



TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, February 7, 2023, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting will be conducted in person at Town Hall

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

- I. Call to Order the Selectboard Meeting**
- II. Pledge of Allegiance**
- III. Local Liquor Control Board:** None
- IV. Local Cannabis Control Board:** None
- V. Order of Agenda**
- VI. Selectboard**
 - 1. Public Comment**
 - 2. Selectboard Comments and Announcements**
 - 3. Appointments**
 - Re-Appointments**
 - a. Consider the re-appointment of Allison Litten to the Sister City Committee for a three-year term beginning February 7, 2023 and ending February 6, 2026.
 - b. Consider the re-appointment of Robin Adair Logan to the Hartford Planning Commission for a three-year term beginning February 7, 2023 and ending February 6, 2026.
 - 4. Town Manager Report and Significant Activity Report**
 - 5. Board Reports, Motions & Ordinances**
 - a. TIF Annual Report
 - b. Loader Replacement
 - c. Town Hall Parking Lot Lights, Phase 1
 - d. 2022 Local Emergency Operations Center Enhancement Grant
 - e. Town Manager Search Committee Charge
 - f. Warning for Annual Town Meeting Confirmation
- VII. Commission Reports**
- VIII. Consent Agenda**
 - Approve Payroll Ending: 2/4/2023
 - Approve Meeting Minutes of: 1/24/2023
 - Approve A/P Manifest of: 2/3/2023 and 2/7/2023
 - Approve Selectboard Meetings: Set date to replace 3/7/2023-Regular Mtg

Approve: 3/9/2023 – Organizational Meeting and
3/21/2023 - Regular Meeting

Note: Already approved: 2/21/2023

- IX. Executive Session:** That in accordance with Vermont's Open Meeting Law 1 V.S.A. § 313, I move that the Selectboard enter into Executive Session: To discuss the appointment or employment or evaluation of a public officer or employee.

X. 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. Individuals wishing to address the board should do so during the Public Comment period.

Please Note: The Hartford Selectboard offers public viewing of meetings live at Town Hall, and additionally as a courtesy generally on YouTube, Channel 1085, and Zoom. If a member of the public has technical difficulties accessing this meeting remotely, please alert us by emailing Selectboard@hartford-vt.org.

2/7/2023 Agenda

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: Sister City Committee

I. APPLICANT DATA:

Name: Allison Litten

Address: PO Box 147

Wilder, Vt 05088

Telephone: (Home) 802-274-7615 (Work) 802-274-7683 (Other) _____

Email Address: [REDACTED]

How long have you been a Hartford resident? 8 years

Are you a registered voter? yes

II. EDUCATION:

High School: Scituate High School, Scituate, MA Year Graduated: 1996

College 1: Williams College Degree Earned: B.A.

Course of Study: French/Sociology Year: 2000

College 2: Middlebury College Degree Earned: M.A.

Course of Study: French civilization Year: 2010

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
Norwich School District	2003-present	French teacher	
Brookhaven School District	2000-2003	French teacher	

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? In the past Sister City meetings have been held on Tuesday evenings which has worked for me. Of course I would do my best to adjust my schedule to meet the needs of the Committee.
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? I have been a French teacher for over 20 years. I have served on the committee for five years. I am eager to resolidify the Sister City relationship post COVID, focusing on simplifying the ability for students from both countries to travel.
- c. What are your past experiences in Municipal, State or Federal Government?
As previously mentioned, I have been a member of the Sister City committee. I am past president of the Vermont Foreign Language Association.
- d. What civic or social organizations have belonged to and what positions did you hold?
I have been a chaperone for two student exchange trips abroad with the Hanover/Joigny sister relationship committee.
- 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?
I strongly believe in the importance of multi-country relationships. This committee must target its areas of focus and promote the connection between Hartford and Cerdon and then work on expanding relationships.
- f. What might some solutions be? Work solidly with the schools as I believe this to be a key area through which we can strengthen this relationship.
- g. Other hobbies/interests: reading, travel, film, gardening

V. REFERENCES: (Please list three)

Name: Marguerite Ames

Telephone: [REDACTED]

Name: Elissa McClean

Telephone: [REDACTED]

Name: Karen Trombley

Telephone: [REDACTED]



APPLICANT'S SIGNATURE

12 January 2023

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: PLANNING COMMISSION

I. APPLICANT DATA:

Name: ROBIN ADAIR LOGAN

Address: P.O. BOX 1413, QUECHEE, VERMONT 05059-1413

Telephone: (Home) 802-295-9636 (Work) _____ (Other) _____

Email Address: [REDACTED]

How long have you been a Hartford resident? twelve years

Are you a registered voter? Yes

II. EDUCATION:

High School: Garrison Forest School Year Graduated: 1964

College 1: Massachusetts Institute of Technology Degree Earned: BSE

Course of Study: Structural Engineering -5 yr. Degree (Civil) Year: 1969

College 2: _____ Degree Earned: _____

Course of Study: _____ Year: _____

III. WORK HISTORY:

WHITE BARN WOOD & IRON WORKS 1986 - Present Principal Architect/Engineer

ROBIN LOGAN, INC. 1974 - 1986 Principal Architect/Engineer

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? YES. I AM AVAILABLE ANY WEEKDAY EVENING except one Wednesday per month according to the Hartford Historic Preservation Commission's schedule.

- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? I have advanced knowledge and experience of engineering and construction of structures coupled with acute cognizance of the need to protect the safety of the public and the environment.

- c. What are your past experiences in Municipal, State or Federal Government? I served on the Tivoli, NY Town Planning Commission from 1993 to 2011. I was one of the founding members of the Community Preservation Fund in Red Hook, NY. From 2008 to 2011. Dutchess Land Conservancy, 1986 to 2011

- d. What civic or social organizations have belonged to and what positions did you hold? I am a contributing member of Vermont Preservation Trust, Vermont Land Trust, Rural Vermont, Hudson River Heritage, Trout Unlimited.

- 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? There are five areas of the Town of Hartford; White River Junction, Hartford, West Hartford, Quechee, and Wilder. In their planning for new spaces to develop for residential housing, small businesses and economic development, the first priority should be to assess existing buildings for adaptive reuse before embracing demolition.

- f. What might some solutions be? Advisory commissions should be present at relevant Planning Commission's meetings to actually advise in the expertise for which that commission was formed. As an example, in the twelve years I have lived and served in Hartford, the Hartford Historic Preservation Advisory Commission has been absent and unheard in germane PC meetings. It appears that there is often a disconnect between boards and commissions except Planning and Zoning. The information for which the adjunct commissions are responsible (provided that it is accurate and applicable) should be respected as well as discussed in the open forum which the PC and ZB provide.
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- g. Other hobbies/interests: Preservation architecture, 18th century restoration weaving, piano, gardening
-
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V. REFERENCES: (Please list three)

Nam George Abetti
e:

Phone number to be provided shortly

Nam Susan Ezrati
e:

Telephone: [REDACTED]

Nam Cathy Melochek
e:

Telephone: [REDACTED]

Nam Stephen Falk* if I cannot reach George Abetti
e: for permission to provide his number

Telephone: [REDACTED]

Robin Adair Logan

31 January 2023

APPLICANTS SIGNATURE

DATE

Significant Activity Report February 7, 2023

Parks & Recreation Department

Program and Park Highlights

- Due to the extreme cold weather predictions for the February 4th Ice Fishing Derby, we have rescheduled the event for Saturday, February 18th. This is a free youth event located at Dewey's Pond in Quechee and will start at 7am and run until 12noon. This year's event is sponsored by 802 Credit Union, Blood's Catering & Party Rentals, Steve's Bait Shop, Ace Blueprint Service, Mascoma Bank and Claremont Savings Bank.
- We currently have 75 runners pre-registered for the upcoming Ledyard RedZone 5K scheduled for Super Bowl Saturday. The event starts at 10:30am with the start and finish taking place at Dothan Brook School. We anticipate registrations will continue to come through leading up to the race and we hope to have close to 200 runners this year. The lead sponsor is Ledyard Bank along with Casella Waste Management.
- A "Call for Artists" was sent out for the upcoming Summer Concert Series with. Applicants submit the application with a sample of their musical performance. A panel for the summer concerts will review the applicants and make recommendations for this upcoming season. Four of the July Concerts will focus on "July is Parks & Recreation Month" and feature added activities and possible food vendors.
- The Department continues to promote upcoming activities. Our Sweetheart Valentines Dances for Daughters and Sons is schedule for February 11th, Kids Paper Crafting and Card Making Class on February 22nd and the Vermont Flower Show in Essex Jct. on March 3rd.
- Our Adult Open Basketball continues. This is for all skill levels 18 years of age and older. Participants purchase a season pass or pay a drop-in fee per-visit.
- Indoor Ultimate Frisbee continues at Hartford High School, Sundays from 7:00pm to 9:00pm. This is an adult program for participants 18years of age or older. Register at Hartfordrec.com.
- Noontime Hockey at WABA continues Fridays with 20 to 25 regular attendees.
- Over the past two weekends we had 302 skaters during weekend public skating and rented a total of 116 pairs of skates and sharpened 23 pair of skates for customers.
- There are roughly 7 weeks left of WABA arena operations as our season begins to wind down. So far this season we have completed 378 reservations for the ice arena with 1016 hours of usage.
- Learn to Swim at UVAC, Lego Club, Board Game Club, Whaleback Ski Program all continue.
- Staff have started planning process for summer programs and offerings. Advertising for seasonal hires at the Sherman Manning Aquatic Facility and Summer Camp

Ventures will begin soon and at our Staff Meeting this past Tuesday, we discussed the development of the Spring and Summer Program Guide.

Town Clerk

- The Clerks are busily preparing for the upcoming 2023 Annual Town and School District Cycle of events:
 - As of COB February 1st, we had received 520 Early/Absentee Ballot Requests
 - The ballot drafts have been submitted to the printer; the WARNINGS for the Town & School District have been posted in accordance with the Town Charter and State Statute.
 - **The ballots will be available in mid-February.** Voters may request to have a ballot mailed; or, on or after February 15th, voters may pick up a ballot or vote at the Clerk's Office.
 - The Clerk's Office will **CLOSE at NOON on MONDAY, MARCH 6th** to prepare for the election.
 - **The Ballot Drop-Box will be available beginning February 15th; the Drop Box will CLOSE at 5pm on Monday, March 6th. After 5pm, March 6th, all ballots will need to be brought to the polls on March 7, 2023, between the hours of 7am-7pm to be counted. Town Hall is CLOSED on Tuesday, March 7th so any ballots returned by mail must reach the Clerk's office or in the drop box by March 6th to be counted.**
 - The Candidate List has been posted around the community and is available on the Town website: https://www.hartford-vt.org/services/town_clerk_s_office/election_information_results.php
- We have issued about 160 dog licenses thus far. **A REMINDER to residents with dogs: State Law requires ALL dogs aged 6 months or older to be licensed each year by APRIL 1st; a current rabies certificate is required.** The fee is \$9 if the dog is spayed/neutered; \$13, if not payable by check or cash at the Clerk's Office.
- Liquor License Renewal Applications continue to be received through the Department of Liquor & Lottery New Portal for processing. The process is taking more time for applicants, the Clerks and DLL as we all strive to learn to navigate the system and DLL makes technical adjustments. We appreciate the patience of the applicants as they go through the new process.
- The newly elected Justices of the Peace officially took office on February 1, 2023, for a two-year term. We held a well-attended Orientation on January 30th, so they will be ready for the upcoming election cycle and other responsibilities in the coming months as required by statute.

Department of Public Works**Water Department:**

Fixed a leak at 8 Hazen Street on 1/20/2023.
 Leak identified on customer side at 54 Gifford Road.
 Fixed leak at 598 Sykes Mountain Avenue on 1/27/2023.
 Started reading meters for Wilder on 2/1/2023.
 Assisted Highway with winter storms on 1/23/2023 and 1/26/2023.
 First round of monthly Samples taken on 2/1/2023.

Highway Department:

1/20 2-4 inches of snow crew plowed and sanded.
 1/21 came in at 4:00 am to clean up from storm.
 1/25 and 1/26 4 inches of wet heavy snow crew plowed and sanded.
 Chipping trees from early winter storm still in progress
 Equipment maintenance
 1/27 Highway assisted Water Department with water break.

Quechee Wastewater:

Storm cleanup at plant, stations and covered bridge.
 Assist with sewer line locating at Quechee Lake Pineo
 Finish sorting out AUMA actuator setup.
 Collect leach field flow data and process.
 Month end paperwork for state
 Lab work and composites to Endyne.
 Get quotes and order SternPAC (4,000 gallons).
 Effluent filter maintenance.
 clean up trucks.
 Daily plant and station checks

White River Wastewater:

Unplugged pumps four times at Bridge Street pump station.
 Greased mechanical equipment at the treatment plant.
 Dewatered 260,000 gallons of sludge.
 Dewatered 24,000 gallons of sludge brought in from Quechee treatment plant.
 Hauled all dewatered biosolids and grit to Lebanon land fill.
 Picked up W-11 dump truck from High-way Dept. Fixed PTO seal leak.
 Completed and submitted January 2023 state reports to the State of Vermont.
 Completed and submitted 2022 4th quarter biosolids report to the State of Vermont.
 Sewer call on 7 Beach Street , jetted sewer main.
 T.V.ed 7 Beach Street, found a lot of sags in sewer line.
 Wastewater Dept. plowing land fill for the High-way Dept.
 Cut up tree on Wilder pump station fence.
 Sewer call on 1556 Hartford Ave, jetted sewer line.
 Alliance Mechanical working on proactive maintenance (heating system)

Fire Department

Incident Log:

Calls for Service 1/18/23-2/02/23	93		
Incident Type Categories			
Fires	1		
Overpressure Rupture/Explosion	0		
Rescue/Medical	70		
Hazardous Conditions	2		
Service Calls	10		
Good Intent	2		
False Alarm	8		
Weather Emergency	0		
Special Incident/Other	0		

Members of the department along with members from Hanover attended a paramedic State medical protocol update program with the medical director.

Probationary firefighters completed the departments aerial apparatus operator's course. All ground ladders completed third party testing and evaluation.

The departments swift water rescue team assisted area departments with a water rescue in the CT River in Plainfield, NH.

