any member of his or her household, business associate, employer or employee – represent, appear for, or negotiate in a private capacity on behalf of any person or organization that has an interest in an official act or action pending before the public body in which the public officer holds office.
- C. A public officer shall not accept gifts or other offerings for personal gain by virtue of his or her public office that are not available to the public in general.
- D. A public officer will not request or accept any reward, gift, or favor for taking an official act or action or advocating for or against an official act or action.
- E. A public officer shall not use resources unavailable to the general public – including but not limited to municipal staff time, equipment, supplies, or facilities – for private gain or personal purposes.
- F. A public officer who is a member of a public body shall not give the impression that he or she has the authority to make decisions or take actions on behalf of that body.

Article 6. Disclosure. A public officer who, while serving on a public body, may have a conflict of interest, whether real or **perceived**, in a matter under consideration by that public body shall, prior to taking an official act or action or participating in any official act or action on the matter, publicly disclose at a public meeting or public hearing that he or she has an actual or perceived conflict of interest in the matter under consideration and disclose the nature of the actual or perceived conflict of interest. Alternatively, a public officer may request that another public officer recuse him or herself from a matter due to a conflict of interest, whether real or perceived.¹

Article 7. Consideration of Recusal. Once there has been a disclosure of an actual or perceived conflict of interest, other public officers shall be afforded an opportunity to ask questions or make comments about the situation. If a previously unknown conflict is discovered during a meeting or hearing conducted by a public body of the municipality, the public body shall take evidence pertaining to the conflict and, if appropriate, adjourn to an executive session to address the conflict.

Article 8. Recusal.

A. **Recusal of Appointed and Elected Officers.** After taking the actions listed in Articles 6 and 7, a public officer, whether appointed or elected, shall declare whether he or she will recuse him or herself and explain the basis for that decision. If the public officer has an actual or perceived conflict of interest but believes that he or she is able to act fairly, objectively, and in the public interest, in spite of the conflict, he or she shall state why he or she believes that he or she is able to act in the matter fairly, objectively, and in the public interest.² Otherwise, the public officer shall recuse him or herself from the matter under consideration. A public officer that recuses him or herself may, but not must, explain the basis for that decision.

B. **Recusal of Appointed Officers.** The failure of an appointed public officer to recuse himself or herself in spite of a conflict of interest, whether real or perceived, may be grounds for discipline or removal from office.³

Article 9. Recording. The minutes of the meeting or the written decision / minutes from the meeting / hearing shall document the actions taken in Articles 6 through 8.

Article 10. Post-Recusal Procedure.

A. A public officer who has recused himself or herself from participating in an official act or action by a public body shall not sit with the public body, deliberate with the public body, or participate in the discussions about that official act or action in any manner in his or her capacity as a public officer, though such member may still participate as a member of the public or private party, if applicable.

¹ Such request shall not be considered an order for the officer to recuse him or herself.

² Each member of an elected public body is independently elected and answers only to the voters. Therefore, unless there is a local ordinance or charter provision that states otherwise, the remaining members of the body may not force recusal. They may only express their opinion about the subject and/or privately or publicly admonish a fellow member who fails to handle conflicts appropriately.

³ Certain appointed public officers such as a Zoning Administrator and members of the Zoning Board of Adjustment or Development Review Board may only be removed for cause and after being afforded with procedural due process protections including notice and a reasonable opportunity to be heard.

B. The public body may adjourn the proceedings to a time, date, and place certain if, after a recusal, it may not be possible to take action through the concurrence of a majority of the total membership of the public body. The public body may then resume the proceeding with sufficient members present.

Article 11. Enforcement.

A. **Enforcement Against Elected Officers; Consequences for Failure to Follow the Conflict-of-Interest Procedures.** In cases in which an elected public officer has engaged in any of the prohibited conduct listed in Article 5, or has not followed the conflict-of-interest procedures in Articles 6 through 10, the City Council of Vergennes may, in its discretion, take any of the following disciplinary actions against such elected officer as it deems appropriate:

1. The Mayor of the City Council of Vergennes may meet informally with the public officer to discuss the possible conflict of interest violation. This shall not take place in situations where the chair and the public officer together constitute a quorum of a public body.
2. The City Council of Vergennes may meet to discuss the conduct of the public officer. Executive session may be used for such discussion in accordance with 1 V.S.A. § 313(a)(4). The public officer may request that this meeting occur in public. If appropriate, the City Council of Vergennes may admonish the offending public officer in private.
3. The City Council of Vergennes may admonish the offending public officer at an open meeting and reflect this action in the minutes of the meeting. The public officer shall be given the opportunity to respond to the admonishment.
4. Upon majority vote in an open meeting, the City Council of Vergennes may request (but not order) that the offending public officer resign from his or her office.

B. **Enforcement Against Appointed Officers.** The City Council of Vergennes may choose to follow any of the steps articulated in Article 11A. In addition to or in lieu of any of those steps, the City Council of Vergennes may choose to remove an appointed officer from office, subject to state law.

Article 12. Exception. The recusal provisions of Article 8 shall not apply if the City Council of Vergennes determines that an emergency exists or that actions of a quasi-judicial public body otherwise could not take place. In such a case, a public officer who has reason to believe he or she has a conflict of interest shall only be required to disclose such conflict as provided in Article 6.

Article 13. Effective Date. This policy shall become effective immediately upon its adoption by the City Council of Vergennes.

Signatures: _____

Date: _____

From: Adam Lougee <alougee@acrpc.org>

Sent: Tuesday, March 9, 2021 9:55 AM

To: Ron Redmond <manager@vergennes.org>; Steve Huffaker <chair@maplebroadband.net>

Subject: Maple Broadband

Hi Ron:

I hope this finds you well and I look forward to speaking with you about both the sidewalk and PELS Study later today. I am writing this morning to forward a note to you from Rob Fish, the Broadband coordinator for the State of Vermont. The City of Vergennes is one of the last towns in the Addison Region not to join Maple Broadband, the communications union district set up to serve Addison County. Maple Broadband has been very active prior to this announcement and hopes to be in a good position to capitalize on this funding to provide fast, reliable broadband to all areas within our service region. We recognize Vergennes is well served with highspeed internet connections by both Comcast and Consolidated Communications, Inc., but thought we would reach out to see if it was interested in supporting Maple Broadband.

We would love to get Vergennes to sign on as a member. I have attached a sample resolution which the Vergennes City Council could pass to join MapleBroadband. I have also attached a frequently asked questions list from the Vermont Department of Public Service. <https://publicservice.vermont.gov/content/communications-union-districts-faq>

For the purposes of a municipality, DPS's Fact sheet, linked above, demonstrates that communications union districts were established in Vermont to be separate from and to preserve municipal and taxpayer funds from any liability for activities of the communications union districts. I am certain both Steve Huffaker, the Chair of Maple Broadband, copied above, or I would be happy to speak further with your City Council if you or they have questions.

Thanks for your consideration.

Best,

Adam Lougee, Director
ACRPC
(802) 233-5420

**A RESOLUTION TO JOIN THE ADDISON COUNTY COMMUNICATIONS UNION
DISTRICT dba MAPLE BROADBAND AND APPOINTING A REPRESENTATIVE TO THE
GOVERNING BOARD THEREOF**

WHEREAS, the Selectboard of the Town of _____, acting pursuant to authority granted by Section 1 of No. 119 of the Acts of 2020, hereby approves joining the Addison County Communications Union District, which does business as MAPLE BROADBAND under the provisions of 30 V.S.A. chapter 82 and

WHEREAS, the Town of _____ Selectboard knows other towns have created the Addison County Communications Union District doing business and Maple Broadband and

NOW, THEREFORE, BE IT RESOLVED THAT:

(1) The Selectboard of the Town of _____ hereby approves joining the Addison County Communications Union District dba Maple Broadband, and submits this request to Addison County Communications Union District dba Maple Broadband to join.

(2) The Selectboard of the Town of _____ hereby appoints the following representative and one or more alternates to the Governing Board of the Addison County Communications Union District dba Maple Broadband for the initial term ending on or before the last Monday in April 2021:

Representative: _____

Alternate: _____

Alternate: _____

Adopted at a regular meeting of the Selectboard of the Town of _____ duly held on the ____ day of _____ 2020.

ATTEST: _____
Selectboard Chair

Town Clerk

Date

Account	Budget	Actual	% of Budget
1-6-01 TAX RELATED			
1-6-01-01.00 Property Taxes/Current	2,119,272.00	2,118,351.38	99.96%
1-6-01-05.00 Penalty and Interest	14,000.00	12,250.10	87.50%
1-6-01-06.00 Late Homestead Penalty	3,000.00	2,311.29	77.04%
Total TAX RELATED	2,136,272.00	2,132,912.77	99.84%
1-6-02 CITY OFFICE			
1-6-02-01.00 Clerk Fees	33,397.00	27,094.75	81.13%
1-6-02-03.00 Dog Licenses	2,250.00	1,198.00	53.24%
1-6-02-04.00 Fish & Wildlife Licenses	150.00	48.00	32.00%
1-6-02-05.00 Zoning Fees	19,324.00	19,147.40	99.09%
1-6-02-06.00 Liquor/Tobacco Licenses	1,500.00	1,825.00	121.67%
1-6-02-07.00 Entertainment Licenses	125.00	150.00	120.00%
1-6-02-08.00 Dept Motor Vehicles Fees	602.00	177.00	29.40%
1-6-02-09.00 Excess Weight Permits	1,600.00	1,245.00	77.81%
Total CITY OFFICE	58,948.00	50,885.15	86.32%
1-6-03 OUTSIDE SOURCES			
1-6-03-03.00 PILOT - State Property	117,636.00	117,507.00	99.89%
1-6-03-04.00 Act 60 Listers Support	1,000.00	0.00	0.00%
1-6-03-05.00 Current Use Hold Harmless	1,545.00	1,726.00	111.72%
1-6-03-07.00 Mileage Aid	60,878.00	46,501.66	76.38%
1-6-03-08.00 Education Tax Service Fee	6,500.00	7,421.57	114.18%
Total OUTSIDE SOURCES	187,559.00	173,156.23	92.32%
1-6-04 OTHER			
1-6-04-01.00 Interest Earnings	0.00	764.07	100.00%
1-6-04-03.00 Police Fines/Misc	80,000.00	20,501.00	25.63%
1-6-04-03.01 Police Contracts	17,000.00	38,335.64	225.50%
1-6-04-04.00 Admin/PW from Sewer	100,000.00	75,000.00	75.00%
1-6-04-05.00 Recreation Program Rev	0.00	6,961.00	100.00%
1-6-04-06.00 Loan Proceeds	0.00	0.00	0.00%
1-6-04-99.00 General Misc	1,000.00	3,006.24	300.62%
1-6-04-99.01 Bank Recon Items	0.00	0.00	0.00%
Total OTHER	198,000.00	144,567.95	73.01%
1-6-05 GRANTS/NON-BUDGET REV			
1-6-05-01.00 Dog Fines/Pound Fees	0.00	133.00	100.00%
1-6-05-05.00 Police - Non-Payroll	0.00	17,516.37	100.00%
1-6-05-28.02 Municipal Roads Grant Rev	0.00	0.00	0.00%
1-6-05-29.00 Winter Towing Fees	0.00	0.00	0.00%
1-6-05-31.00 Police-Outside Extra Rev	0.00	9,687.53	100.00%
1-6-05-31.02 ESP-EFF #02140-12402-1802	0.00	0.00	0.00%
1-6-05-32.00 Police-Outside Extra AR	0.00	0.00	0.00%
1-6-05-42.00 Tax Sale Rev	0.00	0.00	0.00%
1-6-05-42.01 Public Works - Equipment	0.00	0.00	0.00%

