



## **TOWN OF HARTFORD SELECTBOARD AGENDA**

Tuesday, March 8, 2022, 6:00pm  
Hartford Town Hall, 171 Bridge Street,  
White River Junction, VT 05001

**This meeting will be conducted in person at Town Hall  
Masks for Everyone Present in Town Hall are Required**

The meeting will also be available on Zoom  
<https://zoom.us/j/549799933> - Please mute your  
microphone. [youtube.com/catv810](https://www.youtube.com/catv810) – click “live now”.

If you're calling in from phone dial:

(415) 762-9988 Type in the Room ID: 549-799-933  
followed by # Press # a second time and Press \*9 to raise  
your hand for public comment

***Please Note: The Times Listed are Approximate***

**I. Call to Order the Selectboard Meeting (6:00)**

**II. Pledge of Allegiance (6:05)**

**III. Local Liquor Control Board:**

**1. Local Liquor Control Board Overview – Martin Prevost (6:05)**

**2. Renewals (6:15)**

- a. Consider the Renewal for Hanover Consumer Cooperation Inc. Doing Business As: Co-op Food Store, 209 Maple Street, White River Junction, VT 05001 (Second Class)
- b. Consider the Renewal for Summit Stores, LLC, Doing Business As: Summit Stores, 3479 Woodstock Road, Quechee, VT 05059 (Second Class)
- c. Consider the Renewal for K-B Ventures Inc. Doing Business As: Jake's Market & Deli, 1477 Maple Street, Hartford, VT 05047 (Second Class)
- d. Consider the Renewal for Hartford Post 26, American Legion Inc., Doing Business As: Hartford Post 26, American Legion, Inc. 27 Farmvu, White River Jct., VT 05001 (Third Class)
- e. Consider the Renewal of River Roost Brewery, LLC Doing Business As: River Roost Brewery, 230 South Main Street, White River Junction, VT 05001 (First Class and Outside Consumption)

- f. Consider the Renewal of Simon Pearce (US) Inc. Doing Business As: Simon Pearce Restaurant and Parker House Bistro, 1792 Main Street, Quechee, VT 05059 (First Class, Third Class and Outside Consumption)

**IV. Order of Agenda (6:30)**

**V. Selectboard**

- 1. Public Comment (6:35)**
- 2. Selectboard Comments and Announcements (6:50)**
- 3. Appointments: (7:00)**

**New Appointments:**

- a. Consider the Appointment of Emily Santaw to the Town & School Meeting Committee for a 3-year term. Beginning March 8, 2022 and ending March 7, 2025.
- b. Consider the Appointment of Pat Autilio to the Hartford Committee on Racial Equity and Inclusion (HCOREI) for a two-year term beginning March 8, 2022 and ending March 7, 2024.

**Re-Appointments:**

- c. Consider the Re-Appointment for Alice Maleski for a three-year term on the Zoning Board of Adjustment. Beginning March 8, 2022 and ending March 7, 2025.
- d. Consider the Re-Appointment of Stephen C. Lagasse for a three-year term on the Zoning Board of Adjustment. Beginning March 8, 2022 and ending March 7, 2025.
- e. Consider the Re-Appointment of Jonathan Schechtman to the Design Review Committee for a three-year term. Beginning March 8, 2022 and ending March 7, 2025.
- f. Consider the Re-appointment of Jeff Arnold to the Hartford Tree Board for a three-year term. Beginning March 8, 2022 and ending March 7, 2025.
- g. Consider the Re-Appointment of Pat Stark for a three-year term on the Historical Preservation Commission. Beginning March 8, 2022 and ending March 7, 2025.
- h. Consider the Re-Appointment of Brett Mayfield for a three-year term on the Sister City Committee. Beginning March 8, 2022 and ending March 7, 2025.
- i. Consider the Health Officer also serving as the Humane Officer as defined in the Vermont State Statute 13 V.S.A. § 351(23) V.S.A. § 4.

**BREAK: (7:30)**

**4. Town Manager's Report (7:40)**

Significant Activity Report

**5. Board Reports, Motions & Ordinances**

- a) Face Covering Rule Reauthorization (7:50)
- b) Solid Waste Construction & Demolition Debris Pile Hauling (8:00)
- c) Introduction to Town Purchasing (8:10)
- d) Approval of Purchasing Policy (8:25)
- e) HCoreI (8:35)

**VI. Commission Reports (8:50)**

**VII. Consent Agenda**

**Approve Payroll Ending: 2/3/5/2022**

**Approve Meeting Minutes of: 2/22/2022 & 3/3/2022**

**Approve A/P Manifest of: 3/2/2022 & 3/8/2022**

**Selectboard Meeting Dates of: Needs Approval: 4/5/2022 and 4/19/2022**

**Already Approved: 3/22/2022**

**VIII. Executive Session: NONE**

**IX. Adjourn the Selectboard Meeting**

**All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than 5pm on the Tuesday two weeks prior to the meeting date. Requests received after that date will be addressed at the discretion of the Chair. Citizens wishing to address the board should do so during the Citizen Comments period.**

## Town of Hartford - Liaison Assignments

| Boards, Committees & Commissions                                      | 2022 Liaisons                                                                       | Meeting Day                                              | Meeting Time | Staff Contact   |
|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------|--------------|-----------------|
| Advance Transit Board                                                 | Bethany Fleishman/ Rocket                                                           |                                                          |              | None            |
| Aquatics Center Oversight Committee                                   | Dan Fraser                                                                          |                                                          |              | None            |
| Climate Advisory Committee<br>Climate Action Steering Team (sub comm) | Michael Hoyt<br>Michael Hoyt (?? mtg day/time)                                      | 2 <sup>nd</sup> Wednesday of the Month                   | 5:00 PM      | Dana Clawson    |
| Conservation Commission                                               | Mary Erdei                                                                          | 1 <sup>st</sup> Monday of the Month                      | 7:00 PM      | Matt Osborn     |
| Design Review Committee                                               | Kim Souza                                                                           | Thursday: see specific schedule                          | 5:00 PM      | Jo-Ann Ells     |
| Energy Commission                                                     | Dan Fraser                                                                          | 4 <sup>th</sup> Thursday of the Month                    | 5:00 PM      | Dana Clawson    |
| Hartford Ad Hoc Committee on Emergency Shelter                        | Ally Tufenkjian                                                                     | biweekly Thursday                                        | 5:00 PM      | None            |
| Hartford Business Revolving Loan                                      | Kim Souza                                                                           | Qrtly 1 <sup>st</sup> Wed. of Mo.                        | 8:30 AM      | Lori Hirshfield |
| Hartford Committee On Racial Equity & Inclusion (HCOREI - 2 seats)    | Kim Souza & Ally Tufenkjian                                                         | Wednesday                                                | 6:00 PM      | None            |
| Hartford Community Coalition                                          | Lannie Collins                                                                      | 3 <sup>rd</sup> Wed. every other Month beg. 9.15.21      | 4:30 PM      | Scott Hausler   |
| Hartford Tree Board                                                   | Dan Fraser                                                                          | Wednesday                                                | 6:00 PM      | Scott Hausler   |
| Historic Preservation Commission                                      | Rocket                                                                              | 3 <sup>rd</sup> Wednesday of the Month                   | 5:00 PM      | Matt Osborn     |
| Parks & Recreation Commission                                         | Mary Erdei                                                                          | 2 <sup>nd</sup> Thursday of the Month                    | 5:30 PM      | Scott Hausler   |
| Planning Commission                                                   | Kim Souza                                                                           | Monday: see specific schedule                            | 6:00 PM      | Jo-Ann Ells     |
| Resilient Hartford                                                    | Ally Tufenkjian                                                                     | 4 <sup>th</sup> Wed of the Month                         | 5:00 PM      | Matt Osborn     |
| School Board                                                          | Michael Hoyt<br>1 <sup>st</sup> Alt - Mary Erdei<br>2 <sup>nd</sup> Alt - Kim Souza | 2 <sup>nd</sup> & 4 <sup>th</sup> Wednesday of the Month | 7:00 PM      | None            |
| Sister Cities                                                         | Rocket                                                                              | 4 <sup>th</sup> Tuesday of the Month                     | 5:00 PM      | Brett Mayfield  |
| Zoning Board of Adjustment                                            | Lannie Collins                                                                      | Wednesday: see specific schedule                         | 6:30 PM      | Jo-Ann Ells     |
| Upper Valley Leadership Committee                                     | Tracy Yarlott-Davis/ Mike Hoyt                                                      |                                                          |              | None            |
| 5 <sup>th</sup> Charter Committee                                     | Lannie Collins                                                                      | TBD                                                      |              | None            |

Michael Hoyt, Chair: Climate Advisory Committee/Climate Action Steering Team, School Board, UV Leadership Committee (3)

Dan Fraser, Vice Chair: Aquatics Center Oversight, Energy Commission, Hartford Tree Board (3)

Kim Souza, Clerk: Design Review Comm., HBRLF, HCOREI, Planning Comm., School Board – 2<sup>nd</sup> Alternate (5)

Lannie Collins: Hartford Community Coalition, Zoning Board, Charter Committee (3)

Mary Erdei: Conservation Commission; Parks & Rec., School Board - 1<sup>st</sup> Alternate (3)

Rocket: Advance Transit Board, Historic Preservation Commission, Sister Cities (3)

Ally Tufenkjian: Emergency Shelter, HCOREI, Resilient Hartford (3)

## 2022 LIQUOR LICENSE RENEWAL APPLICATION

SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

7302-001-SECN-001

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License Year Beginning May 1, 2022 ending April 30, 2023

Fee: \$140.00 of which  
 \$70.00 is paid to town/city  
 \$70.00 is paid to DLC  
 Town: 14040 - HARTFORD

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS  
 FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Hanover Consumer Cooperative Society Inc.

Licensee # 7302- 1

Doing Business As:

Co-op Food Store  
 209 Maple Street  
 Hartford VT 05001  
 Telephone: (802) 295-3400

Mailing Address:  
 PO Box 633  
 Hanover NH 03755

PLEASE INCLUDE EMAIL ADDRESS: Mark @ Coop food store .com

## Description of Premises:

Store in a single story brick building located on the north side  
 of Rte 14. Designated as #209. Located on the south east corner of  
 the intersection of Rte 4 and Rte 14 in the village of Hartford,  
 Town of White River Junction, VT

## Lessor:

St Albans Shopping Center Inc  
 PO Box 6  
 Burlington VT

Last Enforcement Seminar: 10/23/2020

Fed. ID Number: 02-0144595 Incorporation Date: 03/23/2000 Valid Charter?: Yes State of Charter: Vermont

Majority of Directors are US Citizens: Yes

ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES  
 AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.

| Corporation | Name                                | Address            | Town/City       | State | Zip Code |
|-------------|-------------------------------------|--------------------|-----------------|-------|----------|
| Director    | 1. Birdsey, Kevin                   | [REDACTED]         | Lebanon         | NH    | 03766    |
| Director    | 2. Fifield, Rosemary                | [REDACTED]         | Thetford Center | VT    | 05075    |
| Director    | 3. Ajavon, Emmanuel                 | 22 Allens Drive    | Grantham        | NH    | 03753    |
| Director    | 4. Giordani, Jessica                | [REDACTED]         | Lebanon         | NH    | 03766    |
| Director    | 5. Kumar, Manish                    | 40 Hill Rd         | Lebanon         | NH    | 03766    |
| Director    | 6. O'Neil, Margaret                 | [REDACTED]         | Cornish         | NH    | 03745    |
| Director    | 7. Ceroni, <del>MATEA</del> Marta   | [REDACTED]         | Enfield         | NH    | 03748    |
| Director    | 8. <del>Byrne, Jessica</del> Delete | [REDACTED]         | Lyme            | NH    | 03768    |
| Director    | 9. Jackson, Conicia                 | 55 State Rd, Apt 1 | Bethel          | VT    | 05032    |
| Director    | 10. Pacht, Orin                     | [REDACTED]         | Post Mills      | VT    | 05058    |
| Director    | Clark, Nicholas                     | [REDACTED]         | Thetford        | VT    | 05075    |

Has any director or stockholder been convicted or pleaded guilty to any criminal or motor vehicle offense in any court  
 of law (including traffic tickets by mail) during the last year? Yes ☒ No

If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

In the past year has any director or stockholder of the corporation held any elective or appointive state, county,  
 city, village or town office in Vermont (See VSA, T.7, Ch.9, Sec. 223)? Yes ☒ No

If yes, please attach the following information: Individual's name, office and jurisdiction

See Attached Board listingDisclosure of Non-profit Organization?: Yes ☒ No

## ALL APPLICANTS MUST COMPLETE AND SIGN

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information  
 from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full  
 compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date  
 of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with  
 respect to child support or are in full compliance with a plan to pay any and all child support payable under a support  
 order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good  
 standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of  
 contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page

2022 LIQUOR LICENSE RENEWAL APPLICATION  
SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

7302-001-SECN-001  
Page 2

I/We hereby certify that the information in this application is true and complete.

Dated this 20 day of January, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

[Signature]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Title)

\_\_\_\_\_

Are you making this application for the benefit of any other party? ☐ Yes ☒ No

----- LOCAL COMMISSIONER SECTION BELOW -----

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the \_\_\_\_\_ commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any License may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

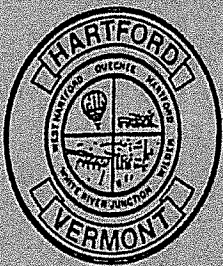
Total Membership \_\_\_\_\_, \_\_\_\_\_ members present

Attest, \_\_\_\_\_, Town Clerk

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:  
DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec.312



# TOWN OF HARTFORD

MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

Telephone: 802/295-9353 • Fax: 802/295-6382

website: [www.hartford-vt.org](http://www.hartford-vt.org)



Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

## 2022 LIQUOR LICENSE - ADDITIONAL INFORMATION

**ALL information must be completed** (use separate sheet, if necessary).

*Incomplete applications will be returned.*

Date: 1/23/22 Applicant: Co-op Hanover Consumer Cooperative Society Inc

Doing Business As: Co-op Food Store

Mailing Address:

PO Box 633 Hanover, NH 03755

Telephone Number(s): 802-765-2851 (Office) 802-745-3400 (Store)

Other Contact Name: (if applicable) Mark Langlois

Please list below ALL licensees, directors, owners, stockholders name & dates of birth: see Attached Board listing

Please list violations for the past THREE years any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). *If no violations, please answer "None".*

None

Liquor/Tobacco License Violations for the past THREE Years (See Hartford Liquor Policy for Details) including violations taking place on licensee's premises and/or charges against employee, etc.: If unsure of violations, contact DLC and obtain your records of violations. *If no violations, please answer "None".*

None

I/We certify, under pains and penalties of perjury, that the above information is true and complete, and that if after execution of this record any such violations do occur, the Town of Hartford will be duly notified.

*Nick Clark*  
Licensee's Signature

Nick Clark  
Printed Name

1/20/22  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**Hanover Consumer Cooperative Society, Inc**  
**2021 Board**  
**License # 7302-001-SECN-01**  
**10/12/2021**

| Position       | First Name | Last Name | Street Address | Town | State | Zip | DOB | POB           | SSN#       | USCIS# | Any Convictions? | Any civil infractions              | Elected Town Office     |
|----------------|------------|-----------|----------------|------|-------|-----|-----|---------------|------------|--------|------------------|------------------------------------|-------------------------|
| President      | Nicholas   | Clark     | [REDACTED]     |      |       |     |     | Massachusetts | [REDACTED] | N/A    | No               | No                                 | Thetford VT Selectboard |
| Vice President | Jessica    | Giordani  |                |      |       |     |     | Connecticut   |            | N/A    | No               | No                                 |                         |
| Treasurer      | Margaret   | O'Neil    |                |      |       |     |     | Massachusetts |            | N/A    | No               | No                                 |                         |
| Secretary      | Rosemary   | Fifield   |                |      |       |     |     | Wisconsin     |            | N/A    | No               | No                                 |                         |
| Directors:     |            |           |                |      |       |     |     |               |            |        |                  |                                    |                         |
| Director       | Kevin      | Birdsey   | [REDACTED]     |      |       |     |     | California    | [REDACTED] | No     | No               | Thetford VT Justice of Peace & DRB |                         |
| Director       | Emmanuel   | Ajavon    |                |      |       |     |     | New York      |            | No     | No               |                                    |                         |
| Director       | Marta      | Ceroni    |                |      |       |     |     | Italy         |            | No     | No               |                                    |                         |
| Director       | Manish     | Kumar     |                |      |       |     |     | India         |            | No     | No               |                                    |                         |
| Director       | Orin       | Pacht     |                |      |       |     |     | New Hampshire |            | No     | No               |                                    |                         |
| Director       | Conica     | Jackson   |                |      |       |     |     | Illinois      |            | No     | No               |                                    |                         |

## Hartford Police Department

# Memo



To: Lisa O'Neil, Sherry West  
From: Deputy Chief Braedon S. Vail  
CC:  
Date: January 21, 2022  
Re: Liquor Licenses

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

**Co-Op Food Store**  
**209 Maple St**

Kevin Birdsey  
Rosemary Fifield  
Emanuel Ajavon  
Jessica Giordani  
Manish Kumar  
Margaret O'Neil  
Matta Ceroni  
Nicholas Clark  
Conicia Jackson  
Orin Pacht

## Inspection Summary

Hartford Fire Department

Inspection 5317



### Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Thomas Peltier  
Unit Number HFM3  
Shift FM  
  
Scheduled 01/28/2022 13:00  
Inspected On 01/28/2022 13:00  
Finished At 01/28/2022 14:00  
Next Inspection  
  
Scheduled Peltier  
Inspection Length 1.00

### Occupant

Occupant Name Co-op Food Store  
Building Name Mercantile Occupancy  
Contact Name Kevin Birdsey  
Address 209 MAPLE ST  
City, State and Zip White River Junction, VT 05001-  
Phone 802-295-3400

### Owner

Owner / Company Hanover Consumer Cooperative  
Contact Name Kevin Birdsey  
Address PO BOX 633  
City, State and Zip Hanover, NH 03755-  
Phone 802-295-3400

### Comments

Please contact me by phone 802-299-7013 or by email at [tpeltier@hartford-vt.org](mailto:tpeltier@hartford-vt.org) when violations are completed.

Liquor License Inspection:

All noted violations shall be properly addressed and completed within (30) THIRTY DAYS. Immediate life safety hazards shall be addressed and corrected in the time- established by the AHJ. A final inspection shall be completed before license can be obtained or renewed.

### Violation Summary

| Status | Violation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Location |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 250.104(A)(1) - Water Pipe Bonding<br>Metal water piping system(s) installed in or attached to a building or structure shall be bonded to any of the following:<br>(1) Service equipment enclosure<br>(2) Grounded conductor at the service<br>(3) Grounding electrode conductor, if of sufficient size<br>(4) One or more grounding electrodes used, if the grounding electrode conductor or bonding jumper to the grounding electrode is of sufficient size<br><br>Comments: - Water service noted as not being bonded.<br>Required Action: - Interior metal water piping shall be properly bonded. | Building |

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |          |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | <p>11.1.8 - Covers (Electrical)<br/>All panelboard and switchboards, pull boxes, junction boxes, switches, receptacles, and conduit bodies shall be provided with covers compatible with the box or conduit body construction and suitable for the conditions of use.</p> <p>Comments: - Multiple junction box(s) noted as not being covered.</p> <p>Required Action: - Junction box(s) shall have proper cover plates installed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Building |
| Closed | <p>1:11.5.1.7.1 - Periodic Inspection of Heating Appliances<br/>All fuel fired heating appliances shall be cleaned and maintained in accordance with the manufacturer's instructions, and shall be inspected at least once during any 2 year period by person(s) certified in accordance with section 1.13. Inspections shall be in accordance with the standards and recommended procedures for inspection of existing appliances established under NFPA 31, 54 and 211, including the measurement of carbon monoxide in the flue gas. At the time of inspection the appliance shall be marked with the date of the inspection and the name and certificate number of the person who performed the inspection. When the inspection determines the existing situation involves a distinct hazard to life or property and requires immediate action, the violation(s) shall be immediately corrected or the certified inspector conducting the inspection shall contact the AHJ and disconnect the heating appliance from operation.</p> <p>Comments: - Fuel fired heating appliance noted and operational.</p> <p>Required Action: - Provide supporting documentation of appliance inspection and compliance.</p>            | Building |
| Closed | <p>34.4.2.4 - Commodity Clearance (Heating Appliances)<br/>The clearance between stored materials and unit heaters, radiant space heaters, duct furnaces, and flues shall not be less than 3 ft (0.9 m) in all directions or shall be in accordance with the clearances shown on the approval agency label.</p> <p>Comments: - Storage noted within vicinity of heating appliance(s).</p> <p>Required Action: - A minimum of 36 inches (914 mm) shall be maintained between solid fuel-burning appliances and combustible materials.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Building |
| Closed | <p>50.5.2.1 - Commercial Cooking: Inspection, Testing, and Maintenance of Fire-Extinguishing Systems<br/>Maintenance of the fire-extinguishing systems and listed exhaust hoods containing a constant or fire-activated water system that is listed to extinguish a fire in the grease removal devices, hood exhaust plenums, and exhaust ducts shall be made by properly trained, qualified, and certified person(s) acceptable to the AHJ at least every 6 months. [96:11.2.1]</p> <p>Comments: - Hood suppression system noted as out of inspection date.</p> <p>Required Action: - Fire protection equipment shall be inspected by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Proof of inspection, approved by the AHJ shall be affixed by a technically qualified person to the control panel, control valve or riser of the fire protection system after any required annual or semi-annual inspection has been completed as evidence of that inspection. NOTED VIOLATIONS ON THE SYSTEM SHALL BE ADDRESSED AND CORRECTED WITHIN THIRTY (30) DAYS.</p> <p>- Maintenance of the fire-extinguishing systems shall be EVERY SIX (6) MONTHS.</p> | Kitchen  |

#### Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|

#### Signatures

Inspector

  
Thomas Peltier

02/15/22  
Date

**2022 LIQUOR LICENSE RENEWAL APPLICATION**

SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

**8736-007-SECN-001**

Page 1

License Year Beginning May 1, 2022 ending April 30, 2023

Fee: \$140.00 of which  
\$70.00 is paid to town/city  
\$70.00 is paid to DLC  
Town: 14040 - HARTFORD

**MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING**

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Summit Stores, LLC

Licensee # 8736- 7

Doing Business As:

Summit Stores  
3479 Woodstock Road  
Quechee VT 05059

Mailing Address:

240 Mechanics Street  
Lebanon NH 03776

Telephone: (603) 448-4000

PLEASE INCLUDE EMAIL ADDRESS: ferrip@sund.com

## Description of Premises:

2nd class license in a single story building serving as a convenience store. Located on the west side of Woodstock Avenue at the intersection of I89 Exit 1 on/off ramp. Designated as 3479 Woodstock Avenue in the Town of Hartford, Village of Quechee, Vermont.

## Lessor:

Summit Distributing, LLC  
240 Mechanics Street  
Lebanon NH 03776

Last Enforcement Seminar: 06/26/2020 6-29-21Filed Articles of Organization: **Yes**

Date Filed: 04/06/2015

Federal ID Number: 36-4806994

Majority of Members are US Citizens: **Yes****ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.**

## Limited Liability

| Company | Name               | Address    | Town/City | State | Zip Code |
|---------|--------------------|------------|-----------|-------|----------|
| Member  | 1. Frawley, Thomas | [REDACTED] | Lyme      | NH    | 03768    |
| Member  | 2. Frawley, Denise | [REDACTED] | Lyme      | NH    | 03768    |

Has any person been convicted or pleaded guilty to any criminal or motor vehicle offense in any court of law (including traffic tickets by mail) during the last year? Yes ☒ No

If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

In the past year has any person held any elective or appointive state, county, city, village or town office in Vermont (See VSA, T.7, Ch.9, Sec. 223)? Yes ☒ No

If yes, please attach the following information: Individual's name, office and jurisdiction

Disclosure of Non-profit Organization?: Yes ☒ No**ALL APPLICANTS MUST COMPLETE AND SIGN**

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page

2022 LIQUOR LICENSE RENEWAL APPLICATION  
SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

8736-007-SECN-001  
Page 2

I/We hereby certify that the information in this application is true and complete.

Dated this 12 day of January, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

(Title)

Are you making this application for the benefit of any other party? ☐ Yes ☒ No

----- LOCAL COMMISSIONER SECTION BELOW -----

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any License may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

Total Membership \_\_\_\_\_, \_\_\_\_\_ members present Attest, \_\_\_\_\_, Town Clerk

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:  
DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec. 312

# Memo

**To:** Lisa O'Neil, Sherry West

**From:** Deputy Chief Braedon Vail 

**Date:** January 19, 2022

**Re:** Liquor Licenses

---

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

**Summit Stores**  
**3479 Woodstock Rd**

Thomas Frawley  
Denise Frawley

# Inspection Summary

Hartford Fire Department



## Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Thomas Peltier  
Unit Number HFM3  
Shift FM  
Scheduled 01/21/2022 13:00  
Inspected On 01/21/2022 13:00  
Finished At 01/21/2022 14:00  
Next Inspection  
Scheduled Peltier  
Inspection Length 1.00

## Occupant

Occupant Name Mobil - Quechee Mart  
Building Name Gas Station - Mercantile Occupancy  
Contact Name SUMMIT DISTRIBUTING  
Address 3479 WOODSTOCK RD  
City, State and Zip Quechee, VT 05059-  
Phone 802-296-6617

## Owner

Owner / Company SUMMIT DISTRIBUTING  
Contact Name GOREVAN MATTHEW  
Address 240 Mechanic Street  
City, State and Zip Lebanon, NH 03766-  
Phone 802-296-6617

## Comments

Please contact me by phone 802-299-7013 or by email at [tpeltier@hartford-vt.org](mailto:tpeltier@hartford-vt.org) when violations are completed.

### Liquor License Inspection:

All noted violations shall be properly addressed and completed within (30) THIRTY DAYS. Immediate life safety hazards shall be addressed and corrected in the time- established by the AHJ. A final inspection shall be completed before license can be obtained or renewed.

## Violation Summary

| Status | Violation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Location          |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Closed | 7.7.2.1 - Cap All Outlets (Gas Service)<br>Each outlet, including a valve, shall be closed gastight with a threaded plug or cap immediately after installation and shall be left closed until the appliance or equipment is connected thereto. When an appliance or equipment is disconnected from an outlet and the outlet is not to be used again immediately, it shall be capped or plugged gastight.<br><br>Comments: - Gas line noted as out of service and not properly capped.<br>Required Action: - Gas line shall be properly capped off by a qualified professional. | Kitchen           |
| Closed | 4.5.8.7 - Periodic Inspection and Test of Fire Protection Systems (Fire Alarm System) Inspections and tests of fire sprinkler (other than multipurpose piping systems),                                                                                                                                                                                                                                                                                                                                                                                                        | Fire Alarm System |

suppression, emergency electrical generation, alarm, detection and any other fire protection systems, devices and equipment shall be conducted for the owner by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Inspections and tests shall be conducted at least annually or semi-annually for kitchen hood suppression systems as required by a specific standard. Annual testing by a technically qualified person does not prohibit the owner from inspection and testing at more frequent intervals. A technically qualified person shall file a written inspection report with the AHJ within 14 days of completion of each inspection.

Comments: - Fire alarm system TQP noted as out of inspection date.

Required Action: - Fire protection equipment shall be inspected by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Proof of inspection, approved by the AHJ shall be affixed by a technically qualified person to the control panel, control valve or riser of the fire protection system after any required annual or semi-annual inspection has been completed as evidence of that inspection. NOTED VIOLATIONS ON THE SYSTEM SHALL BE ADDRESSED AND CORRECTED WITHIN THIRTY (30) DAYS.

Closed

1:11.5.1.7.1 - Periodic Inspection of Heating Appliances

All fuel fired heating appliances shall be cleaned and maintained in accordance with the manufacturer's instructions, and shall be inspected at least once during any 2 year period by person(s) certified in accordance with section 1.13. Inspections shall be in accordance with the standards and recommended procedures for inspection of existing appliances established under NFPA 31, 54 and 211, including the measurement of carbon monoxide in the flue gas. At the time of inspection the appliance shall be marked with the date of the inspection and the name and certificate number of the person who performed the inspection. When the inspection determines the existing situation involves a distinct hazard to life or property and requires immediate action, the violation(s) shall be immediately corrected or the certified inspector conducting the inspection shall contact the AHJ and disconnect the heating appliance from operation.

Building

Comments: - Fuel fired heating appliance noted and operational.

Required Action: - Provide supporting documentation of appliance inspection and compliance.

Closed

34.4.2.4 - Commodity Clearance (Heating Appliances)

The clearance between stored materials and unit heaters, radiant space heaters, duct furnaces, and flues shall not be less than 3 ft (0.9 m) in all directions or shall be in accordance with the clearances shown on the approval agency label.

Building

Comments: - Storage noted within vicinity of heating appliance(s).

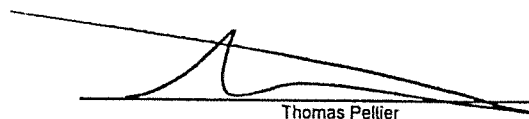
Required Action: - A minimum of 36 inches (914 mm) shall be maintained between solid fuel-burning appliances and combustible materials.

Tickler History

Date                      Type                      Inspector                      Narrative

Signatures

Inspector

  
Thomas Pellier

02/17/22  
Date

2022 LIQUOR LICENSE RENEWAL APPLICATION  
SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

6844-001-SECN-001  
Page 1

License Year Beginning May 1, 2022 ending April 30, 2023

Fee: \$140.00 of which  
\$70.00 is paid to town/city  
\$70.00 is paid to D/C  
Town: 14040 - HARTFORD

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS  
FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: K-B Ventures Inc.

Licensee # 6844- 1

Doing Business As:

Jake's Market & Deli

1477 Maple Street

Hartford VT 05047

Telephone: (802) 698-8106

Mailing Address:

227 Mechanics Street

Lebanon nh 03766

PLEASE INCLUDE EMAIL ADDRESS:

cporter@jakesmarket.com

Description of Premises:

Store in a single sotry wood constucted building located on the east  
side of Maple Street designated as #1479, 1/10 of a mile north of  
Christian Street, in the town of Hartford, VT

Lessor:

Irving Oil

Portsmouth NH

Last Enforcement Seminar: 03/05/2021

Fed. ID Number: 61-1575909 Incorporation Date: 11/04/2008 Valid Charter?: Yes State of Charter: Vermont

Majority of Directors are US Citizens: Yes

ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES  
AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.

| Corporation | Name                   | Address    | Town/City  | State Zip Code      |
|-------------|------------------------|------------|------------|---------------------|
| Director    | 1. Kerrigan, Edward T. | [REDACTED] | [REDACTED] | [REDACTED] 5        |
| Director    | 2. Myers, Howard B.    | [REDACTED] | [REDACTED] | [REDACTED] 85050    |
| Director    | 3. Aldrich, Andrea     | [REDACTED] | [REDACTED] | [REDACTED] 05601    |
| Stockholder | 4. Kerrigan, Edward T. | [REDACTED] | [REDACTED] | [REDACTED] 83356    |
| Stockholder | 5. Bergeron, Bruce     | [REDACTED] | [REDACTED] | [REDACTED] NH 03766 |

Has any director or stockholder been convicted or pleaded guilty to any criminal or motor vehicle offense in any court  
of law (including traffic tickets by mail) during the last year? Yes XNo

If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

In the past year has any director or stockholder of the corporation held any elective or appointive state, county,  
city, village or town office in Vermont (See VSA, T.7, Ch.9, Sec. 223)? Yes XNo

If yes, please attach the following information: Individual's name, office and jurisdiction

Disclosure of Non-profit Organization?: Yes XXNo

ALL APPLICANTS MUST COMPLETE AND SIGN

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information  
from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full  
compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date  
of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with  
respect to child support or are in full compliance with a plan to pay any and all child support payable under a support  
order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good  
standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of  
contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page

2022 LIQUOR LICENSE RENEWAL APPLICATION  
SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

6844-001-SECN-001  
Page 2

I/We hereby certify that the information in this application is true and complete.

Dated this 10 day of January, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

[Signature]  
office manager  
(Title)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you making this application for the benefit of any other party? Yes ☒ No

LOCAL COMMISSIONER SECTION BELOW

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any License may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

|       |       |       |       |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

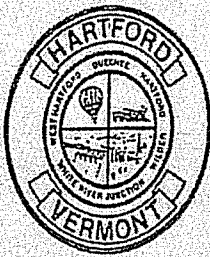
Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

Total Membership \_\_\_\_\_, \_\_\_\_\_ members present      Attest, \_\_\_\_\_, Town Clerk

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:  
DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec.312



# TOWN OF HARTFORD

## MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

Telephone: 802/295-9353 • Fax: 802/295-6382

website: [www.hartford-vt.org](http://www.hartford-vt.org)



Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

### 2021 LIQUOR LICENSE-ADDITIONAL INFORMATION

**ALL information must be completed** (use separate sheet, if necessary).

*Incomplete applications will be returned.*

Date: 1/11/22 Applicant: K-B Ventures, Inc  
Doing Business As: Jaki's Market & Deli  
Mailing Address: 227 Mechanic St. Lebanon NH 03766  
Telephone Number(s): 603-448-6510  
Other Contact Name: (if applicable) Carl Porter

Please list below ALL licensees, directors, owners, stockholders name & dates of birth: Howard Myers 4/18/1952 Bruce Bergeron 1/12/1956  
Andrea Aldrich 9/14/1951 Ed Kerrigan 1/1/1950

Please list violations any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). If no violations, please answer "None".

*None*

Liquor/Tobacco License Violations (See Hartford Liquor Policy for Details). (including violations taking place on licensee's premises and/or charges against employee, etc.): If unsure of violations, contact DLC and obtain your records of violations. If no violations, please answer "None".

*See Attached*

I/We certify, under pains and penalties of perjury, that the above information is true and complete, and that if after execution of this record any such violations do occur, the Town of Hartford will be duly notified.

*Carl N. Porter*  
Licensee's Signature

Carl N. Porter  
Printed Name

1/11/22  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

## Hartford Police Department

# Memo



To: Lisa O'Neil, Sherry West

From: Deputy Chief Braedon S. Vail

CC:

Date: January 20, 2022

Re: Liquor Licenses

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The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

**Jake's Market & Deli**  
**1477 Maple St**

Edward Kerrigan  
Howard Myers  
Andrea Aldrich  
Bruce Bergeron

RUN DATE: 01/12/2022 @ 08:31

VT Dept. of Liquor Control

BUS DATE: 01/12/2022 LIST TRACKING INFORMATION ENF501 PAGE 1  
BY LICENSEE DATES FROM FIRST THRU LAST DESCENDING DATE

Corporation ID: 6844..... K-B Ventures Inc.

Licensee ID...: 6844-001..... Jake's Market & Deli

Tracking Date.: 06/04/2021 Code: TC - Tobacco Compliance Entered on 06/04/2021 by JR  
good guy letter re: TC check on 3-31-2021 per Inv Mcleod

Tracking Date.: 10/31/2019 Code: TC - Tobacco Compliance Entered on 10/31/2019 by JR  
good guy letter re: tc check on 10/28/2019 per Inv Wilbur.