Environmental Sustainability Coordinator

-Vermont Adult Learning program is now accepting applications for their Energy Works training happening in April at the Hartford Area Career and Technical Center in April. Students will participate in a two week training and can learn the basics of weatherization, solar installation, or heat pump installation and includes receiving an OSHA 10 hour safety certification and an EPA certification to handle refrigerants, which are highly regulated and contain potent green house gases. Students can receive stipends and financial assistance for transportation and child care. If someone is interested in participating in this program, they can get more information and fill out an application at: <https://vtadultlearning.org/workforce-development/#energyworks>

- Cold temperatures can be a challenge for buildings and heating systems, and Town Hall recently experienced the heat pump system on the first floor being down for almost a week. Staff on the first floor relied on space heaters and long underwear on some of the colder days and there are now 6 portable space heaters for these kinds of situations. Although it was a challenging couple of days, with temperatures often hanging in the 30's and in the 20's at night, we also saw the benefits of having a well-built energy efficient building. Building temperatures were monitored consistently to

make sure the building didn't dip down to where we might start having issues, like frozen pipes, and even with out heat for several days the first floor stayed between 55-65 for duration of heating system being down. Even the Town Hall basement, which doesn't have a heating system, tends to stay in a similar temperature zone because of passive heat from the ground.

-The White River Junction waste water facility had it's first Pro-Active Maintenance appointment recently. During these appointments HVAC systems are cleaned and checked to make sure everything is running as it should be. The Town of Hartford has made a lot of investments in it's buildings to make them more energy efficient, and it's important to make sure everything is running properly, if something is malfunctioning it could end up using more energy. Town Hall, both waste water facilities, WABA, and soon the Bugbee Senior Center all have a Pro-Active Maintenance contract as those are the sites with newer equipment, other locations will likely have similar contracts when new systems are installed.

Hartford Police Department

The promotional process is complete. Officer Duncan MacDonald and Officer Will Furnari have been promoted to the rank of Sergeant. Officer Cori Santagate has been promoted to the rank of Corporal. The promotions will take effect on February 19, 2023.

Investigator Eric Clifford, Corporal Cori Santagate, Communication Specialist Kathryn Myhre have all completed the Peer Support Team 4 day training. They will work to create a peer support team within our agency to compliment the program that will be implemented by the Vermont Center for Responder Wellness at the beginning of the fiscal year.

Most of the department participated in the TruNarc training and can effectively use the device. The few officers that did not attend the live training will complete the online version so that 100% of the department is trained to use TruNarc. We invite the selectboard to visit the police department to see a live demonstration.

Detectives received 4 past tense sexual assault reports on February 1. These reports will result in lengthy investigations.

Nature of Incident	Total Incidents
911 Hangup Call	23
Agency Assistance	15
Animal Noise	1
Animal Problem	7
Assault	1
Non-sufficient Funds Check	1
Burglary Alarm	22
Child Abuse or Neglect	1
Citizen Assist	18
Citizen Dispute	9

Court Time	1	
CPR	1	
Traffic Accident with Damage		13
Traffic Accident with Injuries		2
Directed Patrol	152	
Disorderly Conduct/Noise		2
Controlled Substance Problem		2
Family Fight/Domestic		3
Fire Alarm	1	
Fireworks	2	
Foot Patrol	13	
Found Property		3
Fraud	5	
Harassment	1	
Information Report	2	
Intoxicated Person	1	
Juvenile Problem	1	
Lock Down Drill	2	
Mental Health Emergency		1
Missing Person	1	
Motor Vehicle Complaint		9
Noise Disturbance	2	
Paperwork Service	4	
Parking Problem	3	
Phone Problem /Harassment		2
Property Damage, Non-Vandalism		3
Public Speaking	1	
Service Abuse Prevention Order		2
Sexual Assault	5	
Unknown Medical Emergency		2
Social Media	2	
Suicide Threat	2	
Suspicious Person	1	
Suspicious Person/Circumstance		13
Theft	7	
Threatening	4	
Traffic Hazard	4	
Traffic Violation	1	
Training	1	
Trespassing	3	
Unresponsive Person		3
Unlawful Mischief	2	
VIN Number Inspection		2

Total Incidents for This Report: 398

Assessor

- Processed transfers and building permits
- Assisted the public with general questions such as records requests and value changes
- Reviewed past RFP documents for revaluation contractors.
- Processed contract invoices

Department of Planning and Development Highlights

- TIF Program – Completed and submitted to the state Hartford's TIF District Annual Report and prepared for presentation to the Selectboard. State House and Senate Bills to extend Hartford's TIF District's period to incur debt and collect tax increment was introduced to the Legislature and passed along for hearings. Provided Town testimony to the House Ways and Means Committee on 2/2/23, and Senate hearing scheduled for 2/8/23.
- VT Downtown Designation Program – Completed and submitted annual report to the State.
- Parking Survey – Staff completed $\frac{3}{4}$ of the triannual parking survey in Downtown White River Junction and anticipates completing it by February 10th. Parking occupancy by sections are counted during different times of the week and day, and when different activities are occurring. This information is helpful when evaluating parking impact from new development, and guiding parking management plans for the future.
- Housing – The informational and resource community tradeshow about developing Accessory Dwelling Units (ADUs) has been scheduled for May 6th at the Hartford Area Career & Technology Center (HACTC). The Town continues to work with Vital Communities, HACTC and TRORC on signing up vendors and developing public outreach. Working with JAM (formerly CATV) on public engagement for community input on
- Property Development Applications – Issued a Zoning permit for the development of 42 units of multi-family housing on the final lot along Prospect Street. The department continued to assist applicants regarding general inquiries and submittal of Zoning/Building permit applications; review/approve building/zoning and design review applications; and conduct inspections of completed projects for issuance of Certificates of Occupancy.
- Town Forest – The Town Forest timber harvest is winding down. The cutting is complete, and most logs have been delivered to the two log landings. Trucks will continue to haul the logs to the mill. The Town Forest Integrated Management Plan (a summary and compilation of all the Town Forest management plans and inventories) was completed by the Conservation Commission. The Integrated Management Plan and all of the plans, inventories and related attachments have been posted on the Town website under the Conservation Commission webpage.
- Design Review WRJ - DRC approved exterior changes to the front of COVER building on South Street which was approved administratively. COVER also proposing mural project on its building and is seeking public input.
- Historic Preservation Grant Project- The Hartford Performing Arts History project is well underway. Research is winding down and the oral history component is about to begin. The first of two community meetings is scheduled for Wednesday, March 15th.



AGENDA MEMORANDUM

February 7, 2023

Town Selectboard Meeting Agenda Item: 5.a

Submitted by Lori Hirshfield, Director of Planning and Development

Subject: Tax Increment Financing District FY 2022 Annual Report to Vermont Economic Progress Council

Background: Every Year the Town submits a detailed report to the Vermont Economic Progress Council (VEPC) on the status of activity in the Town's TIF District for the previous fiscal year and the increment growth. This report feeds into a larger annual report to the State Legislature.

Attached is Hartford's report for FY 2022, July 1, 2021 through June 30, 2022; based on April 1, 2021 Grand List property values.

Discussion: The following are some highlights of the Report for FY 2022:

- Since the TIF District began in 2011, the total taxable value of properties in the District increased by:
 - o \$26,209,100 (from \$33,557,300) for Municipal values
 - o \$29,657,200 (from 33,514,500) for State Education values
- These increased values generated new tax revenue, of which 75% went into the dedicated TIF District Fund for the TIF District public infrastructure improvements. The total was \$613,924, (an increase of \$79,435 from last year):
 - o \$229,735 from Municipal
 - o \$384,189 from State
- \$715,784 of TIF Funds and \$52,280 of a VT Wastewater Funds Grant (loan forgiveness) were spent on public infrastructure projects.
- Private investment created a net gain of 23 jobs by June 30, 2022. This was an increase from last year's net increase of 11 jobs, and many businesses reported they were unable to hire the number of employees needed.

Per the attached Certification Form, Joe Turner, the Town Assessor and I will make the requisite certifications.

Financial Impact: The TIF Program continues growth of the Grand List.

Proposed Motion: Accept Fiscal Year 2022 TIF Annual Report to the Vermont Economic Progress Council, and the Selectboard Chair proceed with signing the Certification Form

Attachments:

1. TIF FY 2022 Annual Report
2. TIF District Map
2. Certification of Increment and Annual Report Form



**Tax Increment Financing District
Vermont Economic Progress Council
Vermont Department of Taxes**

VEPC Staff Contact Information:
Angie Farrington, (802) 461-6421, angela.farrington@vermont.gov

Reports are due on or before January 15, 2023
Please submit reports to accd.vepctifannualreport@vermont.gov

I. District Information:

Municipality & District	Hartford: White River Jct Downtown	Reporting Period:	July 1, 2021 - June 30, 2022
Name of Person Completing Report	Lori Hirshfield,	Grand List Year:	2021
Title	Director, Dept of Planning and Developmen		
Email Address	lhirshfield@hartford-vt.org		
Telephone	802-295-3075		
Date Report Completed	January 15, 2023		

NOTE: All information reported on this form by the municipality must be for the Reporting Period and Grand List Year identified above.

II. TIF District Data:

Base Data (Original Taxable Value)				
Municipal	\$	33,557,300	OTV Total Acres	129.11
Homestead- Education	\$	560,700	OTV Total Parcels	144
Non Residential- Education	\$	32,953,800		
Total Education	\$	33,514,500		
Taxable Values as of April 1				
Municipal	\$	63,342,700		
Homestead- Education	\$	546,800		
Non Residential- Education	\$	62,624,900		
Total Education	\$	63,171,700		
Increase (Decrease) in Taxable Values (auto-calculated)				
Municipal	\$	29,785,400		
Homestead- Education	\$	(13,900)		
Non Residential- Education	\$	29,671,100		
Total Education	\$	29,657,200		
TIF Increment Revenue Retained for Reporting Year				
Municipal	\$	229,735		
Homestead- Education	\$	(170)		
Non Residential- Education	\$	384,359		
Total Education	\$	384,189		
Total TIF Revenue	\$	613,924		
Other TIF Fund Income				
	Source	Education	Municipal	Total
1	Interest Earnings	\$ 1,372	\$ 1,372	\$ 2,743
2	Interest Earnings on Bond Funds			\$ -
3			\$ -	\$ -
4			\$ -	\$ -
5			\$ -	\$ -
	Total:	\$ 1,372	\$ 1,372	\$ 2,743
Changes to Individual Parcels				
	SPAN Number	Describe Change		
1	28509017007.00	Subdivison of Parcel 17007 into two condominiums and added back into the TIF Grand List		
2	28509017008.00	Subdivison of 17007 into two condominiums and added back into the TIF Grand List		

3		
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5		
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Additional Information

Individual Parcel Changes: This subdivision occurred in previous Townwide Grand List but inadvertently the two new parcels were not tagged as being in the TIF District and therefore did not show up in the TIF 2020 Grand List reports. This was correct for the 2021 TIF Grand List.

III. Votes and Financing:

Public Vote Information. Check the appropriate box. Make sure to provide the date if information has been submitted to VEPC.

- ☐ No public votes or debt obligations occurred during this reporting period.
- ☒ Yes there were public votes and/or debt obligations during this reporting period.
- ☐ Vote and debt obligation documents were submitted to VEPC. (Enter date submitted)
- ☒ Vote and debt obligation documents are uploaded with this report.

Debt Instruments										
Infrastructure and Debt		Term in Years	Period (ie. 1/1/2016-12/31/2026)	Interest Rate	Principal	Interest	Total	Total Payment for Reporting Period	Remaining Principal Balance	Terminated
Existing Debt:										
1	Prospect Street - General Obligation - Loan Agreement	20	7/1/2014-11/15/2034	Varies	\$ 900,000	\$ 331,831	\$ 1,231,831	\$ 66,375	\$ 58,500	☐
2	Stormwater/Wastewater Improvments - No. Main/Currier/Church Streets		Anticipate incurring debt in FY 2023/2024		\$ 700,000	\$ -	\$ 700,000	\$ -	\$ -	☐
3	Parking Lot; Currier St Extension; No Main St.- Joe Reed Dr Sidewalk; Gates, No Main, So Main Sts. Engineering	20	8/2/2017-11/1/2037	3.30% Net	\$ 2,126,000	\$ 753,136	\$ 2,879,136	\$ 161,618.80	\$ 1,700,800	☐
New Debt:										
Example: Main Street Lights - General Obligation Bond		11	1/1/2016-12/31/2025	5.60%	\$ 3,250,000	\$ 500,000	\$ 3,750,000	\$ 340,909	\$ 2,950,000	
4	S Main/N Main/Gates Sts Roadway Construction 2019 Vote, 2020 General Obligation Bond Series 3 (Contracts 1 & 2)	20	11/1/2020-11/1/2040	varies	\$ 1,735,000	\$ 369,492	\$ 2,104,492	\$ 114,285.32	\$ 1,648,250	☐
5	S Main/N Main/Gates Sts Water, WW Stormwater Construct. 2019 Vote, CWSRF Loans Steps I,II,III (# RF1-222) (Contract 1)	20	8/1/2022-8/1/2041	2.00%	\$ 657,021	\$ 146,604	\$ 803,625	\$ -	\$ 657,021	☐
6	S Main/N Main/Gates Sts Water Construct. 2019 Vote, DWSRF Loans Step III (#RF3-390-3) (Contract 1)	20	10/1/2022-10/1/2041	3.00%	\$ 867,657	\$ 298,747	\$ 1,166,404	\$ -	\$ 867,657	☐
7	Town Sq Parking Lot 2020 & Maple St Sidewalk, 2020 Vote in 2021 General Obligation Bond Series 1	20	3/4/2021-11/1/2041	varies	\$ 843,900	\$ 218,704	\$ 1,062,604	\$ 19,895.38	\$ 843,900	☐
8	S Main/N Main/Gates Sts Roadway Construction 2019 Vote, 2022 -1 General Bond (Contract 2 \$578,200); S Main St Pkg Lot Construction 2020 Vote in 2022- 1 Bond (\$1,822,600)	20	2022-2042	2.30%	\$ 2,400,800	\$ 549,930	\$ 2,950,730	\$ 13,131.71	\$ -	☐

9	S Main/N Main/Gates Sts Water, WW Stormwater Construct. 2019 Vote, CWSRF Loans Steps II,III Contract 2 (RF1-291-3.0 Loan not finalized until construction completed & project closed out in FY2023)	20	10/1/2023-10/12/2042	2.00% admin	\$ 734,150	\$ 163,841	\$ 897,991	\$ -	\$ -	☐
10	S Main/N Main/Gates Sts Water Construct. 2019 Vote, DWSRF Loans Step III Contract 2 (RF3-467-3.0 Loan not finalized until construction completed & project closed out in FY2023)	20	12/1/203-12/1/2042	2.00% admin	\$ 895,000	\$ 199,705	\$ 1,094,705	\$ -	\$ -	☐
Total					\$ 11,859,528	\$ 3,031,991	\$ 14,891,519	\$ 375,306	\$ 5,776,128	

Annual Debt Service

Principal Paid	\$ 238,050
Interest Paid	\$ 137,256
Fees/Other Costs Paid	\$ -
Total Paid	\$ 375,306

Refinancing. Was any portion of TIF District debt refinanced during this reporting period?

- ☒ No
- ☐ Yes, please provide details.