Account	Budget	Actual	Actual % of Budget
1-6-05-43.00 Non-Budget Misc Rev	0.00	22,061.36	100.00%
1-6-05-56.00 Asset Forfeiture Rev	0.00	0.00	0.00%
1-6-05-59.00 Redeposit Returned Checks	0.00	0.00	0.00%
1-6-05-61.01 Town Highway Disbursement	0.00	16,011.92	100.00%
1-6-05-62.00 2015 VTrans Bike & Ped	0.00	0.00	0.00%
1-6-05-63.00 e-Ticketing Grant Rev	0.00	0.00	0.00%
1-6-05-64.00 VTrans Flashing Beacons	0.00	0.00	0.00%
1-6-05-65.00 Police Educa/TSO Grant	0.00	68,802.85	100.00%
1-6-05-67.00 Hoehl Family-Police Grant	0.00	10,000.00	100.00%
Total GRANTS/NON-BUDGET REV	0.00	144,213.03	100.00%
Total Revenues	2,580,779.00	2,645,735.13	102.52%

1-7 GENERAL OPERATIONS

1-7-10 ADMINISTRATION

1-7-10-10.00 Mayor/Aldermen Stipends	6,200.00	5,934.99	95.73%
1-7-10-10.01 Salary-Manager	77,250.00	72,964.75	94.45%
1-7-10-10.02 Salary-Admin Assistant	19,282.00	8,938.49	46.36%
1-7-10-10.03 Salary-Clerk/Treasurer	53,560.00	76,453.40	142.74%
1-7-10-10.04 Salary-Assistant Clerk	53,560.00	41,200.00	76.92%
1-7-10-10.05 Elections/City Meeting	5,000.00	3,538.44	70.77%
1-7-10-10.06 Auditor Stipends	225.00	0.00	0.00%
1-7-10-10.07 Lister Stipends/Admin	600.00	3,245.00	540.83%
1-7-10-10.08 PC/DRB Stipends	7,200.00	6,075.00	84.38%
1-7-10-10.09 Salary-ZA/PC Clerk	19,905.00	15,727.75	79.01%
1-7-10-11.00 Social Security Tax A	18,573.00	17,476.01	94.09%
1-7-10-13.00 VMERS Administration	27,616.00	16,682.12	60.41%
1-7-10-15.00 Medical Insurance/HRA	66,603.00	40,948.50	61.48%
1-7-10-16.00 Disability/Life Ins A	2,125.00	1,348.70	63.47%
1-7-10-17.00 Workers' Compensation A	650.00	760.38	116.98%
1-7-10-20.00 Supplies/Equip/Postage A	7,741.00	8,446.26	109.11%
1-7-10-25.00 Advertising/Legal Notices	1,582.00	1,248.82	78.94%
1-7-10-26.00 Annual Report	500.00	730.00	146.00%
1-7-10-29.00 Training & Dues - Manager	1,000.00	182.49	18.25%
1-7-10-29.01 Training & Dues - Clerk	500.00	75.00	15.00%
1-7-10-29.02 Training & Dues - Council	400.00	175.00	43.75%
1-7-10-29.03 Training & Dues - DRB/PC	400.00	520.00	130.00%
1-7-10-29.04 Mileage-Elected/Appointed	300.00	0.00	0.00%
1-7-10-30.00 Electricity A	4,240.00	2,843.98	67.08%
1-7-10-31.00 Telephone A	3,000.00	4,314.45	143.82%
1-7-10-32.00 Heating Fuel A	3,250.00	1,740.68	53.56%
1-7-10-44.00 Website	1,900.00	1,900.00	100.00%
1-7-10-45.00 Audit Fee	13,500.00	26,900.00	199.26%
1-7-10-45.01 Appraisal Consultant Fee	3,000.00	0.00	0.00%
1-7-10-45.02 City Attorney/Legal	5,000.00	4,261.45	85.23%
1-7-10-48.00 POL and ERP Liability	8,597.00	8,166.72	94.99%
1-7-10-48.01 Crime Coverage	1,364.00	1,220.94	89.51%
1-7-10-48.02 Building Insurance A	5,274.00	5,387.74	102.16%

Account	Budget	Actual	% of Budget
1-7-10-67.00 Building Maintenance A	6,000.00	3,693.63	61.56%
1-7-10-68.00 Custodial Expenses	5,000.00	975.00	19.50%
1-7-10-84.00 Information Technology	19,311.00	19,886.85	102.98%
1-7-10-98.00 Miscellaneous Expenses A	6,794.00	2,340.70	34.45%
Total ADMINISTRATION	457,002.00	406,303.24	88.91%
1-7-20 POLICE DEPARTMENT			
1-7-20-10.00 Salary-Chief	76,318.00	58,756.40	76.99%
1-7-20-10.01 Salaries-Straight Time	311,521.00	224,036.13	71.92%
1-7-20-10.02 Salaries-Overtime	25,000.00	30,779.96	123.12%
1-7-20-10.03 Salaries-Holiday Premium	9,000.00	11,323.35	125.82%
1-7-20-10.04 Dog Warden/Pound	135.00	660.00	488.89%
1-7-20-10.05 Administrative Assistant	3,744.00	2,905.32	77.60%
1-7-20-11.00 Social Security Tax P	32,567.00	24,684.26	75.80%
1-7-20-13.00 VMERS Police	48,425.00	36,795.77	75.99%
1-7-20-15.00 Medical Insurance/HRA	171,631.00	110,837.74	64.58%
1-7-20-16.00 Disability/Life Ins P	4,059.00	2,960.27	72.93%
1-7-20-17.00 Workers' Compensation P	24,114.00	28,674.06	118.91%
1-7-20-18.00 Health & Welfare Trust P	1,800.00	1,578.60	87.70%
1-7-20-20.00 Supplies/Equip/Postage P	6,500.00	3,809.15	58.60%
1-7-20-24.00 Uniforms and Accessories	7,000.00	7,020.66	100.30%
1-7-20-29.00 Training & Dues	2,000.00	2,197.22	109.86%
1-7-20-30.00 Electricity P	6,953.00	5,115.40	73.57%
1-7-20-31.00 Telephone P	7,000.00	5,972.85	85.33%
1-7-20-32.00 Heating Fuel P	3,000.00	1,801.13	60.04%
1-7-20-33.00 Water	400.00	225.40	56.35%
1-7-20-48.00 Liability Insurance P	13,441.00	13,972.56	103.95%
1-7-20-48.01 Vehicle Insurance P	3,084.00	3,442.02	111.61%
1-7-20-48.02 Building Insurance P	2,238.00	2,294.92	102.54%
1-7-20-50.00 Vehicle Maint/Repair P	10,000.00	5,871.71	58.72%
1-7-20-51.00 Vehicle Fuel P	15,000.00	9,970.10	66.47%
1-7-20-52.00 Radios/Radio Service	1,000.00	978.12	97.81%
1-7-20-52.01 Information Technology	11,400.00	16,236.88	142.43%
1-7-20-67.00 Building/Grounds Maint	2,500.00	4,660.14	186.41%
1-7-20-68.00 Custodial Expenses	6,500.00	5,208.47	80.13%
1-7-20-84.00 Capital Purchases	10,514.00	10,513.68	100.00%
1-7-20-91.00 Bonded Debt Interest	35,503.00	33,576.29	94.57%
1-7-20-98.00 Miscellaneous Expenses P	1,000.00	1,088.76	108.88%
Total POLICE DEPARTMENT	853,347.00	667,947.32	78.27%
1-7-30 PUBLIC WORKS DEPARTMENT			
1-7-30-10.00 Salary-Supervisor	76,318.00	59,689.83	78.21%
1-7-30-10.01 Salaries-Straight Time	180,776.00	139,135.54	76.97%
1-7-30-10.02 Salaries-Overtime	27,000.00	18,640.58	69.04%
1-7-30-11.00 Social Security Tax PW	21,733.00	16,588.28	76.33%
1-7-30-13.00 VMERS Public Works	32,316.00	24,822.89	76.81%
1-7-30-15.00 Medical Insurance/HRA	119,678.00	87,314.32	72.96%
1-7-30-16.00 Disability/Life Ins PW	2,569.00	1,993.17	77.59%

Account	Budget	Actual	Actual % of Budget
1-7-30-17.00 Workers' Compensation PW	15,590.00	16,432.00	105.40%
1-7-30-20.00 Supplies/Equipment PW	7,500.00	7,564.35	100.86%
1-7-30-21.00 Equipment Maintenance	9,500.00	12,811.10	134.85%
1-7-30-24.00 Uniforms	2,000.00	1,690.30	84.52%
1-7-30-29.00 Training & Dues	1,500.00	553.86	36.92%
1-7-30-30.00 Traffic Lights	1,336.00	913.24	68.36%
1-7-30-30.01 Streetlights	24,380.00	19,340.95	79.33%
1-7-30-30.02 Electricity PW	2,028.00	1,246.85	61.48%
1-7-30-30.03 Electricity - Parks	3,352.00	2,686.76	80.15%
1-7-30-31.00 Telephone PW	686.00	1,139.98	166.18%
1-7-30-32.00 Heating Fuel PW	2,000.00	1,582.51	79.13%
1-7-30-34.00 Trash Removal/Receptacles	4,250.00	3,897.52	91.71%
1-7-30-48.00 Liability Insurance PW	1,742.00	2,460.76	141.26%
1-7-30-48.01 Vehicle Insurance PW	3,612.00	3,232.04	89.48%
1-7-30-48.02 Building Insurance PW	1,711.00	1,684.54	98.45%
1-7-30-50.00 Vehicle Maint/Repair PW	8,000.00	8,196.65	102.46%
1-7-30-51.00 Vehicle Fuel PW	13,000.00	7,625.43	58.66%
1-7-30-52.01 Information Technology	1,544.00	1,211.76	78.48%
1-7-30-58.00 Winter Maint-Materials	50,000.00	33,963.79	67.93%
1-7-30-58.01 Winter Equipment Rental	2,500.00	1,680.00	67.20%
1-7-30-59.00 Street Signs	2,000.00	389.73	19.49%
1-7-30-59.01 Parking Lines	2,500.00	0.00	0.00%
1-7-30-67.00 Building Maint/Repair	3,000.00	2,613.19	87.11%
1-7-30-68.00 Parks Maintenance	10,000.00	3,934.45	39.34%
1-7-30-68.01 Tree/Stump Removal	15,000.00	20,321.56	135.48%
1-7-30-69.00 Highway Improvements	100,000.00	3,702.21	3.70%
1-7-30-69.01 Sidewalks	8,000.00	5,295.41	66.19%
1-7-30-69.02 Stormwater Management	50,000.00	47,922.28	95.84%
1-7-30-69.03 State Stormwater Fee	640.00	240.00	37.50%
1-7-30-84.00 Capital Outlay - Debt	34,962.00	6,120.00	17.50%
1-7-30-98.00 Miscellaneous Expenses PW	1,000.00	134.80	13.48%
1-7-30-99.00 Equipment Purchases	0.00	28,871.60	100.00%
Total PUBLIC WORKS DEPARTMENT	843,723.00	597,644.23	70.83%
1-7-40 GENERAL EXPENSES			
1-7-40-10.00 Firefighters' Wages-City	3,732.00	3,672.00	98.39%
1-7-40-42.01 ACEDC	3,000.00	3,000.00	100.00%
1-7-40-42.02 ACRPC	2,981.00	0.00	0.00%
1-7-40-42.03 VLCT	4,126.00	0.00	0.00%
1-7-40-42.04 VARS	20,464.00	20,464.00	100.00%
1-7-40-42.05 ACTR	8,160.00	8,160.00	100.00%
1-7-40-42.06 Vergennes Partnership	7,500.00	7,500.00	100.00%
1-7-40-45.00 Fire Protection-Vergennes	81,786.00	61,075.50	74.68%
1-7-40-45.01 Recycle Center-Vergennes	0.00	0.00	0.00%
1-7-40-48.00 Unemployment Comp	0.00	1,377.94	100.00%
1-7-40-84.01 Bixby Library Support	54,936.00	29,442.28	53.59%
1-7-40-84.02 Recreation Funding	10,000.00	6,041.10	60.41%
1-7-40-84.06 Vergennes Day	3,000.00	750.00	25.00%
1-7-40-85.00 Recreation Coordinator	28,119.00	23,346.15	83.03%