Tracking Date.: 10/22/2019 Code: AC - Alcohol Compliance Entered on 10/22/2019 by JH  
Good guy letter re: AC check on 10/10/2019 per Inv. Wilbur

Tracking Date.: 03/26/2019 Code: TC - Tobacco Compliance Entered on 03/26/2019 by JP  
Good Guy Letter: TC check on 03-22-2019 by Investigator Wilbur.

Tracking Date.: 02/12/2018 Code: TC - Tobacco Compliance Entered on 02/12/2018 by NL  
Good guy letter re: TC check on 2/8/18 per Inv. Wilbur

Tracking Date.: 09/27/2017 Code: TC - Tobacco Compliance Entered on 09/27/2017 by NL  
Good guy letter re: TC check on 9/19/17 per Inv. Wilbur

Tracking Date.: 03/15/2017 Code: AC - Alcohol Compliance Entered on 03/15/2017 by NL  
Good guy letter re: AC check on 3/2/17 per Inv. Wilbur

Tracking Date.: 05/25/2016 Code: TC - Tobacco Compliance Entered on 05/25/2016 by NL  
good guy letter re: TC check done on 5/17/16 per Inv. Wilbur

Tracking Date.: 12/30/2015 Code: TC - Tobacco Compliance Entered on 12/30/2015 by AN  
good guy letter re: TC check on 12/9/2015. Inv. Wilbur

Tracking Date.: 12/03/2015 Code: aa - Agency Alcohol Comp Entered on 12/03/2015 by AN  
good guy letter re: Agency alcohol compliance check. 11-19-2015.

Tracking Date.: 12/03/2015 Code: TC - Tobacco Compliance Entered on 12/03/2015 by AN  
good guy letter re: TC check on 11-18-2015. Inv. Wilbur

Tracking Date.: 11/04/2015 Code: WL - Warning Letter Entered on 11/04/2015 by AN  
Warning letter rec'd for Title 7, V.S.A. 1003 (a) which occurred during a TC  
on 9-30-2015.

Tracking Date.: 10/20/2015 Code: TC - Tobacco Compliance Entered on 10/20/2015 by AN  
Notice to licensee re: Title 7, V.S.A. 1003 (a) which occurred during a TC  
check on 9-30-2015. FIRST OFFENSE. Inv. Wilbur

Tracking Date.: 08/11/2014 Code: aa - Agency Alcohol Comp Entered on 08/11/2014 by AD  
Good guy letter re: Agency alcohol compliance check on 7-23-14.

Tracking Date.: 06/13/2014 Code: TC - Tobacco Compliance Entered on 06/13/2014 by AD  
good guy letter re: TC check on 05/15/2014

Tracking Date.: 06/05/2013 Code: aa - Agency Alcohol Comp Entered on 06/05/2013 by AR  
Good guy letter re: Agency alcohol comp check on 05/23/2013

Tracking Date.: 02/20/2013 Code: TC - Tobacco Compliance Entered on 02/20/2013 by AR  
good guy letter re: TC check on 02/04/2013

RUN DATE: 01/12/2022 @ 08:31

VT Dept. of Liquor Control

BUS DATE: 01/12/2022 LIST TRACKING INFORMATION ENF501 PAGE 2  
BY LICENSEE DATES FROM FIRST THRU LAST DESCENDING DATE

Corporation ID: 6844..... K-B Ventures Inc.

Licensee ID...: 6844-001..... Jake's Market & Deli

Tracking Date.: 01/04/2013 Code: AC - Alcohol Compliance Entered on 01/04/2013 by AR  
good guy letter re: AC check on 12/11/2012

Tracking Date.: 01/04/2013 Code: AC - Alcohol Compliance Entered on 01/04/2013 by AR  
good guy letter re: AC check on 12/11/2012

Tracking Date.: 01/01/2013 Code: AC - Alcohol Compliance Entered on 01/02/2013 by AR  
good guy letter re: AC check on 12/11/2012

Tracking Date.: 12/27/2012 Code: TC - Tobacco Compliance Entered on 12/27/2012 by AR  
good guy letter re: TC check on 12/12/2012

Tracking Date.: 09/20/2012 Code: aa - Agency Alcohol Comp Entered on 10/23/2012 by AR  
good guy letter re: agency alcohol compliance check on 9/20/2012

Tracking Date.: 08/24/2012 Code: TC - Tobacco Compliance Entered on 08/24/2012 by AR  
\$100.00 administrative penalty rece'd re: Gen. Reg. 36 which occurred during a  
TC check on 7/11/2012.

Tracking Date.: 08/14/2012 Code: TC - Tobacco Compliance Entered on 08/14/2012 by AR  
Notice to licensee re: Gen. Reg. 36. Sale of tobacco made to a 17 year old  
during a TC check on 7/11/2012. 2ND OFFENSE.

Tracking Date.: 06/01/2012 Code: TC - Tobacco Compliance Entered on 06/01/2012 by AR  
Notice to licensee re: Gen. Reg. 36. Sale of tobacco made to a 17 yr old  
during a TC check on 4/10/2012. 1ST OFFENSE.

Tracking Date.: 02/14/2012 Code: WL - Warning Letter Entered on 02/14/2012 by AR  
Warning letter rec'd re: Gen. Reg. 12 which occurred during a AC check on  
12/14/2011.

Tracking Date.: 01/30/2012 Code: aa - Agency Alcohol Comp Entered on 01/30/2012 by AR  
Notice to licensee re: Gen. Reg. 12. Sale of alcohol made to a 19 year old  
during a Agency compliance check on 12/14/2011. FIRST OFFENSE.

Tracking Date.: 05/03/2010 Code: TC - Tobacco Compliance Entered on 05/03/2010 by AR  
good guy letter sent re: tobacco compliance check on 4/7/2010

Tracking Date.: 05/19/2009 Code: AC - Alcohol Compliance Entered on 05/19/2009 by SC  
Good guy letter Re: An alcohol compliance check on 5/12/2009.

Tracking Date.: 04/09/2009 Code: AC - Alcohol Compliance Entered on 04/09/2009 by SC  
letter of warning re violation gen reg 12 on 3-9-9 during a compliance  
check. Sale of alcohol made to a 18 year old. FIRST OFFENSE

Tracking Date.: 04/09/2009 Code: yc - Yellow History Card Entered on 04/09/2009 by SC  
notice to licensee re violation ed reg 3b on 3-9-9 during a alcohol compliance  
check. License will be suspended on Sunday, May 9, 2009

Tracking Date.: 01/27/2009 Code: yc - Yellow History Card Entered on 01/27/2009 by LP  
New second class and tobacco license issued on 01/27/2009

\*\*\* END OF REPORT \*\*\*

## Inspection Summary

Hartford Fire Department

Inspection 5712



### Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Thomas Peltier  
Unit Number HFM3  
Shift FM  
Scheduled 01/21/2022 14:00  
Inspected On 01/21/2022 14:00  
Finished At 01/21/2022 15:00  
Next Inspection  
Scheduled Peltier  
Inspection Length 1.00

### Occupant

Occupant Name Jake's Market & Deli  
Building Name Market & Deli - Mercantile Occupancy  
Contact Name Edward Kerrigan  
Address 1477 MAPLE ST  
City, State and Zip Hartford, VT 05047-  
Phone 802-698-8106

### Owner

Owner / Company MOLLOY DEVELOPMENT LLC  
Contact Name Edward Kerrigan  
Address 89 MAIN STREET #3  
City, State and Zip WEST LEBANON, NH 03784-  
Phone 802-698-8106

### Comments

Please contact me by phone 802-299-7013 or by email at [tpeltier@hartford-vt.org](mailto:tpeltier@hartford-vt.org) when violations are completed.

#### Liquor License Inspection:

All noted violations shall be properly addressed and completed within (30) THIRTY DAYS. Immediate life safety hazards shall be addressed and corrected in the time- established by the AHJ. A final inspection shall be completed before license can be obtained or renewed.

### Violation Summary

| Status | Violation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Location |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 4.5.8.7 - Periodic Inspection and Test of Fire Protection Systems (Fire Suppression System)<br>Inspections and tests of fire sprinkler (other than multipurpose piping systems), suppression, emergency electrical generation, alarm, detection and any other fire protection systems, devices and equipment shall be conducted for the owner by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Inspections and tests shall be conducted at least annually or semi-annually for kitchen hood suppression systems as required by a specific standard. Annual testing by a technically qualified person does not prohibit the owner from inspection and testing at more frequent intervals. A technically qualified person shall file a written inspection report with the AHJ within 14 days of completion of each inspection. | Building |

Comments: - Canopy suppression system noted as out of inspection date (TQP).

Required Action: - Fire protection equipment shall be inspected by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Proof of inspection, approved by the AHJ shall be affixed by a technically qualified person to the control panel, control valve or riser of the fire protection system after any required annual or semi-annual inspection has been completed as evidence of that inspection. NOTED VIOLATIONS ON THE SYSTEM SHALL BE ADDRESSED AND CORRECTED WITHIN THIRTY (30) DAYS.

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |         |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| Closed | 50.5.2.1 - Commercial Cooking: Inspection, Testing, and Maintenance of Fire-Extinguishing Systems<br>Maintenance of the fire-extinguishing systems and listed exhaust hoods containing a constant or fire-activated water system that is listed to extinguish a fire in the grease removal devices, hood exhaust plenums, and exhaust ducts shall be made by properly trained, qualified, and certified person(s) acceptable to the AHJ at least every 6 months. [96:11.2.1] | Kitchen |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|

Comments: - Hood suppression system noted as out of inspection date.

Required Action: - Fire protection equipment shall be inspected by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Proof of inspection, approved by the AHJ shall be affixed by a technically qualified person to the control panel, control valve or riser of the fire protection system after any required annual or semi-annual inspection has been completed as evidence of that inspection. NOTED VIOLATIONS ON THE SYSTEM SHALL BE ADDRESSED AND CORRECTED WITHIN THIRTY (30) DAYS.

|        |                                                                                                                                                                                                                                                                        |          |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 14.14.5.2.1 - Illumination of Exit Signs<br>Every sign required to be illuminated by 14.14.6.3, 14.14.7, and 14.14.8.1 shall be continuously illuminated as required under the provisions of Section 14.12, unless otherwise provided in 14.14.5.2.2. [101:7.10.5.2.1] | Building |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|

Comments: - Exit sign noted as not in proper working order.

Required Action: - Emergency power equipment for egress sign illumination shall be in proper working order and properly maintained at all times

|        |                                                                                                                                                                                                                                                                                                                                                                             |          |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 13.1.4 - Fire Protection Equipment Clearance<br>A minimum 36 in. (915 mm) of clear space shall be maintained to permit access to and operation of fire protection equipment, fire department inlet connections, or fire protection system control valves. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment. | Building |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|

\* A clear space should be maintained around all fire alarm panels, hose connections, and portable fire extinguishers and any other fire protection equipment. Building and fire department personnel should be able to easily locate and gain access to fire protection equipment at all times. It might be necessary to provide signs indicating the location of fire protection equipment and mark those areas to prevent materials from being placed where they will obstruct access to such equipment.

Comments: - Canopy suppression system manual activation device (pull-station) noted as blocked.

Required Action: - A minimum 36 in. (915 mm) of clear space shall be maintained to permit access to and operation of fire protection equipment.

#### Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|

Signatures

Inspector

Thomas Pelletier

Date

2/23/22

## 2022 LIQUOR LICENSE RENEWAL APPLICATION

10346-001-3CLB-001

THIRD CLASS CLUB LICENSE TO SELL SPIRITUOUS LIQUORS

Page 1

License Year Beginning May 1, 2022 ending April 30, 2023

Fee: \$1,095.00

Pre-paid  
Seasonal Fee: ~~\$550.00~~  
Paid to DLC  
Town: 14040 - HARTFORD

## MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Hartford Post 26, American Legion Inc.  
Doing Business As:

Licensee #10346- 1

Hartford Post 26, American Legion Inc.

Mailing Address:

27 Farmvu

P.O. Box 1124

White River Junction VT 05001

White River Junction VT 05001

Telephone: (603) 369-0329

PLEASE INCLUDE EMAIL ADDRESS: Denistekvets@gmail.com

## Description of Premises:

Club in a single story brick building consisting of a lounge, bar area, event space and offices. Located on the south side of Farmvu drive at the intersection of Holiday Drive, designated as 27 Farmvu Drive in the Village of White River Junction, Town of Hartford.

## Lessor:

All-Star White River, LLC  
P.O. Box 614  
Warren VT 05674

Last Enforcement Seminar: 04/19/2021

This Club is: An unincorporated Association? ☐ Yes ☒ No  
A Limited Liability Company? ☐ Yes ☒ No  
A Vermont Corporation? ☒ Yes ☐ No

Fed. ID Number: 03-0173118 Incorporation Date: 04/20/1953 Valid Charter?: Yes State of Charter: Vermont  
Majority of Directors are US Citizens: Yes

ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.

| Corporation | Name                                                 | Address    | Town/City  | State Zip Code |
|-------------|------------------------------------------------------|------------|------------|----------------|
| Director    | 1. Backus, Denis                                     | [REDACTED] | [REDACTED] | [REDACTED]     |
| Director    | 2. <del>Debrich, Carlo</del> <sup>Sas</sup> Attached | [REDACTED] | Chelsea    | VT 05658       |

Has any director or stockholder been convicted or pleaded guilty to any criminal or motor vehicle offense in any court of law (including traffic tickets by mail) during the last year? ☐ Yes ☒ No

If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

In the past year has any director or stockholder of the corporation held any elective or appointive state, county, city, village or town office in Vermont (See VSA, T.7, Ch.9, Sec. 223)? ☐ Yes ☒ No

If yes, please attach the following information: Individual's name, office and jurisdiction

Vt. Dept. of Health Food License No.:

Vt. Dept. of Health Lodging No.:

Vt. Tax Dept. Meals &amp; Rooms Cert./Acct. No.:

Disclosure of Non-profit Organization?: ☐ Yes ☒ No

## ALL APPLICANTS MUST COMPLETE AND SIGN

The applicant understands that he/she must maintain a list of the names and residences of paid up members, a list of club officers, and a list of employees of the club and their annual salaries. These lists must remain on the licensed premises and be available for inspection upon request.

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page

2022 LIQUOR LICENSE RENEWAL APPLICATION  
THIRD CLASS CLUB LICENSE TO SELL SPIRITUOUS LIQUORS

10346-001-3CLB-001

Page 2

I/We hereby certify that the information in this application is true and complete.

Dated this 1st day of Feb, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

Dennis B. Bachus

Finance

(Title)

Are you making this application for the benefit of any other party? ☐ Yes ☐ No

MAKE CHECKS PAYABLE TO: VERMONT DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

MAIL CHECK WITH COMPLETED FORMS TO THE TOWN OR CITY CLERK

----- LOCAL COMMISSIONER SECTION BELOW -----

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any License may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

Total Membership \_\_\_\_\_, \_\_\_\_\_ members present Attest, \_\_\_\_\_, Town Clerk

The seasonal fee applies to establishments open for six continuous months or less of the license year.

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:  
DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec.312

Remove Director # 2 add the following

Please fill in for Individual, Partners, or Directors

Applicant/s Personal Information

Legal

Name: EUGENE Kendall

Address: [REDACTED]

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Sex ☒

SS# \_\_\_\_\_

Legal

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Sex \_\_\_\_\_

SS# \_\_\_\_\_

Legal

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Sex \_\_\_\_\_

SS# \_\_\_\_\_

Legal

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Sex \_\_\_\_\_

SS# \_\_\_\_\_

Legal

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Sex \_\_\_\_\_

SS# \_\_\_\_\_

Legal

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Sex \_\_\_\_\_

SS# \_\_\_\_\_

Legal

Name: \_\_\_\_\_

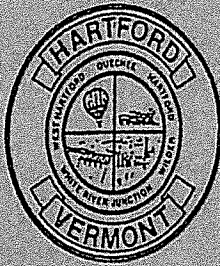
Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Sex \_\_\_\_\_

SS# \_\_\_\_\_



# TOWN OF HARTFORD

## MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

Telephone: 802/295-9353 • Fax: 802/295-6382

website: www.hartford-vt.org



Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

### 2021 LIQUOR LICENSE-ADDITIONAL INFORMATION

**ALL information must be completed (use separate sheet, if necessary).**

*Incomplete applications will be returned.*

Date: 2-1-2022 Applicant: Denis Backus  
Doing Business As: Hartford American Legion #26  
Mailing Address: PO Box 1124 W.R.J. Vt. 05001  
Telephone Number(s): (603)-369-0329  
Other Contact Name: (if applicable) \_\_\_\_\_

Please list below ALL licensees, directors, owners, stockholders name & dates of birth: Denis Backus [REDACTED]

Eugene Kendall

Please list violations any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). If no violations, please answer "None".

NONE

Liquor/Tobacco License Violations (See Hartford Liquor Policy for Details). (including violations taking place on licensee's premises and/or charges against employee, etc.): If unsure of violations, contact DLC and obtain your records of violations. If no violations, please answer "None".

NONE

I/We certify, under pains and penalties of perjury, that the above information is true and complete, and that if after execution of this record any such violations do occur, the Town of Hartford will be duly notified.

Denis B. Backus  
Licensee's Signature

Denis B. Backus  
Printed Name

2/1/22  
Date

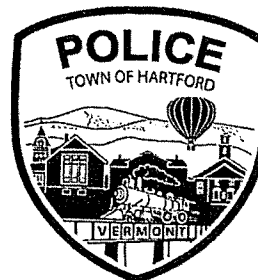
\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

## Hartford Police Department

# Memo



To: Lisa O'Neil, Sherry West  
From: Deputy Chief Braedon S. Vail  
CC:  
Date: February 1, 2022  
Re: Liquor Licenses

---

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

**Hartford Post 26, American Legion  
27 Farmvu**

Denis Backus  
Eugene Kendall

# Inspection Summary

Hartford Fire Department

Inspection #388



## Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Thomas Peltier  
Unit Number HFM3  
Shift FM  
  
Scheduled 02/18/2022 10:00  
Inspected On 02/18/2022 10:00  
Finished At 02/18/2022 11:00  
Next Inspection  
  
Scheduled Peltier  
Inspection Length 1.00

## Occupant

Occupant Name American Legion  
Building Name Assembly Occupancy  
Contact Name Denis Backus  
Address 91 FARMUVU DR  
City, State and Zip White River Junction, VT 05001-  
Phone 603-369-0329

## Owner

Owner / Company All-Staie White River LLC  
Contact Name Mike Rivas  
Address Po Box 563  
City, State and Zip Waitsfield, VT 05673-  
Phone 603-369-0329

## Comments

Please contact me by phone 802-299-7013 or by email at [tpeltier@hartford-vt.org](mailto:tpeltier@hartford-vt.org) when violations are completed.

Liquor License Inspection:

All noted violations shall be properly addressed and completed within (30) THIRTY DAYS. Immediate life safety hazards shall be addressed and corrected in the time- established by the AHJ. A final inspection shall be completed before license can be obtained or renewed.

## Violation Summary

| Status | Violation                                                                                                                                     | Location |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 8.5.1 - Smoke Barriers<br>Smoke barriers shall be provided to subdivide building spaces for the purpose of restricting the movement of smoke. | Kitchen  |

Comments: - Multiple ceiling tiles are noted as missing in the kitchen.

Required Action: - Ceiling tiles must be in proper working order at all times for smoke barrier protection. All missing or damaged ceiling tiles shall be replaced.

Closed

11.1.8 - Covers (Electrical)

Kitchen

All panelboard and switchboards, pull boxes, junction boxes, switches, receptacles, and conduit bodies shall be provided with covers compatible with

the box or conduit body construction and suitable for the conditions of use.

Comments: - Junction box noted in kitchen missing cover plate.

Required Action: - Junction Box shall have proper cover plate installed.

Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|

Signatures

Inspector

Thomas Peltier

02/23/22  
Date

**2022 LIQUOR LICENSE RENEWAL APPLICATION**  
FIRST CLASS RESTAURANT/BAR LICENSE TO SELL MALT AND VINOUS BEVERAGES

**8826-003-1RST-001**

Page 1

License Year Beginning May 1, 2022 ending April 30, 2023

Fee: \$230.00 of which  
\$115.00 is paid to town/city  
\$115.00 is paid to DLC  
Town: 14040 - HARTFORD

**MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS  
FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING**

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: River Roost Brewery, LLC

Licensee # 8826- 3

Doing Business As:

River Roost Brewery  
230 South Main Street  
White Rive Junction VT 05001  
Telephone: (802) 734-8282

Mailing Address:

230 South Main Street  
White Rive Junction VT 05001

PLEASE INCLUDE EMAIL ADDRESS: mark@riverroostbrewery.com

Description of Premises:

1st class in a 10' X 25' ft tasting room in a larger commercial  
building being a brewery located on the north west corner of the  
building. Located on the east side of South Main Street, designated as  
230 South Main Street in the Village of White River, Town of Hartford

Lessor:

Excusite, LLC  
White River Jct. VT 05001

Last Enforcement Seminar: 07/20/2021

Filed Articles of Organization: **Yes**

Date Filed: 04/14/2015

Federal ID Number: 47-3783088

Majority of Members are US Citizens: **Yes**

**ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES  
AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.**

Limited Liability

| Company | Name            | Address                      | Town/City           | State         | Zip Code         |
|---------|-----------------|------------------------------|---------------------|---------------|------------------|
| Member  | 1. Babson, Mark | <del>2002 Cochran Road</del> | <del>Hartford</del> | <del>VT</del> | <del>05033</del> |

Has any person been convicted or pleaded guilty to any criminal or motor vehicle offense in any court of law  
(including traffic tickets by mail) during the last year? Yes ☒ No

If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

In the past year has any person held any elective or appointive state, county, city, village or town office in Vermont  
(See VSA, T.7, Ch.9, Sec. 223)? Yes ☒ No

If yes, please attach the following information: Individual's name, office and jurisdiction

Vt. Dept. of Health Food License No.: EXMAN

Vt. Dept. of Health Lodging No.:

Vt. Tax Dept. Meals & Rooms Cert./Acct. No.: 440-473783088F-1

Disclosure of Non-profit Organization?: Yes ☒ No

**ALL APPLICANTS MUST COMPLETE AND SIGN**

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page

2022 LIQUOR LICENSE RENEWAL APPLICATION  
FIRST CLASS RESTAURANT/BAR LICENSE TO SELL MALT AND VINOUS BEVERAGES

8826-003-1RST-001

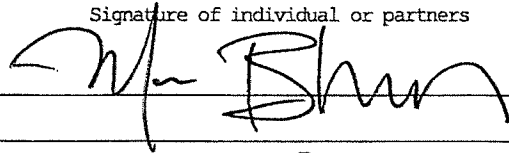
Page 2

I/We hereby certify that the information in this application is true and complete.

Dated this 2nd day of February, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

  
OWNER

(Title)

Are you making this application for the benefit of any other party? ☐ Yes ☒ No

----- LOCAL COMMISSIONER SECTION BELOW -----

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any License may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

Total Membership \_\_\_\_\_, \_\_\_\_\_ members present

Attest, \_\_\_\_\_, Town Clerk

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:  
DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec. 312

2022 LIQUOR LICENSE RENEWAL APPLICATION  
OUTSIDE CONSUMPTION PERMIT

8826-003-OUTC-001

Page 1

Fee: \$20.00  
Paid to DLC

License Year Beginning May 1, 2022 ending April 30, 2023

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS  
FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: River Roost Brewery, LLC

Licensee # 8826- 3

Doing Business As:

River Roost Brewery  
230 South Main Street  
White Rive Junction VT 05001  
Telephone: (802) 734-8282

Mailing Address:  
230 South Main Street  
White Rive Junction VT 05001

PLEASE INCLUDE EMAIL ADDRESS: mark@riverroostbrewery.com

Description of the delineated area is as follows:

Lawn area off west side of manufacturing facility with physical  
barriers at all times. 11:00am - 10:00pm

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We hereby certify that the information in this application is true and complete.

Dated this 2nd day of February, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

OWNER

(Title)

Are you making this application for the benefit of any other party? Yes ☒ No

MAKE CHECKS PAYABLE TO AND MAIL TO: VERMONT DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

----- LOCAL COMMISSIONER SECTION BELOW -----

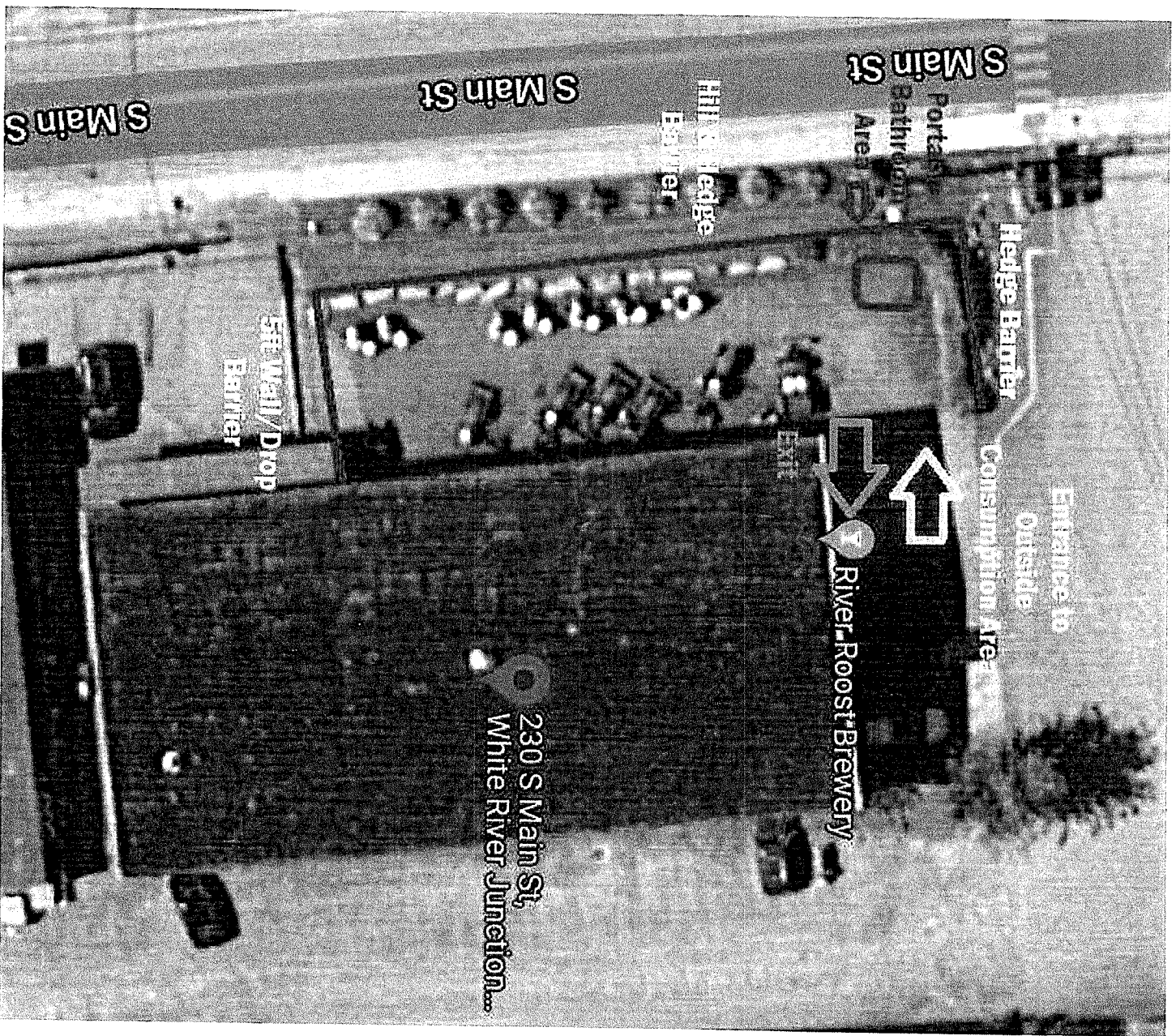
Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any License may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

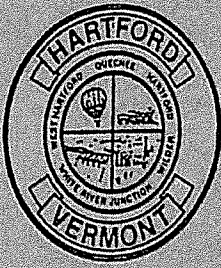
APPROVED

DISAPPROVED

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

Total Membership \_\_\_\_\_, \_\_\_\_\_ members present Attest, \_\_\_\_\_, Town Clerk





# TOWN OF HARTFORD

## MUNICIPAL OFFICES

171 Bridge Street  
White River Junction, Vermont 05001

Telephone: 802/295-9353 • Fax: 802/295-6382

website: www.hartford-vt.org



Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

### 2022 LIQUOR LICENSE - ADDITIONAL INFORMATION

**ALL information must be completed** (use separate sheet, if necessary).

*Incomplete applications will be returned.*

Date: 2/2/22 Applicant: River Roost Brewery  
Doing Business As: \_\_\_\_\_  
Mailing Address: 230 S. Main St, White River Jct, VT 05001  
Telephone Number(s): 802 734-8282  
Other Contact Name: (if applicable) MARK BARSON

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:

MARK BARSON ~~REDACTED~~

Please list violations for the past THREE years any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). If no violations, please answer "None".

NA

Liquor/Tobacco License Violations for the past THREE Years (See Hartford Liquor Policy for Details) including violations taking place on licensee's premises and/or charges against employee, etc.: If unsure of violations, contact DLC and obtain your records of violations. If no violations, please answer "None".

NA

I/We certify, under pains and penalties of perjury, that the above information is true and complete, and that if after execution of this record any such violations do occur, the Town of Hartford will be duly notified.

[Signature]

Licensee's Signature

MARK BARSON

Printed Name

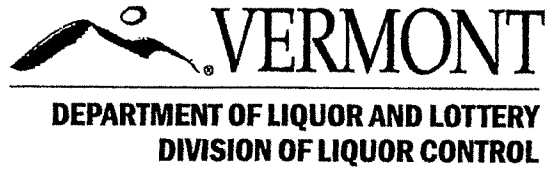
2/2/22

Date

Licensee's Signature

Printed Name

Date



# CERTIFICATE OF ACHIEVEMENT

AWARDED TO

**Mark Babson**

FOR COMPLETING

**1st Class Server Training Program 2021  
(Final Exam) 2**

COMPLETION DATE

July 20, 2021

SCORE

95%

## Hartford Police Department

# Memo



To: Lisa O'Neil, Sherry West  
From: Deputy Chief Braedon S. Vail  
CC:  
Date: February 3, 2022  
Re: Liquor Licenses

A handwritten signature in black ink, appearing to be 'B. Vail', is written next to the 'From:' line of the memo.

---

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

**River Roost Brewery, LLC**  
**230 South Main St**

Mark Babson

## Inspection Summary

Hartford Fire Department

Inspection # 462



### Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Thomas Peltier  
Unit Number HFM3  
Shift FM

Scheduled 02/17/2022 15:00  
Inspected On 02/17/2022 15:00  
Finished At 02/17/2022 16:00

Scheduled Peltier

Inspection Length 1.00

Next Inspection

### Occupant

Occupant Name River Roost Brewery LLC  
Building Name Industrial Occupancy  
Contact Name Mark Babson  
Address 230 S MAIN ST  
City, State and Zip White River Junction, VT 05001-  
Phone 802-734-8282

### Owner

Owner / Company ROOST HOLDINGS LLC  
Contact Name Mark Babson  
Address 230 SOUTH MAIN ST  
City, State and Zip WHITE RIVER JUNCTION, VT 05001-  
Phone 802-734-8282

### Comments

Please contact me by phone 802-299-7013 or by email at [tpeltier@hartford-vt.org](mailto:tpeltier@hartford-vt.org) when violations are completed.

#### Liquor License Inspection:

All noted violations shall be properly addressed and completed within (30) THIRTY DAYS. Immediate life safety hazards shall be addressed and corrected in the time- established by the AHJ. A final inspection shall be completed before license can be obtained or renewed.

### Violation Summary

| Status | Violation                                                                                                                                                                                                                                                                     | Location |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 14.5.4.1 - Self-Closing Devices<br>A door leaf normally required to be kept closed shall not be secured in the open position at any time and shall be self-closing or automatic-closing in accordance with 14.5.4.2, unless otherwise permitted by 14.5.4.3. [101:7.2.1.8.1]. | Building |

Comments: - Doors noted as being left in open position or blocked/wedged in open position

Required Action: - All doors with closing hardware shall be kept closed and properly latch.

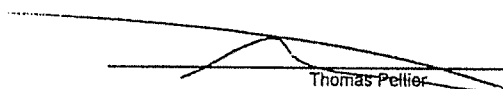
|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Closed | <p>11.1.8 - Covers (Electrical)<br/>All panelboard and switchboards, pull boxes, junction boxes, switches, receptacles, and conduit bodies shall be provided with covers compatible with the box or conduit body construction and suitable for the conditions of use.</p> <p>Comments: - Outlet noted without cover plate.</p> <p>Required Action: - Outlet shall have proper cover plate installed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Building   |
| Closed | <p>4.5.8.7 - Periodic Inspection and Test of Fire Protection Systems (Fire Alarm System)<br/>Inspections and tests of fire sprinkler (other than multipurpose piping systems), suppression, emergency electrical generation, alarm, detection and any other fire protection systems, devices and equipment shall be conducted for the owner by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Inspections and tests shall be conducted at least annually or semi-annually for kitchen hood suppression systems as required by a specific standard. Annual testing by a technically qualified person does not prohibit the owner from inspection and testing at more frequent intervals. A technically qualified person shall file a written inspection report with the AHJ within 14 days of completion of each inspection.</p> <p>Comments: - Fire Alarm system noted with violations.</p> <p>Required Action: - Fire protection equipment shall be inspected by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Proof of inspection, approved by the AHJ shall be affixed by a technically qualified person to the control panel, control valve or riser of the fire protection system after any required annual or semi-annual inspection has been completed as evidence of that inspection. NOTED VIOLATIONS ON THE SYSTEM SHALL BE ADDRESSED AND CORRECTED WITHIN THIRTY (30) DAYS.</p> | Fire Alarm |

#### Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|

#### Signatures

Inspector

|                                                                                     |          |
|-------------------------------------------------------------------------------------|----------|
|  | 02/25/22 |
| Thomas Pelletier                                                                    | Date     |

**2022 LIQUOR LICENSE RENEWAL APPLICATION**  
FIRST CLASS RESTAURANT/BAR LICENSE TO SELL MALT AND VINOUS BEVERAGES

**2386-004-1RST-001**

Page 1

License Year Beginning May 1, 2022 ending April 30, 2023

Fee: \$230.00 of which  
\$115.00 is paid to town/city  
\$115.00 is paid to DLC  
Town: 14040 - HARTFORD

**MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS  
FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING**

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Simon Pearce (US) Inc.