Direct Payments: Enter the total amount of any TIF direct payments made during this period.	\$ 15,524	Date Approved by Voters:	2014, 2017, 2019, 2020
--	-----------	---------------------------------	-------------------------------

Additional Information	
Debts: State DWSRF % CWSRF loans for the S Main, N Main & Gates Sts project (Contract 1) were finalized when construction was completed in FY2022 and final costs known. This resulted in reduced loan amounts and loan terms, and revised payment schedules than originally anticipated 1/15/2023; \$52,280 of the CWSRF loan was converted into a grant reported in the Non-TIF Revenue Section. 2% Loan Admin Fees reported under interest rate. <u>Direct Payments:</u> \$1,567.50 payment to Primmer, et.al. in FY2022 (account # 13-500-500-0500) is reported in this TIF report, with journal entry in FY 2023 for reimbursement directly from Increment revenue.	

IV. Improvements and Funding:

Improvement Expenditures					
Name of Improvement			Of the Total Expenditure listed:		Total Improvement Expenditure for this report period
			The amount paid with TIF Revenues	The amount paid with Non-TIF Revenues	
Phase 1 (2014)	1	Prospect Street Phases I & II - Reconstruction			
		Reported completed in previous annual report.	\$ -	\$ -	\$0.00
Phase 2 (2016)	2	No Main Church, Currier Sts Phase I (North Main Currier/ Church Street)			
		With completion of S Main, N Main, Gates Street Project, the stormwater improvements for this project can proceed to final engineering and construction in FY2023/2024.	\$ -	\$ -	\$ -
	3	Former Miller Auto/Municipal (Legion) Parking Lot and Site Phase I			
		Outfall of COVID and related supply chain and labor shortages has delayed all projects in the District by 2-3 years. Final engineering substantially completed and proceeding with construction in 2023.	\$ 17,650	\$ -	\$ 17,650
Phase 3 (2017)	4	South Main, North Main, and Gates Streets: Watermain Engineering & South Main Improvements Phase II: Engineering			
		Please note that in year 2022, VEPC Staff and the Town of Hartford decided to combined South Main, North Main, and Gates Street- Watermain Engineering (\$50,000) and South Main Improvements (\$250,000). In doing so this allows for consistency with expenditure reporting to VEPC. For more information review December 2022 VEPC Board minutes.			
		Completed design and engineering for the stormwater, wastewater, water, roadway and streetscape segment improvements, and construction management for the first section of this project. Began engineering construction management for the second segment of this project.	\$ 35,691	\$ -	\$ 35,691
	5	Currier Street Extension Phases I & II			
		Completion of the final segment of this project need to be coordinated with construction of the South Main Street Parking Lot improvements noted above. Finalized engineering and anticipate 2023 construction season.	\$ 10,181	\$ -	\$ 10,181
	6	North Main Improvements - Sidewalk and Streetscape (Bridge Street to Joe Reed Drive)			
		Completed and reported in previous TIF Report.	\$ -	\$ -	\$ -
Phase 4 (2019)	7	So Main /No Main/ Gate Streets: Improvements Phase II Construction			
		Outfall of COVID and related supply chain and labor shortages stretched this project out over 3 construction seasons and has had the domino affect of delaying other projects in the District by 2-3 years. Construction of the first segment was completed and began construction of the second segment of this project for wastewater, water, roadway and streetscape improvements.	\$ 652,262	\$ 52,280	\$ 704,542
	8	Downtown Park and Parking (Town Square)			

Phase 5 (2020)		Outfall of COVID and related supply chain and labor shortages has delayed this project by 2-3 years. Completing final engineering and anticipate proceeding with construction in 2023/2024 following completion of the South Main Street Parking Lot project noted below.	\$ -	\$ -	\$ -
	9	Pine Street Phase IA - Streetscape/sidewalk & utilities incl. stormwater (Maple Street)			
		Outfall of COVID and related supply chain and labor shortages have delayed the sidewalk curbing and streetscape improvements in the public R-O-W along 87 and 101 Maple Street by 2-3 years. Also coordinating construction with abutting property owner improvements. Targeting construction in 2023.		\$ -	\$ -
	10	Former Miller Auto/Municipal (Legion) Parking Lot and Site Phase II (South Main St Town Parking Lot)			
Future Projects Needing Phase Filings		Outfall of COVID and related supply chain and labor shortages has delayed this project by 2-3 years. Completing final engineering and anticipate proceeding with construction in 2023.		\$ -	\$ -
	11	Railroad Row Extension & Parking Phases I & II			
		No activity this period.	\$ -	\$ -	\$ -
	12	Pine Street Phase II: Parking lot, streetscape/sidewalk, lighting & utilities incl. stormwater			
		No activity this period.	\$ -	\$ -	\$ -
	13	Currier Street			
		No activity this period.	\$ -	\$ -	\$ -
	14	Maple & Prospect Street Intersection Improvements			
		No activity this period.	\$ -	\$ -	\$ -
		Total	\$ 715,784	\$ 52,280	\$ 768,064.37
				Check	\$ 768,064

Sources of Non-TIF Revenues		Total Amount Secured for Each Source	Total Amount Spent to Date	Total Amount Spent this Period	Closed
1	Railroad Row - Enhancement Grant (2005/2016)	\$ 50,000	\$ 2,951		X
2	Railroad Row - Town (2005)	\$ 50,000	\$ 4,426		X
3	N. Main St. Sidewalk, Church St. to Bridge St., Engineering - Town (2011)	\$ 4,688	\$ 4,688		X
4	S Main St Sidewalk - Downtown Transportation Grant (2011) Project 1	\$ 74,863	\$ 74,863		X
5	S Main St Sidewalk - Town (2011)	\$ 54,229	\$ 55,236		X
6	S Main St Bus Shelter Grant - Advance Transit (2012)	\$ 34,483	\$ 34,483		X
7	S Main St Bus Shelter - Town Funds (2012)	\$ 7,904	\$ 7,904		X
8	Bridge St Rain Garden - Downtown Transportation Grant (2011) Project 2	\$ 18,874	\$ 18,874		X
9	Bridge St Rain Garden - Town (2013)	\$ 26,897	\$ 26,897		X
10	Gates St East Construction - Downtown Program Transportation Grant (2013)	\$ 100,000	\$ 100,000		X
11	Gates St East - Engineering & Legal for ROW - Town Funds (2014)	\$ 19,112	\$ 19,112		X
12	Gates St East Engineering & Construction - Town Funds (2011/2013)	\$ 110,596	\$ 110,596		X
13	N Main & Currier St Stormwater Analysis - Town Funds (2015)	\$ 40,680	\$ 40,680		X
14	Gates St West Construction - Developer (2015)	\$ 14,149	\$ 14,149		X
15	Prospect St Phase I & II traffic signal at Prospect & Maple Sts - developer (2016)	\$ 161,400	\$ 161,400		X
16	Prospect St Phase I & II-curb and sidewalk on Maple St - NHDOT (2016)	\$ 16,857	\$ 16,857		X

17	Prospect St Phase I & II-curb and sidewalk on Maple St - Vtrans (2016)	\$ 9,900	\$ 9,900		X
18	Gates St East Construction-additional Town funds to complete project (2017)	\$ 4,539	\$ 4,538		X
19	Currier St - VT Sales Tax Reallocation Program (2017)	\$ 305,642	\$ 303,050		☐
20	Currier St Extension - Legal fees for construction easements - Town Funds (2017)	\$ 1,886	\$ 1,886		X
21	N. Main, Church & Currier Sts Stormwater Project - Town Funds (2017)	\$ 14,185	\$ 14,185		X
22	Pine St all Phases redevelopment plan EPA Brownfields grant thru TRORC (2019)	\$ 34,000	\$ 34,000		X
23	S Main St Pkg Lot 4 EV charger stations VCDP (\$20,885); GMP (\$12,355) grants	\$ 33,240	\$ 33,240		X
24	S Main , N Main & Gates Sts Contract # CWSRF loan converted to grant (2022)	\$ 52,280	\$ -		☒
25		\$ -	\$ -	\$ -	☐
26		\$ -	\$ -	\$ -	☐
27		\$ -	\$ -	\$ -	☐
28		\$ -	\$ -	\$ -	☐
Total		\$ 1,240,404	\$ 1,093,914	\$ -	-
Non-TIF Revenues Reported under Improvement Expenditures				\$ 52,280	

Related Costs					
	List and describe the related cost(s)	Vendor	The amount paid with Education Revenue	The amount paid with Municipal Revenue	Total Cost for this report period
1	Legal for TIF votes and debt obligations	Primmer Pipper Eggleston & Crammer, PC	\$ 3,558	\$ 3,558	\$ 7,115
2	Portion of Townwide and TIF AUP	Mudgett, Jennett & Krogh-Wisner	\$ 4,205	\$ 4,205	\$ 8,409
3			\$ -	\$ -	\$ -
4			\$ -	\$ -	\$ -
5			\$ -	\$ -	\$ -
Total			\$ 7,762	\$ 7,762	\$ 15,524
				Check	\$ 15,524
				Check	\$ -

V. Performance Indicators:

Standard

Real Property Development		
1	Pine Street Redevelopment Phase I: renovation of 9,801 SF of existing commercial, 26,041 SF of new commercial, and 16,000 SF of new residential. Bridge & N Main Gateway redevelopment and renovation.	
	Pine Street (Block D): Additional \$82,000 investment in renovations for 155 Maple Street. (Value will be reflected in 2022 Grand List to be reported in FY 2023 TIF Report.) Refer to previous reports for completed projects. No additional activity this period.	\$ -
2	Prospect Place Redevelopment: 4 mixed-use buildings and a 5th building with 40 residential condos. Pine Street Phase II: renovation of 16,252 SF of existing commercial, 5,550 SF of new commercial, 4,500 SF of new residential.	
	Prospect Place Redevelopment (Block A): When the redevelopment began in 2014, 5 phases became 3, thus no update. The other phases are reported in other parts of this section. Pine Street (Block C) Unfortunately new restaurant did not survive impacts of Covid. Renovations at 87 and 101 Maple Street continued and anticipate completion in FY 2023/2024.	\$ -
3	Main Street Renaissance: Redevelopment of former car dealership parking area into four-story, mixed-use building. Gates East & S Main St Redevelopment: mixed-use residential and commercial development.	
	Main Street Renaissance Phase I (Block J) completed with Phase II reported below. South Main Street Apts (Block I): New construction of 69 units of market rate housing completed and 3000 SF of commercial space substantially completed. (Value will be reflected in 2022 Grand List to be reported in FY 2023 TIF Report.) Refer to previous reports for completed projects. Completion of the first segment of the South Main Street public improvements facilitated expansion of the River Roost Brewery and new tasting bar and restaurant 230 South Main Street. Plans have been approved by the Town and construction anticipated to begin 2023.	\$ -
4	Prospect Place Redevelopment Phase II. Northern Stage: new, 45k SF theater main stage w/320 seats, 3/4 thrust stage educational theater that is 99 seat flexible black box, lobby with café/bar, classrooms, rehearsal halls and admin offices.	
	Prospect Place Redevelopment Phase II (Block A) and Northern Stage New Theater (Block H) completed and previously reported. For this report, Northern Stage completed permanent outdoor theater. Since the property has non-profit exempt status no value reported. However, development of this outdoor theater has increased the number of performances throughout the year, bringing more patrons and thus more business activity into the TIF District.	\$ -
	Listen Development/Maple Street: commercial redevelopment and new residential. Main Street Renaissance Phase II. Pine Street Redevelopment Phase III.	

5	Listen Development (Block E): Completed and reported previously. Main Street Renaissance Phase I (Block J) completed with Phase I reported above. No other activity during this period.	\$ -
6	Northern Hospitality Phase I: Complete redevelopment of existing hotel, theater, and mixed-use, three-story building that encompasses one complete city block.	
	Northern Hospitality (Block G) Partial development of first floor completed and report previously (2018). Property owner pursuing redevelopment plans which has been slowed by impacts of Covid.	\$ -
7	Prospect Place Phase III. Northern Stage Phase II. Northern Hospitality Phase II.	
	Prospect Place (Block A) Development of third and final lot In the permitting stage for development of 42 units of multifamily rental housing for affordable and workforce/market . Anticipate construction in FY2023/2024. Northern Hospitality Phase II: (Block G) Pursuing redevelopment.	\$ -
8	Bridge & N Main Street Gateway Phase II: renovate 11,879 SF of existing commercial and 4,625 SF of existing residential, and add 25,274 SF of new residential in multiple mixed use buildings.	
	Bridge and Main (Block F). Tattoo business moved into vacant space in former hair salon. Other redevelopment reported previously. No other activity this reporting period.	\$ -
Total		\$ -

Employment Opportunities	

Additional Information	

Mandated

Jobs at June 30, 2021								
NAICS Code		Increase or (Decrease)	Previous Location (if known)		NAICS Code		Increase or (Decrease)	Previous Location (if known)
1	11				11	53		
2	21				12	54	1	
3	22				13	55		
4	23				14	56		
5	31-33	1			15	61	2	
6	42				16	62	5	
7	44-45				17	71	2	
8	48-49				18	72		
9	51				19	81	12	
10	52				20	92		
					Total Jobs Increase (Decrease)			23

Identify Source/Method for Obtaining Jobs Information

Surveying businesses and reviewing building/zoning permits.

Vermont Firms						
Name of Vermont Firm		Total amount of work performed		Name of Vermont Firm		Total amount of work performed
1	Primmer Piper Engleston et. al	\$ 7,115		11	MDL Electric	\$ 115,610
2	Mudgett, Jennette, Kroger-Wisner	\$ 8,409		12		\$ -
3	DuBois& King Engineering	\$ 27,831		13		\$ -
4	C Robert Manby, PC	\$ 250		14		\$ -
5	Munson Earth Moving	\$ 253,974		15		\$ -
6	McNeil, Leddy and Sheahan, PC	\$ 312		16		\$ -
7	Nott's Excavating	\$ 310,570		17		\$ -
8	Aldrich & Elliot PC	\$ 81,681		18		\$ -
9	Northern Nursery	\$ 618		19		\$ -
10	Richard Electric	\$ 1,220		20		\$ -
				Total Amount of Work Performed	\$ 807,590	

Additional Information

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TIF District Specific

Transportation Enhancements

Continued with implementation of engineering and construction our downtown infrastructure projects. We will continue to implement in stages to minimize impact on loss of parking to offset impact on businesses.

Brownfield

No activity this period.

Housing Changes (optional)

	Affordable Housing	Market Rate Housing	Total
New	0	69	69
Eliminated	0	0	0
Net Total	0	0	69

Impact of COVID-19 on Public and Private Improvement Projects

COVID has significantly delayed implementation of public improvement projects by 2-3 years. For private sector, especially restaurants, it has compounded ability to recover financially due to lack of staff and thus not being able to be open the full hours they want to. Many of the restaurants stopped serving lunch and are not open all the days they were prior to Covid. A few restaurants went out of business. Other commercial activities are challenged as well. Overall private investment is on a slower protective in general but has not necessarily stopped.