Account	Budget	Actual	% of Budget
1-7-40-85.01 Social Security Tax Recre	2,088.00	1,653.69	79.20%
1-7-40-90.00 VPD Bonded Debt	72,500.00	72,500.00	100.00%
1-7-40-93.00 County Tax	9,269.00	11,291.95	121.82%
1-7-40-94.00 Vehicle Replacement Plan	71,031.00	35,147.00	49.48%
Total GENERAL EXPENSES	382,692.00	285,421.61	74.58%
Total GENERAL OPERATIONS	2,536,764.00	1,957,316.40	77.16%
1-8-95 VOTER APPROPRIATIONS			
1-8-95-95.01 Addison Cty Home Health	5,000.00	3,290.00	65.80%
1-8-95-95.02 Elderly Services Inc	2,000.00	0.00	0.00%
1-8-95-95.03 Add Cty Parent/Child Ctr	3,074.00	0.00	0.00%
1-8-95-95.04 HOPE	3,000.00	2,000.00	66.67%
1-8-95-95.05 Graham Emergency Shelter	4,000.00	1,725.00	43.13%
1-8-95-95.06 Counseling Svc Add County	2,500.00	2,500.00	100.00%
1-8-95-95.08 Retired Seniors Volunteer	950.00	950.00	100.00%
1-8-95-95.09 Champlain Valley Agency	2,500.00	0.00	0.00%
1-8-95-95.10 Vermont Adult Learning	890.00	890.00	100.00%
1-8-95-95.11 WomenSafe Inc	4,000.00	4,000.00	100.00%
1-8-95-95.12 Hospice Volunteer Service	2,000.00	2,000.00	100.00%
1-8-95-95.13 Boys & Girls Club	5,000.00	5,000.00	100.00%
1-8-95-95.17 Vergennes Area Seniors	2,000.00	1,500.00	75.00%
1-8-95-95.19 Addison Cty Humane Societ	2,000.00	2,000.00	100.00%
1-8-95-95.21 Addison County Readers	750.00	600.00	80.00%
1-8-95-95.22 Open Door Clinic	1,000.00	1,000.00	100.00%
1-8-95-95.23 Addison Cty Restorative J	850.00	850.00	100.00%
1-8-95-95.24 Otter Creek Child Center	1,000.00	1,000.00	100.00%
1-8-95-95.25 Turning Point Center	1,500.00	1,500.00	100.00%
Total VOTER APPROPRIATIONS	44,014.00	30,805.00	69.99%
1-9 GRANTS/NON-BUDGET EXP			
1-9-05-10.07 Police - Outside Extra	0.00	4,393.15	100.00%
1-9-05-31.02 ESP-EFF #02140-12402-1802	0.00	0.00	0.00%
1-9-10-10.00 Dog Warden/Pound	0.00	0.00	0.00%
1-9-10-27.00 Police - Non-Payroll	0.00	14,400.71	100.00%
1-9-10-28.00 Public Works - Equipment	0.00	0.00	0.00%
1-9-10-28.01 Municipal Equipment Loan	0.00	0.00	0.00%
1-9-10-28.02 Municipal Roads Grant Exp	0.00	0.00	0.00%
1-9-10-44.00 Winter Towing Exp	0.00	0.00	0.00%
1-9-10-52.00 Tax Sale Exp	0.00	0.00	0.00%
1-9-10-53.00 Non-Budget Misc Exp	0.00	29,155.70	100.00%
1-9-10-56.00 Asset Forfeiture Exp	0.00	0.00	0.00%
1-9-10-59.00 Returned Checks	0.00	0.00	0.00%
1-9-10-61.00 Structures Program Grant	0.00	0.00	0.00%
1-9-10-61.01 Town Highway Grant Exp	0.00	0.00	0.00%
1-9-10-62.00 2015 VTrans Bike & Ped	0.00	0.00	0.00%
1-9-10-63.00 e-Ticketing Grant Expense	0.00	0.00	0.00%
1-9-10-64.00 VTrans Flashing Beacons	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
1-9-10-65.00 Police - Traffic Safety C	0.00	61,294.54	100.00%
1-9-10-66.00 Park Street Grant Exp	0.00	0.00	0.00%
1-9-10-67.00 Police Grant Passthru Exp	0.00	6,713.63	100.00%
1-9-10-68.00 Walking Path Exp	0.00	0.00	0.00%
1-9-10-69.00 VT Better Roads Grant Exp	0.00	0.00	0.00%
1-9-10-70.00 Hoehl Family-Police Exp	0.00	10,000.00	100.00%
1-9-10-80.00 COVID-19 Expenses	0.00	88.98	100.00%
Total GRANTS/NON-BUDGET EXP	0.00	126,046.71	100.00%
Total Expenditures	2,580,778.00	2,114,168.11	81.92%
Total General	1.00	531,567.02	
2-6-03 FIRE CONTRACTS			
2-6-03-01.00 FD-Vergennes Share	81,786.00	61,075.50	74.68%
2-6-03-02.00 FD-Ferrisburgh Contract	86,626.00	42,680.20	49.27%
2-6-03-03.00 FD-Panton Contract	38,606.00	19,097.32	49.47%
2-6-03-04.00 FD-Waltham Contract	17,209.00	9,619.62	55.90%
Total FIRE CONTRACTS	224,227.00	132,472.64	59.08%
2-6-04-99.00 Fire - Miscellaneous	0.00	0.00	0.00%
2-6-05-05.01 Non-Budget Fire Rev	0.00	0.00	0.00%
Total Revenues	224,227.00	132,472.64	59.08%
2-7-10 FIRE DEPARTMENT			
2-7-10-10.00 Salaries-Firefighter-Base	2,481.00	1,210.00	48.77%
2-7-10-10.01 Salaries-Mutual Aid Calls	6,488.00	3,804.00	58.63%
2-7-10-11.00 Social Security Tax F	1,468.00	1,341.28	91.37%
2-7-10-16.00 Disability/Life Ins F	2,600.00	0.00	0.00%
2-7-10-17.00 Workers' Compensation F	2,563.00	2,377.00	92.74%
2-7-10-20.00 Supplies/Equip/SCBA	88,000.00	4,588.48	5.21%
2-7-10-23.00 Hose/Nozzles/Adaptors	10,000.00	296.09	2.96%
2-7-10-24.00 Uniform/Firefighting Gear	14,795.00	1,955.26	13.22%
2-7-10-29.00 Training and Dues	6,000.00	3,488.00	58.13%
2-7-10-30.00 Electricity F	4,000.00	2,591.38	64.78%
2-7-10-31.00 Telephone F	650.00	1,049.08	161.40%
2-7-10-32.00 Heating Fuel F	3,000.00	2,046.71	68.22%
2-7-10-45.00 Dispatching-Shelburne	3,500.00	2,304.00	65.83%
2-7-10-48.01 Vehicle Insurance F	3,084.00	3,143.44	101.93%
2-7-10-48.02 Station Insurance F	2,600.00	2,296.94	88.34%
2-7-10-50.00 Vehicle Maint/Repair F	16,000.00	29,479.58	184.25%
2-7-10-51.00 Vehicle Fuel F	2,000.00	1,702.19	85.11%
2-7-10-52.00 Radio/Scanner Purchases	15,000.00	1,772.00	11.81%
2-7-10-52.01 Radio/Scanner Maintenance	3,000.00	951.00	31.70%
2-7-10-52.02 Information Technology	2,000.00	1,253.51	62.68%
2-7-10-67.00 Station Maint/Repair	10,000.00	692.05	6.92%

Account	Budget	Actual	% of Budget
2-7-10-68.00 Custodial Expenses	3,000.00	655.00	21.83%
2-7-10-90.00 Bonded Debt	65,000.00	65,000.00	100.00%
2-7-10-91.00 Bonded Debt Interest	19,998.00	21,799.92	109.01%
2-7-10-98.00 Miscellaneous Expenses	2,000.00	0.00	0.00%
Total FIRE DEPARTMENT	289,227.00	155,796.91	53.87%
2-7-20-72.01 Non Budget Fire Exp	0.00	0.00	0.00%
Total Expenditures	289,227.00	155,796.91	53.87%
Total Fire	-65,000.00	-23,324.27	
3-6-03-01.00 Vergennes Share	0.00	0.00	0.00%
Total Revenues	0.00	0.00	0.00%
3-7-10 RECYCLING CENTER FUND			
3-7-10-84.00 Operation Contract	0.00	0.00	0.00%
Total RECYCLING CENTER FUND	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00%
Total Recycling	0.00	0.00	
4-6 SEWER FUND			
4-6-02-01.00 Users Fees	788,986.00	577,604.85	73.21%
4-6-02-02.00 Penalty and Interest	9,000.00	6,353.35	70.59%
4-6-04-99.00 Sewer Miscellaneous	500.00	0.00	0.00%
4-6-05-01.00 Non-Budget Sewer Rev	0.00	18,413.83	100.00%
4-6-05-02.00 Solar Agreement Refund	0.00	0.00	0.00%
Total SEWER FUND	798,486.00	602,372.03	75.44%
Total Revenues	798,486.00	602,372.03	75.44%
4-7-10 SEWER DEPARTMENT			
4-7-10-10.00 Salary-Plant Operator	68,899.00	52,998.80	76.92%
4-7-10-10.01 Salaries-Straight Time	44,091.00	33,835.20	76.74%
4-7-10-10.02 Salaries-Overtime	1,000.00	763.20	76.32%
4-7-10-11.00 Social Security Tax S	8,720.00	6,712.36	76.98%
4-7-10-13.00 VMERS Sewer	12,966.00	9,964.41	76.85%
4-7-10-15.00 Medical Insurance/HRA	40,813.00	29,484.27	72.24%
4-7-10-16.00 Disability/Life Ins S	1,075.00	816.17	75.92%
4-7-10-17.00 Workers' Compensation S	5,697.00	6,550.96	114.99%
4-7-10-20.00 Lab Supplies/Equipment	5,000.00	3,250.52	65.01%
4-7-10-20.01 Plant Supp/Equip/Postage	5,000.00	2,206.95	44.14%