Licensee # 2386- 4

Doing Business As:

Simon Pearce Restaurant

1792 Main Street

Quechee VT 05059

Telephone: (802) 230-2429

Mailing Address:

109 Park Road

Windsor VT 05089

PLEASE INCLUDE EMAIL ADDRESS:

Pamela.lesnard@simonpearce.com

Description of Premises:

Restaurant on main floor of a wooden structure with a bar area, dining area, kitchen and storage. Also know as the Parker House. Situated on the west side of Main St just north of the intersection of Wateman Hill Rd. known as 1792 Main St. in Village of Quechee Town of Hartford

Lessor:

Simon Pearce Pontil Holdings  
Windsor VT 05089

Last Enforcement Seminar: 01/27/2021

Fed. ID Number: 03-0278920 Incorporation Date: 01/01/1981 Valid Charter?: Yes State of Charter: Vermont

Majority of Directors are US Citizens: Yes

**ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.**

| Corporation | Name                          | Address          | Town/City | State Zip Code |
|-------------|-------------------------------|------------------|-----------|----------------|
| Director    | 1. Pearce, Simon              | 1792 Main Street | Quechee   | VT 05059       |
| Director    | 2. Pearce, Patricia McDonnell | 1792 Main Street | Quechee   | VT 05059       |
| Director    | 3. Loehr, Mark                | 1792 Main Street | Quechee   | VT 05059       |
| Director    | 4. McDevitt, Wendy            | 1792 Main Street | Quechee   | VT 05059       |
| Director    | 5. McDonnell, Stephen         | 1792 Main Street | Quechee   | VT 05059       |

Has any director or stockholder been convicted or pleaded guilty to any criminal or motor vehicle offense in any court of law (including traffic tickets by mail) during the last year? Yes ☒ No  
If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

In the past year has any director or stockholder of the corporation held any elective or appointive state, county, city, village or town office in Vermont (See VSA, T.7, Ch.9, Sec. 223)? Yes ☒ No  
If yes, please attach the following information: Individual's name, office and jurisdiction

Vt. Dept. of Health Food License No.: 11904

Vt. Dept. of Health Lodging No.:

Vt. Tax Dept. Meals & Rooms Cert./Acct. No.: 440-030278920F-01

Disclosure of Non-profit Organization?: Yes ☒ No

**ALL APPLICANTS MUST COMPLETE AND SIGN**

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page

2022 LIQUOR LICENSE RENEWAL APPLICATION  
FIRST CLASS RESTAURANT/BAR LICENSE TO SELL MALT AND VINOUS BEVERAGES

2386-004-1RST-001  
Page 2

I/We hereby certify that the information in this application is true and complete.

Dated this 1 day of February, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

[Signature]  
Chief Executive Officer  
(Title)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you making this application for the benefit of any other party? Yes ☒ No

LOCAL COMMISSIONER SECTION BELOW

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any license may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

Total Membership \_\_\_\_\_, \_\_\_\_\_ members present Attest, \_\_\_\_\_, Town Clerk

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:  
DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec. 312

**2022 LIQUOR LICENSE RENEWAL APPLICATION**  
THIRD CLASS RESTAURANT/BAR LICENSE TO SELL SPIRITUOUS LIQUORS

**2386-004-3RST-001**

Page 1

Fee: \$1,095.00

Paid to DUC

Seasonal Fee: \$550.00

Town: 14040 - HARTFORD

License Year Beginning May 1, 2022 ending April 30, 2023

**MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS  
FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING**

**Applicant:** Review all of the information presented on this form, indicating any changes in the spaces provided.

**Applicant:** Simon Pearce (US) Inc.

**Licensee #** 2386- 4

**Doing Business As:**

Simon Pearce Restaurant  
1792 Main Street  
Quechee VT 05059

**Mailing Address:**

109 Park Road  
Windsor VT 05089

Telephone: (802) 230-2429

**PLEASE INCLUDE EMAIL ADDRESS:** pamela.lessard@simonpearce.com

**Description of Premises:**

Restaurant on main floor of a wooden structure with a bar area, dining area, kitchen and storage. Also known as the Parker House. Situated on the west side of Main St just north of the intersection of Waterman Hill Rd. known as 1792 Main St. in Village of Quechee Town of Hartford

**Lessor:**

Simon Pearce Pontil Holdings  
Windsor VT 05089

**Last Enforcement Seminar:** 01/27/2021

**This Club is:** An unincorporated Association? ☐ Yes ☒ No

A Limited Liability Company? ☐ Yes ☒ No

A Vermont Corporation? ☒ Yes ☐ No

**Fed. ID Number:** 03-0278920 **Incorporation Date:** 01/01/1981 **Valid Charter?:** Yes **State of Charter:** Vermont

**Majority of Directors are US Citizens:** Yes

**ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.**

| Corporation | Name                          | Address                       | Town/City                 | State         | Zip Code         |
|-------------|-------------------------------|-------------------------------|---------------------------|---------------|------------------|
| Director    | 1. Pearce, Simon              | <del>178 Glen Hill Road</del> | <del>North Hartland</del> | <del>VT</del> | <del>05850</del> |
| Director    | 2. Pearce, Patricia McDonnell | <del>11 Glen Hill Road</del>  | <del>North Hartland</del> | <del>VT</del> | <del>05850</del> |
| Director    | 3. Loehr, Mark                | <del>Sound Beach Avenue</del> | <del>Quechee</del>        | <del>VT</del> | <del>05059</del> |
| Director    | 4. McDevitt, Wendy            | <del>100 Main Street</del>    | <del>Windsor</del>        | <del>VT</del> | <del>05089</del> |
| Director    | 5. McDonnell, Stephen         | <del>Crowland Rd</del>        | <del>Windsor</del>        | <del>VT</del> | <del>05089</del> |

Has any director or stockholder been convicted or pleaded guilty to any criminal or motor vehicle offense in any court of law (including traffic tickets by mail) during the last year? ☐ Yes ☒ No

If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

In the past year has any director or stockholder of the corporation held any elective or appointive state, county, city, village or town office in Vermont (See VSA, T.7, Ch.9, Sec. 223)? ☐ Yes ☒ No

If yes, please attach the following information: Individual's name, office and jurisdiction

Vt. Dept. of Health Food License No.:

Vt. Dept. of Health Lodging No.:

Vt. Tax Dept. Meals & Rooms Cert./Acct. No.:

**Disclosure of Non-profit Organization?:** ☐ Yes ☒ No

**ALL APPLICANTS MUST COMPLETE AND SIGN**

The applicant understands that he/she must maintain a list of the names and residences of paid up members, a list of club officers, and a list of employees of the club and their annual salaries. These lists must remain on the licensed premises and be available for inspection upon request.

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page

2022 LIQUOR LICENSE RENEWAL APPLICATION  
THIRD CLASS RESTAURANT/BAR LICENSE TO SELL SPIRITUOUS LIQUORS

2386-004-3RST-001  
Page 2

I/We hereby certify that the information in this application is true and complete.

Dated this 1 day of February, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

X [Signature]  
Chief Executive officer  
(Title)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you making this application for the benefit of any other party? Yes XNo

MAKE CHECKS PAYABLE TO: VERMONT DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

MAIL CHECK WITH COMPLETED FORMS TO THE TOWN OR CITY CLERK

LOCAL COMMISSIONER SECTION BELOW

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any license may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

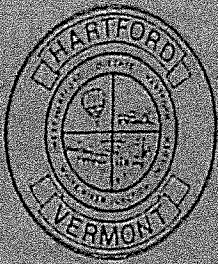
Total Membership \_\_\_\_\_, \_\_\_\_\_ members present Attest, \_\_\_\_\_, Town Clerk

The seasonal fee applies to establishments open for six continuous months or less of the license year.

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:  
DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec. 312



# TOWN OF HARTFORD

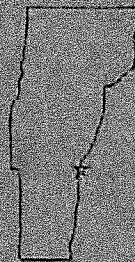
MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

Telephone: 802/295-9353 • Fax: 802/295-6382

website: www.hartford-vt.org



Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

## 2022 LIQUOR LICENSE - ADDITIONAL INFORMATION

ALL information must be completed (use separate sheet, if necessary).

*Incomplete applications will be returned.*

Date: 2/1/22 Applicant: Simon Pearce U.S. Inc.  
Doing Business As: Simon Pearce Restaurant, Parken House Bar & Bistro  
Mailing Address: 109 Park Rd., Windsor VT 05089  
Telephone Number(s): 802-356-4  
Other Contact Name: (if applicable) Pamela W. Lessard

☒ Please list below ALL licensees, directors, owners, stockholders name & dates of birth: \* see attached

☒ Please list violations for the past THREE years any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). If no violations, please answer "None". NONE

☒ Liquor/Tobacco License Violations for the past THREE Years (See Hartford Liquor Policy for Details) including violations taking place on licensee's premises and/or charges against employee, etc.: If unsure of violations, contact D.L.C. and obtain your records of violations. If no violations, please answer "None". NONE

I/We certify, under pains and penalties of perjury, that the above information is true and complete, and that if after execution of this record any such violations do occur, the Town of Hartford will be duly notified.

[Signature]  
Licensee's Signature

John K. Benson [Signature]  
Printed Name Date  
Chief Executive Officer

Licensee's Signature

Printed Name

Date

**Personal Information Form  
To Accompany License Applications**

Complete for all Owners, Partners, or Corporate Officers

Legal Name: Simon Pearce

Telephone: 800-230-2429 Email: pamela.lessard@simonpearce.com

Address: 178 Clay Hill Road, N. Hartland, VT 05052

Street City/Town State Zip Code

Date of Birth: 1-17-1946 Place of Birth: London, ENGLAND Gender: Male

Drivers License #: 70000000 State: VERMONT

Legal Name: Patricia McDonnell Pearce

Telephone: 800-230-2429 Email: pamela.lessard@simonpearce.com

Address: 178 Clay Hill Road, N. Hartland, VT 05052

Street City/Town State Zip Code

Date of Birth: 1-21-1951 Place of Birth: New York, NY Gender: Female

Drivers License #: 00000000 State: VERMONT

Legal Name: Mark Loehr

Telephone: 800-230-2429 Email: pamela.lessard@simonpearce.com

Address: 305A Sound Beach Avenue, Greenwich, CT 06870

Street City/Town State Zip Code

Date of Birth: 5-26-1953 Place of Birth: Cleveland, OH Gender: Male

Drivers License #: NHL18879822 State: NEW HAMPSHIRE

*Use additional forms if necessary.*

Send completed form with application to:

Vermont Department of Liquor and Lottery  
Division of Liquor Control  
Attention: Licensing  
13 Green Mountain Drive  
Montpelier, VT 05602

Phone (802) 828-2345  
FAX (802) 828-1031  
Email [DLC.EnfLic@vermont.gov](mailto:DLC.EnfLic@vermont.gov)

Confidential

Rev. 08/09/2019

**Personal Information Form  
To Accompany License Applications**

Complete for all Owners, Partners, or Corporate Officers

Legal Name: Wendy McDevitt

Telephone: ~~802-230-2422~~ Email: ~~pamela.lessard@simonpearce.com~~

Address: 104 Abrahams Lane, Villanova, PA 19085

| Street                              | City/Town                   | State                | Zip Code                |
|-------------------------------------|-----------------------------|----------------------|-------------------------|
| <u><del>104 Abrahams Lane</del></u> | <u><del>Villanova</del></u> | <u><del>PA</del></u> | <u><del>19085</del></u> |

Date of Birth: ~~07/28/1967~~ Place of Birth: ~~Baltimore, MD~~ Gender: ~~Female~~

Drivers License #: ~~000000000~~ State: Pennsylvania

Legal Name: Stephen McDonnell

Telephone: ~~802-230-2422~~ Email: ~~pamela.lessard@simonpearce.com~~

Address: Grove Road, Pipersville, PA 18947

| Street            | City/Town          | State     | Zip Code     |
|-------------------|--------------------|-----------|--------------|
| <u>Grove Road</u> | <u>Pipersville</u> | <u>PA</u> | <u>18947</u> |

Date of Birth: ~~2/1/1968~~ Place of Birth: ~~Reading, PA~~ Gender: ~~Male~~

Drivers License #: ~~05-0000000~~ State: Pennsylvania

Legal Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

| Street | City/Town | State | Zip Code |
|--------|-----------|-------|----------|
| _____  | _____     | _____ | _____    |

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

Drivers License #: \_\_\_\_\_ State: \_\_\_\_\_

*Use additional forms if necessary.*

Send completed form with application to:

Vermont Department of Liquor and Lottery  
Division of Liquor Control  
Attention: Licensing  
13 Green Mountain Drive  
Montpelier, VT 05602

Phone (802) 828-2345  
FAX (802) 828-1031  
Email [DLC.EnfLic@vermont.gov](mailto:DLC.EnfLic@vermont.gov)

STATE OF VERMONT - AGENCY OF HUMAN SERVICES  
STATE BOARD OF HEALTH  
License to Operate

I.D.# 11904  
LICENSE TYPE: RESTAURANT - SEATING 201-599  
EFFECTIVE DATE: 04/22/2021

ESTABLISHMENT NAME & LOCATION:  
PARKER BAR & BISTRO  
1792 MAIN ST  
HARTFORD, VT 05001

LICENSEE NAME & ADDRESS:  
SIMON PEARCE US INC  
109 PARK RD  
WINDSOR, VT 05089

CAPACITY : 318

FEE: \$450.00

EXPIRATION DATE: 04/22/2022

THIS IS TO CERTIFY THAT ABOVE ESTABLISHMENT IS LICENSED  
TO OPERATE UNDER THE PROVISIONS OF TITLE 18, SECTIONS  
4351-4451 VERMONT STATUTES ANNOTATED. THIS LICENSE IS  
VALID PENDING RATIFICATION BY THE VERMONT BOARD OF  
HEALTH.

THIS LICENSE IS NOT TRANSFERRABLE AND IS  
VALID ONLY FOR THE LICENSEE LISTED.  
THIS LICENSE SHALL BE CONSPICUOUSLY POSTED.

## Hartford Police Department

# Memo



To: Lisa O'Neil, Sherry West  
From: Deputy Chief Braedon S. Vail  
CC:  
Date: February 10, 2022  
Re: Liquor Licenses

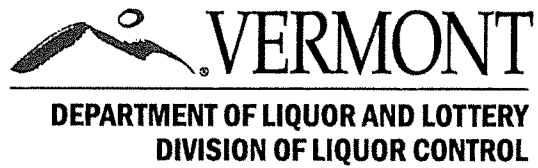
A handwritten signature in dark ink, appearing to be "B. Vail", written over the "From:" line.

---

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

**Simon Pearce Restaurant(Parker House Bistro & Bar)**  
**1792 Main Street**

**Simon Pearce**  
**Patricia Pearce**  
**Mark Loehr**  
**Wendy McDevitt**  
**Stephen McDonnell**



# CERTIFICATE OF ACHIEVEMENT

AWARDED TO

**Diane Hanna**

FOR COMPLETING

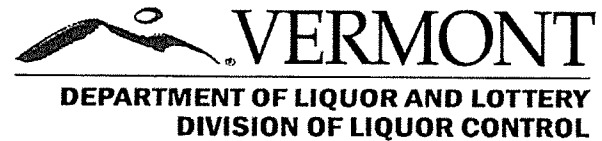
**2nd Class Seller Training Program 2021  
(Final Exam)**

COMPLETION DATE

January 22, 2021

SCORE

95%



# DLC IN-HOUSE TRAINER CERTIFICATE

## CHRISTINE GEISLER

HAS BEEN CERTIFIED AS A DLC IN-HOUSE TRAINER ON SEPTEMBER 9, 2020  
FOR THE FOLLOWING COURSE:

### 1st Class Training

#### BUSINESS INFORMATION

BUSINESS NAME: Simon Pearce

BUSINESS ADDRESS: 1711 Quechee Main, Quechee, VT

#### DLC INFORMATION

DLC TRAINING DATE: January 15, 2021

TRAIN THE TRAINER EXPIRATION DATE: January 15, 2023

☒ ONLINE

☐ IN PERSON

TRAINER'S SIGNATURE: \_\_\_\_\_

A handwritten signature in black ink, appearing to read "Christine Geisler", written over a horizontal line.

OFFICIAL TRAIN THE TRAINER CERTIFICATION FROM THE DEPARTMENT OF LIQUOR AND LOTTERY DIVISION OF LIQUOR CONTROL'S OFFICE OF EDUCATION.  
THIS TRAINING IS ONLY VALID AT THE BUSINESS LISTED ABOVE FOR THE IN-HOUSE TRAININGS THAT THIS INSTRUCTOR HAS CURRENTLY VALID DLC  
CERTIFICATIONS IN. THIS CERTIFICATION EXPIRES WHEN THE INSTRUCTORS DLC CERTIFICATION DOES.

# Inspection Summary

Hartford Fire Department



## Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Thomas Peltier  
Unit Number HFM3  
Shift FM  
Scheduled 02/15/2022 13:00  
Inspected On 02/15/2022 13:00  
Finished At 02/15/2022 14:00  
Next Inspection  
Scheduled Peltier  
Inspection Length 1.00

## Occupant

Occupant Name Simon Pearce Restaurant - Parker House  
Building Name Restaurant - Assembly Occupancy  
Contact Name Mike Finley  
Address 1792 QUECHEE MAIN ST  
City, State and Zip Quechee, VT 05059-  
Phone 802-230-2429

## Owner

Owner / Company SIMON PEARCE PONTIL HOLDINGS LLC  
Contact Name Mike Finley  
Address 109 PARK RD  
City, State and Zip WINDSOR, VT 05089-  
Phone 802-369-4170

## Comments

Please contact me by phone 802-299-7013 or by email at [tpeltier@hartford-vt.org](mailto:tpeltier@hartford-vt.org) when violations are completed.

### Liquor License Inspection:

All noted violations shall be properly addressed and completed within (30) THIRTY DAYS. Immediate life safety hazards shall be addressed and corrected in the time- established by the AHJ. A final inspection shall be completed before license can be obtained or renewed.

## Violation Summary

| Status | Violation                                                                                                                                                                                                                                                                     | Location |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 14.5.4.1 - Self-Closing Devices<br>A door leaf normally required to be kept closed shall not be secured in the open position at any time and shall be self-closing or automatic-closing in accordance with 14.5.4.2, unless otherwise permitted by 14.5.4.3. [101:7.2.1.8.1]. | Building |

Comments: - Doors noted as being left in open position or blocked/wedged in open position

Required Action: - All doors with closing hardware shall be kept closed and properly latch.

TOWN OF HARTFORD  
171 BRIDGE STREET  
White River Jct., VT 05001  
802-295-9353 (Tel.) 802-295-6382 (Fax)  
PLEASE PRINT LEGIBLY OR TYPE

**ADVISORY BOARD/COMMISSION APPLICATION**

Application for ☒ appointment(s) or ☐ re-appointment to: Town & School Meeting  
Committee 3 years

**I. APPLICANT DATA:**

Name: Emily Santaw  
Address: PO Box 136 74 Chestnut St  
Wilder VT 05088  
Telephone: (Home) ~~802-295-6009~~ (Work) — (Cell) ~~802-295-6009~~ (Other) ~~802-295-6009~~  
Email Address: ~~wildersantaw@gmail.com~~  
How long have you been a Hartford resident? lifelong (73 years)  
Are you a registered voter? yes

**II. EDUCATION:**

High School: Hartford High School Year Graduated: 1966  
"College" 1: Hanover School of Practical Nursing Degree Earned: GPN  
Course of Study: — Year: 1968  
College 2: — Degree Earned: —  
Course of Study: — Year: —

**III. WORK HISTORY:**

| Please list Employer name<br>& address (most recent first) | Dates of<br>Employment     | Position held                   | Job duties     |
|------------------------------------------------------------|----------------------------|---------------------------------|----------------|
| White River Council on Aging                               | <u>Dec 1988 - Jun 2019</u> | <u>Admin Asst</u>               | <u>varied!</u> |
| Hartford School District                                   | <u>1983-1987</u>           | <u>Paraprofessional</u>         |                |
| Mary Hitchcock Mem'l Hosp                                  | <u>1969-70</u>             | <u>licensed Practical Nurse</u> |                |
| Internat'l Grenfell Assn                                   | <u>1968-69</u>             | <u>licensed Practical Nurse</u> |                |
| St. Anthony NFLD Canada                                    |                            |                                 |                |

#### IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.  
Would you be available for evening meetings? Being retired, I could meet as needed
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? As a lifelong Hartford resident, I have a concern about the low rate of voter participation. I like to think of myself as having some skills as a creative problem-solver.
- c. What are your past experiences in Municipal, State or Federal Government? None
- d. What civic or social organizations have belonged to and what positions did you hold?  
Girl Scouts - Service Unit Manager, Town of Hartford Girl Scouts for ~20 years  
Many positions, including Day Camp Director, Swift Water Girl Scout Council ~20 years  
WRCHA/Bugbee St Center, Admin Asst ~30 years; currently Chair, Board of Directors
- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions? While I am sure that there are unmet areas of need, I really don't know of any that wouldn't fall into the scope of existing entities.
- f. What might some solutions be?
- g. Other hobbies/interests: Walking, gardening

#### V. REFERENCES: (Please list three)

|                             |                                   |
|-----------------------------|-----------------------------------|
| Name: <u>Susan Manley</u>   | Work: <u>[REDACTED]</u>           |
| Name: <u>Kathy Reynolds</u> | Telephone: <u>[REDACTED]</u>      |
| Name: <u>Regina Burg</u>    | Cell Telephone: <u>[REDACTED]</u> |
|                             | Telephone: <u>[REDACTED]</u>      |
|                             | cell: <u>[REDACTED]</u>           |

Emily D. Santaw  
APPLICANT'S SIGNATURE

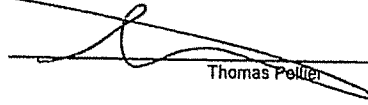
02/15/2022  
DATE

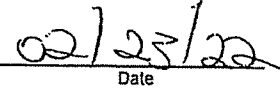
**Tickler History**

Date      Type      Inspector      Narrative

**Signatures**

**Inspector**

  
Thomas Poller

  
Date

2022 LIQUOR LICENSE RENEWAL APPLICATION  
OUTSIDE CONSUMPTION PERMIT

2386-004-OUTC-001

Page 1

Fee: \$20.00

Paid to DLC

License Year Beginning May 1, 2022 ending April 30, 2023

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS  
FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Simon Pearce (US) Inc.

Licensee # 2386- 4

Doing Business As:

Simon Pearce Restaurant

1792 Main Street

Quechee VT 05059

Telephone: (802) 230-2429

Mailing Address:

109 Park Road

Windsor VT 05089

PLEASE INCLUDE EMAIL ADDRESS: pamela.lessard@simonpearce.com

Description of the delineated area is as follows:

75' X 42' lawn area, 800 sq ft front porch, 300 sq ft rear porch.

Physical barriers in place at all times. Permanent use

12:00pm - 9:00pm

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We hereby certify that the information in this application is true and complete.

Dated this 1 day of February, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

[Signature]  
Chief Executive Officer  
(Title)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you making this application for the benefit of any other party? Yes X No

MAKE CHECKS PAYABLE TO AND MAIL TO: VERMONT DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

LOCAL COMMISSIONER SECTION BELOW

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any license may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

Total Membership \_\_\_\_\_, \_\_\_\_\_ members present

Attest, \_\_\_\_\_, Town Clerk

2022 LIQUOR LICENSE RENEWAL APPLICATION  
OUTSIDE CONSUMPTION PERMIT

2386-004-OUTC-001

Page 1

Fee: \$20.00

Paid to DLC

License Year Beginning May 1, 2022 ending April 30, 2023

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS  
FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Simon Pearce (US) Inc.

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Doing Business As:

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1792 Main Street

Quechee VT 05059

Telephone: (802) 230-2429

Mailing Address:

109 Park Road

Windsor VT 05089

PLEASE INCLUDE EMAIL ADDRESS: pamela.lessard@simonpearce.com

Description of the delineated area is as follows:

75' X 42' lawn area, 800 sq ft front porch, 300 sq ft rear porch.

Physical barriers in place at all times. Permanent use

12:00pm - 9:00pm

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

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In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We hereby certify that the information in this application is true and complete.

Dated this 1 day of February, 2022

Signature of authorized agent  
of corporation, company, club or association

Signature of individual or partners

[Signature]  
Chief Executive Officer  
(Title)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you making this application for the benefit of any other party? Yes X No

MAKE CHECKS PAYABLE TO AND MAIL TO: VERMONT DIVISION OF LIQUOR CONTROL  
13 GREEN MOUNTAIN DRIVE  
MONTPELIER, VT 05602

LOCAL COMMISSIONER SECTION BELOW

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any License may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by Board of Control Commissioners of the City or Town of \_\_\_\_\_.

Total Membership \_\_\_\_\_, \_\_\_\_\_ members present

Attest, \_\_\_\_\_, Town Clerk

### **The Parker House Lawn**

Physical Size: Front to Back from Quechee Main Street- 74 ft

Width from Left to Right: 42 ft

Grounds Description:

-Primarily grass and loose pack dirt that we will be erecting a 20x40 ft frame tent that will cover 35% of the space

-There are two main egresses. One on the Simon Pearce side that is 4' wide and made of stone. The other is on the parking lot side that is a wooden staircase leading down to the parking lot.

-(2) porta potties will be on site

-Fencing will be placed around the perimeter of the lawn where alcohol will be served.

-Host stand to be situated on site to observe patrons at all times.

### **Front Porch of The Parker House**

Description:

-The additional area that we are asking to serve our alcoholic beverages is the front porch of The Parker House. It is a rectangular space that is approx. 800 sq ft , enclosed by a porch railing.

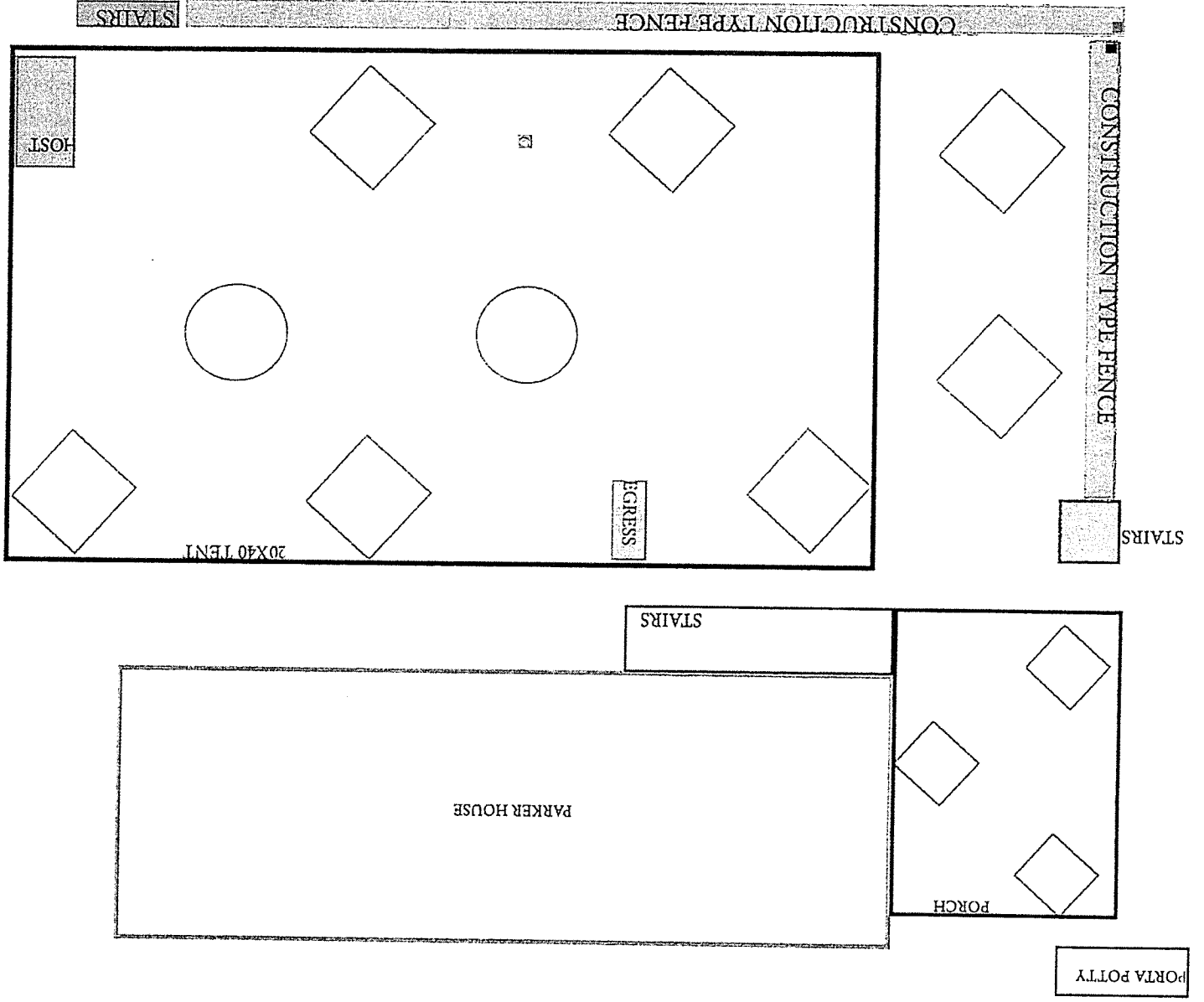
-There is one main egress that exits to the lawn of The Parker House. Guests will have access to the porta potties.

### **OVERALL**

\*As of May 28, 2020, per COVID-19 guidelines: 50 guests in total, between seating on the porch and lawn areas. Social distancing guidelines of 10 feet between each table would be observed. This equates to 25% of our licensed capacity.

**\*May 12, 2021 - NOTE:** The above capacity numbers would be adjusted to the current COVID-19 guidelines for allowed capacity at this point in time.

*\*See attached sketch for additional reference*



## Hartford Police Department

# Memo



To: Lisa O'Neil, Sherry West  
From: Deputy Chief Braedon S. Vail  
CC:  
Date: February 10, 2022  
Re: Liquor Licenses

---

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

**Simon Pearce Restaurant(Outside Parker House)**  
**1792 Main St**

**Simon Pearce**  
**Patricia Pearce**  
**Mark Loehr**  
**Wendy McDevitt**  
**Stephen McDonnell**

TOWN OF HARTFORD  
171 BRIDGE STREET  
White River Jct., VT 05001  
802-295-9353 (Tel.) 802-295-6382 (Fax)  
**PLEASE PRINT LEGIBLY OR TYPE**

**ADVISORY BOARD/COMMISSION APPLICATION**

Application for \_\_\_ appointment(s) or \_\_\_ re-appointment to: \_\_\_\_\_

**I. APPLICANT DATA:**

Name: Patrick Autilio

Address: PO Box 728, Quechee, VT 05059

Telephone: (Home) [REDACTED] (Work) \_\_\_\_\_ (Other) [REDACTED]

Email Address: patzid@gmail.com

How long have you been a Hartford resident? Four years

Are you a registered voter? Yes

**II. EDUCATION:**

High School: Gloversville (NY) High School Year Graduated: 1976

College 1: Clarkson University (nee Clarkson College) Degree Earned: B.S.

Course of Study: Electrical & Computer Engineering Year: 1980

College 2: Stanford University Degree Earned: M.S.

Course of Study: Computer Science Year: 1981

**III. WORK HISTORY:**

| Please list Employer name<br>& address (most recent first) | Dates of<br>Employment | Position held   | Job duties            |
|------------------------------------------------------------|------------------------|-----------------|-----------------------|
| Hewlett Packard, Palo Alto, CA                             | 2/1996-5/2015          | Project Manager | Data Analyst, Manager |
| Novell                                                     |                        |                 |                       |
| Jensen-Jones                                               |                        |                 |                       |
| AT&T Bell Laboratories                                     |                        |                 |                       |

#### IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.  
Would you be available for evening meetings? Yes, available evenings. 4 to 8 evenings a month.

- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? HCOREI is involved with an area of particular interest and passion for me.

- c. What are your past experiences in Municipal, State or Federal Government? I've been attending the Vermont Legislature's Social Equity Cacus meetings regularly for almost two years.

- d. What civic or social organizations have belonged to and what positions did you hold?  
I am a member of the VT Racial Justice Alliance and on the Management Committee of the Theford Chamber Singers.  
I also lead the Upper Valley Humanist Association since 2019.

- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?  
HCOREI can serve as an important focal point and advisory panel for racial justice issues in Hartford. It is well positioned to advise both the Select Board and the School Board.

- f. What might some solutions be? Key is to push forward with the Strategic Plan developed in the past.  
Also HCoreI may be able to play a role in a Community Safety review.

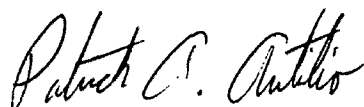
- g. Other hobbies/interests: Singing, banjo, computer programming.

#### V. REFERENCES: (Please list three)

Name: Ann Raynolds Telephone: 862-266-1634

Name: Sue Buckholz Telephone: 862-266-3333

Name: Kevin Christie Telephone: 862-266-7800



APPLICANTS SIGNATURE

28-Jan-2022

DATE

**Lana Livingston**

3/8

**From:** Jo-Ann Ells  
**Sent:** Monday, February 14, 2022 10:25 AM  
**To:** Alice Maleski  
**Cc:** Lana Livingston  
**Subject:** RE: Form for re application

Lana,

Please see below from Alice Maleski.

Jo-Ann

Jo-Ann Ells  
Zoning Administrator  
Department of Planning & Development  
Town of Hartford, Vermont  
171 Bridge Street  
White River Junction, VT 05001  
Office: 802-295-3075 Direct: 802-478-1117 Visit us at [www.hartford-vt.org](http://www.hartford-vt.org)

Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

-----Original Message-----

From: Alice Maleski <[avkmalice@comcast.net](mailto:avkmalice@comcast.net)>  
Sent: Monday, February 14, 2022 10:22 AM  
To: Jo-Ann Ells <[jells@hartford-vt.org](mailto:jells@hartford-vt.org)>  
Subject: Form for re application

[EXTERNAL EMAIL: DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Jo Ann...i copied it then pasted it ...  
All on iphone!  
Thanks  
Alice

TOWN OF HARTFORD  
171 BRIDGE STREET  
White River Jct., VT 05001 802-295-9353 (Tel.) 802-295-6382 (Fax) PLEASE PRINT LEGIBLY OR TYPE ADVISORY  
BOARD/COMMISSION APPLICATION Application for \_\_\_appointment(s) or \_\_\_x\_re-appointment to: IZBA APPLICANT  
DATA:  
Name:  
Alice Makeski  
Address:  
P.O. Box 1440  
Quechee Vt 05059

(~~100-100000~~) 100-100000

~~Autumn 1961~~

II. EDUCATION:

**High School:**

Course of Study:MA

Course of Study:

### III. WORK HISTORY

## 2:2019 to present

## Quechee Church

## Organist

2016-2019

2013 retired!

a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? 1

Varies from week to week based on church liturgical calendar.

Would you be available for evening meetings? Yes

My Father was a builder in NJ and I assisted him in gaining sub contractors, estimates, billing, and design.

Just the ZBA.

Rutgers Prep Alumni Board

Préservation of Vermont's natural resources through better building and land design.

Future educational updates once the pandemic ends.

Swimming, kayaking, cross country skiing, reading.