Current TIF District Activity: Please include details regarding FY23 activities (This can include updates regarding specific projects, potential substantial change requests, etc.)

Real Property: Renovations at 87 and 101 Maple Street continued and anticipate completion in FY 2023/2024. River Roost Brewery and new tasting bar and restaurant at 230 South Main Street -Plans have been approved by the Town and construction anticipated to begin 2023. Northern Hospitality (Block G) Partial development of first floor completed and report previously (2018). Property owner pursuing redevelopment plans which has been slowed by impacts of Covid. Prospect Place (Block A) Development of third and final lot In the permitting stage for development of 42 units of multifamily rental housing for affordable and workforce/market; anticipate construction in FY2023/2024. Public Infrastructure: South Main Street Parking Lot and final leg of the Currier Street Extension project both going out to bid and anticipate construction beginning in FY 2023 and completing in the 2023 construction season. Street improvements along 87 and 101 Maple Street expected to start in FY2023 and complete within 2023 construction season. Completing second segment of the South Main, North Main, and Gates Streets project in FY2023.

ATTACHMENT 6F
Hartford Proposed TIF District
April 5, 2011

The map displays a complex street grid with several streets highlighted in red: Hartford Ave, North Main St, Gates St, and Prospect St. A railroad line runs along the top and right edges of the district. The map is divided into numerous numbered lots, many of which are grouped into larger colored areas labeled A through J. Area A is red, B is light blue, C is blue, D is yellow, E is dark blue, F is pink, G is light blue, H is orange, I is purple, and J is light orange. The map also shows a river or waterway on the right side and a large open area on the left.

CERTIFICATION OF INCREMENT AND ANNUAL REPORT

STATUTORY REQUIREMENT: (24 VSA §1895) "As of the date the district is created, the lister or assessor for the municipality shall certify the original taxable value and shall certify to the legislative body in each year thereafter during the life of the district the amount by which the total valuation as determined in accordance with 32 VSA Chapter 129 of all taxable real property located within the tax increment financing district has increased or decreased relative to the original taxable value."

RULE REQUIREMENT: (SECTION 903) "Increase/Decrease in Assessed Valuation: Each year following the year of creation, the listers or assessor shall certify to the municipal legislative body the amount by which the total assessed valuation of taxable properties within the TIF District has increased or decreased compared to the municipal and education OTV. Prior to providing the certification to the municipal legislative body, the listers or assessor shall have the calculation of the increase or decrease, including an examination of the disposition and tax status of each parcel within the District, verified by a second party. Selection of the second party is up to the municipality and may be an individual within or outside of the municipal government. However, the individual should be familiar with parcel listings and valuation, property tax status, and the concepts of OTV and District increment. A copy of the certification of the value and the increase or decrease must be included in the Annual Report required by Section 1004.2 of this Rule along with a certification that a second party reviewed the information. The Council will provide a form on which to provide this certification."

SECTION 1: Certification of Increment by Assessor or Lister and 2nd Party Reviewer

Check both certification boxes and sign this form. If the boxes or signatures are not completed, this form will be considered incomplete. The second party reviewer should be familiar with parcel listings and valuation, property tax status, and the concepts of OTV and District increment.

- ☐ We certify that, per TIF Rule Sections 903 and 1004.2, we have examined and verified the current value, the calculation of the increase or decrease in property values, the disposition and tax status of each parcel within the District, and any other issues relevant to the parcels listed in the Certified OTV Property Report.
- ☐ We have certified to the municipal legislative body, at a regular or duly warned meeting that the information provided in this report represent true and accurate statements.

Signature of Assessor or Lister

><

Name: _____

_____ Title

_____ Date

Signature of 2nd Party Reviewer

><

Name: _____

_____ Title

_____ Date

SECTION 2: Certification of Annual Report

Provide the date the annual report was presented to the municipal legislative body. Check both certification boxes and sign this form. If the boxes or signatures are not completed, this form will be considered incomplete.

Date report presented to the municipal legislative body:

- ☐ I certify that I am an official of the reporting municipality with the authority to report on this TIF District on behalf of the municipality.
- ☐ I certify that the annual report data entered and all documents attached in support of this annual report are true, correct and complete to the best of my knowledge.

Signature of Authorizing Official*

><

Name: _____

_____ Title

_____ Date

** Authorizing Official is the Chief Executive Officer of the municipality as defined by 10 VSA § 683(8) such as a Select Board or City Council Member, Town or City Manager, or Town Administrator.*



AGENDA MEMORANDUM

February 7, 2023

Town Selectboard Meeting Item 5, b.

Submitted by: Jeremy Delisle, Interim Public Works Director

Subject: Replacement of a 2008 Caterpillar 928H Loader

Background: The Town Hartford sent out an RFP to replace a 2008 928H Caterpillar Loader. We received bids from G. Stone Commercial, CCR LLC, United Construction and Forestry, Milton Cat and Alta Equipment.

Discussion: The Highway division currently uses this loader for loading trucks with materials like salt/sand and gravels. We also utilize this loader for spring sweeping, snow pickup downtown and tree removal. Water and Wastewater also use this loader for loading sludge and working on water line replacement projects. We have carefully reviewed each bid and the specifications to be as close to in line with the Town of Hartford's Purchasing Policy and Climate Action Plan as we can, given what is available.

We spoke with a local contractor who currently has JCB equipment and we were pleased to hear about the excellent service that they experienced working with JCB. The Town had a chance to try out the JCB 437 for a few weeks to see how it operated and check over the overall machine. Our Highway Foreman was very impressed with this piece of equipment.

The cost of the new JCB front loader is \$162,500 after trading the existing 2008 Caterpillar 928H. The JCB loader fell in between all other bids, highest bid was Milton Cat at \$172,500 after trade and the lowest bid was G Stone Commercial at \$111,607.86 after trade in.

Impact: The Town budgeted \$200,000 for the replacement of this loader that was combined by \$30,000 from fund 50 reserves, \$30,000 from fund 60 reserves and \$140,000 from DPW reserves. Cost before trade is \$202,500. Cost after trade is \$162,500. Life expectancy is between 15 and 20 years.

Recommendation:

Authorize Interim Public Works Director, Jeremy Delisle, to sign the sales agreement to purchase a JCB 437ZX from ALTA Equipment for \$162,500.

Attachment: Purchasing Policy and Climate Action Plan Review Form, Spec Sheets and Comparison Worksheets.

Acting Town Manager



JCB 437 ZX

FAST FACTS

- Heavy duty articulation joint and well-positioned steering rams
- T4i/Stage 3b 1.7 gal (6.7 liter) engine
- Industry-recognised components selected for ultimate performance and reliability
- Optional 5-speed transmission with torque convertor lock-up
- Eco mode reduces fuel consumption yet retains productivity
- All-day-comfortable operator environment and JCB Smoothride load suspension

TECHNICAL SPECIFICATIONS

Operating weight	35,034 lb
Engine power	183 hp
Bucket capacity	3.53 yd ³
Payload (bucket)	9,828 lb
Payload (forks)	13,316 lb
Dump height	9' 1"



STATIC DIMENSIONS

Overall length:	24'
Axle to pivot pin:	4' 1"
Wheel base:	10'
Axle to counterweight face:	6'
Minimum ground clearance:	1' 7"
Height over exhaust:	10' 3"
Width over cab roof:	5' 3"
Maximum width over tires:	8' 6"
Wheel track:	6' 9"
Maximum width over fenders:	8' 5"
Height over cab roof and lowered beacon:	11'
Height over raised beacon:	12' 2"
Front axle weight:	16,032 lb.
Rear axle weight:	18,065 lb.
Total weight:	34,086 lb.
Height over engine cover from ground fully open:	11'
Increase in vehicle length with engine hood open (rear grill shut):	+3' 1"
Maximum turn radius over bucket:	19' 10"
Maximum turn radius over tire:	18'
Inside turn radius:	9' 6"
Articulation angle:	40°

TIRE SIZE JCB EARTHMOVER 20.5R25: L3 RADIAL (MACHINE WIDTH: 2591MM)

Tire size: 20.5 R25	Manufacturer: JCB	Type: Earthmover	Rating: L3
Operating Weight: 203 lb.	STL:	FCTL: 95 lb.	Vertical: 1.6"
Width: .5"			

LOADER DIMENSIONS

Bucket capacity:	3.53 yd ³
Bucket capacity (struck):	3.07 yd ³
Bucket width:	8' 10"
Bucket weight:	1,584 lb.
Maximum material density:	2,783 lb/yd ³
Tipping load straight:	23,063 lb.
Tipping load full turn:	19,656 lb.
Payload:	9,828 lb.
Maximum breakout force:	32,372 lbf
Dump angle maximum:	45°
Roll back angle full height:	52°
Roll back at carry:	44°
Roll back at ground level:	35°
Load over height:	12' 4"
Dump height (45 deg dump):	9' 1"
Dig depth:	4"
Reach at dump:	3' 7"
Pin height:	13' 2"
Reach maximum (45° dump) horizontal arm:	6' 4"
Operating weight (Includes 165lbs. operator and full fuel and DEF tanks):	35,034 lb.

ENGINE

Type	Cummins
Model	QSB
Capacity Liter	6.7
Aspiration	Turbo Charged
Cylinders	6
Max. gross power to SAE J1995/ISO 14396	183 hp @ 2,000 rpm
Net peak power ISO9249	175 hp @ 1,700 RPM
Net peak torque ISO9249	612 lb-ft @ 1,500 RPM
Rated gross power to SAE J1995/ISO 14396	173 hp @ 2,100 rpm
Net power to ISO 9249	161 hp @ 2,100 RPM
Max torque	620 lb-ft @ 1,500 RPM
Valves per cylinder	4
Air cleaner	Cyclonic pre filter with engine fan scavenge system
Fan drive type	Hydraulically driven cooling fan
Emissions	Tier 4

TRANSMISSION

	Forward	Reverse
1	4.25 mph	4.48 mph
2	7.94 mph	8.35 mph
3	15.26 mph	15.98 mph
4	23.61 mph	

AXLES

	Heavy duty
Make and model:	ZF MT-L 3085 II (front) ZF MT-L 3075 II (rear)

Overall axle ratio:	21.53 : 1
Rear axle oscillation:	+/- 10.5°

*All available with open differential, Limited slip differential,
Open differential with auto-locking front.*

ELECTRICAL SYSTEM

System voltage:	24 V
Alternator output:	120 amp-hour
Battery capacity:	110 amp-hour

HYDRAULICS

Pump type:	Variable displacement
Pump 1 max flow:	33.29 gal/min
Pump 1 max pressure:	3,626 psi
Pump 2 max flow:	33.29 gal/min
Pump 2 max pressure:	2,321 psi

Hydraulic cycle times at full engine revs:

Arms raise (full bucket):	6.24 seconds
Bucket dump (full bucket):	1.96 seconds
Arms lower (empty bucket):	4.63 seconds
Total cycle:	12.83 seconds

CAB: In-cab noise level – 68dB(A).

STEERING: Hydraulic power steering.

BRAKES: Hydraulic power braking on all wheels.

In-board mounted, oil immersed, multi-plate disc brakes.

PARKING BRAKE: electro-hydraulic disc type operating on transmission output shaft.

SERVICE FILL CAPACITIES

Hydraulic system:	55.5 gal
Fuel tank:	76.6 gal
DEF Tank:	10.6 gal

LOADER DIMENSIONS WITH FORKS

Fork carriage width:	4' 11"
Length of tines:	4'
Reach at ground level:	2' 6"
Reach at arms horizontal:	5' 1"
Top of tine above ground with arms down:	-1' 10"
Arms, horizontal height:	6' 3"
Arms, maximum height:	12' 2"
Reach at maximum height:	2' 8"
Tipping load straight:	19,339 lb.
Tipping load full turn (40°):	16,645 lb.
Payload:	13,316 lb.
Attachment weight:	946 lb.
Operating weight:	30,128 lb.

ALTA Equipment

IN STOCK 2022 JCB 437ZX Wheel Loader

Sell Price is \$202,500

Less CAT Trade -\$40,000

\$162,500



Product Quotation

Prepared For:
Town of Hartford DPW

Town of Hartford DPW
White River Junction VT 05001



Prepared By:
WILLIAM HARVEY
ALTA CONSTRUCTION EQUIPMENT OF NEW ENGLAND, LLC
CONCORD NH 03301
mobile: (603) ~~748-9815~~

603-406-4243

Image is for indicative purpose only and may not represent exact equipment being quoted



Features and Benefits

Comfort

The latest JCB 437 is equipped with command plus cab. This unique approach to ergonomics is the result of a radical rethink and a rigorous research program. Expect best-in-class comfort, visibility, ergonomics, and quietness.

Maintenance

Wheel loaders need to spend the maximum amount of time hard at work. We've designed the 437 to do just that, with long service intervals and quality components.





Standard Equipment

CAB UNIT

SAE certified ROPS/FOPS fully enclosed pressurized cab with 68 dB(a) internal noise level (SAE J2105). Dual heated exterior side view mirrors, two interior rear view mirrors, headrest and sun visor. Fully adjustable cloth suspension seat with 3 inch seat belt and left, two headlights, two front worklights, two tail lights, turn signals and cab mounted flashing beacon. Heater/defroster, windshield wiper/washer, radio provision with speakers. Lighting package includes hand armrest.

HYDRAULICS

Twin variable displacement piston pumps feed a "load sensing" system, providing an efficient and responsive distribution of power. Two spool loader circuit with accumulator backup. 3rd spool auxiliary hydraulic circuit as standard. Single control lever for lift and tilt functions. Priority steering valve for improved handling and safety and an electric emergency steering pump.

LOADER

Z-Bar loader end with a general purpose bucket (see buckets, Section 2). Z-Bar geometry for high breakout torque and capacity. Two lift and one tilt cylinders. Return to dig and height kickout. Lift ram safety strut.

ENGINE



6.7 L (409 CID) 6-cylinder, 183 gross hp Cummins QSB diesel, T4 Final, variable geometry turbocharger, diesel oxidation catalyst, exhaust gas recirculation, air scavenge system, low idle feature, dual element air cleaner spin-on filters, water separator, thermostart assist and antifreeze to -33 degrees.





Features and Benefits

Standard Equipment and Features & Benefits related to this product are subject to change without notice

One piece engine hood

Easy operation, single button press. Minimal moving parts

No DPF

No exhaust filter. No periodic high temperature regen. Less hazardous in flammable applications. Less down time for the customer. Less chance of operator confusion. A better proposition for operators using older equipment technology

Chassis integral tanks

Tanks are protected by the chassis. No external vulnerable fill points. Less chance of downtime through design. Robust design proven through over 68 years of loaders. No risk of turning the machine on full turn and trapping debris.