Sewer

Account	Budget	Actual	% of Budget
4-7-10-22.00 Treatment Chemicals	35,000.00	30,036.40	85.82%
4-7-10-24.00 Uniforms, PPE	1,000.00	0.00	0.00%
4-7-10-29.00 Training/Dues/Mileage	1,500.00	0.00	0.00%
4-7-10-30.00 Electricity S	82,023.00	63,714.88	77.68%
4-7-10-31.00 Telephone S	1,987.00	1,612.45	81.15%
4-7-10-32.00 Heating Fuel S	3,494.00	2,595.83	74.29%
4-7-10-45.00 Admin/PW Support	100,000.00	75,000.00	75.00%
4-7-10-48.00 Building Insurance S	4,885.00	5,970.76	122.23%
4-7-10-48.01 Vehicle Insurance S	818.00	839.90	102.68%
4-7-10-50.00 Vehicle Maintenance S	1,500.00	658.73	43.92%
4-7-10-51.00 Vehicle/Equipment Fuel S	1,000.00	538.48	53.85%
4-7-10-52.01 Information Technology	3,193.00	2,290.94	71.75%
4-7-10-68.00 Plant Maintenance	12,000.00	1,056.94	8.81%
4-7-10-69.00 Sewer Line Maint/Repair	13,000.00	11,099.66	85.38%
4-7-10-69.01 Pump Station Maint/Repair	2,400.00	2,355.06	98.13%
4-7-10-76.00 State Operation Fee	2,450.00	4,550.00	185.71%
4-7-10-84.00 Capital Outlay-Biosolids	40,000.00	30,232.50	75.58%
4-7-10-84.01 Sewer Line Replacement	40,000.00	30,000.00	75.00%
4-7-10-84.02 Capital Improvements	0.00	0.00	0.00%
4-7-10-90.00 Bonded Debt	123,403.00	123,402.95	100.00%
4-7-10-97.00 ACRWC	0.00	0.00	0.00%
4-7-10-98.00 Miscellaneous Expenses S	0.00	0.00	0.00%
Total SEWER DEPARTMENT	662,914.00	532,538.32	80.33%
4-8-10-01.00 Non-Budget Sewer Exp	0.00	42,021.85	100.00%
4-8-10-02.00 Solar Agreement Offset	0.00	518.28	100.00%
Total Expenditures	662,914.00	575,078.45	86.75%
Total Sewer	135,572.00	27,293.58	
5-6-02 SWIMMING POOL REVENUES			
5-6-02-01.00 Season Passes	33,258.00	19,190.00	57.70%
5-6-02-02.00 Daily Admissions	0.00	375.00	100.00%
5-6-02-03.00 Lesson Fees	0.00	1,020.00	100.00%
5-6-02-04.00 Swim Team Fees	7,500.00	3,150.00	42.00%
5-6-02-05.00 Thunder Care/ISSP Fees	2,000.00	2,590.00	129.50%
5-6-02-07.00 Donations/Misc	2,000.00	7,370.00	368.50%
5-6-02-08.00 Watershed Fund-Operating	6,000.00	0.00	0.00%
5-6-02-09.00 Watershed Fund-Swim Team	0.00	0.00	0.00%
Total SWIMMING POOL REVENUES	50,758.00	33,695.00	66.38%
5-6-03 NON-BUDGET INCOME			
5-6-03-10.00 Swim Team Excess Fee Rev	0.00	0.00	0.00%
5-6-03-11.00 Non-Budget Pool Rev	0.00	0.00	0.00%
Total NON-BUDGET INCOME	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
Total Revenues	50,758.00	33,695.00	66.38%
5-7-10 SWIMMING POOL EXPENSES			
5-7-10-10.01 Salary-Director	4,800.00	3,432.00	71.50%
5-7-10-10.03 Salaries-Lifeguards	18,000.00	16,387.59	91.04%
5-7-10-10.05 Salaries-Instructors	5,000.00	129.38	2.59%
5-7-10-10.06 Salary-Swim Team Coaches	6,950.00	1,605.00	23.09%
5-7-10-10.11 Social Security	3,000.00	1,649.19	54.97%
5-7-10-17.00 Workers' Compensation	1,923.00	1,836.56	95.50%
5-7-10-22.00 Chemicals	3,000.00	3,224.49	107.48%
5-7-10-23.00 Supplies/Equipment	1,000.00	1,302.81	130.28%
5-7-10-29.00 Lesson/Recert Fees	300.00	750.00	250.00%
5-7-10-30.00 Electricity	2,500.00	1,584.78	63.39%
5-7-10-31.00 Telephone	420.00	315.00	75.00%
5-7-10-48.00 Property Insurance	677.00	689.22	101.81%
5-7-10-48.01 Liability Insurance	189.00	195.00	103.17%
5-7-10-68.00 Maintenance and Repairs	3,000.00	504.46	16.82%
5-7-10-84.00 Capital Purchases	0.00	0.00	0.00%
Total SWIMMING POOL EXPENSES	50,759.00	33,605.48	66.21%
5-7-20 NON-BUDGET EXPENSE			
5-7-20-10.00 Swim Team Excess	0.00	1,372.85	100.00%
5-7-20-11.00 Non-Budget Pool Exp	0.00	10.00	100.00%
Total NON-BUDGET EXPENSE	0.00	1,382.85	100.00%
Total Expenditures	50,759.00	34,988.33	68.93%
Total Swimming Pool	-1.00	-1,293.33	
6-6-01 COMMUNITY DEVELOPMENT REV			
6-6-01-01.01 Addison Housing LP Rev	0.00	0.00	0.00%
6-6-01-01.02 Shear Cuts LLP Rev	0.00	0.00	0.00%
6-6-01-01.03 Shear Properties LLC Rev	0.00	0.00	0.00%
6-6-01-01.04 Lincoln Geronimo LLC Rev	0.00	73,376.67	100.00%
6-6-01-01.05 Barnumtown Rev	0.00	4,604.10	100.00%
6-6-01-02.00 John Graham Grant Rev	0.00	0.00	0.00%
6-6-01-03.00 Armory Lane Grant Rev	0.00	0.00	0.00%
6-6-01-04.00 Mary Johnson Rev	0.00	0.00	0.00%
Total COMMUNITY DEVELOPMENT REV	0.00	77,980.77	100.00%
Total Revenues	0.00	77,980.77	100.00%

6-7 COMMUNITY DEVELOPMENT EXP

Account	Budget	Actual	% of Budget
6-7-01-03.00 Armory Lane Grant Exp	0.00	0.00	0.00%
6-7-01-04.00 Mary Johnson Exp	0.00	0.00	0.00%
6-7-10-20.00 Loan Distribution Exp	0.00	0.00	0.00%
Total COMMUNITY DEVELOPMENT EXP	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00%
Total Community Development	0.00	77,980.77	
7-6-04 GMP - CO-OP Agreement Rev			
7-6-04-01.00 Interest Earnings	0.00	0.00	0.00%
Total GMP - CO-OP Agreement Rev	0.00	0.00	0.00%
Total Revenues	0.00	0.00	0.00%
7-7-10 GMP - CO-OP AGREEMENT EXP			
7-7-10-20.00 GMP CO-OP Agreement Exp	0.00	0.00	0.00%
7-7-10-21.00 Transfer to GF	0.00	0.00	0.00%
Total GMP - CO-OP AGREEMENT EXP	0.00	0.00	0.00%
Total Expenditures	0.00	0.00	0.00%
Total GMP - CO-OP Agreement	0.00	0.00	
8-6 CAPITAL PROJECTS REV			
8-6-06-02.00 Transfer - Biosolids Rev	0.00	60,000.00	100.00%
8-6-06-03.00 Sewer Line Replacement	0.00	0.00	0.00%
8-6-06-04.00 Sewer Capital Imp Rev	0.00	9,430.00	100.00%
Total CAPITAL PROJECTS REV	0.00	69,430.00	100.00%
Total Revenues	0.00	69,430.00	100.00%
8-7-10 CAPITAL PROJECTS EXP			
8-7-10-21.00 Bio-Solids Exp	0.00	8,940.00	100.00%
8-7-10-22.00 Sewer Line Replacement	0.00	0.00	0.00%
8-7-10-23.00 Sewer Capital Imp Exp	0.00	0.00	0.00%
Total CAPITAL PROJECTS EXP	0.00	8,940.00	100.00%
Total Expenditures	0.00	8,940.00	100.00%
Total Capital Projects	0.00	60,490.00	
9-6 SPECIAL REVENUE			

Account	Budget	Actual	% of Budget
9-6-01-01.00 Water Tower Revenue	0.00	100,289.81	100.00%
9-6-01-01.02 Water Tower Loan FVOH Rev	0.00	0.00	0.00%
9-6-01-01.03 Water Tower Loan 3BD Rev	0.00	0.00	0.00%
9-6-01-01.04 Water Tower Loan SP Rev	0.00	0.00	0.00%
9-6-01-01.10 Water Tower Continuation	0.00	0.00	0.00%
9-6-01-02.00 Reappraisal Revenue	0.00	0.00	0.00%
9-6-01-03.00 West Main/Salt Shed Rev	0.00	5,267.76	100.00%
9-6-01-04.00 Verg Rec Events Revenue	0.00	0.00	0.00%
9-6-01-05.00 Fishing Derby Revenue	0.00	0.00	0.00%
9-6-01-09.00 Listers Ed Revenue	0.00	0.00	0.00%
9-6-01-11.00 Ray Davison - Growth	0.00	0.00	0.00%
9-6-01-11.01 Ray Davison 75% Earnings	0.00	0.00	0.00%
9-6-01-13.00 Recreation Fac Maint Rev	0.00	0.00	0.00%
9-6-01-16.00 John Donnelly Revenue	0.00	0.00	0.00%
9-6-01-34.00 Restoration & Preserv Rev	0.00	8,448.00	100.00%
9-6-01-35.00 Verg Burying Ground Rev	0.00	0.00	0.00%
9-6-01-37.00 Otter Creek Basin Revenue	0.00	65.24	100.00%
9-6-01-38.00 Sidewalk Project Rev	0.00	0.00	0.00%
9-6-04-02.00 Watershed - Growth	0.00	0.00	0.00%
9-6-06-02.00 FD Veh Repl Rev	0.00	0.00	0.00%
Total SPECIAL REVENUE	0.00	114,070.81	100.00%
Total Revenues	0.00	114,070.81	100.00%
9-7-10 SPECIAL REVENUE EXP			
9-7-10-06.00 Tree Planting	0.00	0.00	0.00%
9-7-10-09.00 West Main/Salt Shed Exp	0.00	10,661.85	100.00%
9-7-10-10.00 Pumphouse Restoration Exp	0.00	0.00	0.00%
9-7-10-20.00 Water Tower Expense	0.00	8,564.61	100.00%
9-7-10-20.01 Water Tower Continuation	0.00	0.00	0.00%
9-7-10-21.00 Verg Rec Events Expense	0.00	0.00	0.00%
9-7-10-22.00 Fishing Derby Expense	0.00	940.50	100.00%
9-7-10-24.00 Reappraisal Fund Expense	0.00	0.00	0.00%
9-7-10-26.00 Records Resto & Comp Exp	0.00	2,799.00	100.00%
9-7-10-28.00 Listers Ed Expense	0.00	0.00	0.00%
9-7-10-29.00 Ray E Davison Expense	0.00	18,761.00	100.00%
9-7-10-31.00 John Donnelly Expense	0.00	0.00	0.00%
9-7-10-31.50 Watershed Allocation	0.00	0.00	0.00%
9-7-10-34.00 FD Veh Replac Fund Exp	0.00	0.00	0.00%
9-7-10-36.00 Verg Burying Ground Exp	0.00	0.00	0.00%
9-7-10-37.00 Otter Creek Basin Expense	0.00	0.00	0.00%
Total SPECIAL REVENUE EXP	0.00	41,726.96	100.00%
Total Expenditures	0.00	41,726.96	100.00%
Total Special Revenues	0.00	72,343.85	