2

Rev. Charles Pawlowski

~~1-603-448-1802~~

Ryan Bouton

~~1-603-448-1802~~

Pastor Don Willeman

~~1-603-258-5330~~

APPLICANTS SIGNATURE

Alice Maleski

DATE

03/10/2020

TOWN OF HARTFORD  
171 BRIDGE STREET  
White River Jct., VT 05001  
802-295-9353 (Tel.) 802-295-6382 (Fax)  
PLEASE PRINT LEGIBLY OR TYPE

ADVISORY BOARD/COMMISSION APPLICATION

Application for \_\_\_ appointment(s) or X re-appointment to: ZBA

I. APPLICANT DATA:

Name: STEPHEN C LABASSE  
Address: 145 VICTORY CIRCLE  
WILT, VT 05001  
Telephone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ Cell 802-861-2277  
(Other) 802-861-2277  
Email Address: [REDACTED]  
How long have you been a Hartford resident? 26 years  
Are you a registered voter? YES

II. EDUCATION:

High School: LEBANON NH Year Graduated: 1977  
College 1: HOLY CROSS Degree Earned: BA  
Course of Study: PHYSICS Year: 1981  
College 2: UNIVERSITY OF NEW MEXICO Degree Earned: BSEE  
Course of Study: ELECTRICAL ENGINEERING Year: 1984

III. WORK HISTORY:

| Please list Employer name<br>& address (most recent first) | Dates of<br>Employment | Position held             | Job duties                        |
|------------------------------------------------------------|------------------------|---------------------------|-----------------------------------|
| <u>LABASSE APPRAISAL</u>                                   | <u>1993-2022</u>       | <u>OWNER / PROPRIETOR</u> | <u>REAL ESTATE APPRAISAL</u>      |
| <u>THOMPSON APPRAISAL CO.</u>                              | <u>1990-1993</u>       | <u>STAFF APPRAISER</u>    | <u>" " "</u>                      |
| <u>UNITED STATES AIR FORCE</u>                             | <u>1982-1988</u>       | <u>CAPTAIN</u>            | <u>WEATHER SATELLITE ENGINEER</u> |

#### IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.

Would you be available for evening meetings? YES AVAILABLE MOST EVENINGS

- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute?

I'VE BEEN ON THE ZBA SINCE 2006. I'M DECENT AT RUNNING A MEETING.

- c. What are your past experiences in Municipal, State or Federal Government?

USAF OFFICER 1982-1988; NEW LIBRARY COMMITTEE 2000; CHIEF OF POLICE INTERVIEW Panel (3) 2012-14; NEW HARTFORD POOL COMMITTEE 2018; ADULT BASKETBALL SUPERVISOR 1998-2002

- d. What civic or social organizations have belonged to and what positions did you hold?

NONE

- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?

ADMINISTRATION: EASE THE DOWNTOWN PARKING PROBLEM

- f. What might some solutions be?

PARKING METERS

- g. Other hobbies/interests:

READING MOVIES

#### V. REFERENCES: (Please list three)

Name: JO-ANN ELLS

Telephone: [REDACTED]

Name: JAMES STORM

Telephone: [REDACTED]

Name: PETE LIBUDIA

Telephone: [REDACTED]

[Signature]  
APPLICANTS SIGNATURE

3/2/22  
DATE

TOWN OF HARTFORD  
171 BRIDGE STREET  
White River Jct., VT 05001  
802-295-9353 (Tel.) 802-295-6382 (Fax)  
**PLEASE PRINT LEGIBLY OR TYPE**

**ADVISORY BOARD/COMMISSION APPLICATION**

Application for \_\_\_ appointment(s) or X re-appointment to: Design Review Committee

**I. APPLICANT DATA:**

Name: JONATHAN SCHECHTMAN  
Address: 87 WATERMAN HILL ROAD, P.O. BOX 677  
QUECHEE VT 05059-0677  
Telephone: (Home) ~~802-295-1170~~ (Work) ~~802-295-1170~~ (Other) \_\_\_\_\_  
Email Address: meetinghouserestoration@gmail  
How long have you been a Hartford resident? 40 years  
Are you a registered voter? YES

**II. EDUCATION:**

High School: KINGSWOOD SCHOOL Year Graduated: 1966  
College 1: UNIV OF VERMONT Degree Earned: BA  
Course of Study: FINE ART Year: 1970  
College 2: UNIV OF VERMONT Degree Earned: MS  
Course of Study: HISTORIC PRESERVATION Year: 1981

**III. WORK HISTORY:**

| Please list Employer name<br>& address (most recent first) | Dates of<br>Employment | Position held | Job duties |
|------------------------------------------------------------|------------------------|---------------|------------|
|------------------------------------------------------------|------------------------|---------------|------------|

|                                                                                          |                    |                 |                    |
|------------------------------------------------------------------------------------------|--------------------|-----------------|--------------------|
| MEETING HOUSE FURNITURE RESTORATION<br>HARTFORD ARCHITECTURE CONSULTANTS<br>HARTFORD, CT | 10/1982 TO PRESENT | GENERAL MANAGER | FURNITURE RESTORER |
|                                                                                          |                    | Asst Director   | 1986-1992          |

#### IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.

Would you be available for evening meetings? M, T, W, TH  
EVENINGS OK

- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute?

MY BACKGROUND IN HISTORIC PRESERVATION AND STUDIES IN ARCHITECTURAL HISTORY GIVES ME THE KNOWLEDGE TO CONSULT ON BUILDING DESIGN IN THE TOWNTOWN

- c. What are your past experiences in Municipal, State or Federal Government?

PLANNING COMMISSIONER, RICHMOND VT  
HISTORIC PRESERVATION COMMISSION, HARTFORD VT  
DESIGN REVIEW COMMITTEE, HARTFORD

- d. What civic or social organizations have belonged to and what positions did you hold?

MASONS - JUNIOR WARDEN, HARTFORD HISTORICAL SOCIETY - BOARD MEMBER, QUECHEE LIBRARY - BOARD MEMBER, HARTFORD DEVELOPMENT CORP

- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?

TO FOSTER NEW CONSTRUCTION THAT DOES NOT TAKE AWAY FROM THE HISTORIC NATURE OF WPT'S TOWN

- f. What might some solutions be?

WORKING MORE CLOSELY WITH THE PLANNING COMMISSION AND DEVELOPERS

- g. Other hobbies/interests: SKIING, KAYAKING, ANTIQUES

#### V. REFERENCES: (Please list three)

Name: DAVID SCHULTZ  
CURATOR STATE BUILDINGS

Telephone: [REDACTED]

Name: KATE SCHALL  
QUECHEE LIBRARY

Telephone: [REDACTED]

Name: LORZI HIRSCHFELD  
HARTFORD PLANNING

Telephone: [REDACTED]

Jonathan T. Scheuchman  
APPLICANTS SIGNATURE

2/25/22  
DATE

TOWN OF HARTFORD  
171 BRIDGE STREET  
White River Jct., VT 05001  
802-295-9353 (Tel.)      802-295-6382 (Fax)  
**PLEASE PRINT LEGIBLY OR TYPE**

**ADVISORY BOARD/COMMISSION (RE)-APPOINTMENT APPLICATION**

Application for appointment(s) or re-appointment: Tree Board

---

**I. APPLICANT DATA:**

Name: Jeff Arnold

Address: 1187 Christian St, White River Junction, Vt. 05001

---

Telephone: (Home) 802-295-9353 (Work) \_\_\_\_\_ (Other) Cell: 802 356 0590\_\_

Email Address: arnoldj@white-river-junction.com

How long have you been a Hartford resident? Since 1998

Are you a registered voter? Yes \_\_\_\_\_

**II. EDUCATION:**

High School: Woodstock Vt. Year Graduated: 1971

College 1: Antioch and UVM Degree Earned: BS,

Course of Study: Wildlife Biology and Film Production Year: 1977

College 2: School for International Training Degree Earned: Masters Degree

Course of Study: International Administration and non-profit management techniques

Year: 1992

College 3: Community College of Vermont Degree Earned: Associates in Early Childhood Education  
2005

### III. WORK HISTORY:

| Please list Employer name<br>& address (most recent first)                                                   | Dates of<br>Employment                                                                     | Position held  | Job duties |
|--------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|----------------|------------|
| Self-employed                                                                                                | Construction Management in New York City                                                   | 1980s          |            |
| International Rescue Committee, International Organization of Migration, Madera and Deutsche Welthungerhilfe | Managing projects in agriculture, repatriation, water supply and sanitation in Afghanistan | 1990s          |            |
| Geographic Data Technology                                                                                   | digital mapmaker                                                                           | 1998-2001      |            |
| Owner of Licensed Childcare Facility                                                                         | Admin, Reporting, Teaching, Maintenance, Accounting                                        | 2001 - present |            |

### IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meets in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available. Would you be available for evening meetings? Currently my nights are open
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? College Dendrology and Forestry courses and practice at tree identification, 40 years managing different projects and have served on the Tree Board for three years
- c. What are your past experiences in Municipal, State or Federal Government? School Board member from 2010 to 2014
- d. What civic or social organizations have belonged to and what positions did you hold? Hartford Rec Dept soccer coach for 3<sup>rd</sup>-5<sup>th</sup> graders, T-ball coach, Chair and Treasurer of Tree Board,
- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions? Plant trees along our thoroughfares and around developments and to better acquaint the community with the tree species around us and to manage for infestation like EAB that is expected to kill all our ash trees. Raise awareness about the carbon sequestration and storage of trees.
- f. Other hobbies/interests: Photography, video production, hiking, skiing, raising children, kayaking, bicycling, writing, politics, tree identification, gardening

---

---

**REFERERNCES: (Please list three)**

Name: Ron Dwinell \_\_\_\_\_ Telephone: 800-~~XXXXXXXXXX~~ \_\_\_\_\_

Name: Hilde Ojibway \_\_\_\_\_ Telephone: 800-~~XXXXXXXXXX~~ \_\_\_\_\_

Name: Clare Forseth \_\_\_\_\_ Telephone: ~~XXXXXXXXXX~~ 2 \_\_\_\_\_

\_\_\_\_\_  
APPLICANTS SIGNATURE

\_\_\_\_\_  
DATE

2/28/22

TOWN OF HARTFORD  
171 BRIDGE STREET  
White River Jct., VT 05001  
802-295-9353 (Tel.) 802-295-6382 (Fax)  
PLEASE PRINT LEGIBLY OR TYPE

**ADVISORY BOARD/COMMISSION APPLICATION**

Application for \_\_\_ appointment(s) or \_\_\_ re-appointment to: Historic Preservation Comm

**I. APPLICANT DATA:**

Name: Pat Stark  
Address: 307 Wilder St  
W.R.J. VT 05001  
Telephone: (Home) ~~802-295-2224~~ (Work) W/A (Other) \_\_\_\_\_  
Email Address: ~~pat.stark@hartfordvt.org~~  
How long have you been a Hartford resident? 40+ yrs  
Are you a registered voter? yes

**II. EDUCATION:**

High School: Bridgton High, Maine Year Graduated: 1968  
College 1: Univ of Maine Degree Earned: BA  
Course of Study: Anthropology Year: 1972  
College 2: \_\_\_\_\_ Degree Earned: \_\_\_\_\_  
Course of Study: \_\_\_\_\_ Year: \_\_\_\_\_

**III. WORK HISTORY:**

| Please list Employer name<br>& address (most recent first) | Dates of<br>Employment | Position held         | Job duties |
|------------------------------------------------------------|------------------------|-----------------------|------------|
| <u>Town of Hartford</u>                                    | <u>1987-2017</u>       | <u>Historic Clerk</u> |            |
|                                                            |                        |                       |            |
|                                                            |                        |                       |            |
|                                                            |                        |                       |            |
|                                                            |                        |                       |            |

**IV. PROFESSIONAL EXPERIENCE:**

a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.  
Would you be available for evening meetings? 1 yes yes

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? Lesson with HHS Historic Society  
general knowledge of town + state history

c. What are your past experiences in Municipal, State or Federal Government? Listed Creek  
Preservation Comm.

d. What civic or social organizations have belonged to and what positions did you hold? Girl Scouts - leader + trainer  
Historical Society - curator + registration

e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?  
educate citizens as to their local history and the  
importance of preserving our history

f. What might some solutions be?

g. Other hobbies/interests:

**V. REFERENCES: (Please list three)**

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Paul Storto  
APPLICANTS SIGNATURE

2-23-22  
DATE

TOWN OF HARTFORD  
171 BRIDGE STREET  
White River Jct., VT 05001  
802-295-9353 (Tel.) 802-295-6382 (Fax)  
PLEASE PRINT LEGIBLY OR TYPE

**ADVISORY BOARD/COMMISSION APPLICATION**

Application for        appointment(s) or ☒ re-appointment to: Sister Cities  
Committee

**I. APPLICANT DATA:**

Name: Brett Mayfield

Address: P.O. Box 1343 WRJ, VT 05001

Telephone: (Home) ~~802-941-0778~~ (Work)        (Other)       

Email Address: wbmayfield@outlook.com

How long have you been a Hartford resident? 39 years

Are you a registered voter? yes

**II. EDUCATION:**

High School: Santa Fe High Year Graduated: 1971

Hododama Institute of TEM Sept 1980  
College 1: Edgerton U. / Goddard College Degree Earned: BS/1977

Course of Study: Physical Ed / Psychology Year: 1982/1985

College 2: CSU / Beijing U of Chinese Medicine Degree Earned: Ph.D, PhD

Course of Study: Psychology / Integrative Medicine Year: 2001/2011

**III. WORK HISTORY:**

| Please list Employer name<br>& address (most recent first) | Dates of<br>Employment | Position held                 | Job duties |
|------------------------------------------------------------|------------------------|-------------------------------|------------|
| <u>White River Health and Education</u>                    | <u>2007-Present</u>    | <u>CEO</u>                    |            |
| <u>Spark Community Center</u>                              | <u>2014-2017</u>       | <u>Executive Director</u>     |            |
| <u>PRCVRIL Corp.</u>                                       | <u>2009-2012</u>       | <u>Senior Project Manager</u> |            |
| <u>Institute of America Special Education</u>              | <u>2008-2014</u>       | <u>Director</u>               |            |
| <u>Green Mountain Institute</u>                            | <u>1999-2005</u>       | <u>Deer of College</u>        |            |

#### IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.  
Would you be available for evening meetings? Open

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? I have been a member since 2010. I have provided the sister city program in Hartford and France and donated over \$5,000 to promote the relationship of the two cities.

c. What are your past experiences in Municipal, State or Federal Government? Hartford State Health Officer, Member of The Parks and Recreation Commission, Former Justice of The Peace in Hartford and Hartford Trustee of Public Funds.

d. What civic or social organizations have belonged to and what positions did you hold? President Hartford Restorative Justice Center, Board Member Public Health Council of the Upper Valley, Board Member of The Medical Reserve Corps of the Upper Valley.

e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions? The growth of our town.

f. What might some solutions be?

g. Other hobbies/interests: Japanese Martial Artist, Head Coach of The Upper Valley Hawks Special Olympics Team.

#### V. REFERENCES: (Please list three)

Name: Harah Walter

Telephone: 860-291-2296

Name: Maura MacLennan

Telephone: 860-291-2296

Name: April Smith

Telephone: 860-291-2296

Brian MacLennan  
APPLICANTS SIGNATURE

2-15-2021  
DATE

The Town Health Officers have served as Humane Officers till July 1, 2021. At this time the State requires the for Humane Officers to be appointed by the Select Board. Health Officers are still contacted on Animal Bites and Rabies as part of their public health duties.

Currently the only designated Humane Officers in Hartford are the police officers, The Health Officers in Hartford have always been on front line of working with the police in dealing with animal cruelty and control. Having Health Officers as Humane Officers has eased the burden for police and broadened Hartford's humane dealing with animals.

Our current Health Officers are well trained in humane practices. The Health Officer has been a part of the National Animal Care and Control Association and Code 3 Associates. The Deputy Health Officer is DVM. Current and future Health Officers will need to continue to be up to date with Humane Officer trainings.

The motion would be to make Hartford Health Officers also Humane Officers as part of the duties.

To: Town of Hartford Selectboard  
From: Tracy Yarlott-Davis, Town Manger  
Meeting Date: March 8, 2022  
Subject: Town Manager Report

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#### Thank you Town Clerk and Election Workers

Lisa O'Neil led an amazing team of election workers to complete another election – and another COVID election, her third. Thank you to each and every person who arrived early, stayed late, loaded, unloaded, wiped down used pens, and assisted voters.

#### Website Update

The team at Revize has finished mitigating the webpages over. We anticipate “going live” in 6-8 weeks as they complete their internal processes. Please bear with staff as we will be completing training and updating the individual webpages using the new platform.

We're looking for high resolution photos to feature on the site! Please email [photos@hartford-vt.org](mailto:photos@hartford-vt.org) with your photo/photos of all five of our villages. You must own the photo and give us permission to use it on the website. We'll try to use as many as we can around the site to feature the places and people that make this home.

#### The 2022-2023 Board Cycle

As we look forward to the next year together, I wanted to highlight some upcoming topics. These are tentative and subject to move or change. We also include additional items as needed.

March 22: Third quarter FY22 financial report, Charter Committee appointments, solar field preferred site information.

April 5: Information on assessment, Tax anticipation line of credit, solar field preferred site part 2.

April 19: updated Capital Improvement Plan.

May 3: Climate Action Steering Team update.

May 17: Priorities for local, state, and federal ARPA and Infrastructure funding.

If you have an item that you'd like to bring forth to the Board, please email the Chair ([mhoyt@hartford-vt.org](mailto:mhoyt@hartford-vt.org)) and Vice Chair ([dfraser@hartford-vt.org](mailto:dfraser@hartford-vt.org)). In the past we set the agenda once week prior to the meeting. More time is always helpful if you have a request.

The agenda is released the Thursday prior to the meeting and supporting documentation (also known as The Packet) is emailed out by 3pm Friday.

#### Board Emails

Board emails and the distribution list ([Selectboard@hartford-vt.org](mailto:Selectboard@hartford-vt.org)) have been updated. Board members should use their @hartford-vt.org email for all Selectboard related emails so we can maintain public records. Others should be aware that due to Open Meeting Laws, the Board must refrain from replying to the entire email.

# **Significant Activity Report**

## **March 8, 2022**

### **Department of Public Works**

1. DPW had another all hands on deck winter storm event that they responded to. They have continued to address sidewalks and sight distance issues as they arise.
2. DPW administrative staff has been interviewing several candidates for the vacancies within the department. We have also successfully on-boarded a new Highway candidate and a new water department candidate.
3. The mitigation of the C&D pile at Solid Waste has been put on hold temporarily as there was much more material there than anticipated while we evaluate next steps and internal funding mechanisms.
4. Our Project Manager has been diligently getting project documents together for the upcoming construction season.
5. Hannah has been working with her team and peers within the Town to ensure a smooth leadership transition.

### **Parks & Recreation Highlights**

- The Department received 17 applications for the Part Time Administrative Assistant Position. A questionnaire was distributed to all candidates to obtain a little more information from each of them. The questionnaire will be used for review and selection of interviews.
- As we gear up for the spring season, we are putting final touches all our spring program offerings. Program offerings will be in the soon to be published brochure. Final layout and design of the Spring and Summer Brochure has been a focus for staff the past several weeks.
- April Vacation Ventures Camp filled up within an hour of open registration. We were only able to take 26 participants due to staffing / camper ratios. We have a total of 18 on the waiting list.
- We have started our recruitment for seasonal hires at Summer Ventures and the Sherman Manning Aquatic Facility. All positions are seasonal.
- Lego Club, Solid Speed and Agility Program, Tiny Tots and Levels 1-2 Skating Lessons, Youth Karate, Open Basketball and Comics Class for Kids continues.
- The Wendell A Barwood Arena has entered the last three weeks of seasonal operation. The facility will be hosting High School Hockey Playoffs the first week of March as both the hockey teams are hosting playoff games. Our season will end with the Pot of Gold Tournament that is organized by the Woodstock Youth Hockey Association. This tournament hosts teams from all over New England and games are played at WABA, Union Arena in Woodstock and Champion Rink in Hanover over the weekend of March 18<sup>th</sup>-20<sup>th</sup>. The Department will also host an Ice Out Public Skating Party on March 12<sup>th</sup> with music, games and snacks from 4pm to 6pm.

- Public Skating at WABA continues to be very popular. To date, season pass holders have 759 visits, we have sold 1939 daily admissions, rented 833 pair of skates, and sharpened 157 skates.
- The Department is working with Sustainability Coordinator, Dana Clawson on specifications for the replacement of R-1 Truck and addressing updated heating in the Zamboni bay and refrigeration room at the WABA Arena.
- With the new outdoor aquatic facility coming online this June, we have started purchasing some safety equipment, deck features and supplies as we ramp up and prepare for operations.

### **Assessor**

- Finalized grand lists from 2018, 2019, 2020, and 2021 with “No Appeal or Suit Pending” certification
- Reviewed commercial apartments values
- Began conducting annual property inspections for the 2022 grand list
- Processed property tax transfers and homestead declarations

### **Fire Department**

|                                            |     |  |  |
|--------------------------------------------|-----|--|--|
| Incident Log:                              |     |  |  |
| <b>Calls for Service 02/17/22-03/04/22</b> | 121 |  |  |
|                                            |     |  |  |
| <b>Incident Type Categories</b>            |     |  |  |
| Fires                                      | 2   |  |  |
| Overpressure Rupture/Explosion             | 0   |  |  |
| Rescue/Medical                             | 96  |  |  |
| Hazardous Conditions                       | 2   |  |  |
| Service Calls                              | 9   |  |  |
| Good Intent                                | 6   |  |  |
| False Alarm                                | 6   |  |  |
| Weather Emergency                          | 0   |  |  |
| Special Incident/Other                     | 0   |  |  |

March 3, 2022, at 2:478 am the Hartford Fire Department responded to an extinguished fire located at the Super 8 442 N Hartland Rd., White River Junction, VT. Units arrived to find an extinguished mattress fire in one of the occupied rooms.

The cause of the fire is currently under investigation by Hartford fire investigators to determine cause and origin.

The Fire Department staff wishes to congratulate Deputy Chief Brad Vail on his new position. Our thanks for all you have done in serving this community. You will be missed as a partner in providing services to this community. Best of luck!

## **Parks and Recreation**

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- With the new outdoor aquatic facility coming online this June, we have started purchasing some safety equipment, deck features and supplies as we ramp up and prepare for operations.

## **POLICE DEPARTMENT**

- Our two newest officers, Daniel Bennett and Christian Hernandez were officially sworn in as police officers and have begun their orientation period. They will begin the police academy on March 21<sup>st</sup>.
- Sergeant Scott Moody was promoted to the rank of Acting Lieutenant – Support Services Commander.
- Sergeant Connie Kelley was promoted to the rank of Acting Lieutenant – Patrol Commander.
- Officers participated in the funeral services to honor the late former Deputy Chief of Police Eddie Leavitt.
- Officers investigated five non-fatal overdoses during this period. Overdose outreach efforts are underway with the individuals.
- During this reporting period the department handled 254 incidents with 6 arrests. The breakdown is as follows:
  - Animal Problem – 4
  - Arrest on Warrant – 2
  - Assaults - 4
  - Burglary - 1
  - Citizen Dispute – 3
  - Disorderly Conduct – 3
  - Drug Possession – 1
  - DUI – 4
  - Fraud – 3
  - Juvenile Problem – 9
  - MV Disturbance – 6
  - Noise Disturbance – 1
  - Parking Problem – 2
  - Suspicious Person or Circumstance – 23
  - Traffic Accident – 18
  - Trespassing – 3
  - Vandalism – 2
  - All other – 165

## **Planning and Development**

- Hartford Tax Increment Financing District – Completed and Submitted FY2021 Annual Report and Certification. Annual TIF Auditor review completed.
- Vermont Municipal Planning Grant – Executed agreement for \$20,000 grant to update the Housing Section of the Town Plan. Preparing Request for Proposal for consultant to work with the Town on the update. This initiative has a strong community participations process including a citizen Steering Committee and community wide meeting.
- Regional Housing Initiative – A special regional grant was approved by the state for TRORC to assist Hartford and 6 other communities to review and revise Town regulations to address the critical housing needs. This project dovetails with the update of the Housing Chapter of Hartford's Town Plan. Town representatives had the first kick-off meeting with TRORC, and TRORC is in the information gathering stage. The project has strong community participation process
- White River Junction Parking Survey- Completed winter parking count survey conducted over three weeks at various times of the day and days of the week. A summary report will be completed in the next few weeks including a comparison to past surveys completed of over 10 years. This is one of three annual surveys done that provide information to the Planning Commission and Selectboard regarding parking demand and availability.
- Property Development – Significant increase in work involving review of applications for public hearings with the Planning Commission and Zoning Board of Adjustments. Continued to respond to high volume of information requests and development inquiries, reviewing and processing building permit applications for improvements to properties, and conducting site visits/issuing Certificates of Occupancy for completed projects.



## **AGENDA MEMORANDUM**

**March 8, 2022**

**Town Selectboard Meeting Item: 5a**

**Submitted by: Tracy Yarlott-Davis, Town Manager**

**Subject:** COVID-19 Face Covering Requirements

### **Background:**

On December 14 and 17 2021, the Selectboard voted to require face coverings for all public buildings in the town of Hartford. On January 11 and February 8, 2022, the Selectboard voted to reauthorize the rule.

### **Discussion:**

On Monday November 22, 2021, both the house and senate passed S.1 which will allow local municipalities to enact local face covering ordinances<sup>1</sup>.

The bill specifically states that the municipality can adopt a temporary rule requiring individuals to wear a face covering while indoors at locations open to the public provided that:

- The municipal rule shall not apply to school buildings or school property.
- The legislative body shall meet once every 30 days to reconsider and vote to rescind or extend the rule.
- Any rule adopted pursuant to this act shall expire on April 30, 2022.

The current Town of Hartford face covering rule is attached.

### **Recommended Motion**

That the Selectboard reauthorize the Hartford Face Covering rule.

---

<sup>1</sup> <https://legislature.vermont.gov/Documents/2021.1/Docs/BILLS/S-0001/S-0001%20As%20Passed%20by%20Both%20House%20and%20Senate%20Official.pdf>

# **TOWN OF HARTFORD, VERMONT**

## **RULE REQUIRING WEARING FACE COVERINGS INDOORS IN PUBLIC SPACES**

### **Section 1. Authority.**

This Rule is adopted by the Selectboard of the Town of Hartford under authority of Act 1, an act relating to temporary municipal rules in response to COVID-19 (2021).

### **Section 2. Purpose.**

The purpose of this Rule is to require all individuals to wear face coverings while indoors at locations that are open to the public in order to prevent and mitigate the spread of COVID-19 and protect the public health and safety of the Town of Hartford.

### **Section 3. Requirement to Wear Face Coverings.**

All individuals in the Town of Hartford shall wear face coverings while indoors at locations that are open to the public.

### **Section 4. Exceptions.**

Face coverings are not required for:

- Any person officiating or participating in a religious service or activity in which the temporary removal of a face covering is necessary to participate in or complete the religious service.
- Additional exceptions: Children under 2 years; A person with a disability who cannot wear a face covering or cannot safely wear a face covering for reasons related to the disability; A person for whom wearing a face covering would create a risk to workplace health, safety, or job duty as determined by the workplace risk assessment; Any person while eating or drinking inside any establishment that serves food or beverage.
- Masks are not required in the portions of a theater or athletic arena where the individuals performing, exercising, or playing have space, a physical barrier, or ventilation system that separates them from the general public or audience.

### **Section 5. Other Laws.**

This Rule is in addition to all other ordinances and rules of the Town of Hartford and all applicable laws of the State of Vermont. All ordinances, rules, or parts of ordinances, rules, resolutions, regulations, or other documents inconsistent with the provisions of this Rule are hereby repealed to the extent of such inconsistency.

### **Section 6. Severability.**

If any section or provision of this Rule is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other part of this Rule.

**Section 7. Effective Period.**

This Rule shall take effect immediately upon the approval by the Selectboard and shall remain in effect for a period not to exceed 45 days following its initial adoption. The Selectboard shall meet during the 45-day period in which this initial Rule is in effect and vote either to rescind this Rule or to extend it for an additional 30 days. Thereafter, the Selectboard shall meet at a minimum once every 30 days to reconsider this Rule, at which meeting the Selectboard shall vote either to rescind this Rule or to extend it for an additional 30-day period. The filing of a petition under 24 V.S.A. §§ 1972 and 1973, shall not govern the taking effect of this Rule.

**ADOPTED by the Selectboard of the Town of Hartford at its meeting  
on this 11th day of January, 2022.**



## **AGENDA MEMORANDUM**

**March 8, 2022**

**Town Selectboard Meeting Item: 5b**

**Submitted by: Hannah Tyler, Director of Public Works**

**Subject: Construction & Demolition Debris Processing & Hauling Update and Request**

**Background:** In direct response to a Notice of Violation from the State of Vermont the Town contracted for construction & demolition (C&D) debris processing at the solid waste transfer facility and hauling of the material to the Lebanon, NH landfill for disposal in an attempt to comply with requirements issued by the State of Vermont.

On November 30, 2021 the Selectboard approved of the contract with United Construction Corporation<sup>1</sup> for a not-to-exceed amount of \$77,800.

**Discussion:** Without an accurate map indicating the bottom of the pile the town was forced to estimate based upon visible evidence related to establishing the bottom of the pile.

Upon grinding and movement of the visible piles, it became apparent that the material was more extensive, layered, and compact than anticipated. This resulted in a larger pile than anticipated with a much greater rate of expansion than expected as it was being removed and processed.

The past C&D activities also resulted in damage to any ground cover established over the stump dump located under the C&D processing area that will need to be addressed separately. At this time, we are solely focused on complying with the removal of the C&D debris.

United estimates the processed volume stockpiled to be 11,500 cubic yards, well beyond the allowed 6,100 cubic yards allowed to be stored on-site for a maximum of 2 years by permit and exemption. The town has weighed a sample load and found it to weigh approximately 0.41 Tons per cubic yard. This equates to 4,715 Tons.

United's budgeted contract amount was exhausted on processing and stockpiling the material as the daily processing goal could not be met due to winter conditions and labor-intensive work stoppages to clear metal objects such as wire that were hidden within the pile.

**Impact:** The cost to haul material was originally budgeted for \$200 per trip for up to 64 trips at \$12,800. However, given the volume of material United has provided a new quote estimating 115 trips for a total \$23,300.

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<sup>1</sup> <https://www.hartford-vt.org/AgendaCenter/ViewFile/Agenda/11302021-2039>

In addition to the contractor cost, the Lebanon landfill disposal fee is now \$15.00 per ton for processed C&D waste, a \$3 per ton increase since late November 2021. This equates to an additional cost of \$70,725 for 4,715 tons. Lastly, the State of Vermont now assesses a tax at \$6.00 per ton or \$28,290 that will also need to be paid.

The total cost for processing, hauling and disposing of the 11,500 cubic yards is currently estimated at \$196,615 or \$17.10 per cubic yard. That is an estimated additional \$118,815 to complete the removal of the debris. This expense will be recorded in the Solid Waste Fund operating budget under contracted services.

### **Recommended Motion**

That the Selectboard approve an exception to section 3.6 of the purchasing policy so the Town can enter into a contract with United Construction Corporation for the hauling and associated taxes and fees of the processed construction and demolition debris estimated at \$118,815.



## **AGENDA MEMORANDUM**

**March 8, 2022**

**Town Selectboard Meeting Item: 5c**

**Submitted by: Tracy Yarlott-Davis, Town Manager**

**Subject: Introduction to Town Purchasing**

### **Background:**

The Town has a Board-approved purchasing policy.

### **Discussion:**

In preparation for our discussion, please review the purchasing policy attached to item 5d. To facilitate different learning styles, there will be a Power Point presentation as well.



## **AGENDA MEMORANDUM**

**March 8, 2022**

**Town Selectboard Meeting Item: 5d**

**Submitted by: Tracy Yarlott-Davis, Town Manager**

**Subject: Adoption of Town Purchasing Policy**

### **Background:**

The Town has a Board-approved purchasing policy.

### **Discussion:**

In 2021 and 2022, the Board approved two new items for the Purchasing Policy. Section 3.9 addresses federal awards. Section 3.5A addresses evaluating the environmental impact of purchasing that are directly dependent on fossil fuels.

We have also added definitions for emissions and updated the introduction.

### **Proposed Motion:**

That the Selectboard approve version four of the Town Purchasing Policy.



**TOWN OF HARTFORD, VERMONT**

**PURCHASING POLICY AND PROCEDURE**

**Version 4**

**Approved at 3/8/2022 Selectboard Meeting**

## 1.0 INTRODUCTION AND PURPOSE

The purpose of this Policy and the related procedures is to establish an effective purchasing system based upon standard procedures that are utilized by all departments on a consistent basis; to maximize the purchasing value of public funds in procurement; to provide safeguards for maintaining a procurement system of quality and integrity. With a formal system of buying goods and services, the Town of Hartford is clear about what it is purchasing, keeps its spending priorities in line with the goals of the Climate Action Plan, avoids disputes with vendors, provides a full audit trail of purchases, allows level competition to set prices, controls spending and limits the possibility of waste, creates an organized system of checks and balances, and enhances public trust.

This Policy applies to all contracts for the procurement of supplies, materials, services, and construction, entered into by the Town. It shall apply to every expenditure of public funds of the Town for public purchasing, irrespective of the source of the funds. When the procurement involves federal or state financial assistance, the procurement shall be conducted in accordance with any applicable federal or state laws and regulations in addition to this Policy.

## 2.0 DEFINITIONS

- 2.1 Bid. The offer or proposal of the bidder submitted on the prescribed form setting forth the prices for the work to be performed.
- 2.2 Bidder. Any person, firm or corporation submitting a bid for the work.
- 2.3 Bonds. Bid, performance, and payment bonds and other instruments of security, furnished by the contractor and his surety in accordance with the contract documents.
- 2.4 Brand Name or Equal Specification. A specification limited to one or more items, manufacturers names, or catalog numbers to describe the standard of quality, performance, and other salient characteristics needed to meet the Town's requirements, and which provides for the submission of equivalent products.
- 2.5 Brand Name Specification. A specification limited to one or more items by manufacturer's names or catalog numbers.
- 2.6 Business. Any corporation, partnership, Limited Liability Company, sole proprietorship, individual, joint venture, or any other private legal entity.
- 2.7 Change Order. A written order to the contractor authorizing an addition, deletion, or revision in the work within the general scope of the contract documents, or authorizing an adjustment in the contract price or contract time.
- 2.8 Contract. All types of Town agreements, regardless of what they may be called, for the procurement of materials, supplies, services, or construction.
- 2.9 Confidential Information. Any information which is available to an employee only because of the employee's status as an employee of the Town, is not a matter of public knowledge, or available to the public on request.
- 2.10 Construction. The process of building, altering, repairing, improving or demolishing any public structure or building, or other public improvements of any kind to any public real property. It does not include the routine operation, routine repair, or routine maintenance of existing structures, buildings, or real property.
- 2.11 Contract Documents. The contract, including any advertisement for bids, information for bidders, bids, bid bonds, agreements, payment bonds, performance bonds, notices of award, notices to proceed, change orders, plans, specifications, and addenda.
- 2.12 Contract Price. The total monies payable to the contractor under the terms and conditions of the contract documents.