Engine fan vacuum cyclonic air precleaner

Extends filter life. Does not block rear visibility. Ground level for easy safe access. Dust does not flow over engine bay, it is separated by the bulk head. Slower dust build up over hot and moving components (Lower fire risk)

Machine walkaround and incab daily checks

Provides easy daily checks. Requires no engine hood to be opened. 2 sight glasses. RH side of hydraulic oil. LH side is transmission. The rest is reported through the front screen. As ticks or crosses. Refer to the handbook for full details

Wide load spreading articulation point

Steer cylinders are at the highest point. Steer cylinders are easily accessed. Fabrications are a box frame (Not plate on plate). Hoses are neatly routed .No vulnerable electrics. Twin roller bearing design

Non trapping lift cylinders

Lift rams have a high bottom pivot that prevents the pivot area holding in debris. The front chassis does not box in the lift ram on both sides in order to prevent trapping points

Quality

We know that a wheel loader is a key part of the on-site process. That's why the JCB 437 is built on a foundation of quality and reliability. The processes we've used through design and manufacture will safeguard your working process, hour after hour, day after day.

Productivity

The 437 can perform great feats of productivity. With high power and torque, both machines meet Tier 4 Final/Stage IV Emissions Legislation without needing a DPF which eliminates the need for periodic regeneration.

Efficiency

The JCB 437 is designed to move more material for less. To achieve this, we've designed the engine, axles, driveline and hydraulics to work in harmony with each other, for ultimate efficiency and durability.





Northland JCB is proud to serve New England with a core commitment to putting our customers first and matching the right equipment for the right applications. Northland JCB thrives on a reputation built by fanatical customer service and an unparalleled service model. We make doing business with us simple and easy. It is our commitment to customer service that has enabled us to develop enduring customer relationships.

We are honored to partner with JCB to offer a wide selection of new and used construction equipment including backhoes loaders, excavators, compact track loaders & skid steers, telehandlers, wheel loaders and more to fulfill our customers' needs.

We are a one-stop equipment dealer offering new and used construction equipment sales, rental, parts, and service with six locations serving Massachusetts, New Hampshire, Maine, Connecticut, and Rhode Island.

Standard Equipment

Standard Equipment and Features & Benefits related to this product are subject to change without notice

LIVELINK

5 Years subscription allows for enhanced machine security, improved service monitoring, and modernized fleet control.

WARRANTY

2 Year full coverage warranty. Extended warranty available (please see the machine warranty certificate for details).

TRANSMISSION

Fully automatic powershift transmission with torque converter. Four forward and three reverse gears with a speed inhibitor and modulation for smooth directional changes. Twist grip for manual gear selection with transmission kickdown button, automatic gear shifting through switch on A-pillar. Forward and reverse control switch on hydraulics control lever. Selectable transmission disconnect on brake pedal. Transmission underbelly guard for added protection.

GENERAL

Front and rear unitized mainframe modules with a componentized driveline. Frame mounted hydraulic and fuel tanks with convenient cleanout ports. Front fenders. Side panels and rear engine access electrically assisted struts. Articulation locking strut for transporting.

FRONT/REAR AXLE

Standard limited slip differentials for superior traction performance. Optional open differentials with automatic differential locking. All axle types include sinter-lined pads to provide increased resistance to heat and wear with the multi-disc brake system.

SERVICE BRAKES

Oil immersed hub mounted multi-disc design. Dual circuit design with accumulator backup to provide stopping ability in all conditions. Mechanical disc parking brake operating on the transmission output shaft.

ELECTRICS

24 volt, IP 67 water and dust resistant connectors with numerical coded wiring. 120 amp alternator with 2 heavy duty low maintenance batteries rated at 900 CCA. Battery disconnect switch located in battery compartment. Electrical circuit test button. Back-up Alarm.

INSTRUMENTS

Audible and visual engine and powertrain warning system with front mounted instrument panel including speedometer, hourmeter, fuel gauge, coolant temperature gauge, transmission temperature gauge, clock and automatic emergency engine shut-down system. Parking brake "on" warning light.



Bid Spec

Electronically Controlled Hybrid 4-Speed F/R Hydrostatic Transmission w/ throttle lock
Locking Front Differential and Torque Proportioning Rear Differential Axles
Four 1,000 CCA Batteries, Color coded and numbered wiring
20.5-25 Snow Plus Tires
Total hydraulic flow of 84 gpm
Fusion Hydraulic Coupler
3.25 CY Bucket w/ BOCE
Fusion/Interface Adapter
In Cab Settable Return to Dig, Boom Height Kick-out & Return to Carry
Manufactured in USA

Exception Notes

4 speed auto shift, no electronic throttle lock
Limited slip front and rear axles with outboard wet disc brakes and torque proportioning
Two batteries, wiring is numbered with color bands
20.5-25 Earthmover L2 Radial Tires
66.4 GPM total hydraulic flow, push type hydraulic couplers
ISO Hydraulic Coupler
3.5 CY Bucket w/ BOCE
ISO interface blank ears supplied
Set at sensors outside of cab
Manufactured in England, JCB does manufacture other product in Savannah Georgia

TOWN OF HARTFORD
171 BRIDGE STREET
WRJ, VT 05001

BID TABULATION SUMMARY
Bids Taken at the Town Manager's Office
New loader Trade
Bid

Bid For: New Wheel loader
DEPARTMENT: DPW
DATE: NOV. 18, 2022 @ 2:30
Tabulated BY: _____

Name & Address of Bidder				
1	G. STONE Commercial Jamie McClary	\$171,607.86	\$60,000	\$111,607.86
2	CCB LLC 70 Upper Main ST. Essex Jct., VT 05452	\$189,000	\$40,000	\$149,000
3	United Const. Forestry Springfield, VT	\$212,000	\$48,000	\$164,000
4	MILTON CAT 100 Quarry Drive Miford, MA 01757	\$232,500	\$60,000	\$172,500
5	ALTA EQUIPMENT 503	\$202,500	\$40,000	\$162,500
6				
7				
8				
9				

Minimum Operating Weight: 31,500 pounds

Doosan / G. Stone	1	2	3	4	5	6	30,528 Standard arm	30,892 High Lift Arm
JCB / Alta Equipment Company	1	2	3	4	5	6	35,034	
John Deere / United Construction & Forestry	1	2	3	4	5	6	30,598	had to look up myself, no specs
Milton CAT	1	2	3	4	5	6	31,512	
Sany / CCR	1	2	3	4	5	6	40,786	

Engine: Turbo charged, six cylinder 170 ISO 14396 rated horsepower, 600 lbf-ft ISO 14396 Torque, Tier 4F diesel engine with 24-volt electric starter, cold weather starting aid (glow plugs preferred), engine block heater. Unit must have High Power Mode. Unit must have “One Side” daily checks/servicing.

Doosan / G. Stone	1	2	3	4	5	6	6 cylinders, 172 HP	593 Ft 165 torque	Tier 4
JCB / Alta Equipment Company	1	2	3	4	5	6	183 HP	Tier 4	Cummins
John Deere / United Construction & Forestry	1	2	3	4	5	6	72 HP.	No spec sheet provided.	Had to look up specs.
Milton CAT	1	2	3	4	5	6	170 HP.	6 cylinders	
Sany / CCR	1	2	3	4	5	6	252 HP		

COOLING SYSTEM

Engine to be protected with extended life anti-freeze. Demand style hydraulically driven cooling fan.

Doosan / G. Stone	1	2	3	4	5	6	9 Gal	?Hydraulic fan
JCB / Alta Equipment Company	1	2	3	4	5	6		
John Deere / United Construction & Forestry	1	2	3	4	5	6	No specs	
Milton CAT	1	2	3	4	5	6		
Sany / CCR	1	2	3	4	5	6	?	

TRANSMISSION

Electrically controlled Hydrostatic Transmission, 4 speed forward, 4- speeds reverse transmission with overspeed protection and Auto Shift feature. Unit must have a 1st gear creeper, with the ability for operator to pick a 1st gear speed from 1-8 mph. Unit must have an electronic throttle lock to allow for engagement at a certain rpm along with a locked in speed.

Doosan / G. Stone	1	2	3	4	5	6	4 forward, 3 reverse, 3 travel speed maximum grade 58%
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	No specs
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	4 forward, 3 reverse

AXLES, DIFFERENTIAL AND BRAKES

Conventional rear with locking front differential, shall be heavy duty with inboard planetary final drives. Switch to engage the front axle differential lock shall be located on the joystick. Engagement of the lock must be able to be “done on the fly.”

Doosan / G. Stone	1	2	3	4	5	6	Limited slip differential, locking front
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	No specs
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	No specs

STEERING

Steering shall be full hydraulic power, with a minimum of 40 degrees of articulation each direction.

Doosan / G. Stone	1	2	3	4	5	6	40 degree of articulation
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	No specs
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	No specs

ELECTRICAL

24-volt electrical system. Alternator shall be a minimum of 115 amps, Four (4) Batteries shall be a minimum of 1,000 CCA. Unit must have horn and back-up alarm. Unit must have internal 12 volt powerpoints. All electrical wires shall be color coded and numbered. Unit shall have an electric fuel priming pump.

Doosan / G. Stone	1	2	3	4	5	6	24 Volt, 24 VBO AMP 2 Batteries
JCB / Alta Equipment Company	1	2	3	4	5	6	24 Volt, 120 AMP
John Deere / United Construction & Forestry	1	2	3	4	5	6	30 AMP Converter, 140 AMP, 24 Volt, 2 Batteries
Milton CAT	1	2	3	4	5	6	115 AMPs, 4 Batteries
Sany / CCR	1	2	3	4	5	6	No Specs

LIGHTS

Unit shall have a minimum of 4 LED worklights, 2 halogen roading lights with signals, 2 rear LED stop/tail/directional lights. Unit shall have a cab mounted Strobe Light.

Doosan / G. Stone	1	2	3	4	5	6	
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	No specs
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	No specs

TIRES

Tires shall be 20.5 R25 Snow Traction Radials, on Multi Piece Wheels.

Doosan / G. Stone	1	2	3	4	5	6	63 20.5 R25
JCB / Alta Equipment Company	1	2	3	4	5	6	63 20.5 R25
John Deere / United Construction & Forestry	1	2	3	4	5	6	20.5 R25
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	No specs

CAB

Deluxe sound suppressed cab with a maximum sound level of 68
kB(A), with door that allows loader to be run with door locked in a full
back position. Unit shall have HVAC, AM/FM Bluetooth Radio, with
XM Radio Compatibility, Tilt and telescopic steering column, Air
suspension 6-way adjustable heated/cooled seat, front/rear
wipers/washers, interior rear-view mirror, dual heated/electronically
adjustable outside mirrors. Front and rear sunshade, sliding door
window, right side sliding window, single loader level with FNR,
Hydraulic 3rd function control shall be located in the single joystick.
Unit shall have front windshield wash steps/handrails.

Doosan / G. Stone	1	2	3	4	5	6	
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	No specs
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	No specs

HYDRAULIC SYSTEM

Load sensing three (3) valve hydraulic system with a minimum total flow of 74 gallons per minute. Steering Pump must be independent of the Main Hydraulic Pump. Unit shall have Ride Control that turns on and off automatically. Auto on/off ride control speed must be operator adjustable. Unit shall have a hydraulically operated quick coupler on the front of the machine. Unit shall have a 3rd hydraulic function that terminates at the front coupler. Hydraulic lines must have screw on style couplings with dust caps. Hydraulic flow on the 3rd function must be a minimum of 40 gallons per minute and must be operator adjustable in the cab. Desired flow must be allowed to be operated without the operator having to hold the flow controller in the on position. 3rd function control must be located in the joystick.

Doosan / G. Stone	1	2	3	4	5	6	? Gal per minute
JCB / Alta Equipment Company	1	2	3	4	5	6	33 Gal per minute
John Deere / United Construction & Forestry	1	2	3	4	5	6	No specs
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	81 Gal per minute

WHEEL LOADER

Unit shall have a Fusion Hydraulic Coupler. A 3.25 cubic yard Performance Quick Hitch GP Bucket, with B.O.E. Unit must have a minimum roll back angle of 50 degrees. Unit shall have a cab settable: return to dig, return to carry and dump height kick out features. Bucket must be punched to accept teeth and segments as well as a bolt on edge.

Doosan / G. Stone	1	2	3	4	5	6	3.3 yard bucket
JCB / Alta Equipment Company	1	2	3	4	5	6	3.5 yard bucket
John Deere / United Construction & Forestry	1	2	3	4	5	6	3.0 yard bucket
Milton CAT	1	2	3	4	5	6	3.25 yard bucket
Sany / CCR	1	2	3	4	5	6	4.0 yard bucket

Unit shall have a “Roading Fender Package”

Doosan / G. Stone	1	2	3	4	5	6	
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	No specs

Unit shall have a heavy rear counterweight.

Doosan / G. Stone	1	2	3	4	5	6	661 lbs. .03 ton, additional counter weight
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	No specs
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	No specs

Unit shall have articulation transport lock.

Doosan / G. Stone	1	2	3	4	5	6	
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	

Unit shall have crankcase bottom guard.

Doosan / G. Stone	1	2	3	4	5	6	
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	

Unit shall have sampling valves on all oil/antifreeze cavities.

Doosan / G. Stone	1	2	3	4	5	6	?
JCB / Alta Equipment Company	1	2	3	4	5	6	?
John Deere / United Construction & Forestry	1	2	3	4	5	6	
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	?

Unit shall have a satellite-based health/information system.

Doosan / G. Stone	1	2	3	4	5	6	
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	No specs

Unit shall have ground level grease points.

Doosan / G. Stone	1	2	3	4	5	6	
JCB / Alta Equipment Company	1	2	3	4	5	6	
John Deere / United Construction & Forestry	1	2	3	4	5	6	
Milton CAT	1	2	3	4	5	6	
Sany / CCR	1	2	3	4	5	6	Assuming

WARRANTY

Unit shall have a 7-Year/5,000 Hour Full Machine Warranty. There will be no deductibles for non-powertrain related failures.