City of Vergennes General Ledger
Current Yr Pd: 10 - Budget Status Report
Special Revenues

Account	Budget	Actual Actual % of Budget
<hr/> Total All Funds	70,572.00	745,057.62



MAPPING SERVICES PROPOSAL FOR THE TOWN OF VERGENNES, VERMONT

Submitted April 9, 2021 by



11 Pleasant Street, Littleton, NH 03561

P (603) 444-6768 / (800) 322-4540

cai-tech.com

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TECHNICAL PROPOSAL

DIGITAL PARCEL MAPS

SCOPE OF THE PROJECT

1. CAI shall generate digital parcel maps of the entire geographic area of Vergennes, Vermont using the freely available Vermont State Parcel Mapping Project data.
2. Parcel lines shown on the new maps shall be derived from the GIS parcel data current to April 1, 2018 and delivered to the Vermont Center for Geographic Information (VCGI) as part of the Vermont Statewide Property Parcel Mapping Program.
3. CAI shall update the newly developed Parcel Maps using surveys, subdivisions, boundary line adjustments and other plans that were recorded with the CLIENT between April 1, 2018 and March 31, 2021.

PARCEL MAPS/GRAPHIC DATABASE

1. Sheet size and format
 - a. Sheet size shall be approximately 36" x 36" overall, overlaid to match the orthophotos oriented to the state plane coordinate grid system.
 - b. All completed parcel map sheets shall be prepared digitally to enable efficient production of reduced size map prints as desired.
 - c. Basic map information shall be shown in the border at the bottom of the map sheet and shall include: Title block, delivery date, revision block, legend, north arrow, scale, and index diagram.
 - d. When it is necessary to show portions of a single parcel on two or more map sheets, all match lines shall be clearly labeled to facilitate the location of the whole parcel.
2. Digital Standards
 - a. Layers / Layer Types

CAI has defined a set of GIS Layers associated with specific entities, i.e. roads, parcels, dashed roads, Right of Way, etc. These standards ensure that specific entities in the geodatabase are stored properly to support map development and symbology management. Map layers to be included are those parcel related layers currently available in the CLIENT's existing Composite Map data.
 - b. Text

All text is set to conform to the standard cartographic criteria. Text to be shown on the maps shall include those text data available in the CLIENT's existing Composite Map data. However, CAI shall also add existing Street Names to the Maps. Further, CAI shall add dimensions available from the recorded plans to be used for the update portion of the project as described above.
3. Scales

Map scales shall match the scales of the existing State orthophotos. Enlargements of specific areas shall be made at the discretion of CAI.
4. Index Map - An overall map of the community shall be prepared showing:
 - a. The layout of the map sheets.
 - b. Boundary lines of the entire municipality.
 - c. The basic public road network, major rights-of-way, airports, railroads and bodies of water.

- d. A title block including the date the mapping was completed.
- e. A legend.
- f. The X and Y coordinates from the Vermont State Plane Coordinate System.

5. Digital Data Structure

- a. The tax map sheets will be set up using ESRI ArcGIS Desktop and Data Driven Pages to facilitate the future regeneration, editing, analysis, and output.
- b. This file structure, along with the previously described layer formats, will provide a highly useful and easily managed GIS database.
- c. All GIS data shall be stored in one complete seamless composite file.

CLIENT RESPONSIBILITIES

The CLIENT shall appoint a contact person to serve as project liaison between the CLIENT and CAI.

The CLIENT shall provide a copy of all plans recorded between April 1, 2018 and March 31, 2021.

DELIVERABLES

CAI shall deliver:

1. One (1) complete set of full size b/w prints.
2. One (1) complete set of reduced size b/w tax maps prints.
3. One (1) complete set of Tax Map PDFs.
4. A copy of all digital data developed as part of this project. Final delivery product will be in ESRI ArcGIS format suitable for use with ESRI's latest version of ArcGIS.

The CLIENT shall own all digital data created specifically for this project. All electronic data shall be delivered with electronic copies and shall be provided to the CLIENT in a manner that can be serviced by another Vendor.

SCHEDULE

CAI shall complete the Digital Parcel Map project within one hundred and twenty (120) days of receipt of an executed contract and all source materials.

COST AND PAYMENT TERMS

TOTAL PROJECT COST

\$ 4,900.00

Payment shall be made to CAI within 30 days of invoicing. Said invoicing to be done as follows:

1. A payment of ten percent (10%) shall be made upon invoicing, after execution of the contract.
2. Payments shall be made to CAI monthly based on the portion of the work completed and reported to the CLIENT during the preceding month.

GUARANTEE

CAI guarantees its work. Although we make a sincere, genuine attempt to completely understand and comply with all aspects of the project, in the event that we do err or omit something, it will be corrected promptly at no additional cost to the CLIENT.

This guarantee applies to the work performed and services provided herein. It does not apply to errors or omissions in source documents used by CAI in the course of the project, and over which it has no control. In addition, it does not apply when new information, not available during the contract period, is provided to CAI.

**MAPPING SERVICES CONTRACT
FOR THE
TOWN OF VERGENNES, VERMONT**

April 9, 2021

This is a contract made this 9th day of April, 2021 between Cartographic Associates, Inc., doing business as CAI Technologies, a New Hampshire corporation with its office located at 11 Pleasant Street, Littleton, NH 03561, hereinafter called CAI, and the Town of Vergennes, a municipal corporation located at 120 Main Street, Vergennes, VT 05491, hereinafter called the CLIENT, to provide professional GIS services according to the specifications, terms, and conditions below written.

Witnesseth, the above parties agree as follows:

1. All work shall be done according to the Mapping Services Proposal, dated April 9, 2021, hereto annexed. It is the intent of the parties that the above referenced proposal be considered a part of this contract, the same as if fully incorporated into this contract.
2. The total consideration of this contract is \$4,900.00 per the specifications in the above referenced proposal.
3. CAI agrees that this contract shall not be assigned, transferred, conveyed, or otherwise disposed of without the previous express written consent of the CLIENT and neither shall said CAI's right, title, interest, or power to execute such contract be assigned, transferred, conveyed, or otherwise disposed of without written consent of the CLIENT.
4. The Parties executing this contract agree that the above recitals constitute the entire agreement between the parties for the requested services.

This contract shall be construed under the laws of the State of Vermont.

In Witness whereof, the parties hereto have executed this agreement as of the date first above written, by their duly authorized officers.

TOWN OF VERGENNES, VERMONT





Franco Rossi
President



GIS INTERNET SERVICES PROPOSAL FOR THE TOWN OF VERGENNES, VERMONT

Submitted April 9, 2021 by



11 Pleasant Street, Littleton, NH 03561

P (603) 444-6768 / (800) 322-4540

cai-tech.com

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LETTER OF TRANSMITTAL

Cartographic Associates, Inc.
dba CAI Technologies
11 Pleasant Street, Littleton, NH 03561
Tel: 800-322-4540 Fax: 603-444-1366
cai-tech.com



The undersigned proposer acknowledges and accepts that all the terms and conditions set forth in this proposal are mandatory and agrees that they will be included in their entirety in any contract resulting from this proposal.

CAI Technologies warrants and certifies that the individual signing this proposal is a bona fide employee of the firm and has authority to solicit and secure any agreement resulting from this proposal. The proposal has been arrived at independently, without collusion, consultation, or communication as to any other proposer or with any competitor. The proposal price was not disclosed by the proposer and was not knowingly discussed prior to the submission, directly or indirectly, to any other proposer or any other competitor. No attempt was made by the proposer to induce any other person, partnership, or corporation to submit or not to submit a proposal for the purpose of restricting competition.

No elected official or appointed official or employee of the Town of Vergennes, shall benefit financially or materially from any contract resulting from this proposal. This proposal shall remain in full force and effect for at least ninety (90) days from the date first shown herein.

PROPOSER:

BY:

A handwritten signature in black ink, appearing to read "James D. Brown", is written over a horizontal line.