- 2.13 Contract Time. The number of calendar days stated in the contract documents for the completion of the work.
- 2.14 Contractor. The person, firm, or corporation with whom the Town has executed the agreement.
- 2.15 Employee/Official. An individual drawing a salary or wage from the Town; any non-compensated individual performing personal services for the Town or any department, agency, commission, board, or any other entity established by the executive or legislative branch of the Town; and any non-compensated individual serving as an elected or appointed official of the Town.
- 2.16 Invitation to Bid. All documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.
- 2.17 Person. Any business, individual, union, committee, other organization, or group of individuals.
- 2.18 Procurement. The buying, purchasing, renting, leasing, negotiating or otherwise acquiring of any materials, supplies, services, or construction. It also includes all functions that pertain to the obtaining of any material, supply, service, or construction, including description requirements, selection, and solicitation of sources, preparation and award of contract, and all phases of contract administration.
- 2.19 Project. The undertaking to be performed as provided in the contract documents
- 2.20 Request for Proposal. All documents, whether attached or incorporated by reference, utilized for soliciting proposals.
- 2.21 Responsible Bidder or Offeror. A person who has the capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance.
- 2.22 Responsive Bidder. A person who has submitted a bid which conforms in all material respects to the requirements set forth in the invitation for bids.
- 2.23 Services. The furnishing of labor, time, or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. This term shall not include employment agreements or collective bargaining agreements.
- 2.24 Specifications. A section of the contract documents consisting of written descriptions of a technical nature of materials, equipment, construction systems, standards, and workmanship.
- 2.25 Subcontractor. An individual, firm, or corporation having a direct contract with the contractor or with any other subcontractor for the performance of part of the work at the site.
- 2.26 Supplies. All property, including but not limited to equipment, materials, printing, insurances, and leases of real property, excluding land or a permanent interest in land.

Emissions. As per *A Resolution Implementing the Town of Hartford Climate Action Plan* adopted by the selectboard on September 7<sup>th</sup>, 2021 the procurement policy will require that scope 1, 2, & 3 are considered when making purchases. These emissions are defined as:

**Scope 1:**

Scope 1 includes emissions being released within the city limits resulting from combustion of fossil fuels and from waste decomposition in the landfill and wastewater treatment plant.

**Scope 2:**

Scope 2 includes emissions produced outside the city that are induced by consumption of electrical energy within the city limits.

**Scope 3:**

Scope 3 includes emissions of potential policy relevance to local government operations that can be measured and reported but do not qualify as Scope 1 or 2. This includes, but is not limited to, outsourced operations and employee commute.

### 3.0 PURCHASING POLICIES

- 3.1 Purchases shall not be split into smaller quantities or amounts to avoid any of the procedures outlined herein.
- 3.2 Purchases of goods and services up to \$500 in total price shall be purchased by departments directly. A purchase order is not required for such purchases except for employee reimbursement. The Department Heads are responsible for approving all purchases in advance. Department Heads can delegate this authority one level down. Payment will be made by coding and signing the bill when it arrives, and submitting it to the Finance Department for payment. Employee reimbursements regardless of the amount require a purchase order to be prepared through the Finance Software Purchase Order Module.
- 3.3 Purchases of goods and services between \$501 and \$4,000 in total price shall be made by departments directly through the use of the Finance Software Purchase Order Module and is approved by the Department Head. Purchase orders do not have to be submitted to the Finance Department in advance of purchase, although Department Heads are responsible for approving these purchases in advance. Price quotations are not necessary.
- 3.5 Purchases of goods and services with a total price between \$4,001 and \$20,000 require approval on the purchase order by the Department Head, Town Manager and Finance Director prior to order placement. The purchase order shall be supported by three (3) written price quotations. The Department Head shall clearly indicate the recommended vendor. If the lowest quotation is not recommended, attachments to the purchase order shall indicate the reason for the choice.

3.5 A Purchases of new or replacement equipment in excess of \$4001 that are directly dependent on fossil fuels (gas, propane, oil, etc.) to operate such as tools, combustion appliances, and vehicles require the approval of the Town Manager and Environmental Sustainability Coordinator. In an effort to comply with the Town's Climate Action Plan and GHG emissions goals, these products will require the Department Head to submit a Fossil Fuel Purchase Order form to the Town Manager's office for. This form will require the make and model of the product, a brief description of its uses, and any key specifications that are required in an alternative option. Preference will be given to products with an Energy Star or a comparable rating. When possible and feasible, Scope 1, 2, & 3 emissions will be considered in sourcing alternative options. (9/7/2021 Board Motion)

- 3.6 Purchases of goods and services with a total price over \$20,001 shall be made through Competitive Sealed Bidding (Section 5) or Competitive Sealed Proposals (Section 6).
- 3.7 Waiver of the requirement to submit written price quotations (Section 3.4 and 3.5) can only be made by the Town Manager. Waiver of the requirements for Competitive Sealed Bidding or Competitive Sealed Proposals can only be made by the Select board.
- 3.8 Anything to the contrary herein notwithstanding, Town Departments may purchase through Federal, State of Vermont, neighboring State, VLCT or other municipal competitive sealed bid contracts or competitive proposals where allowed and honored by the vendor in which case all of the above in-house purchasing requirements for Competitive Sealed Bidding or Competitive Sealed Proposals are waived.

- 3.9 When the Town accepts a federal award with provisions for allowable costs, staff must review CFR Subpart E Cost Principles as well as the terms and conditions of the Federal award to ensure that expenditures meet the requirements for allowable costs. Please reference <https://www.law.cornell.edu/cfr/text/2/200.302> and <https://www.law.cornell.edu/cfr/text/2/part-200/subpart-E> for specific provisions.

Generally, allowable costs must be necessary and reasonable for the performance of the Federal award, consistent with Town policies and procedures, in accordance with generally acceptable accounting principles, adequately documented, and not be used to meet cost-sharing or matching requirements for other federally-financed programs. Prior to incurring allowable costs, Staff should seek the guidance from the Finance Director and Town Manager to ensure that costs meet the requirements of both the Code of Federal Regulation and the Award Terms and Conditions. (Board Motion 9/7/2021)

#### 4.0 PREPARATION AND PROCESSING OF PURCHASE ORDERS

Purchase orders are contracts between the Town and vendors. When properly completed, purchase orders should clearly convey the particulars of what the Town is purchasing, and what is therefore expected from the vendor.

In order for the Town to receive the benefits that a Finance Software Purchase Order Module provides, all departments shall complete purchase orders prior to purchasing goods or services, except for purchases of goods or services of less than \$500 (exception employee reimbursement re: 3.2).

- 4.1 Purchase orders shall be entered timely and have all necessary supporting documentation attached in the Finance Software Purchase Order Module. If approval of more than one Department Head, Finance Director or the Town Manager is required, these approvals must be obtained prior to submission to the Finance Department. For all new vendors that are providing services to the Town, it is the responsibility of the Department Head to obtain a signed Form W-9, Certificate of Insurance or Non-Employee Work Agreement or Short Form Contract for Limited Services should be obtained as well prior to engaging services.
- 4.2 Purchase orders should indicate the budget account number that the expense is to be charged to. Expenses should be charged to the appropriate expense account regardless of whether an amount was budgeted for that account or not. The Finance Department will review the account number for accuracy before payment and have a discussion with the requestor about the non-budgeted expense.
- 4.3 In order for the Finance Department to process a purchase order for payment, it must be accompanied by an original invoice providing documentation that the goods or services were received. The invoice must also be signed and coded by the person authorizing the purchase of services or goods. These supporting documents need to be attached in the Finance Software Purchase Order Module documents tab.
- 4.4 The Finance Department pays invoices every other week, but checks are not released until approved by the Select board at its next regular meeting. For purchase orders to be

processed on a timely basis, all purchase orders must be completed, with all the appropriate supporting documentation attached and authorized, and submitted to the Finance Department no later than the end of the day on Tuesday. Checks are written on alternate Fridays, submitted to the Select board for approval at its Tuesday night meeting, and are available on Wednesday following the meeting. Purchase orders that are not submitted to the Finance Department by the Tuesday deadline will not be processed that week.

- 4.5 For any purchase orders where a department needs to have checks available for distribution prior to the regular release date, the Department Head must receive written authorization from the Town Manager for early release. Such purchase orders shall be designated as “early release” directly on the purchase order prior to submission to the Town Manager.

- 4.6 Emergency purchases may be made by departments only in the event of a real emergency, when the normal operation of the department is in jeopardy, or there exists a threat to public health, welfare, or safety. Every effort shall be made to ensure that such purchases are made

with such competition as is practicable under the circumstances. Every effort shall be made to inform the Town Manager of the need for the purchase, and to obtain his/her approval prior to making the emergency purchase or as soon thereafter as possible. Purchase Cards should be used when possible to avoid this situation. Department heads will be responsible for purchases made under these circumstances.

## 5.0 COMPETITIVE SEALED BIDDING

The purchase of materials, goods, supplies, services, and all construction work costing in excess of \$20,000 must be made through a competitive bid process. Regardless of the anticipated costs, the Town should use this process whenever it is feasible to do so. Only the Select Board may waive competitive provisions.

- 5.1 An Invitation to Bid shall be submitted to the Town Manager for his/her review and approval prior to public release. The invitation shall include specifications and all contractual terms and conditions applicable to procurement. The invitation shall be sent to known qualified suppliers or contractors. The identification of suppliers or contractors is the responsibility of the requesting department. Public notice shall be given by publication of the Invitation to Bid in a newspaper of general circulation at least ten (10) calendar days prior to the date set forth therein for the opening of bids, supplemented by additional newspapers or trade journals as necessary and appropriate. All public notice shall include the place, date, and time of bid opening. Pre-bid conferences shall be held if they are determined to be necessary and appropriate. Specifications for preparation of the Invitation to Bid are found in the appendix.
- 5.2 Bids shall be accepted up to the time specified for receipt of bids in the Invitation to Bid. All late bids shall remain unopened and shall be rejected. Bids shall be opened publicly at the time and place designated in the Invitation to Bid. In the presence of at least one witness, the Town Manager and witness(es) shall, under penalties of perjury, list the names of all bidders and the amounts of their bids, and declare that the list is complete and accurate. Copies of this list shall be filed with the contract.
- 5.3 Bids shall be unconditionally accepted without alteration or correction, except as herein authorized. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability, such as inspection, testing,

quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs. The invitation to bid shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that is not set forth in the invitation to bid. Technical assistance shall be obtained as needed in interpreting and evaluating specifications.

- 5.4 Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. Mistakes discovered before bid opening may be modified if withdrawn by written or telegraphic notice received in the office designated in the invitation for bids prior to the time set for bid opening. After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence that a mistake of a non-judgmental character was made, the nature of the mistake, and the bid price actually intended. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the Town or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a

material mistake of fact may be permitted to withdraw its bid if the mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident, or the bidder submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Town Manager.

- 5.5 The Department Head shall then make a bid award recommendation to the Town Manager, who shall then award the contract to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation to bid. In the event the low responsible and responsive bid for a construction project exceeds available funds, and such bid does not exceed such funds by more than five percent, the Department Head is authorized to negotiate an adjustment of the bid price with the low responsible and responsive bidder, in order to bring the bid within the amount of available funds. Any such negotiated adjustment shall be based only upon eliminated independent deductive items specified in the invitation for bids.

## 6.0. COMPETITIVE SEALED PROPOSALS

When the Town determines that the use of competitive sealed bidding is either not practicable or advantageous to the Town, a contract may be entered into by use of the competitive sealed proposals method. Competitive sealed proposals allows for consideration of factors in addition to price. Generally, professional services fall into the category of competitive sealed proposals.

- 6.1 Proposals shall be solicited through a formal and written request for proposals. The RFP shall be in a form acceptable to the Town Manager, and shall outline the scope of services to be performed, evaluation criteria to be used in judging proposals, minimum qualifications or professional experience, and other standards. The RFP shall state the relative importance of price and other evaluation factors. Technical assistance shall be obtained as necessary in interpreting and preparing the specifications.
- 6.2 Public notice of the request for proposals shall be given in the same manner as provided in Section 5.1 (Competitive Sealed Bidding). Pre-bid conferences shall be held if they are

determined to be necessary and appropriate.

- 6.3 No proposals shall be handled so as to permit disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of negotiation. A register of proposals shall be prepared containing the name of each offeror, the number of modifications received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award.
- 6.4 As provided in the request for proposals, discussions may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussion, there shall be no disclosure of the identity of competing offerors or of any information derived from proposals submitted by competing offerors.
- 6.5 Award shall be made to the responsible offeror whose proposal is determined in writing to be the most advantageous to the Town, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain the basis on which the award is made.

#### 7.0. EMPLOYEE EXPENSE REIMBURSEMENTS AND ADVANCES

Expenses shall be billed directly to the Town wherever possible, consistent with the Town's Purchasing Policy and Procedures. This can often easily be accomplished through the use of employee purchase cards that have been issued.

- 7.1 For mileage expenses Town purchase cards cannot be used. Expenses claimed for mileage shall be supported by documentation as to the date and purpose of each trip, and the number of miles for each trip.
- 7.2 Other travel and expenses claimed must be approved and allowable under existing Town policy and supported by complete evidence and documentation.
- 7.3 Cash advances will only be granted in special circumstances when there is no other viable option. Cash advance will not be given for regular travel. Employees should utilize their purchase cards. All cash advances over \$500 require approval by the Town Manager and Finance Director.

#### 8.0. CONTRACTOR INSURANCE REQUIREMENTS

Construction contractors with whom the Town does business will be required to carry general casualty insurance of at least \$2 million aggregate and \$1 million per incident. Proof of this insurance must be presented to the Town prior to entering into any work agreement with the contractor. In addition, the Town will be named as a covered party under all relevant contractor insurance policies.

## 9.0. MISCELLANEOUS

9.1 The Competitive Bidding and Proposal processes described above, with a transparent and public opening of those bids/proposals, are the preferred method of soliciting work for the Town of Hartford. Other methods will be used when and if prescribed by the particular funding source.

9.2 The Town encourages and supports bids/proposals from local firms as a sustainable way of conducting business. However, if the bidder/proposer is a Town resident and a taxpayer, they must be in good standing.

9.3 An allowance of up to 5% in additional cost may be made for local vendors, as defined by businesses having an office, store or agent with the Town of Hartford. Depending on the funding source or the project, this allowance may not be applicable. Competitive bids/proposals must apply.

9.4 The Town will request and verify references from bidders/proposers.

9.5 Depending on the nature and location of the work, the Town may require background checks on the bidder/proposer and employees of the contractor and sub-contractors. Unfavorable backgrounds checks may result in disqualification from the work.

9.6 The Town will award work on a lowest cost – technically proficient basis. Although cost is important, it will not be the only factor considered in awarding the work.

## **APPENDIX I**

### **EXCEPTIONS TO PURCHASE ORDER POLICY**

Invoices for the following goods and services do not require a Purchase Order for payment. Employees may choose to utilize a Purchase Order although it is not required.

- Payments on behalf of employees from payroll deduction accounts, including, but not limited to, payments made for federal and state withholding taxes, voluntary deductions for insurance and deferred compensation, and payments to VMERS or ICMA retirement accounts.
- Payment associated with the renewal of property and liability insurance, public officials liability insurance, public officials fidelity bond insurance, and workers compensation insurance.
- Telephone and electric bills
- Debt service payments, including principal and interest on bonded debt and capital lease payments.
- Payment of appropriations approved by Special Articles at Town Meeting.

## **APPENDIX II**

### **PREPARATION OF THE INVITATION TO BID**

#### **1.0 GENERAL CONDITIONS PERTINENT TO THE BID**

- 1.1 The Town of Hartford reserves the right to indicate whether equivalents (i.e., items of comparable quality) will be considered and under what conditions. Documentation is required for all substitutions.
- 1.2 The terms of the contract (i.e., effective dates, extensions of contract) shall be specified in the bid.
- 1.3 The delivery mode of the purchased services or commodity shall be determined and specified taking into account prevailing industry practices or customs. In addition, the bid shall specify who pays for the freight, how damaged goods will be returned, what guarantees exist on the product or work to be performed. All shipments shall be FOB the Town. Any other FOB terms are considered exceptions in making the award.
- 1.4 All bidders must identify the product or service on which they are bidding on all envelopes.
- 1.5 Where justified and practical, samples shall be requested to be submitted with the bid at no charge to the Town

#### **2.0 SPECIAL BID CONDITIONS**

- 2.1 Bid Bonds. Bid Bonds may be required at the discretion of the Town Manager. Bid security, when required, shall be a bond provided by a surety company authorized to do business in the State of Vermont, or the equivalent in cash, or otherwise supplied in a form satisfactory to the Town. The bid security shall be in an amount equal to at least 5% of the amount of the bid. If a bidder is permitted to withdraw its bid before award, as provided in Section 5 of the Policy (Competitive Sealed Bidding) no action shall be had against the bidder or the bid security.
- 2.2 Performance Bonds. Performance bonds shall be required of all contracts awarded that exceed \$25,000 in estimated value. Bid security shall be a bond provided by a surety company authorized to do business in the State of Vermont, or otherwise supplied in a form satisfactory to the Town. The bid security shall be in an amount equal to at least 100% of the price specified in the contract for the full term of the contract. Based on the nature of the work, the Town Manager can waive this requirement.
- 2.3 Payment Bonds. Payment bonds, for the protection of all persons supplying labor and material to the contractor or its subcontractors for the performance of the work provided for in the contract, shall be required of all contracts awarded that exceed \$25,000 in estimated value. Bid security shall be a bond provided by a surety company authorized to do business in the State of Vermont, or otherwise supplied in a form satisfactory to the Town. The bid security shall be in an amount equal to at least 100% of the price specified in the contract for the full term of the contract. Based on the nature of the work, the Town Manager can waive this requirement.

- 2.4 Certificates of Insurance. Certificates of insurance may be required at the discretion of the Town Manager. Certificates of insurance, when required, shall be in a form and amount acceptable to the Town.

### 3.0 SPECIFICATIONS

- 3.1 Requesting departments should clearly define the minimum quality requirements of the purchase in a fashion specific enough to ensure the desired level of quality, but flexible enough to elicit multiple bids.
- 3.2 Requesting departments should consider performance specifications which allow the bidders relative freedom in terms of designing while ensuring the desired results.
- 3.3 Brand names should be avoided, except in special circumstances.

### 4.0 QUANTITIES AND PRICE

- 4.1 Unit prices shall be provided and totals extended, including discounts where applicable.
- 4.2 Bidders shall detail reasons for price adjustments in annual contracts.

### 5.0 PREPARATION OF THE INVITATION FOR BID

The requesting department shall prepare an invitation for bid specifying:

- 5.1 The time and date for receipt of bids, the address to which bids are to be delivered, and the date by which the Town may select a bid and contract with a vendor.
- 5.2 The materials or services being purchased. If a proprietary description is used, the specifications should state that any equivalent product or service meeting the minimum needs of the Town may be bid, and that it is the responsibility of the offeror to demonstrate equivalency of any alternate.
- 5.3 The evaluation criteria, standards, and performance measure by which the acceptability as to quality, workmanship, results of inspections and test, suitability for a particular purpose, and other measures of acceptability will be determined.
- 5.4 All contractual terms and conditions applicable to the procurement, including provisions and expectations for retainage.
- 5.5 Each bidder shall certify on the bid under penalties of perjury that the bid is in all respects bona fide, fair, and made without collusion or fraud with any other person.

If the proposed contract period exceeds one year, the Invitation for Bid shall state:

- 5.6 The amount of materials or services required for the proposed contract period and whether such amount is the actual amount required, or an estimate.
- 5.7 That the Town shall cancel the contract if funds are not appropriated or otherwise made available to support continuation of performance in any fiscal year.

- 5.8 That the bidder shall give a unit price for each material or service.
- 5.9 Whether a unit price must be quoted for the duration of the contract, must be quoted for each fiscal year of the contract, or must be quoted for the first fiscal year and will be adjusted thereafter and what method of adjustment will be used, if any.
- 5.10 How the award will be determined, including how prices will be compared if contractors submit prices for each fiscal year of the contract.
- 5.11 Specific insurance and bonding requirements, with the stipulation that no work shall commence under the contract (by contractor or subcontractor) until all insurance and bonding required by the Town has been obtained and approved by the Town.
- 5.12 If the proposed contract is to contain an option for renewal or extension, the Invitation for Bid shall contain a notice of the provision.

## 6.0 PUBLIC NOTICE

Copies of the Invitation for Bid shall be available on an equal basis. Public notice of the Invitation for Bid shall be given no less than ten (10) calendar days prior to the date for the opening of the bids. The notice shall:

- 6.1 Indicate where and when an Invitation for Bid may be obtained, where and by what date bids must be submitted, and where and when bids will be opened.
- 6.2 Describe the product or service desired.
- 6.3 Reserve the Town's right to reject any and all bids.
- 6.4 Remain posted for at least ten (10) days in a conspicuous place until the time specified in the Invitation for Bids, or receipt of bids.
- 6.5 Be published at least once, not less than ten (10) days prior to the time specified in the Invitation for Bid for receipt of bids, in a newspaper of general circulation, and other publications deemed appropriate.

## **APPENDIX III**

### **Purchase Card Program**

#### **1.0 Introduction and Purpose**

The purpose of this Policy and the related procedures is to establish an effective Purchase Card (P-Card) system based upon standard procedures that are utilized by all departments on a consistent basis.

The P-Card program is necessary to streamline and simplify the Purchasing and Accounts Payable functions by significantly reducing check requests, reduces transaction costs, and expedites timely acquisition of materials and supplies. In addition it automates data flow for accounting purposes and offers controls to ensure proper usage.

The Purchase Card Program is not intended to avoid or bypass the Town of Hartford's Purchasing Policy. Rather the Program complements the existing internal controls. The card is a MasterCard credit card that is issued by BMO Harris Bank. Accurate and consistent recordkeeping is required to ensure the proper use of the P-Card. Proper recordkeeping and supporting documentation is required for all purchases.

This Purchase Card Policy includes the following:

- Allowed and Disallowed Purchases
- Travel Expenses
- Purchasing Procedure
- Recordkeeping Process and Procedure
- Responsibilities of Cardholders
- Sales Tax Exemption
- Declined Transactions
- Card Revocation

The cardholder is responsible for the security of their card and the transactions made against the card. Each user will be required to sign the Purchasing Policy and Procedure Agreement annually in order to participate in this program.

#### **2.0 Allowed and Disallowed Purchases**

Each Cardholder is responsible for every transaction charged their purchase card unless it is stolen.

Purchase Cards have a threshold limit of \$2,000 per transaction and a \$4,000 maximum credit limit per card. Transactions in excess of these limits will be rejected. Finance does have the ability to increase limits in the event of emergencies or special circumstances.

##### **Disallowed Transactions:**

The purchase card will be revoked and subject to disciplinary action including termination.

- Personal Expenses unrelated to the Town of Hartford without prior authorization
- Cash Advances

- Gasoline for an employee's personal vehicle. Mileage is reimbursed according to the Federal mileage rate which is set to include the cost of gasoline.
- Usage at Casinos, Pawn Shops, Escort Services, etc.
- Alcoholic Beverages
- Entertainment expenses not directly related to conference or convention
- Manipulation of splitting purchases to circumvent the limitations of the Town of Hartford Purchase Policy
- Any other purchases that do not benefit or relate to the Town of Hartford

#### Allowed Transactions:

- Seminar / conference fees and related costs
- Plane, train, or bus tickets
- Airport, hotel, or conference parking
- Tolls
- Hotels
- Transportation from airport to hotel
- Reasonable Meals (Please refer to Section 408 of the "Town of Hartford- General Personnel Policy")
- Other miscellaneous expenses specifically related to travel or seminar attendance

### 3.0 Purchasing Procedure

The Purchase Card can be used to make purchases in person, by telephone, by fax, by mail or online with any merchant who accepts MasterCard. As is the case with every purchase made on behalf of the Town of Hartford, employees are required to obtain the best value for the Town.

Please inform all vendors and merchants that the transaction is tax-exempt and for a municipality with a request to have all available discounts applied. All non –in person purchases should include proper shipping and billing addresses, confirmation, and all proper contact information. When making purchases in person obtain a copy of the charge slip along with any sales receipt or other information related to the purchase. Code and initial the receipt prior to recording it on your Purchase Card Tracking Form (See Attached).

For returns and exchanges that are made in person, make sure you obtain a credit receipt and a new charge slip if the item is being replaced by the vendor. For other returns and exchanges, contact the vendor for return instructions, and obtain a credit receipt. As the cardholder you are responsible for verifying on the statement that proper credit has been issued for the returned item.

### 4.0 Recordkeeping Process & Procedure

When a purchase is completed the receipt should be maintained, coded, and initialed by the cardholder. Each cardholder will record these receipts on a Purchase Card Tracking Form which will continually be updated when purchases are completed.

Every two weeks (COB on Tuesday), the form(s) and receipts will be forwarded to the Finance Department for processing within the Accounts Payable.

## 5.0 Responsibilities of Cardholders

Each cardholder is responsible for every transaction charged to their purchase card. Cardholders will be held responsible if they use the card for any unauthorized or fraudulent charges. Using the card for personal charges could be considered misappropriation of Town of Hartford funds and could result in corrective action including termination or criminal charges.

Each cardholder will be required to sign a Purchase Card User Agreement (See Attached) annually in order to participate in the Purchase Card Program.

Security of purchase cards is the responsibility of the cardholder. Lost or Stolen cards should be reported immediately:

|                                       |              |
|---------------------------------------|--------------|
| Toll Free Calls from U.S.A. or Canada | 800-361-3361 |
| Outside U.S.A or Canada               | 416-232-8020 |
| MasterCard Global Service             | 314-542-7111 |

## 6.0 Sales Tax Exemption

The Town of Hartford is exempt from all sales taxes. It is the cardholder's responsibility to ensure that sales tax is not charged when making a purchase. If you are charged tax in error, you must request a credit from the vendor as soon as possible after discovering the error.

## 7.0 Declined Transactions

If the card is declined for a purchase that is within your credit limit please contact the Finance department. The Finance department will contact to the bank to determine the reason for your purchase being declined.

## 8.0 Card Revocation

The Purchase Card will be revoked if the cardholder

- transfers to a different department with in the Town
- is terminated or changes employment status
- for making a disallowed purchase
- failure to adhere to all Purchasing and Purchase Card Policies and procedures

**APPENDIX IV**  
**Town of Hartford, VT Purchasing Policy and Purchase Card Program Agreement**

You are being entrusted with the Town of Hartford, VT funds to make purchases of services and goods within the regular course of operation that are necessary and benefit the Town.

It is not an entitlement nor reflective of title or position. Your purchasing privileges may be revoked at any time without your permission. Your signature below indicates that you have read and will comply with the terms of this agreement.

1. I understand that I will be making financial commitments on behalf of the Town of Hartford and strive to obtain the best value for the Town of Hartford.
2. Purchases made through Accounts Payable or with my Purchase Card must be for business purposes as defined in this policy.
3. I will maintain and protect my Purchase Card with the same level of care as if it were my own personal card.
4. I have read and will follow the Purchasing Policy and Procedure. Failure to comply with the policy or this agreement may result in either revocation of my purchasing privileges or other corrective action including termination or criminal charges.
5. I understand that under no circumstances will I use the Purchase Card for personal purchases, either for myself or others. Using the card for personal charges could be considered misappropriation of Town Hartford funds and could result in corrective action including termination or criminal charges.
6. I agree that should I violate the terms of the Purchasing Policy and Purchase Card Program Agreement for personal use or gain that I will reimburse the Town of Hartford for all incurred charges and any fees related to the collection of those charges.
7. The Purchase Card is issued in my name and I am responsible for any and all charges against my card.
8. The Purchase Card is Town property. As such, I understand that I am required to comply with internal control procedures designed to protect the Town of Hartford's assets.
9. If my Purchase Card is lost or stolen, I will immediately notify the Town Finance Department and BMO Harris Bank (800)361-3361.
10. I agree to review, verify and provide my Purchase Card Transactions every other Tuesday to the Town Finance Department.
11. I agree to surrender my Purchasing and Purchase Card privileges immediately upon termination of employment, whether from retirement, voluntary or involuntary reasons.

\_\_\_\_\_  
Employee Name (Print)

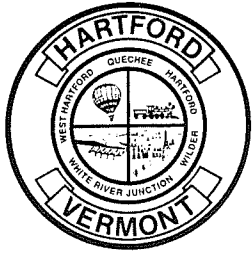
\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Last 4 digits of Purchase Card #

\_\_\_\_\_  
Date

\_\_\_\_\_  
Finance Director



# TOWN OF HARTFORD

## MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

Telephone: 802/295-9353 • Fax: 802/295-6382

website: [www.hartford-vt.org](http://www.hartford-vt.org)



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Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

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### **Charge for Hartford Committee on Racial Equity and Inclusion (HCOREI)**

In addition to the universal human benefits of social equity and justice, the Town and School District recognize that in order to continue to prosper and maintain cultural relevance into the 21st Century, we must support a welcoming, inclusive environment for people of color living, working and/or served by the Town of Hartford and Hartford School District. To advance this goal, the Town and School District must continue to grow their level of cultural sensitivity and competency as well as their awareness of the experiences of people of color. For this purpose, the Hartford Committee on Racial Equity and Inclusion is constituted as a standing committee and charged as follows:

#### **Charge**

The HCOREI Committee is charged with gathering information and making recommendations to the School Board and Selectboard, coordinating programming, and engaging in public dialogue for the purpose of:

- I. Continuing to work towards a welcoming environment and reducing racial disparities within municipal and school governance.
- II. Continuing to support a commitment to racial equity in the Town of Hartford and Hartford School District.
- III. Seeking input from people of color living, working and/or served by the Town of Hartford and Hartford School District.
- IV. Supporting the Town of Hartford and Hartford School District in developing a strategic plan for equity and inclusivity.
- V. Supporting the Town of Hartford and Hartford School District through increasing cultural sensitivity by cultivating greater understanding of the concepts of diversity, inclusion, equity, implicit bias, white privilege, white supremacy and systemic racism.

- VI. Recommending means and procedures by which the Town of Hartford and Hartford School District may endeavor to identify biased outcomes and disparities leading to social inequity. These areas may include but are not limited to the following:
- A. Affordable housing within the five villages.
  - B. Application of laws and ordinances by police and court appointed officers (e.g., social workers and probation officers).
  - C. Impact of Town bylaws, ordinances and policies on residents.
  - D. Application of administrative action to school children and the impact of district and school policies on their families.
  - E. Quality and affordability of childcare.
  - F. Opportunities for employment, either as direct employees of the Town and School District or under third-party (independent) contracts with the Town and School District.
  - G. The collection and release of available, public data such that an average citizen has the ability to view, compare, and understand the collected data.
- VII. To submit an annual report to the Town Report on Committee progress to the School Board and Selectboard.

The primary scope and focus of these efforts should include addressing Town and School policies, practices and programs where there may be opportunities for improvement in the areas of racial diversity, inclusivity, and equity.

- VIII. In furtherance of its charge, HCOREI will also consider matters of equity and inclusion from an intersectional lens. Intersectionality recognizes that individuals identify with multiple, co-existing identities, and an individual may be part of multiple historically marginalized groups.

## **Terms**

Committee members shall serve two-year terms beginning on the date of appointments, which may be renewed up to three times for a total of six years at the discretion of the Selectboard and School Board. The Committee will be a standing committee for 6 years, at which time the Selectboard and the School Board will review the charge for the committee and elect to renew the charge. Time served on the first (ad-hoc) HCORI, beginning for founding members on April 4th, 2017, will count towards the first term.

## **Constitution**

This advisory committee will be constituted of nine members comprised of two Selectboard members, two School Board members and five community members. Each member will have equal weight in discussion and voting. The Committee will elect its own

Chair, Vice-Chair and Clerk. One member of HCoreI may reside outside of Hartford. The transitional HCORI members will be offered the opportunity to continue to serve on the new HCoreI.

### **Selection Process**

All vacancies, including those that result from an incomplete term, will be filled using the following process:

1. Members of the Community interested in serving on the Committee shall apply to either the Selectboard or the School Board.
2. HCoreI will advise the Select Board and School Board on applicants for vacancies on the committee.
3. The Selectboard and School Board will ratify or reject by a vote each new appointment to the HCoreI.

### **Statutory Requirements**

As with all Hartford Subcommittees, the Hartford Committee on Racial Equity and Inclusion must operate in accordance with the Statutes of the State of Vermont and the Ordinances and Policy of the Town of Hartford. In particular, all meetings will be warned and open to the public and the minutes of these meetings will be recorded and posted in accordance with Vermont's Open Meeting Law.

Approvals:

Selectboard – August 22, 2018

School Board – September 12, 2018



## **TOWN OF HARTFORD SELECTBOARD MINUTES**

Tuesday, February 22, 2022, 6:00pm  
Hartford Town Hall, 171 Bridge Street, White River Junction, VT 05001

**This meeting was conducted in person at Town Hall  
Masks for Everyone Present**

The meeting was also available on Zoom

**Present:** Dan Fraser, Chair; Kim Souza, Clerk; Dennis Brown, Member; Lannie Collins, Member; Ally Tufenkjian, Member; Tracy Yarlott-Davis, Town Manager; Lana Livingston, Administrative Assistant; Dana Clawson, Environmental Sustainability Coordinator; Joe Turner, Assessor; Bryan Luikart; Mary Erdei; Heidi Duto; Simon Dennis;

**Zoom Participants:** Michael Hoyt, Selectboard Member;

**Absent:** Joseph Major, Vice-Chair

**I. Call to Order the Selectboard Meeting** by Dan Fraser, Chair at 6:02 PM.

**II. Pledge of Allegiance** was led by Lannie Collins.

**III. Local Liquor Control Board:** Selectboard Chair, Dan Fraser recessed the Selectboard meeting and opened the Local Liquor Control Board.

### **1. Renewals**

- a. Consider the Renewal for Jiffy Mart Global Montello Group, Corp. Doing Business As: Jiffy Mart #439, 6800 Woodstock Road, Quechee, VT 05059 (Second Class)
- b. Consider the Renewal for Stacy Hopkins, LLC Doing Business As: Scavenger Gallery, 41 South Main Street, White River Junction, VT 05001 (Second Class)

**Selectboard Member, Lannie Collins made the motion to renew the second class liquor licenses for Jiffy Mart #439, 6800 Woodstock Road, Quechee, VT 05059 and Scavenger Gallery, 41 South Main Street, White River Junction, VT 05001. Selectboard Member Dennis Brown seconded the motion. 4 were in favor, 1 abstained (Fraser) and 1 recused (Souza) the motion passed.**

- c. Consider the Renewal for Phnom Penh Sandwich Station, LLC Doing Business As: Phnom Penh Sandwich Station, 7 North Main Street, White River Junction, VT 05001 (First Class)

**Selectboard Member, Dennis Brown made the motion to renew the first class license to Phnom Penh Sandwich Station, 7 North Main Street, White River Junction, VT 05001. Selectboard**

**Member, Lannie Collins seconded the motion. 4 were in favor, 1 abstained (Fraser) and 1 recused (Souza) the motion passed.**

Selectboard Chair, Dan Fraser closed the Local liquor Control Board at 6:05 and reopened the Selectboard Meeting.