Doosan / G. Stone	1	2	3	4	5	6	7 Year, 5,000 hour Full
JCB / Alta Equipment Company	1	2	3	4	5	6	7 Year, 5,000 hour Full
John Deere / United Construction & Forestry	1	2	3	4	5	6	200 Deductible, 7 Year 5,000 Hour
Milton CAT	1	2	3	4	5	6	7 Year, 5,000 Hour Full
Sany / CCR	1	2	3	4	5	6	5 Year, 5,000 Hour

COMMITTEE / REVIEW					
VENDOR	Meets Specs	Value of Cost/Trade	Customer Reviews	Future Parts/Service	Total Average Score
Doosan / G. Stone	86	85	70	50	73
JCB / Alta Equipment Company	93	70	75	70	77
John Deere / United Construction & Forestry	67	74	80	75	74
Milton CAT	95	98	95	90	94
Sany / CCR	65	80	20	10	44

SCORING GUIDE	
0 - 59	Unacceptable
60 - 69	Marginal
70 - 79	Moderate
80 - 89	Good
90 - 100	Excellent



Purchasing Policy and Climate Action Plan Review Form

The purpose of this form is to ensure that the town and departments are making purchasing decisions that are in line with the Climate Action Plan and 2022 Purchasing Policy. This form is required for any purchase of equipment over \$4001 that combust fossil fuels, such as gasoline, diesel, or oil, so that a review of adequate alternatives with lower greenhouse gas emissions can be made and is taken into account prior to the purchase.

Department: Department of Public Works	Contact Person: Jeremy Delisle	When is item needed: ASAP
Name of Product: Front loader	Manufacturer & Model Number: JCB 437ZX	Item it is replacing: 2008 Caterpillar 928H
Estimated Cost: \$202,500 Before Trade \$162,500 after Trade	Estimated Fuel & Maintenance Cost (if known):	Life Expectancy: 15-20 years
What are the primary functions of the product: Moving large amounts of material such as dirt, salt, and other materials during typical public works operations.		
Required features (what does it <i>have</i> to do?): Perform typical duties of a front loader.		

Alternative products that have been used successfully:

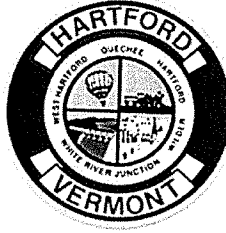
There are currently no low emissions options readily available.

Alternative products that have been considered:

This product is as in line with the CAP as we can get at the moment.

A handwritten signature in black ink, appearing to be 'DK' or similar, located at the bottom right of the 'Alternative products that have been considered' section.

Please submit this form to the Town Manager's Office for review by the Environmental Sustainability Coordinator. Item will be reviewed ASAP and you should expect a response within 24 hours. If an item needs to be replaced immediately please call the Environmental Sustainability Coordinator at 802-295-9353.



AGENDA MEMORANDUM

February 7, 2023

Town Selectboard Meeting Item: VI.5.c

Submitted by: Christopher Holzwarth, Public Works Project Manager

Subject: Staff Recommendation for Town Hall Parking Lot Lighting, Phase 1
(RFP 2022-H3 Rev.1)

Background: The town previously issued an RFP in 2022 for the installation of a first phase of area lighting for the town hall parking lot. The anticipated pricing based on engineer's estimates for like projects was found to be greatly out of date due to the impacts of the Covid-19 epidemic and the project shelved awaiting adequate funding.

The plans for phase 1 and allowable products were modified after reviewing the marketplace conditions with regards to contractor and supply availabilities in the hopes of obtaining more favorable results.

Discussion: The town received one complete bid with pricing from MG Electric, LLC of Enfield, NH.

Town staff followed up with reference checks and requested clarifications from the contractor with regards to the control options. The reference follow up was very favorable and the clarifications on the controls satisfied the Department of Parks and Recreation which will be the managing the controls.

Impact: Staff recommends Bid Item #1 (specified light product) and adding Bid Alternate #1. The alternate increases the exposed height of the light pole bases to protect against vehicle damage with a total cost of \$40,090.

Recommendation: The board approve Jeremy Delisle, Interim Director of Public Works to execute a contract with MG Electric, LLC for the installation of area lighting in the town hall parking lot utilizing \$40,090 of funds currently dedicated to the project under Purchase Orders #10306 and #11320 for the installation of the first phase of area lighting at town hall.

Acting Town Manager



Town Hall Parking Lot Lighting, Phase 1 (RFP 2022-H3 Rev.1)

Page(s)	Description
1-17	RFP
18	Phase 1 – Site Plan
19	Fixed Fee Proposal (MG Electric, LLC)



HARTFORD PUBLIC WORKS DEPARTMENT

173 AIRPORT ROAD, WHITE RIVER JUNCTION, VT 05001 • (802) 295-3622 • FAX 802-281-7051

Request for Proposals

Town Hall Parking Lot Lighting (Phase 1)

171 Bridge Street, White River Junction
Town of Hartford, Vermont

HVT DPW RFP No. 2022-H3 Rev1
December 9th, 2022

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SECTION 1 – PROPOSAL INSTRUCTIONS

1.01 COMMUNICATIONS REGARDING THIS PROJECT: Please direct all communications regarding this request to:

Hartford Department of Public Works
HVT DPW RFP No. 2022-H3 Rev1 – Town Hall Parking Lot Lighting (Phase 1)
c/o Christopher D. Holzwarth, Project Manager
173 Airport Road
White River Junction, VT 05001
Telephone: (802) 295-3622
Fax: (802) 295-7051
E-Mail: cholzwarth@hartford-vt.org

All communications/questions concerning this RFP must be submitted in writing referencing the specific paragraph and page number. The deadline for questions is listed in Section 1.02 (RFP Schedule). Written responses will be prepared by the Town and distributed to all bidders by the date listed in Section 1.02. Changes to this RFP will be made only by formal written correspondence issued by the Town.

1.02 RFP SCHEDULE: The following is the anticipated schedule for the RFP Process.

Issue RFP:	December 9th, 2022.
Notify Town of Intent to Schedule a Pre-Bid Meeting	No Pre-Bid Meeting Scheduled.
Pre-Bid Meetings & Site Visit:	Each contractor may conduct a site visit on their own during normal town hall business hours. Please notify the town 24 hours in advance.
Last Day to Submit Questions:	4:00 PM local E.S.T. on Friday December 30 th , 2022.
Written Responses to Questions:	End of Friday January 6 th , 2022.
Due Date for Bid:	12:00 PM E.S.T. on Wednesday January 18 th , 2023.
Selection	February 2022.
Contract Negotiations	Shortly after notification.
Contract Approval	T.B.D.

1.03 PRE-BID MEETING: The Town shall not conduct a pre-bid meeting.

1.04 SITE VISITS: Contractors may conduct a site visit between December 9th and December 30th during normal town hall business hours with 24 hours advance notice. Questions should be submitted in writing with written responses prepared by the Town and issued to all proposers by the date listed in Section 1.02.

1.05 SUBMITTING A Bid: Each Contractor seeking consideration for performance of services related to the project must submit a Proposal. Proposers are to submit one original copy signed by an officer authorized to bind the company and one copy of their written proposal. All proposals shall be sealed, properly return addressed with the name of the contractor and sent to:

Hartford Town Manager's Office
HVT DPW RFP No. 2022-H3 Rev1 – Town Hall Parking Lot Lighting
c/o Gail Ostrout, Acting Town Manager
171 Bridge Street
White River Junction, VT 05001

Sealed bids must be received at the above address by the date/time indicated in Section 1.02 (RFP Schedule) for public opening. Bids received after the scheduled date/time will be rejected. All supporting materials and documentation must be included with the proposal. The responsibility of timely delivery lies solely with the proposer. Faxed and e-mailed proposals are not acceptable.

The Town reserves the right to reject any or all proposals, to waive any irregularities in a proposal, or to accept the bid which in the judgment of proper officials is in the best interest of the Town. The Town reserves the right to accept a part or parts of a bid unless otherwise restricted in the RFP or issue subsequent Requests for Proposal. The Town reserves the right to approve or reject any sub-Contractors proposed for work under this proposal or waive any minor irregularities.

The Town reserves the right to select the successful proposer based on the proposals received without seeking further information for clarification from proposers. Upon review of proposals, the Town may request that you make clarifications or participate in an interview with the Town.

All federal, state, and local laws regarding competitive bidding, anti-competitive practices, and conflict of interest shall be applicable to this RFP.

The Town does not guarantee that any contract result from this RFP. If a contract award is made, but the contract is not executed, the Town does not guarantee that the contract will be re-awarded.

1.06 REQUIRED BID CONTENTS: Contractors are required to submit the following information with their bid:

- **Letter of Transmittal:** The proposer shall provide a current letter of transmittal with authorizing signature for the proposal. The letter must briefly summarize the vendor's ability and willingness to perform the services required by the RFP. The letter of Transmittal must be on the form provided in Attachment A.
- **Key Personnel Information:** The proposer shall provide a current list of names, titles, mailing addresses, telephone numbers and e-mail addresses of the persons who will function as the Town's primary contact and back-up contact person. Provide brief resumes/qualifications for any new personnel who will be primarily involved in this project. Include any certifications earned, special training taken, and memberships in professional groups. The information must be provided on the form provided in Attachment A.
- **Proposal Response:** The proposer shall provide a bid in accordance with Section 2 of this RFP.
- **Fixed Fee Proposal Form:** The proposer shall provide a Fixed Fee Proposal Form with a fixed lump sum cost for each project milestone as defined within the scope of work/ anticipated work requirements. The fixed fee proposal must be on the form provided as Attachment B.

1.07 ITEMS THAT DISQUALIFY A VENDOR IMMEDIATELY.

- Late bids.
- Incomplete or non-responsive bid.

1.08 CRITERIA: The selection committee will evaluate each bid submitted based on the following criteria. After receipt and review of the written proposal, the Town may elect to have the bid presented in person, or clarifications submitted in writing.

Proposers shall not assume that any information shared with the Town prior to this RFP will be considered in the Evaluation process of this RFP. The evaluation team may or may not have prior knowledge of any discussions and processes. **Evaluation will be completed on the information submitted in proposal only.**

Evaluation Criteria		
Item	Description	Percentage Possible
1	Cost	50%
2	References.	20%
3	Availability of workforce and equipment for this project.	30%
Total Points		100%

1.09 MISCELLANEOUS ITEMS:

All contractors submitting a bid will be notified, upon final determination by the Town of the contractor selected to perform the requested work.

All work and materials used in task shall be completed in accordance with all applicable Town, State and Federal Ordinances, Rules, Regulations, and Specifications, and reasonable scheduling established with the Town.

SECTION 2 – SCOPE OF PROJECT

2.01 General Project Description and Requirements

The Town seeks to install four area lights at the southerly end of the Town Hall parking lot in a manner that will allow for the eventual expansion of the lighting to encompass the entire parking lot in a later phase.

This initial phase will include the installation of two new breakers, controls, approximately 360 linear feet of electrical conduit, two electrical handhole boxes, four concrete light bases, four light poles of various heights, four pole mounted GFI outlets, grounding rods, and four LED fixtures. The extents of the first phase are shown on Exhibit A which also depicts the overall master site plan with details. The electrical specifications only are attached as Exhibit B. Site work shall follow all industry best management practices, state and national codes and standards, and utility company requirements.

Work Included

The work required of this contract shall include all transportation, labor, equipment, materials, state electrical permitting, inspections, and all necessary related items required to provide satisfactorily complete the project including site work.

Drawing and Specifications

Contract drawings (Exhibit A) for the site and electrical work are in part diagrammatic, intended to convey scope of work and indicate the general arrangement of equipment. Electrical trade shall follow these drawings in laying out their work, consult general construction drawings to familiarize themselves with conditions affecting their work, and shall verify spaces in which their work will be installed by measurements on the job.

Contract specifications (Exhibit B) are for the electrical portions only and are intended to convey the scope of work and indicate the general requirements. Electrical trade shall follow these specifications in concert with applicable state and national codes and standards, and utility company requirements.

Site work shall follow all industry best management practices, state and national codes and standards, and utility company requirements.

Permitting and Observations

The contractor shall arrange for and pay all fees for permits and observations.

Coordination

The contractor shall coordinate all work activities with the Owner including any shutdowns or power outages as required. Failure to do so, and any subsequent expenses due to failure, shall be the responsibility of the contractor. Throughout construction the contractor shall provide upgraded schedules to accurately reflect time frame of work as needed.

Bidding and Award

The selection committee will be reviewed for responsiveness and price; and make recommendations to the Selectboard concerning the acceptance or rejection of bids and make a recommendation to the Selectboard regarding the award of the construction contract.

Construction and Post Construction

The selected contractor is responsible for providing all necessary services to include (but are not limited to) the obtaining an electrical permit, coordination of sub-contractors to provide services not limited to, the management and administration of all matters of coordination, oversight, daily construction supervision, technical supervision, including the following:

Pre-Construction Meeting

The selected contractor is responsible for scheduling a pre-construction meeting with members of the Department of Public Works and the Town Hall Administrative Offices to discuss items including but not limited to contacts, schedule, disruptions, outages, and other coordination items.

Submittals

The contractor shall provide the town a copy of all vendor submittals including shop drawings, product data, and specifications for approval.

Contract Compliance

The Department of Public Works shall ensure compliance with the construction contract by continuously monitoring, evaluating, approving, or rejecting the contractor's work in accordance with the approved construction contract documents. The department shall review pay requests and provide recommendation for contractor payments.

As-Built

The contractor shall create and maintain "As-Built" drawing denoting the burial depth and locations of all bends utilizing a minimum of two tie lines to fixed objects for each vertical or horizontal change in direction. The contractor shall maintain one set of plans to denote field changes or other corrections and maintain copies of all permits needed to construct the project and enforce special requirements of each During construction.

Further, the contractor shall provide all final electrical inspection approvals, manufacturers maintenance and operating manuals and instructions; other related documents and revisions which are relevant to the contract work as completed.

2.02 Pricing Structure. Prices proposed will remain firm for acceptance within **180** calendar days after the RFP closing date.

The fee proposal and cost structure should be submitted to include the following:

1. Provide a fixed lump sum fee on Attachment B – Fixed Fee Proposal.
2. Ensure that your proposal has sufficient manpower to achieve the goals for the construction period or identify how your firm can recommend any other methods to accelerate the project and identify the cost of acceleration.
3. Identify the associated general condition costs including administrative overhead and costs, staffing and site supervision and labor, security, site logistics, temporary utilities, site facility (toilet, office, etc.) permits, rubbish removal, etc. must be included.
4. Provide the normal hourly rate schedule of each principal and senior staff member whose resume is provided in the proposal or those job categories that are anticipated to be used in the administration of the project.
5. Provide a list of anticipated reimbursable expenses and the rate charged for each.

6. State all discounts and reduced fees offered to other municipalities, governmental entities, economic development or nonprofit organizations, and civic organizations.
7. State any or all other fees or charges.

SECTION 3 – REQUIREMENTS AND CONDITIONS FOR ALL PROPOSERS

3.01 TAX EXEMPTION: All items purchased under this contract will be exempt from the State of Vermont Sales Tax as provided for in 32 V.S.A. § 9701(5); § 9743(1)-(3). Blanket Certification of Exemption Forms will be furnished to the Proposer by the Finance Division.