President
Contracting Officer

SCOPE OF WORK

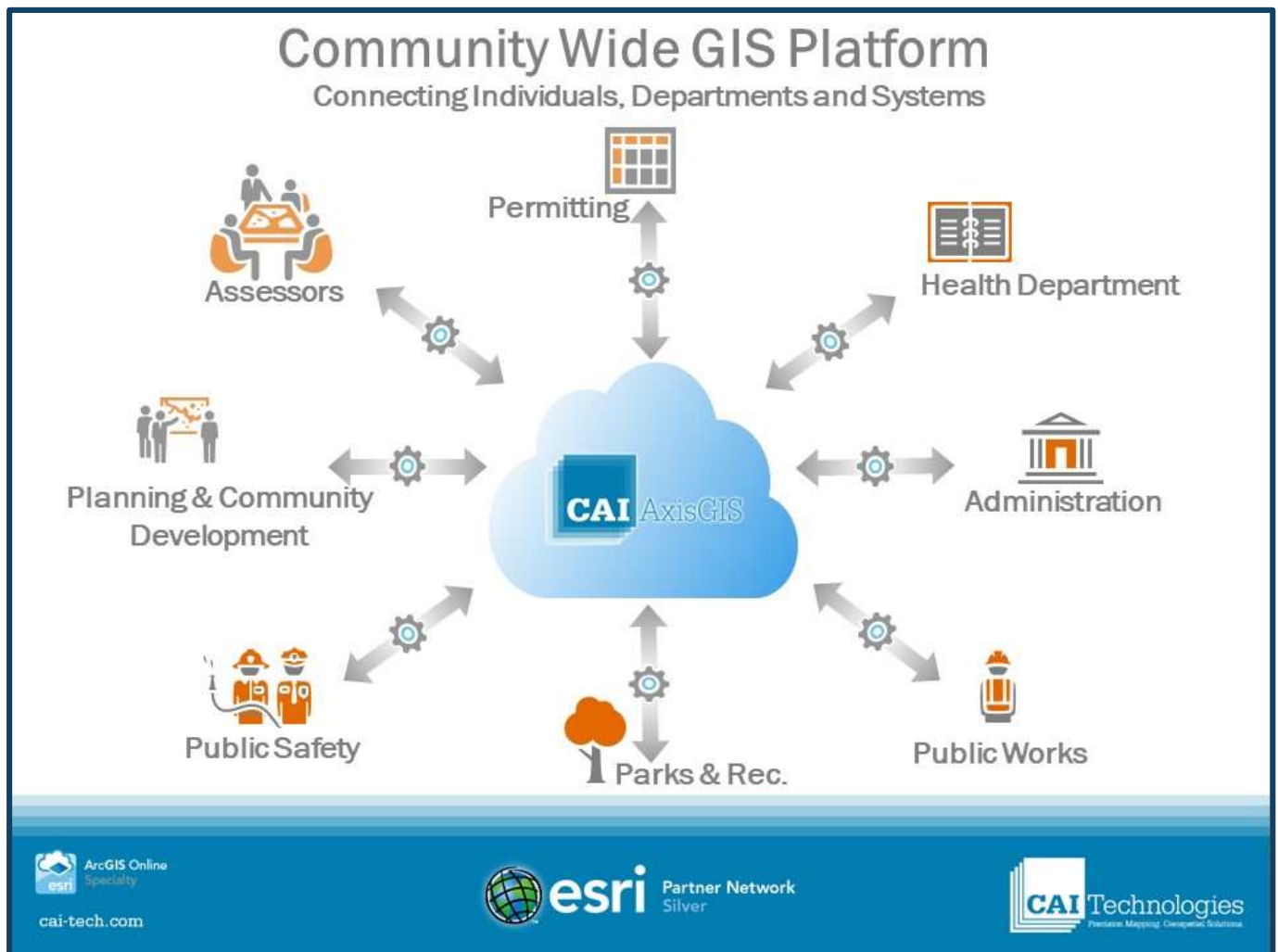
AXISGIS SERVICES

AxisGIS Product Overview:

AxisGIS is an Internet-based service for communities and businesses that want to publish their GIS online. AxisGIS is a cost-effective option to distribute GIS data and utility to multiple staff in multiple physical locations as well as to the general public. AxisGIS is developed on JavaScript / HTML5 technology which results in a responsive user interface that is cross browser compatible and functional in a mobile environment.

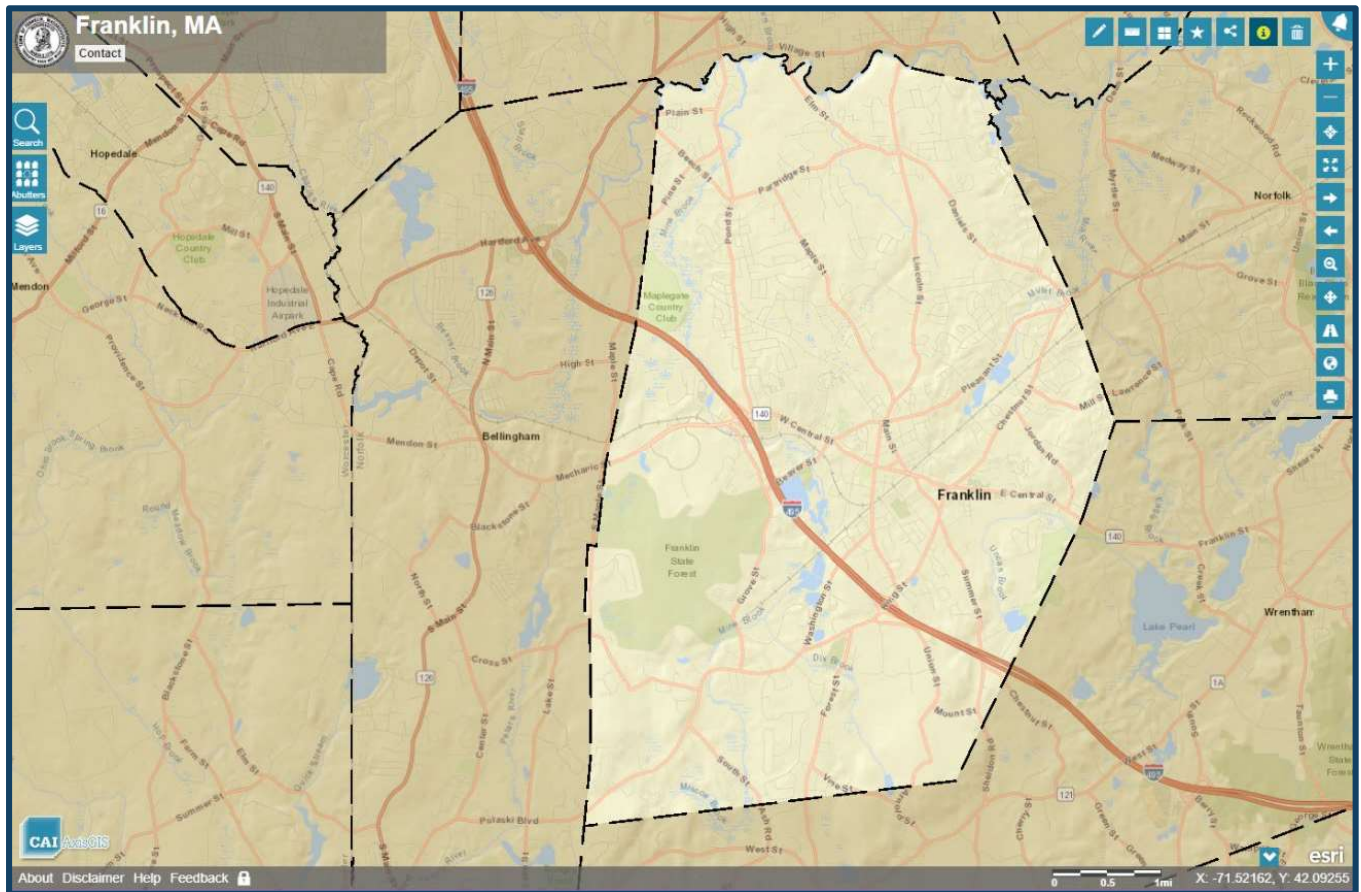
AxisGIS clients pay no software fees, no annual software maintenance fees, and very low setup costs. AxisGIS even provides the web server. By relieving most of the expense, AxisGIS enables the people behind the data to focus on why their GIS is on the Internet in the first place.

AxisGIS is helping communities publish their parcel data online, enabling homeowners and real estate professionals to print maps from their own computers, supporting economic development projects, providing a platform for police and school collaboration, and creating a connection between local government, businesses, and communities.



Functionality Overview:

The image displays the typical interface that Internet users would initially see in their web browser. This interface provides easy access to all available tools and functions.



The CLIENT's AxisGIS website will include the following tools:



Zoom-In Tool allows the user to focus on a specific, smaller area on the map.



Zoom-Out Tool allows the user to focus on a larger area on the map. Click the Zoom-Out tool and then click on the map near the center of the larger area you are interested in seeing.



Zoom to My Location Tool zooms the map to the current location of the user.



Zoom to Full Extents Tool allows the user to quickly reset the map view to the original map extent.



Zoom Next Tool allows the user to quickly zoom to next map extent when using previous map extent tool.



Zoom Previous Tool allows the user to quickly zoom to the previous map extent.



Zoom Marquee Tool allows the user to click and drag a rectangle surrounding the area you want to zoom in to.



Pan Tool allows the user to move the map in any direction.



Street View Tool allows the user to click on the map to see Street View for that location.



Bird's Eye Tool allows the user to click on the map to see Bird's Eye view for that location.



Print Map Tool allows the user to generate a printable PDF map and allows the user the option to include a map legend.



Drawing Tool allows the user to draw points, lines, shapes and text on the map. Once included on the map, the user can edit the graphics too.



Measure Tool allows the user to click on the map to measure distance, area and coordinate locations.



Base Map Selector Tool allows the user to browse and select from a variety of local, esri and google base maps to include in the map.



Areas of Interest Tool allows the user to quickly zoom to a predefined area of the map.



Share Map Tool allows the user to copy a link to share their map.

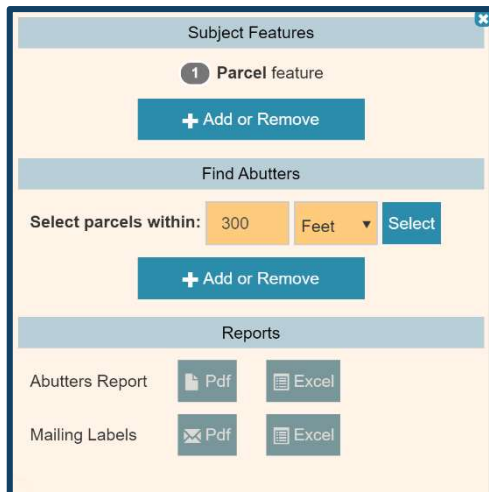
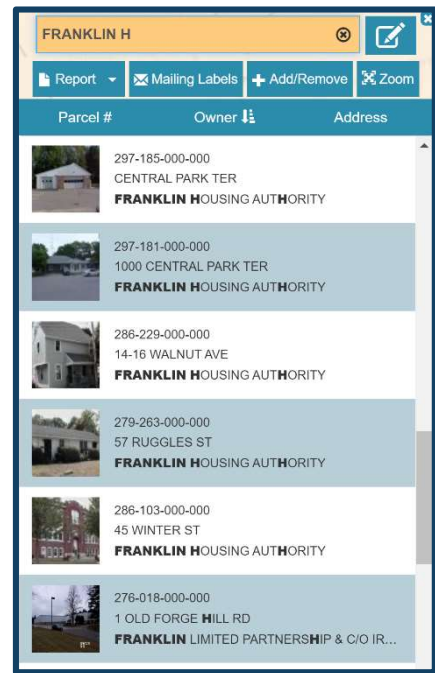


Identify Tool allows the user to click on a parcel and receive information about that parcel. This tool is useful in receiving ownership information.



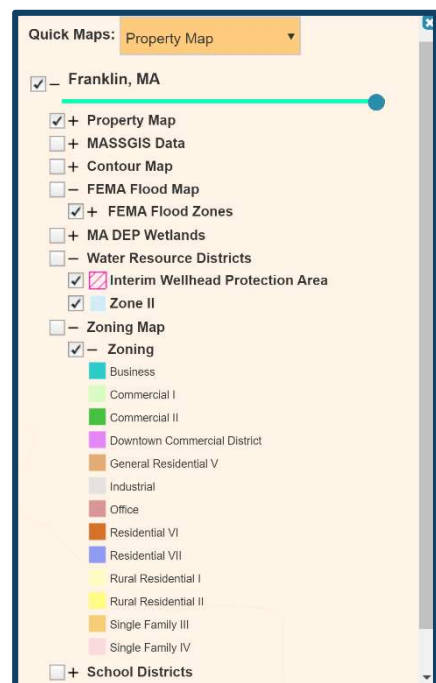
Clear Selection Tool allows the user to clear the selected map features(s).