**IV. Order of Agenda:** There were no changes to the Order of Agenda.

**V. Selectboard**

- 1. Public Comment:** Heid Duto, from WRJ, commented on the discussion that was found on-line recently that was blaming Finance Director, Gail Ostrout for not having the answers to some of the Budget questions. Heidi said that Gail should not be held accountable as she did not prepare the budget. Lannie Collins commented that Gail Ostrout has gone above and beyond to help out this year for the budget. Dan Fraser suggested that people wanting to know information about the Town should call a reliable source, at Town Hall, for the information and not rely on Facebook.
- 2. Selectboard Comments and Announcements:** Lannie Collins commented that the information that Erik Krauss gave last night at the Budget/Candidates Night about the Local Option Funds true intent of their use was helpful. Mr. Collins also noted that he was disappointed that not every question asked at this meeting was not answered.

Dennis Brown said this is his last meeting and is proud to have served with all the other members.

The other board members all said their thanks and goodbyes to Joe Major and Dennis Brown who are not running for office this coming year.

- 3. Appointments - None**
- 4. Town Manager's Report**

**Sig acts Link:** <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/229>

- 5. Board Reports, Motions & Ordinances**
  - a. Certificate-No Appeal or Suit Pending  
**Selectboard Member, Ally Tufenkjian made the motion That the Selectboard approve the four PVR-4155 forms and authorize the Assessor to file with the corresponding grand list. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**
  - b. South Main St. Project Bid Award  
**Selectboard Member, Ally Tufenkjian made the motion to Award the contract to Nott Excavating in the amount of \$2,304,361.00 for the South Main Street Project, Phase 2 and authorize the Town Manager to execute and implement the contract including amendments and change orders as may be necessary. Selectboard Member, Mike Hoyt seconded the motion. All were in favor and the motion passed.**

- c. Climate Action Plan Implementation Update was presented by Dana Clawson, Environmental Sustainability Coordinator for the Town of Hartford.

The Climate Steering Committee (CAST) recommended several items to begin implementing.

The Committee will report back to the Selectboard quarterly.

- d. Purchasing Policy – Climate Action Plan Amendments  
**Selectboard Member, Dennis Brown made the motion that the Town amend the purchasing policy to include the addendums to address the Town’s climate action goals. Selectboard member, Ally Tufenkjian seconded the motion. 5 were in favor and 1 (Collins) was not in favor, the motion passed.**

**Addendums:**

**Addendum to the Purchasing Policy Section 1:**

*The purpose of this Policy and the related procedures is to establish an effective purchasing system based upon standard procedures that are utilized by all departments on a consistent basis; to maximize the purchasing value of public funds in procurement; to provide safeguards for maintaining a procurement system of quality and integrity. With a formal system of buying goods and services, the Town of Hartford is clear about what it is purchasing, keeps its spending priorities in line with the goals of the Climate Action Plan, avoids disputes with vendors, provides a full audit trail of purchases, allows level competition to set prices, controls spending and limits the possibility of waste, creates an organized system of checks and balances, and enhances public trust.*

**Addendum to the Purchasing Policy Section 2:**

**Emissions.** *As per A Resolution Implementing the Town of Hartford Climate Action Plan adopted by the selectboard on September 7<sup>th</sup>, 2021 the procurement policy will require that scope 1, 2, & 3 are considered when making purchases. These emissions are defined as:*

**Scope 1:** *Scope 1 includes emissions being released within the city limits resulting from combustion of fossil fuels and from waste decomposition in the landfill and wastewater treatment plant.*

**Scope 2:** *Scope 2 includes emissions produced outside the city that are induced by consumption of electrical energy within the city limits.*

**Scope 3:** *Scope 3 includes emissions of potential policy relevance to local government operations that can be measured and reported but do not qualify as Scope 1 or 2. This includes, but is not limited to, outsourced operations and employee commute.*

**Addendum to the Purchasing Policy Section 3.5a:**

*Purchases of new or replacement equipment in excess of \$4001 that are directly dependent on fossil fuels (gas, propane, oil, etc.) to operate such as tools, combustion appliances, and vehicles require the approval of the Town Manager and Environmental Sustainability Coordinator. In an effort to comply with the Town’s Climate Action Plan and GHG emissions goals, these products will require the Department Head to submit a Fossil Fuel Purchase Order from to the Town Manager’s office for discussion and approval. This from will require the make and model of the product, a brief description of its uses, and any key specifications that*

*are required in an alternative option. Preference will be given to products with an Energy Star or a comparable rating. When possible and feasible, Scope 1, 2, & 3 emissions' will be considered in sourcing alternative options.*

e. Line of Credit Renewal

**Selectboard Member, Ally Tufenkjian made the motion That the Selectboard approves the request to Mascoma Bank for a Line of Credit Loan in the amount of \$5.0 Million.**  
**and**  
**That the Selectboard gives Town Treasurer, John Clerkin authority to execute all loan documents related to the new \$5,000,000 line of credit effective on or around March 28, 2022 to that effect on behalf of the Town of Hartford, Vermont.**

f. Response to Complaint of Alleged Open Meeting Law Violation

**Selectboard Clerk, Kim Souza made the motion That the Selectboard approve the attached letter for their signature.**  
**Selectboard Member, Dennis Brown seconded the motion. All were in favor and the motion passed.**

Letter: <https://www.hartford-vt.org/DocumentCenter/View/5759/Letter-Selectboard-to-Nevin-2-22-22>

g. Emergency Shelter Committee: presented by Bryan Luikart, Chair of the Ad Hoc Committee on Emergency Shelter.

**Selectboard Member, Ally Tufenkjian made the motion to extend the charge of the Ad Hoc Committee on Emergency Shelter until June 1, 2022 or until a standing or temporary committee is formed on Housing and Homelessness. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

h. Board and Public Communication

*The Board did not reach a decision on February 8<sup>th</sup> as the discussion was not formally part of an agenda.*

*Some of the suggestions made by individual board members included:*

- *How to best document and acknowledge questions from community members*
- *A feasible timeline for acknowledging receipt of questions and a timeline for responding*
- *How to capture the variety of communication methods used by community stakeholders in addressing the Selectboard and/or the Town Manager.*

*Tonight's focus would be on a draft plan that can be voted on in March by that current sitting board. It can be included in the Board's Rules of Procedures going forward.*

After some discussion it was decided that this topic discussion needed more time and research so it will be put on a future agenda.

## **VI. Commission Reports**

Dennis Brown reported on the Zoning Board. They did approve one application. The Historic Preservation Commission reported that the Gates Street House is being taken down. They are also working on the St. Paul's rectory project and also working on their role as advisors to the Planning Commission. The Historic Preservation Commission has one opening.

Ally Tufenkjian reported from HCOREI. They have listened to the School Board and their conversation with the public about the St. Paul's project. They are working on the community Public Safety Rule. Russell North from the School Board could host a public safety review.

Kim Souza reported from the Planning Commission. On Feb. 14<sup>th</sup> the St. Paul's and Twin Pines project was not approved due to some building structure plan that did not fit requirements.

Dan Fraser reported from the Energy Commission. They will be doing the window dressers project in November.

## **VII. Consent Agenda: Selectboard Member, Dennis Brown made the motion to accept the Consent Agenda. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**

**Approve Payroll Ending: 2/19/2022**

**Approve Meeting Minutes of: 2/8/2022**

**Approve A/P Manifest of: 2/18/2022 & 2/22/2022**

**Selectboard Meeting Dates of:** Already Approved: 3/3/2022; 3/8/2022; 3/22/2022

## **VIII. Executive Session: NONE**

## **IX. Adjourn the Selectboard Meeting: Selectboard Member, Lannie Collins made the motion to adjourn the meeting at 10:00PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**

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Kim Souza, Clerk



**TOWN OF HARTFORD  
SPECIAL SELECTBOARD ORGANIZATIONAL  
MEETING MINUTES**

Thursday, March 3, 2022 at 6:00 pm

**This meeting will be conducted in compliance with  
Vermont Open Meeting Law with electronic participation.**

<https://zoom.us/j/549799933> - Please mute your microphone.  
[youtube.com/catv810](https://www.youtube.com/catv810) – click “live now”.

If you're calling in from phone dial:  
(415) 762-9988 Type in the Room ID: 549-799-933 followed by #  
Press # a second time  
Press \*9 to raise your hand for public comment

**Present:** Dan Fraser, Michael Hoyt, Kim Souza, Lannie Collins, Mary Erdei, Rocket, Ally Tufenkjian, Tracy Yarlott-Davis.

- I. Call to Order Special Selectboard Organizational Meeting by Dan Fraser at 6:00 P.M.**
- II. Pledge of Allegiance was recited.**
- III. Reorganization of Board Positions**

**Kim Souza made the motion for Michael Hoyt to be Chair.**

**Ally Tufenkjian seconded the motion. 6 voted Yes and 1 (Hoyt) Abstained. The motion passed.**

**Ally Tufenkjian made the motion for Dan Fraser to be Vice Chair.**

**Kim Souza seconded the motion. 6 voted Yes and 1 (Fraser) abstained. The motion passed. Dan Fraser made the motion for Kim Souza to be Clerk.**

**Mary Erdei seconded the motion. 6 voted Yes and 1 (Souza) abstained. The motion passed.**

- IV. Liaison Assignments:** The Selectboard discussed and decided on the new liaisons to Boards, Committees and Commissions for 2022.

**Link:** <https://www.hartford-vt.org/DocumentCenter/View/5777/2022-Boards-And-Commissions-Selectboard-Liaisons>

- V. Closing:** Selectboard Vice Chair, Dan Fraser made the motion to close at 6:49PM. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

\_\_\_\_\_  
Kim Souza, Clerk

Report Date: 3/02/22  
1:11PM

**Payment Manifest**  
**by Vendor ID**  
**Town of Hartford**

Page: 1  
User: florentina

ReportAPINHDPmtByDate

Check Date: 3/04/2022 - 3/04/2022

| Bank ID                                   | Bank Name                          | Payee Name            | Check Date                          | Check No. |           |
|-------------------------------------------|------------------------------------|-----------------------|-------------------------------------|-----------|-----------|
| Vendor ID                                 | Vendor Name                        |                       |                                     |           |           |
| Detail: Invoice No.                       | Invoice Description                | Cross Fund            | Invoice Amt                         | Disc. Amt | Net Amt.  |
|                                           |                                    |                       |                                     |           |           |
| 25-0181                                   | Capital - Information Technology   |                       |                                     |           |           |
| 023395                                    | ICC COMMUNITY DEVELOPMENT SOLUTION | ICC CDS, LLC          | 3/04/2022                           |           | 1         |
| PC0000032100                              | LASERFICHE CLOUD FEE               | 0.00                  | \$7,011.34                          | 0.00      | 7,011.34  |
| Desc: LASERFICHE CLOUD FEE                |                                    | Acct: 25-985-100-0181 | Capital - Information Technology    |           |           |
| Vendor Total:                             |                                    |                       | 7,011.34                            | 0.00      | 7,011.34  |
|                                           |                                    |                       |                                     |           |           |
| 25-0181                                   | PARKS - REC RESTRICTED             |                       | Bank Total:                         |           | 7,011.34  |
| 25-8055                                   | PARKS - REC RESTRICTED             |                       |                                     |           |           |
| 014272                                    | DOTHAN BROOK SCHOOL, PTO           |                       | 3/04/2022                           |           | 1046      |
| 01.24.2022                                | 5 ICE FISHING JIG STICKS           | 0.00                  | \$100.00                            | 0.00      | 100.00    |
| Desc: 5 ICE FISHING JIG STICKS            |                                    | Acct: 25-985-511-0006 | P & R Restricted - Community Events |           |           |
| Vendor Total:                             |                                    |                       | 100.00                              | 0.00      | 100.00    |
|                                           |                                    |                       |                                     |           |           |
| 25-8055                                   | GENERAL FUND - MASCOMA             |                       | Bank Total:                         |           | 100.00    |
| FUND 1 0                                  | GENERAL FUND - MASCOMA             |                       |                                     |           |           |
| 000875                                    | ADAMSON INDUSTRIES CORP            |                       | 3/04/2022                           |           | 75580     |
| 147944                                    | REMOVE & INSTALL EQUIPMENT NEW     | 0.00                  | \$10,159.55                         | 0.00      | 10,159.55 |
| Desc: REMOVE & INSTALL EQUIPMENT NEW CRUI |                                    | Acct: 10-921-211-0100 | Capital - Police                    |           |           |
| Vendor Total:                             |                                    |                       | 10,159.55                           | 0.00      | 10,159.55 |
|                                           |                                    |                       |                                     |           |           |
| 003450                                    | AUTOZONE                           |                       | 3/04/2022                           |           | 75581     |
| 01.31.2022                                | CREDIT ON ACCOUNT                  | 0.00                  | \$-43.94                            | 0.00      | -43.94    |
| Desc: CREDIT ON ACCOUNT                   |                                    | Acct: 10-521-320-0000 | EQUIP OPERATION & MAINT             |           |           |
| 5120833929                                | PARTS                              | 0.00                  | \$370.10                            | 0.00      | 370.10    |
| Desc: PARTS                               |                                    | Acct: 10-521-320-0000 | EQUIP OPERATION & MAINT             |           |           |
| 5120841740                                | RETURNED PARTS                     | 0.00                  | \$-182.38                           | 0.00      | -182.38   |
| Desc: RETURNED PARTS                      |                                    | Acct: 10-521-320-0000 | EQUIP OPERATION & MAINT             |           |           |
| Vendor Total:                             |                                    |                       | 143.78                              | 0.00      | 143.78    |
|                                           |                                    |                       |                                     |           |           |
| 004335                                    | BARNES, BRIANNE                    | BRIANNE BARNES        | 3/04/2022                           |           | 75582     |
| 02.09.2022                                | GAMES OFFICIAL                     | 0.00                  | \$80.00                             | 0.00      | 80.00     |
| Desc: GAMES OFFICIAL                      |                                    | Acct: 10-514-318-0000 | CONTRACTED SERVICES                 |           |           |
| Vendor Total:                             |                                    |                       | 80.00                               | 0.00      | 80.00     |
|                                           |                                    |                       |                                     |           |           |
| 006100                                    | BMO FINANCIAL GROUP                |                       | 3/04/2022                           |           | 75583     |
| Barnes 02/01-14/22                        | Barnes, Shane - REC                | 0.00                  | \$1,729.26                          | 0.00      | 1,729.26  |
| Desc: Sunoco-Propane Tanks                |                                    | Acct: 10-530-323-0000 | MATERIAL & SUPPLIES                 |           |           |
| Desc: HarborFreighTools-Parts/ToolsSsuppl |                                    | Acct: 10-521-323-0000 | MATERIAL & SUPPLIES                 |           |           |
| Desc: HarborFreighTools-Parts/ToolsSsuppl |                                    | Acct: 10-527-323-0000 | MATERIAL & SUPPLIES                 |           |           |
| Desc: HarborFreighTools-Parts/ToolsSsuppl |                                    | Acct: 10-530-323-0000 | MATERIAL & SUPPLIES                 |           |           |
| Desc: HD-Parts/Tools/Supplies             |                                    | Acct: 10-521-323-0000 | MATERIAL & SUPPLIES                 |           |           |
| Desc: HD-Parts/Tools/Supplies             |                                    | Acct: 10-527-323-0000 | MATERIAL & SUPPLIES                 |           |           |
| Hausler 01/28-31/22                       | Hausler, Scott - REC               | 0.00                  | \$42.97                             | 0.00      | 42.97     |
| Desc: CrownAwards-RedZone 5k              |                                    | Acct: 10-516-323-0000 | MATERIAL & SUPPLIES                 |           |           |
| Walsh 02/01-14/22                         | Walsh, Dillon - IT                 | 0.00                  | \$298.00                            | 0.00      | 298.00    |
| Desc: GoToMeeting&SMTP2Go - Fees          |                                    | Acct: 10-181-318-0000 | CONTRACTED SERVICES                 |           |           |

Report Date: 3/02/22  
1:11PM

**Payment Manifest**  
**by Vendor ID**  
**Town of Hartford**

Page: 2  
User: florentina

ReportAPINHDPmtByDate

Check Date: 3/04/2022 - 3/04/2022

| Bank ID                                   | Bank Name                   |            |                                     |            |           |
|-------------------------------------------|-----------------------------|------------|-------------------------------------|------------|-----------|
| Vendor ID                                 | Vendor Name                 | Payee Name |                                     | Check Date | Check No. |
| Detail: Invoice No.                       | Invoice Description         | Cross Fund | Invoice Amt                         | Disc. Amt  | Net Amt.  |
| Hausler 02/01-14/22                       | Hausler, Scott - REC        | 310.00     | \$509.75                            | 0.00       | 509.75    |
| Desc: BJ's-Ledyard RedZone                | Acct: 10-516-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Desc: StickerMule-HPR Logo Stickers       | Acct: 25-985-511-0001       |            | P & R Restricted - Covered Bridge   |            |           |
| Cooney 01/28-31/22                        | Cooney, Scott - FD          | 0.00       | \$119.98                            | 0.00       | 119.98    |
| Desc: Staples-Key Board                   | Acct: 10-221-320-0000       |            | EQUIP OPERATION/MAINT-OFFICE        |            |           |
| Desc: Amazon-Glass Cleaner                | Acct: 10-221-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Hedges 02/01-14/22                        | Hedges, Charles- FD         | 0.00       | \$286.47                            | 0.00       | 286.47    |
| Desc: HD-Materials                        | Acct: 10-221-331-0100       |            | FIRE SUPPRESSION EQUIPMENT          |            |           |
| Desc: CtrPubSafty-Renewal Fee             | Acct: 10-221-313-0000       |            | MEMBERSHIP DUES                     |            |           |
| Jay 01/28-31/22                           | McDonough, Jay - REC        | 287.75     | \$355.49                            | 0.00       | 355.49    |
| Desc: Walmart-Ice Fishing Clinic          | Acct: 10-516-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Desc: Amazon-Supplies                     | Acct: 10-514-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Desc: Amazon-Paint                        | Acct: 10-516-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Desc: 4imprint-Bags                       | Acct: 25-985-511-0006       |            | P & R Restricted - Community Events |            |           |
| Cooney 02/01-14/22                        | Cooney, Scott - FD          | 0.00       | \$280.00                            | 0.00       | 280.00    |
| Desc: Membership Dues Int AssocFireChief  | Acct: 10-221-313-0000       |            | MEMBERSHIP DUES                     |            |           |
| Jay 02/01-14/22                           | McDonough, Jay - REC        | 559.41     | \$717.53                            | 0.00       | 717.53    |
| Desc: Amazon-Supplies/CampSupplies        | Acct: 10-514-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Desc: Fishing Derby Supplies              | Acct: 25-985-511-0006       |            | P & R Restricted - Community Events |            |           |
| Lori 02/01-14/22                          | Hirshfield, Lori - Planning | 0.00       | \$16.70                             | 0.00       | 16.70     |
| Desc: USPS-Postage                        | Acct: 10-622-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Czora 02/01-14/22                         | Czora, Jason - FD           | 0.00       | \$255.00                            | 0.00       | 255.00    |
| Desc: IntAssocFireChif-Membership Dues    | Acct: 10-221-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Nulty 02/01-14/22                         | Paula Nulty - TM            | 0.00       | \$94.22                             | 0.00       | 94.22     |
| Desc: Amazon-Toner                        | Acct: 10-121-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Ostrout 01/28-31/22                       | Ostrout, Gail - FIN         | 0.00       | \$162.70                            | 0.00       | 162.70    |
| Desc: FireSidelnn-Lodging&Food            | Acct: 10-171-311-0000       |            | TRAVEL & MEETINGS                   |            |           |
| Delisle 01/28-31/22                       | Delisle, Jeremy - DPW       | 0.00       | \$312.73                            | 0.00       | 312.73    |
| Desc: StateOfVT-Storm Water Discharge Per | Acct: 10-325-317-0000       |            | PERMITS AND LICENSES                |            |           |
| Desc: DieselLaptops-Flash Drive           | Acct: 10-321-321-0000       |            | REPAIRS & MAINT-VEHICLES            |            |           |
| Ostrout 02/01-14/22                       | Ostrout, Gail - FIN         | 0.00       | \$1,012.66                          | 0.00       | 1,012.66  |
| Desc: Lodging&Food                        | Acct: 10-171-311-0000       |            | TRAVEL & MEETINGS                   |            |           |
| Perry 01/28-31/22                         | Perry, Diane - PD           | 169.96     | \$169.96                            | 0.00       | 169.96    |
| Desc: BestBuy-Cameras for school          | Acct: 72-211-318-7231       |            | POLICE ASSET FORFEITURE - Exp       |            |           |
| Delisle 02/01-14/22                       | Delisle, Jeremy - DPW       | 1,313.08   | \$1,418.10                          | 0.00       | 1,418.10  |
| Desc: SummitEquip-Tailgate Latch          | Acct: 65-963-321-0000       |            | REPAIRS & MAINT-VEHICLES            |            |           |
| Desc: TractorSupply-Parts                 | Acct: 10-321-321-0000       |            | REPAIRS & MAINT-VEHICLES            |            |           |
| Desc: CreativeInfo-Software Scale House   | Acct: 30-974-318-0000       |            | CONTRACTED SERVICES                 |            |           |
| Desc: AT&T-Internet                       | Acct: 50-952-324-0000       |            | TELEPHONE                           |            |           |
| Desc: AT&T-Internet                       | Acct: 55-954-324-0000       |            | TELEPHONE                           |            |           |
| Desc: NEWW-Training                       | Acct: 50-954-315-0000       |            | RECRUITMENT & TRAINING              |            |           |
| Desc: NEWW-Training                       | Acct: 55-954-315-0000       |            | RECRUITMENT & TRAINING              |            |           |
| Desc: Shyrllys Dinner-Breakfast HWY Crew  | Acct: 10-312-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Perry 02/01-14/22                         | Perry, Diane - PD           | 0.00       | \$802.44                            | 0.00       | 802.44    |
| Desc: CalibrePress-Training               | Acct: 10-211-315-0000       |            | RECRUITMENT & TRAINING              |            |           |
| Desc: Amazon-Supplies                     | Acct: 10-211-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Desc: Yeti/Amazon-Supplies                | Acct: 10-211-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Desc: Amazon-Clorox wipes                 | Acct: 10-271-323-0000       |            | MATERIAL & SUPPLIES                 |            |           |
| Desc: Vcita-Fingerprinting Schedule       | Acct: 10-211-314-0000       |            | BOOKS & PERIODICALS                 |            |           |

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| Bank ID                               | Bank Name                        | Payee Name            | Check Date                      | Check No. |           |
|---------------------------------------|----------------------------------|-----------------------|---------------------------------|-----------|-----------|
| Vendor ID                             | Vendor Name                      |                       |                                 |           |           |
| Detail: Invoice No.                   | Invoice Description              | Cross Fund            | Invoice Amt                     | Disc. Amt | Net Amt.  |
|                                       |                                  |                       |                                 |           |           |
| Tracy 01/28-31/22                     | Yarlott-Davis, Tracy - TM        | 0.00                  | \$325.00                        | 0.00      | 325.00    |
| Desc: ICMA-Regional Training          |                                  | Acct: 10-121-315-0000 | RECRUITMENT & TRAINING          |           |           |
| Dube 01/28-31/22                      | Dube, Chris - FD                 | 0.00                  | \$732.70                        | 0.00      | 732.70    |
| Desc: Dell-UPC                        |                                  | Acct: 10-221-331-0400 | ALARM SYSTEM/EXTINGUISHER MAINT |           |           |
| Tracy 02/01-14/22                     | Tracy, Yarlott Davis - TM        | 0.00                  | \$54.95                         | 0.00      | 54.95     |
| Desc: BJ's-Staff Appr                 |                                  | Acct: 10-121-323-0000 | MATERIAL & SUPPLIES             |           |           |
| Turner 02/01-14/22                    | Turner, Joe - Val                | 0.00                  | \$8.66                          | 0.00      | 8.66      |
| Desc: USPS-Postage                    |                                  | Acct: 10-174-322-0000 | POSTAGE                         |           |           |
| Dube 02/01-14/22                      | Dube, Chris - FD                 | 0.00                  | \$175.45                        | 0.00      | 175.45    |
| Desc: NatRegEmp-Reg Fee               |                                  | Acct: 10-221-315-0000 | RECRUITMENT & TRAINING          |           |           |
| Desc: PartsSource-parts               |                                  | Acct: 10-221-331-0500 | MEDICAL EQUIPMENT & SUPPLIES    |           |           |
| Vail 02/01-14/22                      | Vail, Brad - PD                  | 0.00                  | \$4,118.75                      | 0.00      | 4,118.75  |
| Desc: Axon-Body Cameras               |                                  | Acct: 10-211-326-0000 | PURCHASE UNIFORMS & CLEANING    |           |           |
| Desc: GSPCC-FTO training-Leombruno    |                                  | Acct: 10-211-315-0000 | RECRUITMENT & TRAINING          |           |           |
| Desc: DolanConsulting-Training Vail   |                                  | Acct: 10-211-315-0000 | RECRUITMENT & TRAINING          |           |           |
| Desc: Cellebrite-Training Clifford    |                                  | Acct: 10-211-315-0000 | RECRUITMENT & TRAINING          |           |           |
| Walsh 01/28-31/22                     | Walsh, Dillon - IT               | 1,085.04              | \$1,180.15                      | 0.00      | 1,180.15  |
| Desc: Dell- Laptop HWY                |                                  | Acct: 60-965-330-0000 | OFFICE EQUIPMENT                |           |           |
| Desc: Dell- Laptop HWY                |                                  | Acct: 65-965-330-0000 | OFFICE EQUIPMENT                |           |           |
| Desc: Dell- Laptop HWY                |                                  | Acct: 10-325-331-0000 | DEPARTMENT EQUIPMENT            |           |           |
| Vendor Total:                         |                                  |                       | 15,179.62                       | 0.00      | 15,179.62 |
| 007450                                | BROWN'S, CHARLIE                 | CHARLIE BROWN'S       | 3/04/2022                       |           | 75584     |
| 46874                                 | FUEL                             | 0.00                  | \$74.95                         | 0.00      | 74.95     |
| Desc: FUEL                            |                                  | Acct: 10-321-319-0000 | EQUIPMENT OPERATION-GAS         |           |           |
| Vendor Total:                         |                                  |                       | 74.95                           | 0.00      | 74.95     |
| 007580                                | BSN/SPORT SUPPLY GROUP YOUTH DIV | BSN SPORTS INC.       | 3/04/2022                       |           | 75585     |
| 915309962                             | 2021 Basketball                  | 0.00                  | \$977.53                        | 0.00      | 977.53    |
| Desc: 2021 Basketball                 |                                  | Acct: 10-514-330-0000 | PR -ATHLETIC SUPPLIES           |           |           |
| 915336748                             | TABLE TOP SCOREBOARD             | 0.00                  | \$469.98                        | 0.00      | 469.98    |
| Desc: TABLE TOP SCOREBOARD            |                                  | Acct: 10-514-330-0000 | PR -ATHLETIC SUPPLIES           |           |           |
| Vendor Total:                         |                                  |                       | 1,447.51                        | 0.00      | 1,447.51  |
| 007760                                | BURLINGTON COMMUNICATIONS        |                       | 3/04/2022                       |           | 75586     |
| BCS10027                              | CALL:NO TRANSMIT ON HPD CHANNE   | 0.00                  | \$95.00                         | 0.00      | 95.00     |
| Desc: CALL:NO TRANSMIT ON HPD CHANNEL |                                  | Acct: 10-211-320-0100 | EQUIP OPERATION/COMMUNICATION   |           |           |
| Vendor Total:                         |                                  |                       | 95.00                           | 0.00      | 95.00     |
| 008231                                | CAMEROTA TRUCK PARTS             | CAMEROTA TRUCK PARTS  | 3/04/2022                       |           | 75587     |
| 4083432                               | Rear differentials for H-3       | 0.00                  | \$4,992.16                      | 0.00      | 4,992.16  |
| Desc: Rear differentials for H-3      |                                  | Acct: 10-321-321-0000 | REPAIRS & MAINT-VEHICLES        |           |           |
| Vendor Total:                         |                                  |                       | 4,992.16                        | 0.00      | 4,992.16  |
| 009075                                | CENTRAL VERMONT COMMUNICATIONS   |                       | 3/04/2022                       |           | 75588     |
| 10382548                              | PAGERS                           | 51.75                 | \$51.75                         | 0.00      | 51.75     |
| Desc: PAGERS                          |                                  | Acct: 50-952-324-0000 | TELEPHONE                       |           |           |
| Desc: PAGERS                          |                                  | Acct: 60-961-324-0000 | TELEPHONE                       |           |           |

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| Bank ID       | Bank Name                          |                       |                               |             |           |          |
|---------------|------------------------------------|-----------------------|-------------------------------|-------------|-----------|----------|
| Vendor ID     | Vendor Name                        | Payee Name            |                               | Check Date  | Check No. |          |
| Detail:       | Invoice No.                        | Invoice Description   | Cross Fund                    | Invoice Amt | Disc. Amt | Net Amt. |
|               |                                    |                       |                               |             |           |          |
|               | Desc: PAGERS                       | Acct: 65-963-324-0000 | TELEPHONE                     |             |           |          |
|               | Vendor Total:                      |                       |                               | 51.75       | 0.00      | 51.75    |
| 009500        | CHANDLER, ROBERT B.                | ROBERT B. CHANDLER    |                               | 3/04/2022   |           | 75589    |
| 02.07.2022    | GAMES OFFICIAL                     | 0.00                  | \$80.00                       | 0.00        |           | 80.00    |
|               | Desc: GAMES OFFICIAL               | Acct: 10-514-318-0000 | CONTRACTED SERVICES           |             |           |          |
|               | Vendor Total:                      |                       |                               | 80.00       | 0.00      | 80.00    |
| 009818        | CINTAS CORPORATION NO. 2           | CINTAS LOC. #68M, 71M |                               | 3/04/2022   |           | 75590    |
| 1902791249    | BOOTS                              | 139.99                | \$299.98                      | 0.00        |           | 299.98   |
|               | Desc: BOOTS-D.F.                   | Acct: 10-013-100-0000 | EXCHANGES PAYABLE             |             |           |          |
|               | Desc: BOOTS                        | Acct: 10-325-326-0000 | UNIFORMS                      |             |           |          |
|               | Desc: BOOTS- H.T.                  | Acct: 60-961-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
|               | Desc: BOOTS-H.T.                   | Acct: 65-963-326-0000 | UNIFORMS PURCHASE/LEASE       |             |           |          |
| 1902821649    | BOOTS                              | 150.00                | \$204.99                      | 0.00        |           | 204.99   |
|               | Desc: BOOTS                        | Acct: 10-013-100-0000 | EXCHANGES PAYABLE             |             |           |          |
|               | Desc: BOOTS                        | Acct: 50-954-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
|               | Desc: BOOTS                        | Acct: 55-954-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
| 4105432768-1  | UNIFORMS                           | 9.58                  | \$9.58                        | 0.00        |           | 9.58     |
|               | Desc: UNIFORMS                     | Acct: 60-961-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
| 4110809407    | UNIFORMS                           | 129.58                | \$129.58                      | 0.00        |           | 129.58   |
|               | Desc: UNIFORMS                     | Acct: 60-961-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
| 4110809426    | UNIFORMS                           | 13.57                 | \$279.62                      | 0.00        |           | 279.62   |
|               | Desc: UNIFORMS                     | Acct: 10-325-326-0000 | UNIFORMS                      |             |           |          |
|               | Desc: UNIFORMS                     | Acct: 30-974-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
| 4110809442    | UNIFORMS                           | 72.61                 | \$72.61                       | 0.00        |           | 72.61    |
|               | Desc: UNIFORMS                     | Acct: 55-954-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
| 4111089056    | UNIFORMS                           | 59.69                 | \$59.69                       | 0.00        |           | 59.69    |
|               | Desc: UNIFORMS                     | Acct: 65-963-326-0000 | UNIFORMS PURCHASE/LEASE       |             |           |          |
| 4111089302    | MATS                               | 0.00                  | \$41.67                       | 0.00        |           | 41.67    |
|               | Desc: MATS                         | Acct: 10-530-318-0000 | CONTRACTED SERVICES           |             |           |          |
| 4111493988    | UNIFORMS                           | 129.58                | \$129.58                      | 0.00        |           | 129.58   |
|               | Desc: UNIFORMS                     | Acct: 60-961-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
| 4111494001    | UNIFORMS                           | 72.61                 | \$72.61                       | 0.00        |           | 72.61    |
|               | Desc: UNIFORMS                     | Acct: 55-954-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
| 4111494057    | UNIFORMS                           | 13.57                 | \$279.62                      | 0.00        |           | 279.62   |
|               | Desc: UNIFORMS                     | Acct: 10-325-326-0000 | UNIFORMS                      |             |           |          |
|               | Desc: UNIFORMS                     | Acct: 30-974-326-0000 | UNIFORMS-PURCHASE/LEASE/CLEAN |             |           |          |
| 4111765717    | UNIFORMS                           | 59.69                 | \$59.69                       | 0.00        |           | 59.69    |
|               | Desc: UNIFORMS                     | Acct: 65-963-326-0000 | UNIFORMS PURCHASE/LEASE       |             |           |          |
| 9149363837    | UNIFORMS - CREDIT ON ACCOUNT       | -239.10               | \$-239.10                     | 0.00        |           | -239.10  |
|               | Desc: UNIFORMS - CREDIT ON ACCOUNT | Acct: 65-963-326-0000 | UNIFORMS PURCHASE/LEASE       |             |           |          |
|               | Vendor Total:                      |                       |                               | 1,400.12    | 0.00      | 1,400.12 |
| 010832        | COMCAST                            |                       |                               | 3/04/2022   |           | 75591    |
| 0042221MAR'22 | INTERNET - MARCH 22                | 0.00                  | \$52.46                       | 0.00        |           | 52.46    |
|               | Desc: INTERNET - MARCH 22          | Acct: 10-712-316-0500 | APPROP - W. HARTFORD LIBRARY  |             |           |          |