3.02 PROPOSER AFFIDAVIT: If the successful proposer should be a corporation not incorporated under the laws of the State of Vermont, a certificate from the Secretary of State showing the rights of the successful proposer to do business in the State of Vermont shall be furnished. Each proposer is required to submit with their bid, an Affidavit stating that neither the proposer nor agents thereof, nor any other party of the proposer has paid or agreed to pay directly or indirectly, any person, firm or corporation, any money or valuable consideration for assistance in procuring or attempting to procure the contract herein referred to, and further agreeing that no such money or reward will hereafter be paid.

3.03 PROPOSER'S FINANCIAL OBLIGATION TO THE TOWN: No bid may be accepted, or contract awarded to any person, firm or corporation that is in arrears or in default to the Town, or that is a defaulter of surety or otherwise upon any obligation to the Town, or has failed to perform faithfully any previous contract with the Town.

3.04 PROPOSER'S INCURRED COSTS: Each proposer shall be responsible for all costs incurred in preparing a response to this RFP. All materials and documents submitted by the proposer in response to this RFP shall become the property of the Town and shall not be returned. Respondents selected for further negotiations, as well as the proposer ultimately selected to enter into a contractual agreement with the Town, shall be responsible for all costs incurred by it during negotiations.

3.05 STANDARD AGREEMENT TERMS FOR PROFESSIONAL SERVICES

(standard terms subject to change by the Town subject to change prior to the award of the contract.)

ARTICLE 1 - TERM

The Agreement shall commence upon execution by the Town and shall terminate upon expenditure of all funds provided herein or on December 31, 2022, whichever date is earlier.

ARTICLE 2 - SERVICES TO BE PERFORMED BY CONTRACTOR

Contractor shall provide all services necessary to complete the Services that are described in Section 2, Scope of Work, which is incorporated herein by reference.

ARTICLE 3 - COMPENSATION

Upon receipt, review, and acceptance of an invoice by the Department of Public Works it will be forwarded to the Finance Department where the standard terms of payment will follow the most current Town of Hartford Purchasing Policy and Procedure as approved by the Selectboard.

ARTICLE 4 - TOWN'S RESPONSIBILITIES

The Town will furnish Contractor, at no cost or expense, all reports, records, data that might be available and useful to complete the Services required under this Agreement.

ARTICLE 5 - STANDARD OF CARE

Contractor shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by a professional under similar circumstances. Contractor shall have no liability for defects in the Services attributable to Contractor's reliance upon or use of data or other information furnished by the Town, or third parties retained by the Town

If, during the one-year period following completion of the Services, it is shown there is an error in the services caused by Contractor's failure to meet such standards and Town has notified Contractor in writing of any such error within that period, Contractor shall perform, at no additional cost to Town, such Services within the original Project as may be necessary to remedy such error.

ARTICLE 6 - INDEMNIFICATION

Contractor shall indemnify and defend the Town and its elected officials, officers, employees and agents from and against all claims, losses, damages, and expenses (including reasonable attorneys' fees) of whatsoever kind and nature, to the extent that such claims, losses, damages, or expenses are caused by or arise out of the performance or non-performance of this Agreement and/or the acts, omissions, or conduct of Contractor and its agents, employees, contractors, sub-contractors and representatives in undertaking and performing the Services.

This Article shall survive early termination or expiration of this Agreement.

ARTICLE 7 - INSURANCE

During the term of this Agreement, Contractor shall maintain, at its sole cost and expense, no less than the following insurance issued by an insurance company authorized to conduct business in the State of Vermont and having an "A" rating or better:

- (1) General Liability Insurance, having a combined single limit of \$2,000,000 for each occurrence and \$2,000,000 in the aggregate.
- (2) Automobile Liability Insurance, having a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.
- (3) Employers' Liability Insurance, having a limit of \$500,000 for each occurrence.
- (4) Professional Liability Insurance, having a limit of \$1,000,000 annual aggregate.
- (5) Contractor shall maintain errors and omissions insurance in the amount of \$1,000,000.00.
- (6) Contractor also shall maintain Workers' Compensation Insurance in such amounts as required by law for all employees, and shall furnish to the Town evidence of same.

No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Contractor for the Contractor's operations. These are solely minimums that have been assigned to this project and must be met to protect the interests of the Town.

Current certificates of insurance for all policies and concurrent policies required to be maintained by Contractor pursuant to this Article shall be furnished to the Town. All such insurance policies, excluding Professional Liability Insurance, shall name the Town, its elected officials, officers, agents, employees, and volunteers as additional insureds, but only to the extent of the policy limits stated herein. All policies of insurance required hereunder shall contain a provision requiring a minimum of thirty (30) days advance written notice to the Town in the event of cancellation or diminution of coverage.

ARTICLE 8 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Documents and reports prepared by Contractor as part of the Services shall become the sole and exclusive property of the Town upon payment, except as otherwise provided in this Agreement. Contractor shall have the unrestricted right to their use.

Contractor shall retain its rights in pre-existing and standard scripts, databases, computer software, and other proprietary property. Intellectual property that is not specifically designed or created exclusively for the Town in the performance of this Agreement shall also remain the intellectual property of Contractor.

ARTICLE 9 - TERMINATION

This Agreement may be terminated by the Town upon written notice in the event of substantial failure by Contractor to perform in accordance with the terms of this Agreement. Contractor shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party.

The Town may terminate or suspend performance of this Agreement for the Town's convenience upon thirty (30) days prior written notice to Contractor. In the event of termination by the Town hereunder, the Town will pay Contractor for Services actually provided up to the date of termination.

ARTICLE 10 - STANDARD TERMS

A. DELAY IN PERFORMANCE

Neither the Town nor Contractor shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either the Town or Contractor under this Agreement, provided the aforementioned circumstances are not due to the negligence or fault of the asserting party or any of its agents, employees, contractors, sub-contractors and/or representatives.

Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance and any effects on the project's time-line.

B. GOVERNING LAW AND VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of Vermont, without giving effect to the principles thereof relating to conflicts or choice of laws. Any arbitration, litigation or other legal matter regarding this Agreement or performance by either party must be brought in a court of competent jurisdiction in Windsor County, Vermont.

C. COMMUNICATIONS

Any written communication or notice required or permitted by this Agreement shall be made in writing and shall be delivered personally, sent by express delivery, certified mail or first class U.S. mail, postage pre-paid to the address specified below:

Company Name: _____

Address: _____

Town, State Zip Code: _____

Attention: _____

Title: _____

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Contractor and the Town.

D. EQUAL EMPLOYMENT OPPORTUNITY

Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, ancestry, national origin, place of birth, age, marital status, or handicap with respect to employment, upgrading, demotion, transfer, recruitment or recruitment advertising, lay-off, termination, rates of pay or other forms of compensation, or selection for training, including apprenticeship.

It is expressly agreed and understood that State of Vermont Title 21: Labor, Chapter 5: Employment practices, Sub-Chapter 6: Fair Employment Practices, §495. Unlawful employment practice constitutes a material condition of this Agreement as fully and as if specifically rewritten herein and that failure to comply therewith shall constitute a breach thereof entitling the Town to terminate this Agreement at its option and may bar Contractor from receiving future Town contracts.

E. WAIVER

A waiver by the Town or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall be effective only in the specific instance and for the specific purpose for which it is given and shall not affect the waiving party's rights with respect to any other or further breach.

F. SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void, unenforceable, invalid or illegal provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision.

G. INDEPENDENT CONTRACTOR

By executing this Agreement for professional services, Contractor acknowledges and agrees that it will be providing services to the Town as an “independent contractor”. As an independent contractor for the Town, Contractor shall be prohibited from representing or allowing others to construe the parties’ relationship in a manner inconsistent with this Article. Contractor shall have no authority to assume or create any obligation on behalf of, or in the name of the Town, without the express prior written approval of a duly authorized representative of the Town.

Contractor, its employees and any persons retained or hired by Contractor to perform the duties and responsibilities under this Agreement are not Town employees, and therefore, such persons shall not be entitled to, nor will they make a claim for, any of the emoluments of employment with the Town of Hartford. Further, Contractor shall be responsible to withhold and pay, or cause such agents, contractors and sub-contractors to withhold and pay, all applicable local, state and federal taxes. Contractor acknowledges its employees are not public employees for purposes of Vermont Municipal Employees Retirement System (“VMERS”) membership.

H. ASSIGNMENT

Contractor shall not assign any rights or duties under this Agreement without the prior written consent of the Town. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement. Nothing contained in this Article shall prevent Contractor from employing independent Contractors, associates, and subcontractors to assist in the performance of the Services.

I. THIRD PARTY RIGHTS

Except as expressly provided in this Agreement, nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Town and Contractor.

J. AMENDMENT

The parties may mutually agree to amend this Agreement. However, no such amendment shall be effective unless it is reduced to a writing, which references this Agreement, executed by a duly authorized representative of each party and, if applicable or required, approved by the Selectboard of the Town of Hartford, Vermont.

K. POLITICAL CONTRIBUTIONS

Contractor affirms and certifies that it complies with State of Vermont Title 17: Labor, Chapter 61: Campaign Finance, Sub-Chapter 3: §2941 Limitations of Contributions

L. INTEGRATION

This Agreement represents the entire and integrated agreement between the Town and Contractor. This Agreement supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this Agreement.



Town of Hartford, Vermont
Department of Public Works
Town Hall Parking Lot Lighting (Phase 1)
HVT DPW RFP No. 2022-H-3 Rev1
December 9th, 2022

ATTACHMENT A – LETTER OF TRANSMITTAL

The undersigned hereby certifies that items furnished as a result of this proposal will be in full accordance with the applicable specifications applying thereto unless exceptions stated in the RFP.

The Proposer's name and address exactly as it would appear in a contract:

Entity Name: _____

Street Address: _____

Town, State, Zip: _____

Proposer's Phone Number: _____

Proposer's Fax Number: _____

Proposer's E-mail Address: _____

Form of Ownership ☐ Sole Proprietorship ☐ Franchise ☐ Partnership ☐ Corporation
 ☐ Joint Venture ☐ LLC ☐ Other (Specify) _____

If a corporation, state of incorporation: _____

Federal Identification Number (or SSN for sole proprietorship): _____

Please include your IRS Form W9 with your proposal.

I certify the proposing entity complies with State of Vermont Title 21:
Labor, Chapter 5: Employment practices, Sub-Chapter 6: Fair
Employment Practices, §495. Unlawful employment practice. Yes ☐ No ☐

SIGNATURE: _____

PRINTED NAME AND TITLE: _____

By signing this page, you state that you are an authorized representative, and have reviewed and are presenting this proposal on behalf of your business entity. Please continue completing this exhibit on the next page.

ATTACHMENT A – LETTER OF TRANSMITTAL (continued)
COMPANY PROFILE AND BACKGROUND

Name of Proposing Company: _____

Company's Primary Business :

State the proposer's primary business, the number of years in the industry, and the number of employees assigned to these related activities in the spaces below:

Primary Business	# of Years	# of Employees Assigned

Current Pending Lawsuits:

Please provide any and all suits either with the Town of Hartford or any other Municipalities and Government Agencies; including, but not limited to Federal, State, Local or other Municipalities and Governmental Agencies in the space below:

Local Office of Proposer: Office in/nearest to Hartford, Vermont: _____

ATTACHMENT A – LETTER OF TRANSMITTAL (continued)
COMPANY PROFILE AND BACKGROUND

Name of Proposing Company: _____

Key Personnel: Name	Title	Contact Information: Mailing address, telephone number, fax number and email address	Designated as Primary Contact for the Town of Hartford YES / NO



Town of Hartford, Vermont
Department of Public Works
Town Hall Parking Lot Lighting (Phase 1)
HVT DPW RFP No. 2022-H3 Rev1
December 9th, 2022

Attachment B – Fixed Fee Proposal Form

FIRMS'S NAME: _____

Provide lump sum cost for each task listed below. Total project cost will be considered fixed with payments to the Contractor not to exceed this figure without prior written approval of the Town of Hartford.

- | | | |
|--|----------|----------|
| 1. Parking Lot Lighting (Phase 1) | | \$ _____ |
| 2. Bid Alternate #1 (Concrete Pole Bases with 3' Exposure) | ADD | \$ _____ |
| 3. Bid Alternate #2 (Simplified Controls – On/Off, Timer, Motion Sensor) | Subtract | \$ _____ |
| 4. Bid Alternate #3 (Comparable Poles/Fixtures) | Subtract | \$ _____ |

Item #1 TOTAL DOLLARS: _____
(Words)

(Figures)

ALTERNATE TOTAL DOLLARS: _____
(Words)

(Figures)

All cost must include the contractor's anticipated labor, materials, and expenses, including, but not limited to sub-contractors, and direct and indirect expenses.

Contractors are required to provide a separate detailed estimate detailing hour rates by labor class and expense categories and associated rates to be used for determining the cost of authorized work.

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Phase 1



Town of Hartford, Vermont
Department of Public Works
Town Hall Parking Lot Lighting (Phase 1)
HVT DPW RFP No. 2022-H3 Rev1
December 9th 2022

Attachment B – Fixed Fee Proposal Form

FIRMS'S NAME: MG Electric LLC

Provide lump sum cost for each task listed below. Total project cost will be considered fixed with payments to the Contractor not to exceed this figure without prior written approval of the Town of Hartford.

- | | | |
|--|----------|--|
| 1. Parking Lot Lighting (Phase 1) | | \$ <u>39,490.00</u> |
| 2. Bid Alternate #1 (Concrete Pole Bases with 3' Exposure) | ADD | \$ <u>600</u> |
| 3. Bid Alternate #2 (Simplified Controls – On/Off, Timer, Motion Sensor) | Subtract | \$ <u>0 (Spec'd fixture has built-in)</u> |
| 4. Bid Alternate #3 (Comparable Poles/Fixtures) | Subtract | \$ <u>6,535 (With Simplified Controls)</u> |

Item #1 TOTAL DOLLARS: Thirty Nine Thousand Four Hundred Ninety Dollars

(Words)

\$39,490.00

(Figures)

ALTERNATE TOTAL DOLLARS: Thirty Five Thousand Five Hundred Fifty-Five Dollars

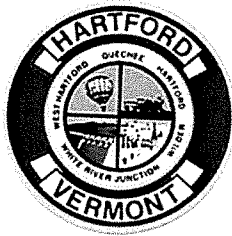
(Words)

\$35,555.00

(Figures)

All cost must include the contractor's anticipated labor, materials, and expenses, including, but not limited to sub-contractors, and direct and indirect expenses.

Contractors are required to provide a separate detailed estimate detailing hour rates by labor class and expense categories and associated rates to be used for determining the cost of authorized work.