The **Search Function** enables the user to find properties by owner name, address or by parcel identifier, depending on the data available. As the user types the information in the Search dialog box the matching results begin to show in the list and corresponding points display on the map. The results list allows the users to view the property Building Image, Parcel #, Address and Owner. The user can then create a Results Report, Mailing Labels, Add/Remove records from the results, or select and zoom to a particular property.



Find Abutters Function enables the user to select properties that are located within a specific distance to a particular property. To perform the Abutters search, the user selects the subject property then enters the search distance and clicks the select button. The map will show the selected properties and the user can generate an Abutter Report, Mailing Labels formatted to Avery 5160 labels and export the results to a PDF report or an Excel file by clicking the appropriate button.

The map **Layers** tab allows the user to turn on and off certain layers as needed. The user selects the checkbox next to individual layers to turn them on/off. The Layers tab also includes access to **“Quick Maps”**. This function provides quick and easy access to a set of predefined map layers that are already set up with display properties. The ability to utilize this function depends on the municipality’s available data. There is also a Transparency slider that allows the user to set the transparency for map layers to “see through” onto rich base map content.



There are several other notable features to AxisGIS. These include:

- **Map Printing Utility:** This utility allows the user to design and layout custom maps prior to generating a PDF to print, save or send via email. The user can enter a custom map title and define the printed map scale. The user has the ability to select the map template to generate the map size of 8 1/2" X 11" or 11" x 17" with either portrait or landscape orientation. This powerful utility also includes the option to include a map legend showing the symbology for the various map layers on the custom map.



- **Help System:** The help system is designed to provide assistance to users while accessing the AxisGIS website. The system includes an interactive PDF document that can be viewed in a web browser or downloaded and printed for future reference. The user also has the option to access the AxisGIS Product Feature Tour. The Feature Tour interactively guides the user through the various application functionality directly in the user interface.
- **Building Photos & Associated Documents:** This function allows users the ability to access building photos and/or documents related to particular properties and or features on the map. This functionality depends on the available data for the CLIENT, how it is stored and the data format. CAI can work with the CLIENT to determine if and how this functionality can be used within the AxisGIS application.
- **Staff Login Access:** This function allows for password-protected access to a specific set of geographic data layer(s) and/or attribute data within the community. The annual hosting fees associated with serving one (1) secure ArcGIS Server Map Service configured for access through encrypted username & password authentication are included with the base annual hosting fees for AxisGIS. Initial setup and configuration fees for this functionality may apply.
- **Google Street View:** AxisGIS includes access to Google Street View which allows a user to click on the map to access the Street View data for a particular area. This function is subject to Street View data being available within the community.
- **Microsoft Bird's Eye:** AxisGIS includes access to Microsoft Bird's Eye which allows a user to click on the map to access the Bird's Eye data for a particular area. This function is subject to Bird's Eye data being available within the community.
- **Zoom to My Location:** This function zooms the map to the current location of the user. This is particularly useful in the field and leverages the GPS technology in the user's mobile device.
- **Zoom to Coordinates:** This function allows the user to enter geographic coordinates zoom to that location and place a pin on the map.



Publish the CLIENT's GIS to the Internet

CAI shall publish the CLIENT's GIS data to the Internet.

CAI shall notify the CLIENT of the Internet Address (URL) for AxisGIS. This address can be added to the CLIENT's web page.

After the CLIENT has been notified that the AxisGIS application is on-line, the CLIENT has thirty (30) days from the date of notification to examine the site and to request changes.

AxisGIS shall be accessible using the current versions of Microsoft's Internet Explorer & Edge, Chrome, Firefox or Safari web browsers over cable, DSL, or T1 (or greater) internet connections.

GIS Data Update:

CAI shall refresh the GIS data on the AxisGIS website annually. Should the CLIENT be using CAI's annual parcel map maintenance services, this refresh of the GIS data shall be performed upon delivery of the annual map update data. Additional GIS data refresh may be provided for \$250 per event.

Attribute Data Update

CAI shall design and create a Data Processing Utility for the CLIENT to use for periodic upload using an export file(s) from the CAMA system to an online database accessed by the AxisGIS website.

It is the CLIENT's responsibility to maintain the Tabular attribute data, including a database table for any records to be excluded, for use by the AxisGIS website.

General Conditions

CAI shall provide the AxisGIS service to the CLIENT with commercially reasonable access to an Internet-based mapping application service provider (ASP) environment through which the CLIENT can access the CLIENT data.

In order to provide the CLIENT with commercially reasonable access to the ASP environment, CAI shall periodically schedule the complete or partial shutdown of the ASP Environment for maintenance, bug fixes, updates or other reasons. CAI will make commercially reasonable efforts to perform Scheduled Maintenance during off-peak hours.

CLIENT Support

CAI shall provide telephone, fax, and email support services concerning AxisGIS to the CLIENT. These services can be used to answer usage and technical questions.

CAI shall respond to any CLIENT alerts concerning poor performance or lack of performance of the site, and provide verbal advisories as to how and when the site shall be corrected (if it is determined that the website and/or publication service is not performing properly).

CLIENT RESPONSIBILITIES

AXISGIS SERVICE

The CLIENT shall designate a project liaison who will be CAI's main contact during the course of the project, and who will be responsible for all CLIENT related obligations in this project.

The CLIENT shall provide CAI with an ASCII text or DBF formatted export file from the CLIENT's CAMA system containing the attribute information for inclusion into the site.

The CLIENT shall provide and authorize CAI to acquire all necessary data for the successful completion of the project. In order to ensure the project timetable, authorization shall be provided within fifteen (15) days of CAI's request.

The CLIENT shall provide CAI with any custom GIS data layers for inclusion into the site.

After the CLIENT has been notified that the site is on-line, it must advise CAI of any changes, modification, and enhancements to the data available within thirty (30) days.

The CLIENT shall maintain the tabular attribute data for the AxisGIS website.

SCHEDULE

AXISGIS SERVICE

CAI shall commence on the project upon receipt of a fully executed contract.

All setup work and initial publishing of data to the Internet, except the on-going support and Internet availability of the CLIENT's GIS data, shall be completed within ninety (90) days of receipt of a fully executed contract.

Internet access to the CLIENT's AxisGIS will begin within ninety (90) days of a fully executed contract and shall conclude on the last day of the twelfth month following.

COST AND PAYMENT TERMS

AXISGIS SERVICE

Total cost of this project as proposed is \$ 6,000.00 broken down as follows:

SERVICES	ONE TIME SETUP FEE	ANNUAL FEE
AXISGIS		
Setup & Implementation.....	\$ 3,000.00	
Annual Hosting/Support.....		\$ 3,000.00

Additional GIS Data Uploads shall be invoiced \$250.00 upon completion of each upload event.

Payment shall be made to CAI within 30 days of invoicing. Said invoicing to be done as follows:

- Set Up Fee shall be invoiced upon receipt of a fully executed contract.
- Annual Hosting/Support Fees shall be invoiced on the first full month of Internet availability.

Note: The Annual Hosting/Support will automatically renew at the above shown fee twelve (12) months after the service is made available. Said renewal can be canceled at any time with 30 days notification.

**GIS INTERNET SERVICES CONTRACT
FOR THE
TOWN OF VERGENNES, VERMONT**

April 9, 2021

This is a contract made this 9th day of April, 2021 between Cartographic Associates, Inc., doing business as CAI Technologies, a New Hampshire corporation with its office located at 11 Pleasant Street, Littleton, NH 03561, hereinafter called CAI, and the Town of Vergennes, a municipal corporation located at 120 Main Street, Vergennes, VT 05491, hereinafter called the CLIENT, to provide professional GIS services according to the specifications, terms, and conditions below written.

Witnesseth, the above parties agree as follows:

1. All work shall be done according to the GIS Internet Services Proposal, dated April 9, 2021, hereto annexed. It is the intent of the parties that the above referenced proposal be considered a part of this contract, the same as if fully incorporated into this contract.
2. The total consideration of this contract is \$6,000.00 per the specifications in the above referenced proposal.
3. CAI agrees that this contract shall not be assigned, transferred, conveyed, or otherwise disposed of without the previous express written consent of the CLIENT and neither shall said CAI's right, title, interest, or power to execute such contract be assigned, transferred, conveyed, or otherwise disposed of without written consent of the CLIENT.
4. The Parties executing this contract agree that the above recitals constitute the entire agreement between the parties for the requested services.

This contract shall be construed under the laws of the State of Vermont.

In Witness whereof, the parties hereto have executed this agreement as of the date first above written, by their duly authorized officers.

TOWN OF VERGENNES, VERMONT





Franco Rossi
President

Account	Budget	Actual	% of Budget
9-6-01-01.04 Water Tower Loan SP Rev	0.00	0.00	0.00%
9-6-01-01.10 Water Tower Continuation	0.00	0.00	0.00%
9-6-01-02.00 Reappraisal Revenue	0.00	0.00	0.00%
9-6-01-03.00 West Main/Salt Shed Rev	0.00	5,267.76	100.00%
9-6-01-04.00 Verg Rec Events Revenue	0.00	0.00	0.00%
9-6-01-05.00 Fishing Derby Revenue	0.00	0.00	0.00%
9-6-01-07.00 Records Restoration Fees	0.00	0.00	0.00%
9-6-01-09.00 Listers Ed Revenue	0.00	0.00	0.00%
9-6-01-11.00 Ray Davison - Growth	0.00	0.00	0.00%
9-6-01-11.01 Ray Davison 75% Earnings	0.00	0.00	0.00%
9-6-01-12.00 Records Computerization	0.00	0.00	0.00%
9-6-01-13.00 Recreation Fac Maint Rev	0.00	0.00	0.00%
9-6-01-16.00 John Donnelly Revenue	0.00	0.00	0.00%
9-6-01-34.00 Restoration & Preserv Rev	0.00	6,728.00	100.00%
9-6-01-35.00 Verg Burying Ground Rev	0.00	0.00	0.00%
9-6-01-37.00 Otter Creek Basin Revenue	0.00	65.24	100.00%
9-6-01-38.00 Sidewalk Project Rev	0.00	0.00	0.00%
9-6-04-02.00 Watershed - Growth	0.00	0.00	0.00%
9-6-06-02.00 FD Veh Repl Rev	0.00	0.00	0.00%
Total SPECIAL REVENUE	0.00	96,692.12	100.00%
Total Revenues	0.00	96,692.12	100.00%
9-7-10 SPECIAL REVENUE EXP			
9-7-10-06.00 Tree Planting	0.00	0.00	0.00%
9-7-10-09.00 West Main/Salt Shed Exp	0.00	5,362.19	100.00%
9-7-10-10.00 Pumphouse Restoration Exp	0.00	0.00	0.00%
9-7-10-20.00 Water Tower Expense	0.00	8,388.26	100.00%
9-7-10-20.01 Water Tower Continuation	0.00	0.00	0.00%
9-7-10-21.00 Verg Rec Events Expense	0.00	0.00	0.00%
9-7-10-22.00 Fishing Derby Expense	0.00	492.50	100.00%
9-7-10-24.00 Reappraisal Fund Expense	0.00	0.00	0.00%
9-7-10-26.00 Records Restoration Exp	0.00	0.00	0.00%
9-7-10-28.00 Listers Ed Expense	0.00	0.00	0.00%
9-7-10-29.00 Ray E Davison Expense	0.00	0.00	0.00%
9-7-10-30.00 Records Computerization E	0.00	0.00	0.00%
9-7-10-31.00 John Donnelly Expense	0.00	0.00	0.00%
9-7-10-31.50 Watershed Allocation	0.00	0.00	0.00%
9-7-10-34.00 FD Veh Replac Fund Exp	0.00	0.00	0.00%
9-7-10-36.00 Verg Burying Ground Exp	0.00	0.00	0.00%
9-7-10-37.00 Otter Creek Basin Expense	0.00	0.00	0.00%
Total SPECIAL REVENUE EXP	0.00	14,242.95	100.00%
Total Expenditures	0.00	14,242.95	100.00%
Total Special Revenues	0.00	82,449.17	