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| Bank ID                    | Bank Name                        |                       |                             |                               |            |           |
|----------------------------|----------------------------------|-----------------------|-----------------------------|-------------------------------|------------|-----------|
| Vendor ID                  | Vendor Name                      | Payee Name            |                             |                               | Check Date | Check No. |
| <b>Detail:</b> Invoice No. | Invoice Description              |                       | Cross Fund                  | Invoice Amt                   | Disc. Amt  | Net Amt.  |
|                            |                                  |                       |                             |                               |            |           |
| Vendor Total:              |                                  |                       |                             | 52.46                         | 0.00       | 52.46     |
| 011599                     | COTA & COTA, INC.                |                       |                             |                               | 3/04/2022  | 75592     |
| 750958                     | SERVICE CALL: HOT WATER          |                       | 0.00                        | \$110.00                      | 0.00       | 110.00    |
| Desc:                      | SERVICE CALL: HOT WATER          | Acct: 10-211-321-0100 |                             | REPAIRS & MAINT-BUILDING      |            |           |
| Vendor Total:              |                                  |                       |                             | 110.00                        | 0.00       | 110.00    |
| 013000                     | DAVE'S STARTER & ALTERNATOR      |                       | DAVE'S STARTER & ALTERNATOR |                               | 3/04/2022  | 75593     |
| 198                        | Replace Alternator on Holder     |                       | 0.00                        | \$225.00                      | 0.00       | 225.00    |
| Desc:                      | Replace Alternator on Holder     | Acct: 10-321-321-0000 |                             | REPAIRS & MAINT-VEHICLES      |            |           |
| 199                        | BATTERY - GRADER                 |                       | 0.00                        | \$510.00                      | 0.00       | 510.00    |
| Desc:                      | BATTERY - GRADER                 | Acct: 10-321-321-0000 |                             | REPAIRS & MAINT-VEHICLES      |            |           |
| Vendor Total:              |                                  |                       |                             | 735.00                        | 0.00       | 735.00    |
| 013550                     | DELISLE, JEREMY                  |                       | JEREMY DELISLE              |                               | 3/04/2022  | 75594     |
| 02.02.22                   | REIMBURSEMENT-BOOTS              |                       | 150.00                      | \$150.00                      | 0.00       | 150.00    |
| Desc:                      | Boot allowance                   | Acct: 50-954-326-0000 |                             | UNIFORMS-PURCHASE/LEASE/CLEAN |            |           |
| Desc:                      | Boot allowance                   | Acct: 55-954-326-0000 |                             | UNIFORMS-PURCHASE/LEASE/CLEAN |            |           |
| Vendor Total:              |                                  |                       |                             | 150.00                        | 0.00       | 150.00    |
| 013575                     | DELL MARKETING L.P.              |                       |                             |                               | 3/04/2022  | 75595     |
| 10565032281                | 2 LICENSES-REMOTE WORK ON SERV   |                       | 0.00                        | \$272.18                      | 0.00       | 272.18    |
| Desc:                      | 2 LICENSES-REMOTE WORK ON SERVER | Acct: 10-171-330-0000 |                             | OFFICE EQUIPMENT              |            |           |
| Vendor Total:              |                                  |                       |                             | 272.18                        | 0.00       | 272.18    |
| 015500                     | ENDYNE, INC                      |                       |                             |                               | 3/04/2022  | 75596     |
| 400260                     | WRJ WEEKLY ANALYSIS              |                       | 90.00                       | \$90.00                       | 0.00       | 90.00     |
| Desc:                      | WRJ WEEKLY ANALYSIS              | Acct: 60-961-318-0000 |                             | CONTRACTED SERVICES           |            |           |
| 400363                     | QUECHEE WW                       |                       | 180.00                      | \$180.00                      | 0.00       | 180.00    |
| Desc:                      | QUECHEE WW                       | Acct: 65-963-318-0000 |                             | CONTRACTED SERVICES           |            |           |
| 400546                     | HARTFORD LANDFILL C&D            |                       | 270.00                      | \$270.00                      | 0.00       | 270.00    |
| Desc:                      | HARTFORD LANDFILL C&D            | Acct: 30-974-318-0000 |                             | CONTRACTED SERVICES           |            |           |
| 400760                     | WRJ WEEKLY ANALYSIS              |                       | 90.00                       | \$90.00                       | 0.00       | 90.00     |
| Desc:                      | WRJ WEEKLY ANALYSIS              | Acct: 60-961-318-0000 |                             | CONTRACTED SERVICES           |            |           |
| 400953                     | WSID 5319 HARTFORD FEMNAS        |                       | 55.00                       | \$55.00                       | 0.00       | 55.00     |
| Desc:                      | WSID 5319 HARTFORD FEMNAS        | Acct: 50-954-318-0000 |                             | CONTRACTED SERVICES           |            |           |
| Vendor Total:              |                                  |                       |                             | 685.00                        | 0.00       | 685.00    |
| 016080                     | CONSOLIDATED COMMUNICATIONS      |                       |                             |                               | 3/04/2022  | 75597     |
| 111020181918FEB'22         | QUECHEE WW PLANT                 |                       | 52.96                       | \$52.96                       | 0.00       | 52.96     |
| Desc:                      | QUECHEE WW PLANT                 | Acct: 65-963-326-0000 |                             | UNIFORMS PURCHASE/LEASE       |            |           |
| 14091736024FEB'22          | WABA                             |                       | 0.00                        | \$302.98                      | 0.00       | 302.98    |
| Desc:                      | WABA                             | Acct: 10-530-324-0000 |                             | Telephone                     |            |           |
| 14362366935FEB'22          | HEMLOCK RIDGE                    |                       | 62.62                       | \$62.62                       | 0.00       | 62.62     |
| Desc:                      | HEMLOCK RIDGE                    | Acct: 50-952-324-0000 |                             | TELEPHONE                     |            |           |
| 8022957049639FEB'22        | SPORTS PARK PUMP STATION         |                       | 53.94                       | \$53.94                       | 0.00       | 53.94     |
| Desc:                      | SPORTS PARK PUMP STATION         | Acct: 60-964-324-0000 |                             | TELEPHONE                     |            |           |
| 8022959708618FEB'22        | MAXFIELD PUMP HOUSE              |                       | 56.84                       | \$56.84                       | 0.00       | 56.84     |

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|-----------|------------------------------|-------------------------------------|------------|-----------------|-------------------------------|-----------|----------|
| Vendor ID | Vendor Name                  |                                     | Payee Name |                 | Check Date                    | Check No. |          |
| Detail:   | Invoice No.                  | Invoice Description                 | Cross Fund | Invoice Amt     | Disc. Amt                     | Net Amt.  |          |
|           |                              |                                     |            |                 |                               |           |          |
|           | Desc:                        | MAXFIELD PUMP HOUSE                 | Acct:      | 60-964-324-0000 | TELEPHONE                     |           |          |
|           | Vendor Total:                |                                     |            | 529.34          | 0.00                          | 529.34    |          |
| 016390    | FASTENAL COMPANY             |                                     |            |                 | 3/04/2022                     | 75598     |          |
|           | NHWES92275                   | BATTERIES                           |            | 102.38          | \$102.38                      | 0.00      | 102.38   |
|           | Desc:                        | BATTERIES                           | Acct:      | 60-961-323-0000 | MATERIAL & SUPPLIES           |           |          |
|           | NHWES92319                   | BATTERY                             |            | 25.12           | \$25.12                       | 0.00      | 25.12    |
|           | Desc:                        | BATTERY                             | Acct:      | 60-961-323-0000 | MATERIAL & SUPPLIES           |           |          |
|           | NHWES92359                   | BATTERY                             |            | 25.87           | \$25.87                       | 0.00      | 25.87    |
|           | Desc:                        | BATTERY                             | Acct:      | 60-961-323-0000 | MATERIAL & SUPPLIES           |           |          |
|           | NHWES93079                   | MULTI SWEEP SET                     |            | 43.44           | \$43.44                       | 0.00      | 43.44    |
|           | Desc:                        | MULTI SWEEP SET                     | Acct:      | 50-954-323-0000 | MATERIAL & SUPPLIES           |           |          |
|           | Desc:                        | MULTI SWEEP SET                     | Acct:      | 55-954-323-0000 | MATERIALS & SUPPLIES          |           |          |
|           | Vendor Total:                |                                     |            |                 | 196.81                        | 0.00      | 196.81   |
| 016998    | FIRST LIGHT TECHNOLOGIES INC |                                     |            |                 | 3/04/2022                     | 75599     |          |
|           | 10914879                     | TELEPHONES                          |            | 599.21          | \$5,680.44                    | 0.00      | 5,680.44 |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-211-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-221-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-271-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-121-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-151-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-171-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-174-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-181-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-511-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-622-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-530-324-0000 | Telephone                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 50-952-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 60-961-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 30-971-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 65-963-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 60-962-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-321-324-0000 | TELEPHONE                     |           |          |
|           | Desc:                        | TELEPHONES                          | Acct:      | 10-325-324-0000 | TELEPHONE                     |           |          |
|           | Vendor Total:                |                                     |            |                 | 5,680.44                      | 0.00      | 5,680.44 |
| 017110    | FISHER AUTO PARTS, INC       |                                     |            |                 | 3/04/2022                     | 75600     |          |
|           | 301-097752                   | PARTS                               |            | 60.00           | \$60.00                       | 0.00      | 60.00    |
|           | Desc:                        | PARTS                               | Acct:      | 50-954-321-0000 | REPAIRS & MAINT-VEHICLES      |           |          |
|           | 301-098731                   | PARTS                               |            | 0.00            | \$51.72                       | 0.00      | 51.72    |
|           | Desc:                        | PARTS                               | Acct:      | 10-321-319-0000 | EQUIPMENT OPERATION-GAS       |           |          |
|           | 301-098733                   | PARTS                               |            | 0.00            | \$14.29                       | 0.00      | 14.29    |
|           | Desc:                        | PARTS                               | Acct:      | 10-321-321-0000 | REPAIRS & MAINT-VEHICLES      |           |          |
|           | 301-099310                   | PARTS                               |            | 0.00            | \$136.48                      | 0.00      | 136.48   |
|           | Desc:                        | PARTS                               | Acct:      | 10-321-321-0000 | REPAIRS & MAINT-VEHICLES      |           |          |
|           | 301-099435                   | Replace blown hydraulic hose and fl |            | 622.08          | \$622.08                      | 0.00      | 622.08   |
|           | Desc:                        | Replace blown hydraulic hose and fl | Acct:      | 30-971-320-0300 | EQUIP OPERATION/MAINT GENERAL |           |          |
|           | 301-099477                   | PARTS                               |            | 0.00            | \$7.05                        | 0.00      | 7.05     |

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|-------------------|----------------------------------|---------------------|---------------------------|-------------------------------|------------|-----------|
| Vendor ID         | Vendor Name                      |                     | Payee Name                |                               | Check Date | Check No. |
| <b>Detail:</b>    | Invoice No.                      | Invoice Description | Cross Fund                | Invoice Amt                   | Disc. Amt  | Net Amt.  |
|                   |                                  |                     |                           |                               |            |           |
|                   | Desc: PARTS                      |                     | Acct: 10-321-321-0000     | REPAIRS & MAINT-VEHICLES      |            |           |
| 301-099489        | PARTS                            |                     | 0.00                      | \$7.05                        | 0.00       | 7.05      |
|                   | Desc: PARTS                      |                     | Acct: 10-321-321-0000     | REPAIRS & MAINT-VEHICLES      |            |           |
| SER-220131        | SERVICE CHARGE                   |                     | 0.00                      | \$15.99                       | 0.00       | 15.99     |
|                   | Desc: SERVICE CHARGE             |                     | Acct: 10-221-321-0000     | REPAIRS & MAINT-VEHICLES      |            |           |
|                   | Desc: SERVICE CHARGE             |                     | Acct: 10-321-321-0000     | REPAIRS & MAINT-VEHICLES      |            |           |
| Vendor Total:     |                                  |                     |                           | 914.66                        | 0.00       | 914.66    |
| 017301            | FOGG'S LUMBER AND HARDWARE       |                     |                           | 3/04/2022                     |            | 75601     |
| 111032/6          | MATERIALS                        |                     | 47.98                     | \$47.98                       | 0.00       | 47.98     |
|                   | Desc: MATERIALS                  |                     | Acct: 60-961-323-0000     | MATERIAL & SUPPLIES           |            |           |
| 111426/6          | PEX ADAPTER                      |                     | 0.00                      | \$9.18                        | 0.00       | 9.18      |
|                   | Desc: PEX ADAPTER                |                     | Acct: 10-321-321-0000     | REPAIRS & MAINT-VEHICLES      |            |           |
| Vendor Total:     |                                  |                     |                           | 57.16                         | 0.00       | 57.16     |
| 018675            | GNOMON COPY                      |                     | GNOMON COPY               | 3/04/2022                     |            | 75602     |
| 61403             | Town Report Printing 2021        |                     | 0.00                      | \$1,629.99                    | 0.00       | 1,629.99  |
|                   | Desc: Town Report Printing 2021  |                     | Acct: 10-115-101-0600     | BC -TOWN MEETING COMMITTEE    |            |           |
| Vendor Total:     |                                  |                     |                           | 1,629.99                      | 0.00       | 1,629.99  |
| 019390            | GRAINGER                         |                     |                           | 3/04/2022                     |            | 75603     |
| 9217778001        | OFFICE SUPPLIES                  |                     | 8.39                      | \$8.39                        | 0.00       | 8.39      |
|                   | Desc: OFFICE SUPPLIES            |                     | Acct: 60-962-323-0000     | MATERIALS & SUPPLIES          |            |           |
| Vendor Total:     |                                  |                     |                           | 8.39                          | 0.00       | 8.39      |
| 019392            | GRANDSTAND APPAREL               |                     | GRANDSTAND APPAREL        | 3/04/2022                     |            | 75604     |
| 5021              | CAMP STAFF SHIRTS                |                     | 0.00                      | \$220.00                      | 0.00       | 220.00    |
|                   | Desc: CAMP STAFF SHIRTS          |                     | Acct: 10-514-323-0000     | MATERIAL & SUPPLIES           |            |           |
| 5024              | 8 VESTS COMMISSION MEMBERS       |                     | 0.00                      | \$480.00                      | 0.00       | 480.00    |
|                   | Desc: 8 VESTS COMMISSION MEMBERS |                     | Acct: 10-521-326-0000     | UNIFORMS-PURCHASE/LEASE/CLEAN |            |           |
| Vendor Total:     |                                  |                     |                           | 700.00                        | 0.00       | 700.00    |
| 019850            | GREEN MOUNTAIN POWER CORP        |                     | GREEN MOUNTAIN POWER CORP | 3/04/2022                     |            | 75605     |
| 62713200004FEB'22 | WOODSTOCK RD HEAT                |                     | 21.20                     | \$21.20                       | 0.00       | 21.20     |
|                   | Desc: WOODSTOCK RD HEAT          |                     | Acct: 55-954-329-0000     | ELECTRICITY                   |            |           |
| 27762000001SEP'20 | 262 N MAIN - SENIOR CTR          |                     | 0.00                      | \$-497.77                     | 0.00       | -497.77   |
|                   | Desc: 262 N MAIN - SENIOR CTR    |                     | Acct: 10-421-329-0000     | ELECTRICITY / GAS             |            |           |
| 27762000001SEP'21 | 262 N MAIN ST - BUGBEE           |                     | 0.00                      | \$-77.11                      | 0.00       | -77.11    |
|                   | Desc: 262 N MAIN ST - BUGBEE     |                     | Acct: 10-421-329-0000     | ELECTRICITY / GAS             |            |           |
| 33833000004FEB'22 | MAXFIELD PUMP                    |                     | 194.82                    | \$194.82                      | 0.00       | 194.82    |
|                   | Desc: MAXFIELD PUMP              |                     | Acct: 60-964-329-0000     | ELECTRICITY                   |            |           |
| 49424000005FEB'22 | VA CUTOFF WTR STOR               |                     | 34.47                     | \$34.47                       | 0.00       | 34.47     |
|                   | Desc: VA CUTOFF WTR STOR         |                     | Acct: 50-954-329-0000     | ELECTRICITY                   |            |           |
| 38035000009FEB'22 | OLCOTT COMMERCE PARK             |                     | 204.15                    | \$204.15                      | 0.00       | 204.15    |
|                   | Desc: OLCOTT COMMERCE PARK       |                     | Acct: 60-964-329-0000     | ELECTRICITY                   |            |           |
| 39135140109FEB'22 | 120 LESLE DR PAV C               |                     | 0.00                      | \$444.56                      | 0.00       | 444.56    |
|                   | Desc: 120 LESLE DR PAV C         |                     | Acct: 10-528-329-0000     | ELECTRICITY                   |            |           |
| 39135140109JAN'22 | 120 LESLE DR PAV C               |                     | 0.00                      | \$468.94                      | 0.00       | 468.94    |

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| Vendor ID           | Vendor Name                       | Payee Name            |                   | Check Date | Check No. |
| Detail: Invoice No. | Invoice Description               | Cross Fund            | Invoice Amt       | Disc. Amt  | Net Amt.  |
|                     | Desc: 120 LESLE DR PAV C          | Acct: 10-528-329-0000 | ELECTRICITY       |            |           |
| 43382200004FEB'22   | EASTMAN HILL PUMP                 | 392.98                | \$392.98          | 0.00       | 392.98    |
|                     | Desc: EASTMAN HILL PUMP           | Acct: 55-954-329-0000 | ELECTRICITY       |            |           |
| 44926000009FEB'22   | STREET LIGHTS                     | 0.00                  | \$2,199.34        | 0.00       | 2,199.34  |
|                     | Desc: STREET LIGHTS               | Acct: 10-314-329-0000 | ELECTRICITY       |            |           |
| 48832000003FEB'22   | ARBORETUM LN SPORTS               | 83.64                 | \$83.64           | 0.00       | 83.64     |
|                     | Desc: ARBORETUM LN SPORTS         | Acct: 60-964-329-0000 | ELECTRICITY       |            |           |
| 48933200007FEB'22   | VILLAGE GREEN BALLOON             | 0.00                  | \$21.20           | 0.00       | 21.20     |
|                     | Desc: VILLAGE GREEN BALLOON       | Acct: 10-521-329-0000 | ELECTRICITY       |            |           |
| 48933200007JAN'22   | VILLAGE GREEN BALLOON             | 0.00                  | \$21.20           | 0.00       | 21.20     |
|                     | Desc: VILLAGE GREEN BALLOON       | Acct: 10-521-329-0000 | ELECTRICITY       |            |           |
| 53833000002FEB'22   | MUNICIPAL BLDG-BRIDGE ST          | 0.00                  | \$3,210.47        | 0.00       | 3,210.47  |
|                     | Desc: MUNICIPAL BLDG-BRIDGE ST    | Acct: 10-161-329-0000 | ELECTRICITY       |            |           |
| 57303200000FEB'22   | HIGH ST MAIN ST PUMPING           | 846.31                | \$846.31          | 0.00       | 846.31    |
|                     | Desc: HIGH ST MAIN ST PUMPING     | Acct: 65-963-329-0000 | ELECTRICITY       |            |           |
| 62592200000FEB'22   | WOODSTOCK RD                      | 0.00                  | \$122.23          | 0.00       | 122.23    |
|                     | Desc: WOODSTOCK RD                | Acct: 10-314-329-0000 | ELECTRICITY       |            |           |
| 27762000001SEP'19   | 262 N MAIN - SENIOR CTR           | 0.00                  | \$-97.14          | 0.00       | -97.14    |
|                     | Desc: 262 N MAIN - SENIOR CTR     | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 65590000009FEB'22   | DEPOT ST                          | 710.75                | \$710.75          | 0.00       | 710.75    |
|                     | Desc: DEPOT ST                    | Acct: 60-964-329-0000 | ELECTRICITY       |            |           |
| 67303200009FEB'22   | 78 MURPHYS RD                     | 188.61                | \$188.61          | 0.00       | 188.61    |
|                     | Desc: 78 MURPHYS RD               | Acct: 65-964-329-0000 | ELECTRICITY       |            |           |
| 67399084366FEB'22   | 120 LESLE DR PAV B                | 0.00                  | \$536.92          | 0.00       | 536.92    |
|                     | Desc: 120 LESLE DR PAV B          | Acct: 10-528-329-0000 | ELECTRICITY       |            |           |
| 27762000001NOV'21   | 262 N MAIN ST - BUGBEE            | 0.00                  | \$51.19           | 0.00       | 51.19     |
|                     | Desc: 262 N MAIN ST - BUGBEE      | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 67399084366JAN'22   | 120 LESLE DR PAV B                | 0.00                  | \$569.01          | 0.00       | 569.01    |
|                     | Desc: 120 LESLE DR PAV B          | Acct: 10-528-329-0000 | ELECTRICITY       |            |           |
| 74713200009FEB'22   | WOODSTOCK RD ST LGTS              | 0.00                  | \$36.28           | 0.00       | 36.28     |
|                     | Desc: WOODSTOCK RD ST LGTS        | Acct: 10-314-329-0000 | ELECTRICITY       |            |           |
| 77303200008FEB'22   | LAKE PINNEO WW PUMP               | 36.21                 | \$36.21           | 0.00       | 36.21     |
|                     | Desc: LAKE PINNEO WW PUMP         | Acct: 65-964-329-0000 | ELECTRICITY       |            |           |
| 27762000001MAY'20   | 262 N MAIN - SENIOR CTR           | 0.00                  | \$-580.43         | 0.00       | -580.43   |
|                     | Desc: 262 N MAIN - SENIOR CTR     | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 80082200009FEB'22   | NOYES LN KINGSWOOD RESERV         | 402.16                | \$402.16          | 0.00       | 402.16    |
|                     | Desc: NOYES LN KINGSWOOD RESERV   | Acct: 55-954-329-0000 | ELECTRICITY       |            |           |
| 84964606663FEB'22   | 45 HIGHLAND AVE-HOCKEY RINK       | 0.00                  | \$9,080.34        | 0.00       | 9,080.34  |
|                     | Desc: 45 HIGHLAND AVE-HOCKEY RINK | Acct: 10-530-329-0000 | ELECTRICITY       |            |           |
| 87303200007FEB'22   | QUECHEE HARTLAND RD               | 96.05                 | \$96.05           | 0.00       | 96.05     |
|                     | Desc: QUECHEE HARTLAND RD         | Acct: 65-964-329-0000 | ELECTRICITY       |            |           |
| 91624000005FEB'22   | SOLID WASTE ADMIN                 | 37.16                 | \$37.16           | 0.00       | 37.16     |
|                     | Desc: SOLID WASTE ADMIN           | Acct: 30-971-329-0000 | ELECTRICITY       |            |           |
| 84443200005FEB'22   | WATERMAN HL COVERED BRIDGE        | 0.00                  | \$37.74           | 0.00       | 37.74     |
|                     | Desc: WATERMAN HL COVERED BRIDGE  | Acct: 10-314-329-0000 | ELECTRICITY       |            |           |
| 08303200003FEB'22   | DEWEY FAM RD                      | 89.70                 | \$89.70           | 0.00       | 89.70     |
|                     | Desc: DEWEY FAM RD                | Acct: 65-964-329-0000 | ELECTRICITY       |            |           |
| 09732000006FEB'22   | 319 LATHAM WORKS LN               | 11,435.61             | \$11,435.61       | 0.00       | 11,435.61 |

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| Bank ID              | Bank Name                                |                       |                   |            |           |
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| Vendor ID            | Vendor Name                              | Payee Name            |                   | Check Date | Check No. |
| Detail: Invoice No.  | Invoice Description                      | Cross Fund            | Invoice Amt       | Disc. Amt  | Net Amt.  |
|                      | Desc: 319 LATHAM WORKS LN                | Acct: 60-961-329-0000 | ELECTRICITY       |            |           |
| 27762000001JUL'20    | 262 N MAIN ST - BUGBEE                   | 0.00                  | \$-526.38         | 0.00       | -526.38   |
|                      | Desc: 262 N MAIN ST - BUGBEE             | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 11013200008FEB'22    | HENDEE WAY - WW                          | 55.06                 | \$55.06           | 0.00       | 55.06     |
|                      | Desc: HENDEE WAY - WW                    | Acct: 65-964-329-0000 | ELECTRICITY       |            |           |
| 13414587553FEB'22    | 120 LESLE DR PAV A                       | 0.00                  | \$606.20          | 0.00       | 606.20    |
|                      | Desc: 120 LESLE DR PAV A                 | Acct: 10-527-329-0000 | ELECTRICITY       |            |           |
| 13414587553JAN'22    | 120 LESLE DR PAV A                       | 0.00                  | \$638.29          | 0.00       | 638.29    |
|                      | Desc: 120 LESLE DR PAV A                 | Acct: 10-527-329-0000 | ELECTRICITY       |            |           |
| 27762000001JAN'21    | 262 N MAIN - SENIOR CTR                  | 0.00                  | \$386.57          | 0.00       | 386.57    |
|                      | Desc: 262 N MAIN - SENIOR CTR            | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 18303200002FEB'22    | WOODSTOCK RD TREATMENT PLANT             | 3,018.36              | \$3,018.36        | 0.00       | 3,018.36  |
|                      | Desc: WOODSTOCK RD TREATMENT PLANT       | Acct: 65-963-329-0000 | ELECTRICITY       |            |           |
| 27762000001MAR'21    | 262 N MAIN ST - BUGBEE                   | 0.00                  | \$-232.12         | 0.00       | -232.12   |
|                      | Desc: 262 N MAIN ST - BUGBEE             | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001APR'19    | 262 N MAIN STR - SENIOR CTR              | 0.00                  | \$-293.93         | 0.00       | -293.93   |
|                      | Desc: 262 N MAIN STR - SENIOR CTR        | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001DEC'21    | 262 N MAIN ST - BUGBEE                   | 0.00                  | \$434.29          | 0.00       | 434.29    |
|                      | Desc: 262 N MAIN ST - BUGBEE             | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001APR'20    | 262 N MAIN - SENIOR CTR                  | 0.00                  | \$-375.15         | 0.00       | -375.15   |
|                      | Desc: 262 N MAIN - SENIOR CTR            | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001APR'21    | 262 N MAIN ST - BUGBEE                   | 0.00                  | \$-592.34         | 0.00       | -592.34   |
|                      | Desc: 262 N MAIN ST - BUGBEE             | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001AUG'19    | 262 N MAIN - SENIOR CTR                  | 0.00                  | \$188.73          | 0.00       | 188.73    |
|                      | Desc: 262 N MAIN - SENIOR CTR            | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001AUG'20    | 262 N MAIN ST - SENIOR CTR               | 0.00                  | \$-459.75         | 0.00       | -459.75   |
|                      | Desc: 262 N MAIN ST - SENIOR CTR         | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001AUG'21    | 262 N MAIN ST - BUGBEE                   | 0.00                  | \$-161.85         | 0.00       | -161.85   |
|                      | Desc: 262 N MAIN ST - BUGBEE             | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001DEC'19    | 262 N MAIN - SENIOR CTR                  | 0.00                  | \$309.34          | 0.00       | 309.34    |
|                      | Desc: 262 N MAIN - SENIOR CTR            | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001Dec'20    | 262 N Main Senior Center                 | 0.00                  | \$215.80          | 0.00       | 215.80    |
|                      | Desc: 262 N Main Senior Center           | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001FEB'20    | 262 N MAIN - SENIOR CTR                  | 0.00                  | \$204.84          | 0.00       | 204.84    |
|                      | Desc: 262 N MAIN - SENIOR CTR            | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001FEB'21    | 262 N MAIN ST - BUGBEE                   | 0.00                  | \$447.10          | 0.00       | 447.10    |
|                      | Desc: 262 N MAIN ST - BUGBEE             | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001JAN'20    | 262 N MAIN - SENIOR CTR                  | 0.00                  | \$320.21          | 0.00       | 320.21    |
|                      | Desc: 262 N MAIN - SENIOR CTR            | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001JAN'22    | 262 N MAIN ST - BUGBEE                   | 0.00                  | \$996.59          | 0.00       | 996.59    |
|                      | Desc: 262 N MAIN ST - BUGBEE             | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001JANFEB'22 | 262 N MAIN STR - BUGBEE JAN&FEB'2        | 0.00                  | \$3,063.77        | 0.00       | 3,063.77  |
|                      | Desc: 262 N MAIN STR - BUGBEE JAN&FEB'22 | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001JUL'19    | 262 N MAIN - SENIOR CTR                  | 0.00                  | \$-126.37         | 0.00       | -126.37   |
|                      | Desc: 262 N MAIN - SENIOR CTR            | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001JUL'21    | 262 N MAIN ST - BUGBEE                   | 0.00                  | \$484.16          | 0.00       | 484.16    |
|                      | Desc: 262 N MAIN ST - BUGBEE             | Acct: 10-421-329-0000 | ELECTRICITY / GAS |            |           |
| 27762000001JUN'19    | 262 N MAIN STREET - BUGBEE               | 0.00                  | \$-349.10         | 0.00       | -349.10   |

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| Vendor ID           | Vendor Name                            | Payee Name                      |                               | Check Date | Check No. |
| Detail: Invoice No. | Invoice Description                    | Cross Fund                      | Invoice Amt                   | Disc. Amt  | Net Amt.  |
|                     | Desc: 262 N MAIN STREET - BUGBEE       | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001JUN'20   | 262 N MAIN - SENIOR CTR                | 0.00                            | \$-608.82                     | 0.00       | -608.82   |
|                     | Desc: 262 N MAIN - SENIOR CTR          | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001JUN'21   | 262 N MAIN - SENIOR CTR                | 0.00                            | \$-252.42                     | 0.00       | -252.42   |
|                     | Desc: 262 N MAIN - SENIOR CTR          | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001MAR'19   | 262 N MAIN STR - SENIOR CTR            | 0.00                            | \$-117.11                     | 0.00       | -117.11   |
|                     | Desc: 262 N MAIN STR - SENIOR CTR      | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001MAR'20   | 262 N MAIN - SENIOR CTR                | 0.00                            | \$-179.49                     | 0.00       | -179.49   |
|                     | Desc: 262 N MAIN - SENIOR CTR          | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001MAY'19   | 262 N MAIN - SENIOR CTR                | 0.00                            | \$-221.94                     | 0.00       | -221.94   |
|                     | Desc: 262 N MAIN - SENIOR CTR          | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001MAY'21   | 262 N MAIN ST - SENIOR CTR             | 0.00                            | \$-479.76                     | 0.00       | -479.76   |
|                     | Desc: 262 N MAIN ST - SENIOR CTR       | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001NOV'19   | 262 N MAIN ST - SENIOR CTR             | 0.00                            | \$118.86                      | 0.00       | 118.86    |
|                     | Desc: 262 N MAIN ST - SENIOR CTR       | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001NOV'20   | 262 N MAIN - SENIOR CTR                | 0.00                            | \$23.68                       | 0.00       | 23.68     |
|                     | Desc: 262 N MAIN - SENIOR CTR          | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001OCT'19   | 262 N MAIN ST - SENIOR CTR             | 0.00                            | \$37.27                       | 0.00       | 37.27     |
|                     | Desc: 262 N MAIN ST - SENIOR CTR       | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001OCT'20   | 262 N MAIN - SENIOR CTR                | 0.00                            | \$-454.92                     | 0.00       | -454.92   |
|                     | Desc: 262 N MAIN - SENIOR CTR          | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| 27762000001OCT'21   | 262 N MAIN ST - BUGBEE                 | 0.00                            | \$10.39                       | 0.00       | 10.39     |
|                     | Desc: 262 N MAIN ST - BUGBEE           | Acct: 10-421-329-0000           | ELECTRICITY / GAS             |            |           |
| Vendor Total:       |                                        |                                 | 36,448.85                     | 0.00       | 36,448.85 |
| 020190              | GROBE, JONATHAN W.                     | JONATHAN W. GROBE               |                               | 3/04/2022  | 75606     |
| JAN-FEB'22          | Jon Grobe Basketball Officiating       | 0.00                            | \$900.00                      | 0.00       | 900.00    |
|                     | Desc: Jon Grobe Basketball Officiating | Acct: 10-514-318-0000           | CONTRACTED SERVICES           |            |           |
| Vendor Total:       |                                        |                                 | 900.00                        | 0.00       | 900.00    |
| 020701              | HANOVER, TOWN OF                       | TOWN OF HANOVER                 |                               | 3/04/2022  | 75607     |
| 00967               | ELAN FEES DEC 30 THRU JAN 29           | 0.00                            | \$1,517.84                    | 0.00       | 1,517.84  |
|                     | Desc: ELAN FEES DEC 30 THRU JAN 29     | Acct: 10-271-320-0100           | EQUIP OPERATION-COMMUNICATION |            |           |
| Vendor Total:       |                                        |                                 | 1,517.84                      | 0.00       | 1,517.84  |
| 020920              | HARTFORD MEMORIAL MIDDLE SCHOOL        | HARTFORD MEMORIAL MIDDLE SCHOOL |                               | 3/04/2022  | 75608     |
| 02.09.22            | HMMS Summer Band Fund                  | 0.00                            | \$1,060.00                    | 0.00       | 1,060.00  |
|                     | Desc: HMMS Summer Band Fund            | Acct: 10-514-318-0000           | CONTRACTED SERVICES           |            |           |
| Vendor Total:       |                                        |                                 | 1,060.00                      | 0.00       | 1,060.00  |
| 023473              | INGRAM LIBRARY SERVICES LLC            |                                 |                               | 3/04/2022  | 75609     |
| 57866063            | BOOKS                                  | 0.00                            | \$31.52                       | 0.00       | 31.52     |
|                     | Desc: BOOKS                            | Acct: 10-712-316-0500           | APPROP - W. HARTFORD LIBRARY  |            |           |
| 57866064            | BOOKS                                  | 0.00                            | \$14.28                       | 0.00       | 14.28     |
|                     | Desc: BOOKS                            | Acct: 10-712-316-0500           | APPROP - W. HARTFORD LIBRARY  |            |           |
| Vendor Total:       |                                        |                                 | 45.80                         | 0.00       | 45.80     |
| 025175              | SANEL NAPA WEST LEBANON                | SANEL NAPA - WEST LEBANON       |                               | 3/04/2022  | 75610     |

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|-------------------------------------------|------------------------------------|-----------------------|------------------------------|------------|-----------|
| Vendor ID                                 | Vendor Name                        | Payee Name            |                              | Check Date | Check No. |
| <b>Detail:</b> Invoice No.                | Invoice Description                | Cross Fund            | Invoice Amt                  | Disc. Amt  | Net Amt.  |
| 55473,114081                              | PARTS                              | 0.00                  | \$122.67                     | 0.00       | 122.67    |
| Desc: PARTS                               |                                    | Acct: 10-521-320-0000 | EQUIP OPERATION & MAINT      |            |           |
| Vendor Total:                             |                                    |                       | 122.67                       | 0.00       | 122.67    |
| 027402                                    | LEBANON, CITY OF                   | CITY OF LEBANON       |                              | 3/04/2022  | 75611     |
| DEC'21                                    | TIPPING FEES - DEC'21              | 4,561.64              | \$4,561.64                   | 0.00       | 4,561.64  |
| Desc: TIPPING FEES - DEC'21               |                                    | Acct: 30-974-318-0000 | CONTRACTED SERVICES          |            |           |
| JAN'22                                    | TIPPING FEES - JAN'22              | 5,305.48              | \$5,305.48                   | 0.00       | 5,305.48  |
| Desc: TIPPING FEES - JAN'22               |                                    | Acct: 30-974-318-0000 | CONTRACTED SERVICES          |            |           |
| Vendor Total:                             |                                    |                       | 9,867.12                     | 0.00       | 9,867.12  |
| 027700                                    | DE LAGE LANDEN                     | DE LAGE LANDEN        |                              | 3/04/2022  | 75612     |
| 75469333                                  | LEASE COPIER - MARCH 2022 - FIN    | 0.00                  | \$177.42                     | 0.00       | 177.42    |
| Desc: LEASE COPIER - MARCH 2022 - FIN     |                                    | Acct: 10-171-318-0000 | CONTRACTED SERVICES          |            |           |
| Desc: LEASE COPIER - JAN 2022 - LATE FEE  |                                    | Acct: 10-511-318-0000 | CONTRACTED SERVICES          |            |           |
| 75467826                                  | LEASE COPIER - MARCH 2022 - VAL/PI | 0.00                  | \$63.11                      | 0.00       | 63.11     |
| Desc: LEASE COPIER - MARCH 2022 - VAL/PLA |                                    | Acct: 10-174-320-0000 | EQUIP OPERATION/MAINT-OFFICE |            |           |
| Desc: LEASE COPIER - MARCH 2022 - VAL/PLA |                                    | Acct: 10-622-320-0000 | EQUIP OPERATION/MAINT-OFFICE |            |           |
| 75467822                                  | LEASE COPIER - MAR'22 - PD/DIS     | 0.00                  | \$71.17                      | 0.00       | 71.17     |
| Desc: LEASE COPIER - MAR'22 - PD/DIS      |                                    | Acct: 10-211-318-0000 | CONTRACTED SERVICES          |            |           |
| Desc: LEASE COPIER - MAR'22 - PD/DIS      |                                    | Acct: 10-271-320-0000 | EQUIP OPERATION/MAINT-OFFICE |            |           |
| 75467823                                  | LEASE COPIER - MAR'22 - FD         | 0.00                  | \$79.78                      | 0.00       | 79.78     |
| Desc: LEASE COPIER - MAR'22 - FD          |                                    | Acct: 10-221-320-0000 | EQUIP OPERATION/MAINT-OFFICE |            |           |
| 75469332                                  | LEASE COPIER - MARCH 2022 - TM     | 0.00                  | \$200.02                     | 0.00       | 200.02    |
| Desc: LEASE COPIER - MARCH 2022 - TM      |                                    | Acct: 10-121-320-0000 | EQUIP OPERATION/MAINT-OFFICE |            |           |
| Vendor Total:                             |                                    |                       | 591.50                       | 0.00       | 591.50    |
| 027750                                    | DEAD RIVER COMPANY                 | DEAD RIVER COMPANY    |                              | 3/04/2022  | 75613     |
| 4935943,75653                             | PROPANE 118.3G@\$1.42 BUGBEE       | 0.00                  | \$170.36                     | 0.00       | 170.36    |
| Desc: PROPANE 118.3G@\$1.42 BUGBEE        |                                    | Acct: 10-421-329-0000 | ELECTRICITY / GAS            |            |           |
| 4935943,36716                             | PROPANE 1110.1G@\$1.42 CRANBERR    | 1,598.54              | \$1,598.54                   | 0.00       | 1,598.54  |
| Desc: PROPANE 1110.1G@\$1.42 CRANBERRY LN |                                    | Acct: 50-952-327-0000 | BUILDING HEAT                |            |           |
| 4935943,68734                             | PROPANE 54.4G@\$1.42 DEPOT ST      | 78.34                 | \$78.34                      | 0.00       | 78.34     |
| Desc: PROPANE 54.4G@\$1.42 DEPOT ST       |                                    | Acct: 60-962-327-0000 | BUILDING HEAT                |            |           |
| 4935943,45842                             | PROPANE 27.9G@\$1.42 CRANBERRY I   | 40.18                 | \$40.18                      | 0.00       | 40.18     |
| Desc: PROPANE 27.9G@\$1.42 CRANBERRY LN   |                                    | Acct: 50-952-327-0000 | BUILDING HEAT                |            |           |
| Vendor Total:                             |                                    |                       | 1,887.42                     | 0.00       | 1,887.42  |
| 027755                                    | LEONARD, TIMOTHY A                 | TIMOTHY A. LEONARD    |                              | 3/04/2022  | 75614     |
| JAN-FEB'22                                | BASKETBALL OFFICIAL                | 0.00                  | \$460.00                     | 0.00       | 460.00    |
| Desc: BASKETBALL OFFICIAL                 |                                    | Acct: 10-514-318-0000 | CONTRACTED SERVICES          |            |           |
| Vendor Total:                             |                                    |                       | 460.00                       | 0.00       | 460.00    |
| 028024                                    | LIFTOFF, LLC                       |                       |                              | 3/04/2022  | 75615     |
| 6174ren2022                               | Email renewal                      | 0.00                  | \$16,070.00                  | 0.00       | 16,070.00 |
| Desc: Email renewal                       |                                    | Acct: 10-181-318-0000 | CONTRACTED SERVICES          |            |           |
| Vendor Total:                             |                                    |                       | 16,070.00                    | 0.00       | 16,070.00 |

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|---------------------|-------------------------------------|-----------------------|--------------------|-----------|----------|--|
| Vendor ID           | Vendor Name                         | Payee Name            | Check Date         | Check No. |          |  |
| Detail: Invoice No. | Invoice Description                 | Cross Fund            | Invoice Amt        | Disc. Amt | Net Amt. |  |
| 028848              | MADISON NATIONAL LIFE INSURANCE CO, |                       | 3/04/2022          |           | 75616    |  |
| MAR'22              | LIFE INSURANCE MARCH 2022           | 301.46                | \$2,154.81         | 0.00      | 2,154.81 |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-121-240-0000 | TM -LIFE INSURANCE |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-121-270-0000 | TM -AD&D           |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-151-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-151-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-171-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-171-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-174-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-174-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-175-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-175-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-181-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-181-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-211-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-211-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-221-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-221-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-271-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-271-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-312-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-312-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-321-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-321-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-325-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-325-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-511-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-511-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-514-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-514-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-530-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-530-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-621-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-621-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-622-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 10-622-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 30-971-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 30-971-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 30-975-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 30-975-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 50-954-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 50-954-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 50-955-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 50-955-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 55-955-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 55-955-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 60-961-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 60-961-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 60-965-240-0000 | LIFE INSURANCE     |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 60-965-270-0000 | AD&D               |           |          |  |
| Desc:               | LIFE INSURANCE MARCH 2022           | Acct: 65-963-240-0000 | LIFE INSURANCE     |           |          |  |

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| Bank ID             | Bank Name                              |                       | Payee Name                   | Check Date | Check No. |
|---------------------|----------------------------------------|-----------------------|------------------------------|------------|-----------|
| Vendor ID           | Vendor Name                            |                       |                              |            |           |
| Detail: Invoice No. | Invoice Description                    | Cross Fund            | Invoice Amt                  | Disc. Amt  | Net Amt.  |
|                     | Desc: LIFE INSURANCE MARCH 2022        | Acct: 65-963-270-0000 | AD&D                         |            |           |
|                     | Desc: LIFE INSURANCE MARCH 2022        | Acct: 65-965-240-0000 | LIFE INSURANCE               |            |           |
|                     | Desc: LIFE INSURANCE MARCH 2022        | Acct: 65-965-270-0000 | AD&D                         |            |           |
|                     | Vendor Total:                          |                       | 2,154.81                     | 0.00       | 2,154.81  |
| 028850              | MAGEE OFFICE EQUIPMENT INC.            |                       |                              | 3/04/2022  | 75617     |
| C-01142400          | LEASE OPIER - 03.20.22-03.20.23        | 0.00                  | \$685.00                     | 0.00       | 685.00    |
|                     | Desc: LEASE OPIER - 03.20.22-03.20.23  | Acct: 10-151-320-0000 | EQUIP OPERATION/MAINT-OFFICE |            |           |
|                     | Vendor Total:                          |                       | 685.00                       | 0.00       | 685.00    |
| 029096              | MANBY, C ROBERT JR, PC                 |                       | C. ROBERT MANBY JR., PC      | 3/04/2022  | 75618     |
| 4877                | LEGAL:Review of Pam Morean email       | 0.00                  | \$25.00                      | 0.00       | 25.00     |
|                     | Desc: LEGAL:Review of Pam Morean email | Acct: 10-013-100-0000 | EXCHANGES PAYABLE            |            |           |
|                     | Vendor Total:                          |                       | 25.00                        | 0.00       | 25.00     |
| 029815              | MASON, W.B. COMPANY, INC               |                       | W.B. MASON COMPANY, INC      | 3/04/2022  | 75619     |
| 227701106           | OFFICE SUPPLIES                        | 195.44                | \$195.44                     | 0.00       | 195.44    |
|                     | Desc: OFFICE SUPPLIES                  | Acct: 50-955-323-0000 | MATERIAL & SUPPLIES          |            |           |
|                     | Desc: OFFICE SUPPLIES                  | Acct: 60-965-323-0000 | MATERIAL & SUPPLIES          |            |           |
|                     | Vendor Total:                          |                       | 195.44                       | 0.00       | 195.44    |
| 030045              | MCGEE FORD OF MONTPELIER               |                       |                              | 3/04/2022  | 75620     |
| 20034X41-2          | 2022 FORD EXP 1FM5K8AB8NGA00322        | 0.00                  | \$2,000.00                   | 0.00       | 2,000.00  |
|                     | Desc: 2022 FORD EXP 1FM5K8AB8NGA00322  | Acct: 10-921-211-0100 | Capital - Police             |            |           |
| 20034X41-1          | 2022 FORD EXP 1FM5K8AB8NGA00322        | 0.00                  | \$22,922.00                  | 0.00       | 22,922.00 |
|                     | Desc: 2022 FORD EXP 1FM5K8AB8NGA00322  | Acct: 10-921-211-0100 | Capital - Police             |            |           |
|                     | Vendor Total:                          |                       | 24,922.00                    | 0.00       | 24,922.00 |
| 030250              | MCNALL, KAREN                          |                       | KAREN MCNALL                 | 3/04/2022  | 75621     |
| 2022-2              | CARD MAKING WORKSHOP 02.23.22          | 0.00                  | \$115.20                     | 0.00       | 115.20    |
|                     | Desc: CARD MAKING WORKSHOP 02.23.22    | Acct: 10-515-318-0000 | CONTRACTED SERVICES          |            |           |
|                     | Vendor Total:                          |                       | 115.20                       | 0.00       | 115.20    |
| 032101              | MVP HEALTH CARE, INC                   |                       | MVP HEALTH CARE, INC         | 3/04/2022  | 75622     |
| MAR'22 - RETIREES   | HEALTH INS MARCH 2022                  | 3,110.94              | \$10,640.98                  | 0.00       | 10,640.98 |
|                     | Desc: HEALTH INS MARCH 2022            | Acct: 10-121-418-0100 | RETIREE HEALTH INSURANCE     |            |           |
|                     | Desc: HEALTH INS MARCH 2022            | Acct: 10-171-418-0100 | RETIREE HEALTH INSURANCE     |            |           |
|                     | Desc: HEALTH INS MARCH 2022            | Acct: 10-174-418-0100 | RETIREE HEALTH INSURANCE     |            |           |
|                     | Desc: HEALTH INS MARCH 2022            | Acct: 10-211-418-0100 | RETIREE HEALTH INSURANCE     |            |           |
|                     | Desc: HEALTH INS MARCH 2022            | Acct: 10-221-418-0100 | RETIREE HEALTH INSURANCE     |            |           |
|                     | Desc: HEALTH INS MARCH 2022            | Acct: 10-325-418-0100 | RETIREE HEALTH INSURANCE     |            |           |
|                     | Desc: HEALTH INS MARCH 2022            | Acct: 50-954-418-0100 | RETIREE HEALTH INSURANCE     |            |           |
|                     | Desc: HEALTH INS MARCH 2022            | Acct: 60-961-418-0100 | RETIREE HEALTH INSURANCE     |            |           |
|                     | Vendor Total:                          |                       | 10,640.98                    | 0.00       | 10,640.98 |
| 034800              | NORTHEAST DELTA DENTAL                 |                       |                              | 3/04/2022  | 75623     |
| MAR'22              | DENTAL INS MARCH 2022                  | 1,126.06              | \$8,141.75                   | 0.00       | 8,141.75  |
|                     | Desc: DENTAL INS MARCH 2022            | Acct: 10-121-230-0000 | TM -DENTAL                   |            |           |

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|-----------|-------------|----------------------------------|--------------------------------|------------------------------|-----------|----------|
| Vendor ID | Vendor Name |                                  | Payee Name                     | Check Date                   | Check No. |          |
| Detail:   | Invoice No. | Invoice Description              | Cross Fund                     | Invoice Amt                  | Disc. Amt | Net Amt. |
|           |             |                                  |                                |                              |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-151-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-171-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-174-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-175-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-181-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-211-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-221-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-271-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-312-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-321-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-325-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-511-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-514-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-530-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-621-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 10-622-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 30-975-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 50-954-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 50-954-418-0100          | RETIREE HEALTH INSURANCE     |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 50-955-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 55-955-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 60-961-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 60-965-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 65-963-230-0000          | DENTAL                       |           |          |
|           | Desc:       | DENTAL INS MARCH 2022            | Acct: 65-965-230-0000          | DENTAL                       |           |          |
|           |             | Vendor Total:                    |                                | 8,141.75                     | 0.00      | 8,141.75 |
| 034925    |             | NORTHEAST RESOURCE RECOVERY ASSC |                                |                              | 3/04/2022 | 75624    |
|           | 126351      | TRANSPORTATION 01.28.22          | 164.57                         | \$164.57                     | 0.00      | 164.57   |
|           | Desc:       | TRANSPORTATION 01.28.22          | Acct: 30-971-318-0000          | CONTRACTED SERVICES          |           |          |
|           |             | Vendor Total:                    |                                | 164.57                       | 0.00      | 164.57   |
| 036695    |             | PARRO'S GUN SHOP & POLICE        |                                |                              | 3/04/2022 | 75625    |
|           | 24083       | UNIFORMS                         | 0.00                           | \$1,381.96                   | 0.00      | 1,381.96 |
|           | Desc:       | UNIFORMS                         | Acct: 10-211-326-0000          | PURCHASE UNIFORMS & CLEANING |           |          |
|           | 23286       | UNIFORMS                         | 0.00                           | \$281.04                     | 0.00      | 281.04   |
|           | Desc:       | UNIFORMS                         | Acct: 10-211-326-0000          | PURCHASE UNIFORMS & CLEANING |           |          |
|           | 24084       | UNIFORMS                         | 0.00                           | \$249.00                     | 0.00      | 249.00   |
|           | Desc:       | UNIFORMS                         | Acct: 10-211-326-0000          | PURCHASE UNIFORMS & CLEANING |           |          |
|           |             | Vendor Total:                    |                                | 1,912.00                     | 0.00      | 1,912.00 |
| 037670    |             | FERGUSON ENTERPRISES INC #3326   | FERGUSON ENTERPRISES INC #3326 |                              | 3/04/2022 | 75626    |
|           | CMC206251   | RETURNED METAL DETECTOR          | -958.75                        | \$-958.75                    | 0.00      | -958.75  |
|           | Desc:       | RETURNED METAL DETECTOR          | Acct: 50-952-331-0000          | DEPARTMENT EQUIPMENT         |           |          |
|           | 0206251     | METAL DETECTOR                   | 1,940.59                       | \$1,940.59                   | 0.00      | 1,940.59 |
|           | Desc:       | METAL DETECTOR                   | Acct: 50-952-331-0000          | DEPARTMENT EQUIPMENT         |           |          |
|           |             | Vendor Total:                    |                                | 981.84                       | 0.00      | 981.84   |
| 038188    |             | LL POTWIN SERVICES               |                                |                              | 3/04/2022 | 75627    |

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|----------------------------|-------------------------------------|-----------------------|------------------------------|------------|-----------|
| Vendor ID                  | Vendor Name                         | Payee Name            |                              | Check Date | Check No. |
| <b>Detail:</b> Invoice No. | Invoice Description                 | Cross Fund            | Invoice Amt                  | Disc. Amt  | Net Amt.  |
| 7865                       | CLEANING SERVICES - LIB             | 0.00                  | \$309.00                     | 0.00       | 309.00    |
| Desc: 7864-2               | CLEANING SERVICES - LIB             | Acct: 10-524-318-0000 | CONTRACTED SERVICES          |            |           |
|                            | EXTRA CLEANING - COVID 02.24.22     | 0.00                  | \$601.52                     | 0.00       | 601.52    |
| Desc:                      | EXTRA CLEANING - COVID              | Acct: 10-211-417-0017 | EXTRAORDINARY EXP - COVID-19 |            |           |
| Desc:                      | EXTRA CLEANING - COVID              | Acct: 10-271-417-0017 | EXTRAORDINARY EXP - COVID-19 |            |           |
| 7863                       | CLEANING SERVICES                   | 0.00                  | \$2,286.60                   | 0.00       | 2,286.60  |
| Desc:                      | CLEANING SERVICES                   | Acct: 10-161-318-0000 | CONTRACTED SERVICES          |            |           |
| 7864-3                     | CLENING SERVICES 02.24.22           | 0.00                  | \$300.76                     | 0.00       | 300.76    |
| Desc:                      | CLENING SERVICES 02.24.22           | Acct: 10-271-318-0000 | CONTRACTED SERVICES          |            |           |
| 7864-1                     | CLENING SERVICES 02.24.22           | 0.00                  | \$902.28                     | 0.00       | 902.28    |
| Desc:                      | CLENING SERVICES 02.24.22           | Acct: 10-211-318-0000 | CONTRACTED SERVICES          |            |           |
| Vendor Total:              |                                     |                       | 4,400.16                     | 0.00       | 4,400.16  |
| 040765                     | ROLLINS, FLORENTINA N               |                       |                              | 3/04/2022  | 75628     |
| 10.05.2021                 | Reimbursement Dental Deductable 2/3 | 0.00                  | \$25.00                      | 0.00       | 25.00     |
| Desc:                      | Reimbursement Dental Deductable 2/3 | Acct: 10-171-230-0000 | DENTAL                       |            |           |
| Vendor Total:              |                                     |                       | 25.00                        | 0.00       | 25.00     |
| 041450                     | SABIL & SONS, INC                   | SABIL & SONS, INC     |                              | 3/04/2022  | 75629     |
| 42200                      | PARTS                               | 0.00                  | \$9.35                       | 0.00       | 9.35      |
| Desc:                      | PARTS                               | Acct: 10-321-321-0000 | REPAIRS & MAINT-VEHICLES     |            |           |
| 42196                      | Brake parts for H-3                 | 0.00                  | \$718.90                     | 0.00       | 718.90    |
| Desc:                      | Brake parts for H-3                 | Acct: 10-321-321-0000 | REPAIRS & MAINT-VEHICLES     |            |           |
| 42227                      | PARTS                               | 0.00                  | \$169.00                     | 0.00       | 169.00    |
| Desc:                      | PARTS                               | Acct: 10-321-321-0000 | REPAIRS & MAINT-VEHICLES     |            |           |
| Vendor Total:              |                                     |                       | 897.25                       | 0.00       | 897.25    |
| 043315                     | NATIONAL CENTER FOR SAFETY INITIATI |                       |                              | 3/04/2022  | 75630     |
| 18155                      | BACKGROUND CHECKS                   | 0.00                  | \$30.00                      | 0.00       | 30.00     |
| Desc:                      | BACKGROUND CHECKS                   | Acct: 10-321-315-0000 | RECRUITMENT & TRAINING       |            |           |
| Vendor Total:              |                                     |                       | 30.00                        | 0.00       | 30.00     |
| 043875                     | STANDARD CHAIR OF GARDNER           |                       |                              | 3/04/2022  | 75631     |
| INV308179                  | BRASS PLATE&LETTERING               | 0.00                  | \$538.00                     | 0.00       | 538.00    |
| Desc:                      | BRASS PLATE&LETTERING               | Acct: 10-211-323-0000 | MATERIAL & SUPPLIES          |            |           |
| Vendor Total:              |                                     |                       | 538.00                       | 0.00       | 538.00    |
| 044204                     | STEARNS SEPTIC SERVICE, LLC         |                       |                              | 3/04/2022  | 75632     |
| 2022-094                   | Emergency septic tank pumping.      | 795.00                | \$795.00                     | 0.00       | 795.00    |
| Desc:                      | Emergency septic tank pumping.      | Acct: 65-964-318-0000 | CONTRACTED SERVICES          |            |           |
| Vendor Total:              |                                     |                       | 795.00                       | 0.00       | 795.00    |
| 044250                     | STEVE'S BAIT SHOP                   |                       |                              | 3/04/2022  | 75633     |
| 02.07.2022                 | 72 ORANGE DIP NETS                  | 0.00                  | \$71.28                      | 0.00       | 71.28     |
| Desc:                      | 72 ORANGE DIP NETS                  | Acct: 10-516-323-0000 | MATERIAL & SUPPLIES          |            |           |
| Vendor Total:              |                                     |                       | 71.28                        | 0.00       | 71.28     |

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| Vendor ID           | Vendor Name                         | Payee Name                       |                               | Check Date | Check No. |
| Detail: Invoice No. | Invoice Description                 | Cross Fund                       | Invoice Amt                   | Disc. Amt  | Net Amt.  |
|                     |                                     |                                  |                               |            |           |
| 045300              | TASCO SECURITY, INC                 |                                  |                               | 3/04/2022  | 75634     |
| 156966              | ANNUAL ALARM 11.01.21-10.31.22      | 448.88                           | \$448.88                      | 0.00       | 448.88    |
| Desc:               | ANNUAL ALARM 11.01.21-10.31.22      | Acct: 30-971-318-0000            | CONTRACTED SERVICES           |            |           |
|                     | Vendor Total:                       |                                  | 448.88                        | 0.00       | 448.88    |
|                     |                                     |                                  |                               |            |           |
| 046000              | TI-SALES INC                        |                                  |                               | 3/04/2022  | 75635     |
| INV0140413          | WATER METERS                        | 3,745.00                         | \$3,745.00                    | 0.00       | 3,745.00  |
| Desc:               | Water meters                        | Acct: 50-954-323-0000            | MATERIAL & SUPPLIES           |            |           |
| INV0140509          | Muffin Monster repairs              | 1,575.00                         | \$1,575.00                    | 0.00       | 1,575.00  |
| Desc:               | Muffin Monster repairs              | Acct: 60-961-320-0100            | EQUIP OPERATION/MAINT-GENERAL |            |           |
|                     | Vendor Total:                       |                                  | 5,320.00                      | 0.00       | 5,320.00  |
|                     |                                     |                                  |                               |            |           |
| 048185              | VALLEY IMAGING & AWARDS             |                                  |                               | 3/04/2022  | 75636     |
| 20544-1             | REWARDS MATERIALS EMP OF THE Y      | 0.00                             | \$124.25                      | 0.00       | 124.25    |
| Desc:               | REWARDS MATERIALS EMP OF THE YR 21  | Acct: 10-211-323-0000            | MATERIAL & SUPPLIES           |            |           |
| 20544-2             | REWARDS MATERIALS EMP OF THE Y      | 0.00                             | \$124.25                      | 0.00       | 124.25    |
| Desc:               | REWARDS MATERIALS EMP OF THE YR 21  | Acct: 10-271-323-0000            | MATERIAL & SUPPLIES           |            |           |
| 20999               | 1000 Commercial permits             | 600.00                           | \$600.00                      | 0.00       | 600.00    |
| Desc:               | 1000 Commercial permits             | Acct: 30-974-323-0000            | MATERIAL & SUPPLIES           |            |           |
|                     | Vendor Total:                       |                                  | 848.50                        | 0.00       | 848.50    |
|                     |                                     |                                  |                               |            |           |
| 048300              | VALLEY NEWS                         | VALLEY NEWS                      |                               | 3/04/2022  | 75637     |
| 125911,313138       | AD#313138 SPECIAL SB ORG MEETING    | 0.00                             | \$88.40                       | 0.00       | 88.40     |
| Desc:               | AD#313138 SPECIAL SB ORG MEETING    | Acct: 10-111-312-0000            | SB -ADVERTISING               |            |           |
| 125911JAN'22        | VALLEY NEWS ADS                     | 0.00                             | \$1,246.10                    | 0.00       | 1,246.10  |
| Desc:               | AD#304791 WARNING TOWN MEET 02.21.2 | Acct: 10-115-101-0600            | BC -TOWN MEETING COMMITTEE    |            |           |
| Desc:               | AD#304818 ANNUAL TOWN&SCHOOL DISTRI | Acct: 10-115-101-0600            | BC -TOWN MEETING COMMITTEE    |            |           |
| Desc:               | AD#304831 WARNING SCHOOL            | Acct: 10-013-100-0000            | EXCHANGES PAYABLE             |            |           |
| Desc:               | AD#304839 WARNING SCHOOL            | Acct: 10-013-100-0000            | EXCHANGES PAYABLE             |            |           |
| 123440FEB'22        | VALLEY NEWS ADS                     | 0.00                             | \$352.00                      | 0.00       | 352.00    |
| Desc:               | AD#383616 FINANCE DEPT HOURS        | Acct: 10-121-312-0000            | TM -ADVERTISING               |            |           |
| Desc:               | AD#383385 BUDGET DISCUSSION/CANDIDA | Acct: 10-115-101-0600            | BC -TOWN MEETING COMMITTEE    |            |           |
| Desc:               | AD#383385 BUDGET DISCUSSION/CANDIDA | Acct: 10-013-100-0000            | EXCHANGES PAYABLE             |            |           |
| 125911,308090       | VALLEY NEWS ADS                     | 0.00                             | \$76.50                       | 0.00       | 76.50     |
| Desc:               | AD#308090 MEETING 02.26.22          | Acct: 10-115-101-0600            | BC -TOWN MEETING COMMITTEE    |            |           |
|                     | Vendor Total:                       |                                  | 1,763.00                      | 0.00       | 1,763.00  |
|                     |                                     |                                  |                               |            |           |
| 049800              | VERMONT DEPARTMENT OF TAXES         | VERMONT DEPARTMENT OF TAXES      |                               | 3/04/2022  | 75638     |
| 2021 Q4             | QUARTER 4 2021 - FRANCHISE TAX      | 1,159.32                         | \$1,159.32                    | 0.00       | 1,159.32  |
| Desc:               | QUARTER 4 2021 - FRANCHISE TAX      | Acct: 30-974-316-0000            | GRANTS/APPROP/ST.TAXES        |            |           |
| Desc:               | PENALTY & INTEREST Q4 2021          | Acct: 30-974-316-0000            | GRANTS/APPROP/ST.TAXES        |            |           |
| Desc:               | CREDIT ON ACCOUNT Q3 2021           | Acct: 30-974-316-0000            | GRANTS/APPROP/ST.TAXES        |            |           |
|                     | Vendor Total:                       |                                  | 1,159.32                      | 0.00       | 1,159.32  |
|                     |                                     |                                  |                               |            |           |
| 050045              | XYLEM WATER SOLUTIONS U.S.A. INC    | XYLEM WATER SOLUTIONS U.S.A. INC |                               | 3/04/2022  | 75639     |
| 3556B83336          | PARTS                               | 365.70                           | \$365.70                      | 0.00       | 365.70    |
| Desc:               | PARTS                               | Acct: 65-963-320-0100            | EQUIP OPERATION/MAINT-GENERAL |            |           |

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|---------------------|-------------------------------------|-----------------------|--------------------------------|-----------|----------|
| Vendor ID           | Vendor Name                         |                       |                                |           |          |
| Detail: Invoice No. | Invoice Description                 | Cross Fund            | Invoice Amt                    | Disc. Amt | Net Amt. |
|                     |                                     |                       |                                |           |          |
| Vendor Total:       |                                     |                       | 365.70                         | 0.00      | 365.70   |
| 050965              | VERMONT RURAL WATER ASSOCIATION     |                       | 3/04/2022                      |           | 75640    |
| 02.17.2022          | REG FEE: ADV CLASS 3&4 WATER OP     | 215.00                | \$215.00                       | 0.00      | 215.00   |
| Desc:               | REG FEE: ADV CLASS 3&4 WATER OP CER | Acct: 50-954-315-0000 | RECRUITMENT & TRAINING         |           |          |
| Desc:               | REG FEE: ADV CLASS 3&4 WATER OP CER | Acct: 55-954-315-0000 | RECRUITMENT & TRAINING         |           |          |
| Vendor Total:       |                                     |                       | 215.00                         | 0.00      | 215.00   |
| 051943              | VISION SERVICE PLAN                 | VISION SERVICE PLAN   | 3/04/2022                      |           | 75641    |
| MAR'22              | VISION INSURANCE MARCH 2022         | 0.00                  | \$1,773.60                     | 0.00      | 1,773.60 |
| Desc:               | VISION INSURANCE MARCH 2022         | Acct: 10-012-300-0225 | ACCRUED VISION INSURANCE PAYAI |           |          |
| Vendor Total:       |                                     |                       | 1,773.60                       | 0.00      | 1,773.60 |
| 053150              | SWISH WHITE RIVER LTD               |                       | 3/04/2022                      |           | 75642    |
| W484801             | CLEANING SUPPLIES                   | 0.00                  | \$200.30                       | 0.00      | 200.30   |
| Desc:               | CLEANING SUPPLIES                   | Acct: 10-530-323-0000 | MATERIAL & SUPPLIES            |           |          |
| W482306             | CLEANING SUPPLIES                   | 0.00                  | \$38.60                        | 0.00      | 38.60    |
| Desc:               | CLEANING SUPPLIES                   | Acct: 10-421-323-0000 | MATERIAL & SUPPLIES            |           |          |
| Vendor Total:       |                                     |                       | 238.90                         | 0.00      | 238.90   |
| 053650              | WILSON TIRE INC                     |                       | 3/04/2022                      |           | 75643    |
| 515841              | TIRES FOR CRUISER                   | 0.00                  | \$703.80                       | 0.00      | 703.80   |
| Desc:               | TIRES FOR CRUISER                   | Acct: 10-211-321-0000 | REPAIRS & MAINT-VEHICLES       |           |          |
| Vendor Total:       |                                     |                       | 703.80                         | 0.00      | 703.80   |
| 059941              | ROY REFRIGERATION, LLC              |                       | 3/04/2022                      |           | 75644    |
| 8186                | Heating repairs in Quechee.         | 1,050.00              | \$1,050.00                     | 0.00      | 1,050.00 |
| Desc:               | Heating repairs in Quechee.         | Acct: 65-963-318-0000 | CONTRACTED SERVICES            |           |          |
| Vendor Total:       |                                     |                       | 1,050.00                       | 0.00      | 1,050.00 |
| 060110              | NATIONAL BUSSINESS TECHNOLOGIES LLC |                       | 3/04/2022                      |           | 75645    |
| IN470990            | METER COPIER - FEB'22 - TM          | 0.00                  | \$40.49                        | 0.00      | 40.49    |
| Desc:               | METER COPIER - FEB'22 - TM          | Acct: 10-121-318-0000 | CONTRACT SERVICES              |           |          |
| IN470989            | METER COPIER - FEB'22 - PD          | 0.00                  | \$12.40                        | 0.00      | 12.40    |
| Desc:               | METER COPIER - FEB'22 - PD          | Acct: 10-271-320-0000 | EQUIP OPERATION/MAINT-OFFICE   |           |          |
| Desc:               | METER COPIER - FEB'22 - PD          | Acct: 10-211-318-0000 | CONTRACTED SERVICES            |           |          |
| IN471127            | HP Printer - TM Admin Office        | 0.00                  | \$552.28                       | 0.00      | 552.28   |
| Desc:               | HP Printer - TM Admin Office        | Acct: 10-121-320-0000 | EQUIP OPERATION/MAINT-OFFICE   |           |          |
| IN470987            | METER COPIER - FEB'22 - FD          | 0.00                  | \$27.76                        | 0.00      | 27.76    |
| Desc:               | METER COPIER - FEB'22 - FD          | Acct: 10-221-320-0000 | EQUIP OPERATION/MAINT-OFFICE   |           |          |
| IN470988            | METER COPIER - FEB'22 - REC         | 0.00                  | \$56.15                        | 0.00      | 56.15    |
| Desc:               | METER COPIER - FEB'22 - REC         | Acct: 10-511-318-0000 | CONTRACTED SERVICES            |           |          |
| Vendor Total:       |                                     |                       | 689.08                         | 0.00      | 689.08   |
| 500387              | EXECUSUITE, LLC                     |                       | 3/04/2022                      |           | 75646    |
| 19490               | RENT - MARCH'22                     | 0.00                  | \$400.00                       | 0.00      | 400.00   |
| Desc:               | RENT - MARCH'22                     | Acct: 10-121-318-0600 | CONTRACT SERVICES - PARKING RE |           |          |

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|----------------------------|------------------------------------|--|-----------------------|------------------------------|-------------------|------------|
| Vendor ID                  | Vendor Name                        |  | Payee Name            |                              | Check Date        | Check No.  |
| <b>Detail:</b> Invoice No. | Invoice Description                |  | Cross Fund            | Invoice Amt                  | Disc. Amt         | Net Amt.   |
|                            |                                    |  |                       |                              |                   |            |
| Vendor Total:              |                                    |  |                       | 400.00                       | 0.00              | 400.00     |
| 500952                     | PRIMMER PIPER EGGLESTON & CRAMER P |  |                       |                              | 3/04/2022         | 75647      |
| B04982-00007-236841        | LEGAL:2019 BOND ELECTION           |  | 1,567.50              | \$1,567.50                   | 0.00              | 1,567.50   |
| Desc:                      | LEGAL:2019 BOND ELECTION           |  | Acct: 13-500-500-0500 | Exp Reimb by TIF Tax Revenue |                   |            |
| Vendor Total:              |                                    |  |                       | 1,567.50                     | 0.00              | 1,567.50   |
| 502434                     | CHAPUT, PHILIP                     |  | PHILIP D. CHAPUT      |                              | 3/04/2022         | 75648      |
| 02.09.2022                 | GAMES OFFICIAL                     |  | 0.00                  | \$160.00                     | 0.00              | 160.00     |
| Desc:                      | GAMES OFFICIAL                     |  | Acct: 10-514-318-0000 | CONTRACTED SERVICES          |                   |            |
| Vendor Total:              |                                    |  |                       | 160.00                       | 0.00              | 160.00     |
| 502599                     | ALLEN, TECUMSEH                    |  | TECUMSEH ALLEN        |                              | 3/04/2022         | 75649      |
| 851380                     | REFUND CAMP VENTURES               |  | 0.00                  | \$175.00                     | 0.00              | 175.00     |
| Desc:                      | REFUND CAMP VENTURES               |  | Acct: 10-514-325-0000 | REFUNDS                      |                   |            |
| Vendor Total:              |                                    |  |                       | 175.00                       | 0.00              | 175.00     |
| 502730                     | BARNES, TATUM                      |  | TATUM A BARNES        |                              | 3/04/2022         | 75650      |
| 02.22.22                   | LEGO CLUB - SESSION 3              |  | 0.00                  | \$250.00                     | 0.00              | 250.00     |
| Desc:                      | LEGO CLUB - SESSION 3              |  | Acct: 10-514-318-0000 | CONTRACTED SERVICES          |                   |            |
| Vendor Total:              |                                    |  |                       | 250.00                       | 0.00              | 250.00     |
|                            |                                    |  |                       |                              |                   |            |
| <b>FUND 1 0</b>            |                                    |  | <b>Bank Total:</b>    |                              | <b>188,220.63</b> |            |
|                            |                                    |  |                       |                              |                   |            |
| Holdback Total             |                                    |  |                       |                              |                   |            |
| <b>Batch Totals:</b>       |                                    |  | 0.00                  | 53,817.32                    | 0.00              | 195,331.97 |
|                            |                                    |  | 249,149.29            |                              |                   |            |

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MICHAEL HOYT  
\_\_\_\_\_  
DANIEL FRASER  
\_\_\_\_\_  
KIM SOUZA  
\_\_\_\_\_  
LANNIE J. COLLINS  
\_\_\_\_\_  
MARY M. ERDEI  
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ROCKET  
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ALLY TUFENKJIAN  
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TRACY YARLOTT-DAVIS  
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GAIL OSTROUT  
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JOHN J. CLERKIN