9-1-00-21-00
Fund Balance 06-30-2020
\$ 97,858.00

+ add revenue above *
- deduct expense above Δ

Equals funds available now

CITY OF VERGENNES, VERMONT
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2020

NOTE 10 - RESERVED AND COMMITTED FUND BALANCES

Fund balances are reserved as follows:

Sewer Fund	\$ 94,689
Watershed Fund	421,029
Community Development Fund	100,457
Ray E. Davison Capital Equipment Fund	325,822
Fire Fund	69,126
Water Tower Fund	373,979
Other Governmental Funds	
<i>Special Revenue Funds</i>	
Pumphouse restoration fund	362
Swimming pool fund	9,501
Co-op agreement fund	10,537
Lister education fund	3,085
Reappraisal fund	97,971
Land records restoration fees fund	35,184
Land records computerization fund	62,674
Vergennes recreation events fund	11,462
Donnelly fund	28,944
Vergennes burying ground fund	6,809
Junior Fishing Derby fund	2,716
Otter Creek basin fund	9,272
Total special revenue funds	278,517
<i>Capital Project Funds</i>	
West Main/Route 22A fund	59,022
Sidewalk Project fund	12,500
Biosolids fund	234,954
Sewer line replacement fund	89,364
Sewer capital improvement fund	75,851
Total capital project funds	471,691
Total reserved fund balances	<u>\$ 2,185,310</u>

Ray E. Davison Capital Equipment Fund balance at June 30, 2020 was \$325,822. The investment in this fund consists mostly of municipal bonds that were purchased at a premium. The balance is above the original amount distributed to the City which was \$198,470. There are \$127,352 funds available to be spent at June 30, 2020.



DALLAS NV
 VT NC

GA
 SERVICES (PFA)

1540226

Receipt/SO No.

Contract SO No.

SALES ORDER RECEIPT

OPPORTUNITY No.: **310566**

DATE: **Mar 26, 2021** REVISION DATE:

REP: **Bob Gerencser** ACCOUNTING ONLY CUSTOMER No.:

PROJECT TERM

CONTRACT/AGREEMENT: YES NO PHASE: /

START DATE: DEADLINE:

CLIENT INFORMATION

CLIENT: **Vergennes, VT**

PO No.: TxSmartBuy PO:

CONTACT: **Britney Aube**

PHONE: **802-877-2841** FAX:

EMAIL: **clerk@vergenes.org**

BILL: **City Clerk**

120 Main Street

Vergennes, VT 05491

SHIP TO: **Load on customer's Town Fusion system.**

Same as above.

PURCHASING VEHICLE

None GSA 70: GS-35F-275AA
Federal Purchase

TXMAS-18-3602 GSA 70: GS-35F-275AA
Texas Only (Based on Navarro RFP) *COOP PURCH: State or Local Govt*

EXPIRED // TXMAS-13-36010 LVA Records Grant
Texas Only (Based on Kofile GSA36) *Library of Virginia*

Other, specify: _____
Contract/RFP No., etc.

DIGITIZATION SPECIFICATIONS

IMAGE: Yes No Resol. TIFF PDF

Full ID Format to Load

INDEX: Yes No QL Full QL Lite

PROJECT INVENTORY			
468	Backfile onsite imaging of Town Clerk's loose leaf land records and Back indexing of these typed records for Volume number 85 (357 pgs), vol 86 & 87.	\$2.75/inst.	\$1,287
	When completed, load on customer's Town Fusion system.		
	3 volumes containing 1,637 pages/3.5 pages per instrument equals approximately 468 instruments X \$2.75 = \$1,287.		

SHELVING: YES NO Unit(s):

CABINETS: YES NO Unit(s):

Style: Color:

B/A PHOTOS: YES NO RETURN ORIGINAL BINDER/SHUCK: YES NO

Material: Color:

SEAL: Custom None TX Star

Same as previous order.

INTERNAL TOTAL:

PROPOSAL TOTAL:

COMPANY BREAKOUTS

PRESERVATION:

SHELVING/CABINETS:

IMAGING:

INDEXING:

SYSTEM:

CONTRACT FEE: [TXMAS 2.23875% / GSA 0.75%]

TAXES [e.g. Calif.]: [Inclu. % Rate & Date Pulled]

APPROVAL



DALLAS NV
 VT NC

GA
 SERVICES (PFA)

1540226

Receipt/SO No.

Contract SO No.

SALES ORDER RECEIPT

OPPORTUNITY No.: **310565**

DATE: **Mar 26, 2021** REVISION DATE:

REP: **Bob Gerencser** ACCOUNTING ONLY CUSTOMER No.:

PROJECT TERM

CONTRACT/AGREEMENT: YES NO PHASE: /

START DATE: DEADLINE:

CLIENT INFORMATION

CLIENT: **Vergennes, VT**

PO No.: TxSmartBuy PO:

CONTACT: **Britney Aube**

PHONE: **802-877-2841** FAX:

EMAIL: **clerk@vergenes.org**

BILL: **City Clerk**

120 Main Street

Vergennes, VT 05491

SHIP TO: **Load on customer's Town Fusion system.**

Same as above.

PURCHASING VEHICLE

None GSA 70: GS-35F-275AA
Federal Purchase

TXMAS-18-3602 GSA 70: GS-35F-275AA
Texas Only (Based on Navarro RFP) *COOP PURCH: State or Local Govt*

EXPIRED // TXMAS-13-36010 LVA Records Grant
Texas Only (Based on Kofile GSA 36) *Library of Virginia*

Other, specify: _____
Contract/RFP No., etc.

DIGITIZATION SPECIFICATIONS

IMAGE: Yes No Resol. TIFF PDF

Full ID Format to Load

INDEX: Yes No QL Full QL Lite

PROJECT INVENTORY			
8,125	Backfile onsite imaging of Town Clerk's loose leaf land records and Back indexing of these typed records beginning with Volume number 62 working back in time through Volume number 28. When completed, load on customer's Town Fusion system.	\$2.75/inst.	\$22,343.75
	35 volumes X 650 pages each = 22,750 pages/2.8 pages per instrument equals approximately 8,125 instruments X \$2.75 = \$22,343.75.		

SHELVING: YES NO Unit(s):

Style: Color:

CABINETS: YES NO Unit(s):

Style: Color:

B/A PHOTOS: YES NO RETURN ORIGINAL BINDER/SHUCK: YES NO

Material: Same as previous order.

Color:

SEAL: Custom None TX Star

INTERNAL TOTAL:

PROPOSAL TOTAL:

COMPANY BREAKOUTS

PRESERVATION:

SHELVING/CABINETS:

IMAGING:

INDEXING:

SYSTEM:

CONTRACT FEE:
[TXMAS 2.23875% / GSA 0.75%]

TAXES [e.g. Calif.]:
[Inclu. % Rate & Date Puled]

APPROVAL

Watershed Recreation Reserve Fund Policy

Introduction

The City of Vergennes purchased the so-called “Vergennes City Watershed” property in 1933 comprised of 664 acres located in the northwest corner of the town of Bristol. The City later constructed an earthen dam creating a reservoir and installed a water main from the reservoir to the City of Vergennes. The City utilized the property for this purpose until 1973 upon the creation of the Vergennes-Panton Water District.

In 1995, the Vergennes City Council was approached by a group of individuals from the area wishing to purchase the property. The group planned to incorporate as a non-profit organization and raise sufficient funds to acquire the property for eventual use as an education and recreation facility. The property was professionally appraised by two licensed appraisers both concluding the fair market value of the property to be \$300,000. The City Council held a public informational meeting on January 16, 1996 to discuss the sale of the property.

The City Council included the following Article in the 1996 Annual City Meeting Warning:

Shall the voters of the City of Vergennes authorize the City of Vergennes, through its Mayor, to convey the so-called “Vergennes City Watershed” property (664 acres, more or less) located in the towns of Bristol and New Haven for a purchase price of \$300,000, and upon such other terms and conditions as the City Council of the City of Vergennes may determine to The Watershed Center, a non-profit corporation, to be used as a center for outdoor education and recreation with the proceeds of the sale to be held and kept in a separate reserve fund, pursuant to 24 V.S.A. §2804, with the income only of the reserve fund to be used for purposes of parks and recreation in the City of Vergennes as determined by and deemed appropriate by the City Council of the City of Vergennes?

The result of the vote was 382 in favor of the article and 135 opposed.

The original policy and subsequent amendments require at least twenty-five percent of the earnings be retained in the reserve fund to grow the amount of the fund to increase the amount of annual earnings as a hedge against inflation.

By the end of 2001, the reserve fund had grown to around \$400,000 and the City Council included the following Article in the 2012 Annual City Meeting Warning”

Shall the City increase the reserve fund of \$300,000, established from the proceeds of the sale of the so-called “Vergennes City Watershed” property authorized by the voters in 1996, to \$350,000 pursuant to 24 V.S.A. §2804, with the income only of the reserve fund to be used for purposes of parks and recreation in the City of Vergennes as determined by and deemed appropriate by the City Council of the City of Vergennes?

The result of the vote was 390 in favor of the article and 142 opposed.

Policy Guidelines

It is encouraged by this policy that an annual allocation is made toward the operation and programs of the Samuel Fishman Memorial Swimming Pool which is owned and operated by the City of Vergennes.

The City Council may make special allocations for capital improvements, development and maintenance of public parks and other City-owned recreation facilities. It is encouraged by this policy that such special allocations be used as local matching funds toward grants or other funding sources.

Allocation Formula

Seventy-five percent of the earnings from the Watershed Recreation Reserve Fund may be used for the purposes set forth above and the balance shall remain in the Watershed Recreation Reserve Fund.

Schedule

The City Council shall review a report of projected earnings of the Watershed Recreation Reserve Fund in June of each year.

This policy was originally adopted by the City Council on March 31, 2008 and subsequently amended on March 31, 2012 and June 30, 2015.