AGENDA MEMORANDUM

February 7, 2023

Town Selectboard Meeting Item: 5. d.
Submitted by: Scott Cooney, Fire Chief

- Subject:** 2022 Local Emergency Operations Center Enhancement Grant
- Background:** In the fall of 2022 Vermont Emergency Management had funding available to support Local Emergency Management and Emergency Operations Center (EOC) improvement projects. This funding, provided through the Emergency Management Performance Grant (EMPG), would allow Cities, Towns, Villages, and Regional Emergency Management Committees to build capacity at the local and regional levels of Vermont and increase preparedness, capabilities, and resources to adequately respond to threats and hazards. Improvements include, but are not limited to auxiliary power, technology, communications, and operational aids to enhance EOC capabilities.
- Discussion:** The Town applied to replace current training room tables and chairs with movable tables and chairs on wheels. With limited available staffing at the Public Safety building movable furniture would allow a single individual to move and assemble the room to an EOC configuration. Additionally, purchase five (5) automatic external defibrillators and install in five (5) Hartford Police vehicles. The Town was conditionally awarded \$13,609.40 (Federal Share: \$6,804.70, Local Match: \$6,804.70) for the purpose of purchasing portable tables and chairs. AED's were not awarded.
- Financial Impact:** There is a 50% match required. \$6804.70 would be funded from the general fund. The FY 23 fire, police and communications budget would allocate the needed funding by reducing planned expenditures.
- Recommendation Motion:** I move to authorize the Board Chair to sign the subgrant agreement (EMPG 20 Agreement# 02140-31028C-023) for the award amount of \$6,804.70 and authorize the allocation of 50% matching funds from the FY 23 fire, police and communications budget.

Acting Town Manager

Attachments: EMPG 20 Local Emergency Management and EOC Enhancement Grant



VERMONT DEPARTMENT OF PUBLIC SAFETY

**STATE OF VERMONT
STANDARD SUBRECIPIENT AGREEMENT**
(Federal Fund Source to Non-State Subrecipient)

FEDERAL PROGRAM TITLE
EMPG 20 Local Emergency Management and EOC Enhancement Grant

AGREEMENT WITH
Town of Hartford
Agreement #02140-31028C-023

Award Amount: \$6,804.70

DPS Financial Office Use Only

- ☒ Checked Unique Entity ID# Date: 1/24/23 Initials: MA
 - ☒ [SAM.gov](https://sam.gov) checked for Suspension and Debarment Exclusions Date: 1/24/23 Initials: MA
 - ☒ DPS Restricted Parties List Checked Date: 11/30/22 Initials: NB
 - ☒ Risk Assessment Completed Date: 11/30/22 Initials: NB
 - ☒ Subrecipient vs. Contractor Determination Form Completed Date: 11/30/22 Initials: NB
 - ☒ Single Audit Check & Delinquent SAR (VT Bulletin 5_Eligibility Query in VISION) Date: 11/30/22 Initials: NB
 - ☒ BGS Office of Purchasing & Contracting Debarment List Checked <https://bgs.vermont.gov/purchasing-contracting/debarment> Date: 11/30/22 Initials: NB
 - ☒ Certificate of Insurance Date: 1/18/23 Initials: NB
 - ☐ Executive Compensation Checked (if subaward \$30K or over) Date: _____ Initials: _____
- Entered In: ☐ VT Grant Tracking (VISION) Date: _____ Initials: _____
- ☐ FFATA (if \$30K or over) Date: _____ Initials: _____
- ☐ FFATA (if required) Executive Compensation Amount Date: _____ Initials: _____

Federal Fund Standard Format to Non-State Subrecipients Only

VERMONT DEPARTMENT OF PUBLIC SAFETY

STATE OF VERMONT GRANT AGREEMENT										Part 1-Grant Award Detail		
SECTION I - GENERAL GRANT INFORMATION												
¹ Grant #: 02140-31028C-023						² Original ☒ Amendment # _____						
³ Grant Title: EMPG 20 Local Emergency Management and EOC Enhancement Grant												
⁴ Amount Previously Awarded:				⁵ Amount Awarded This Action:				⁶ Total Award Amount:				
\$ 0.00				\$ 6,804.70				\$ 6,804.70				
⁷ Award Start Date: Execution Date			⁸ Award End Date: 9/15/2023			⁹ Subrecipient Award: YES ☒ NO ☐						
¹⁰ Vendor #: 40704			¹¹ Grantee Name: Town of Hartford									
¹² Grantee Address: 171 Bridge Street												
¹³ City: White River Junction						¹⁴ State: VT			¹⁵ Zip Code: 05001			
¹⁶ State Granting Agency: Department of Public Safety									¹⁷ Business Unit: 02140			
¹⁸ Performance Measures: YES ☒ NO ☐			¹⁹ Match/In-Kind: \$6,804.70			Description: 50% Match						
²⁰ If this action is an amendment, the following is amended:												
Amount: ☐			Funding Allocation: ☐			Performance Period: ☐			Scope of Work: ☐			Other: ☐
SECTION II - SUBRECIPIENT AWARD INFORMATION												
²¹ Grantee UEI #: SZNMKKN8CHS4						²² Indirect Rate: _____%				²³ FFATA: YES ☒ NO ☐		
²⁴ Grantee Fiscal Year End Month (MM format): Jun-06						(Approved rate or de minimis 10%)				²⁵ R&D: ☐		
²⁶ DUNS Registered Name (if different than VISION Vendor Name in Box 11):												
SECTION III - FUNDING ALLOCATION												
STATE FUNDS												
Fund Type			²⁷ Awarded Previously	²⁸ Award This Action	²⁹ Cumulative Award	³⁰ Special & Other Fund Descriptions						
General Fund			\$0.00	\$0.00	\$0.00							
Special Fund			\$0.00	\$0.00	\$0.00							
Global Commitment (non-subrecipient funds)			\$0.00	\$0.00	\$0.00							
Other State Funds			\$0.00	\$0.00	\$0.00							
FEDERAL FUNDS (includes subrecipient Global Commitment funds)										Required Federal Award Information		
³¹ Assistance Listings# (formerly CFDA#)	³² Program Title		³³ Awarded Previously	³⁴ Award This Action	³⁵ Cumulative Award	³⁶ FAIN	³⁷ Federal Award Date	³⁸ Total Federal Award				
97.042	EMPG 20 Local Emergency Management and EOC Enhancement Grant		\$0.00	\$6,804.70	\$6,804.70	EMB-2020-EP-00006	10/1/2019	\$3,063,060.00				
³⁹ Federal Awarding Agency: Department of Homeland Security-FEMA					⁴⁰ Federal Award Project Descr:							
			\$0.00	\$0.00	\$0.00			\$0.00				
Federal Awarding Agency:					Federal Award Project Descr:							
			\$0.00	\$0.00	\$0.00			\$0.00				
Federal Awarding Agency:					Federal Award Project Descr:							

STATE OF VERMONT GRANT AGREEMENT			Part 1-Grant Award Detail			
		\$0.00	\$0.00	\$0.00		\$0.00
Federal Awarding Agency:			Federal Award Project Descr:			
		\$0.00	\$0.00	\$0.00		\$0.00
Federal Awarding Agency:			Federal Award Project Descr:			
Total Awarded - All Funds		\$0.00	\$6,804.70	\$6,804.70		
SECTION IV - CONTACT INFORMATION						
STATE GRANTING AGENCY			GRANTEE			
NAME: Nathalie Townsley			NAME: Scott D. Cooney			
TITLE: Financial Administrator			TITLE: Fire Chief/EMD			
PHONE: (802) 272-0609			PHONE: 802-295-3232			
EMAIL: DPS.EMPGroup@vermont.gov			EMAIL: scooney@hartford-vt.org			

Part 2- Grant Agreement

Parties: This is an Agreement between the State of Vermont, **Department of Public Safety (DPS)** (hereinafter called "State"), and the **Town of Hartford** (hereinafter called "Subrecipient").

The Subrecipient must be in compliance with the Vermont statutory requirements relating to taxation of business entities operating within the State. If Subrecipient does not have a Business Account Number, it is the Subrecipient's responsibility to contact the Vermont Department of Taxes to determine if, by law, the Subrecipient is required to have a Vermont Department of Taxes Business Account Number.

Subrecipient Federal Tax Identification Number: 03-6000505

Subject Matter: The subject matter of this Agreement is **as outlined in Attachment A: Scope of work to be performed.**

Award Details: Amounts, dates and other award details are as shown in the above Agreement Part 1-Grant Award Detail. Detailed services to be provided by the Subrecipient are described in Attachment A.

Agreement Term: **State will not reimburse any expenses incurred prior to the execution date of this agreement unless an Advance Notice to Proceed has been issued (DPS Form ADM-105). The execution date is defined as the date the Department of Public Safety representative(s) signs this agreement. The only exception to this rule is for FEMA Public Assistance awards under the Stafford Act (see Attachment E for execution date details).**

Amendment: No changes, modifications, or amendments in the terms and conditions of this Agreement shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Subrecipient. An amendment is a request to make a programmatic, administrative, or substantial financial change to this Agreement (refer to Attachment B, Payment Provisions). Examples include changes in scope of work, budget modification, and change in Subgrant term (period of performance).

Cancellation: This Agreement may be suspended or cancelled by either party by giving written notice at least **30** days in advance.

Attachments: This Agreement consists of **20** pages including the following attachments that are incorporated herein:

Please initial that you have read and understand each Attachment

- _____ Grant Agreement-Part 1 – Grant Award Detail
- _____ Grant Agreement-Part 2
- _____ Attachment A - Scope of Work to be Performed
- _____ Attachment B - Payment Provisions
- _____ Attachment C - Customary State Agreement Provisions
- _____ Attachment D - Other Provisions
- _____ Attachment E - Funding Source Special Conditions

We, the undersigned parties, agree to be bound by this agreement, its provisions, attachments and conditions contained herein.

STATE OF VERMONT
Department of Public Safety

SUBRECIPIENT
Authorized Representative

By:

By:

Signature

Signature

Commissioner/Deputy Commissioner

Printed Name: _____

Title: _____

Date: _____

Date: _____

Your signature on this agreement attests to the acceptance of all provisions, attachments and conditions contained herein.

ATTACHMENT A SCOPE OF WORK TO BE PERFORMED

Objective:

Update EOC furniture to accommodate a faster setup and increase configurability.

Activity to be performed:

The Town of Hartford will purchase movable tables and chairs (on wheels) to update the furniture in the EOC.

Performance Measures:

The Town of Hartford will complete these activities during the period of performance.

ATTACHMENT B PAYMENT PROVISIONS

The State agrees to compensate the Subrecipient for services performed, up to the Federal share amount stated below, provided such services are within the scope of the Agreement and are authorized as provided for under the terms and conditions of this Agreement.

Budget Detail:

Salaries and Benefits	\$
Contractual	\$
Supplies	\$
Travel & Mileage	\$
Equipment *	\$ 13,609.40
Other Costs	\$
Indirect Cost **	\$
 Total Federal Share	 \$ 6,804.70
Total Non-Federal Share (Match)	\$ 6,804.70

Subrecipient agrees that grant funds awarded will be used to supplement existing funds for program activities and will not supplant (replace) non-Federal funds Subrecipients must be able to document local funds were not supplanted with funds from this award **(for example: personnel expenses must be supported with actual budget allocations which include this funding source).**

* Federal equipment threshold is \$5,000.00¹. Please reference Federal equipment compliance requirements.² Subrecipients must follow their own procurement policy unless the Federal and State requirements are more restrictive.

** Current Rate Approval Letter (under 2 CFR 200.332(a)(4) must be on file with DPS. It is also important to note that indirect rates may be subject to statutory caps of the Federal program which supersede the requirements of the Uniform Guidance. Refer to Bulletin 5 for further guidance.

During the performance of this Agreement, any of the cost categories may be increased or decreased by up to 10% of the total award with prior written approval without the need for an official amendment. Contact the DPS Financial Office shown on page 3. Approval will be given provided:

1. It is within the Total Award Amount in effect at the time of the adjustment
2. It does not change the Scope of Work in Attachment A

PROGRAMMATIC REPORTING REQUIREMENTS:

- Under 2 CFR 200.329 (e) *Significant Developments*: Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, the subrecipient **must** inform DPS *as soon as* the following types of conditions become known:
 1. Problems, delays, or adverse conditions which will *materially impair* the ability to meet the objective of the award. This disclosure **must** include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
 2. Favorable developments which enable meeting time schedules and objectives *sooner or at less cost* than anticipated or producing *more or different beneficial results* than originally planned.

¹ 2 CFR § 200.313 (d)(1)

² 2 CFR § 200.313 (d)(2)

- The subrecipient **must** certify in writing to DPS at the end of the award that the project or activity was completed, or the level of effort was expended. If the required level of activity or effort was not carried out, the amount of the Federal award must be adjusted.
- Changes in principal personnel or scope of effort **must** receive the prior written approval of DPS.

The subrecipient must submit programmatic reports using either the DPS Subgrant Progress Report Form or another format that includes all information required on the DPS form. The reporting periods are October 1 – December 31 (due January 30), January 1 – March 31 (due April 30), April 1 – June 30 (due July 30), and July 1 – September 15 (due October 15).

FINANCIAL REPORTING REQUIREMENTS /PAYMENT REQUESTS:

The State, at its discretion, will reimburse the Subrecipient by one of the following options depending on the needs of the Subrecipient and their standing with the State at the time they request Agreement funds:

- 1. Subrecipient will provide Financial Office with:**
 - a. Purchase Order, if invoice is dated after the end of the performance period, if applicable.**
 - b. Copy of Invoice.**
 - c. Copy of the Cancelled Check.**
 - d. Program Progress Report Form.**
 - 2. Requests for reimbursements, with complete Program Progress Report form must be submitted to the Vermont Department of Public Safety, no later than the end of the month following the month in which the expenses were incurred.**
 - 3. Subrecipient will track the grant funds to ensure that the project is completed before the expiration date.**
 - 4. Subrecipient will notify in writing of any proposed changes to the allowable expenditures.**
 - 5. Subrecipient will report all funds not expended upon completion of the project.**
 - 6. Either party can cancel this agreement within 30 days' notice.**
 - 7. All expenses must be incurred by 9/15/2023. These expenses must be paid no later than the end of the month following the month in which the expenses were incurred.**
- Reimbursement in arrears of expenditures with attached documentation. Subrecipient must submit the DPS Financial Report Form (**DPS Form ADM-116a**) with attached detailed documentation of incurred expenses paid to receive payment.
 - Limited cash advance with prior approval. Subrecipient must submit the DPS Financial Report Form with detailed documentation of incurred expenses marked "Goods/Services received, not paid." DPS will process and make payment to Subrecipient. Next, the Subrecipient **MUST** make payment to the vendor and provide DPS proof of such (i.e. copy of cancelled check) within ten (10) days of receipt of the State of Vermont payment. Subrecipients may receive cash advance however they may be required to deposit funds in an interest-bearing account and possibly return interest earned more than \$500 per year (see 2 CFR §200.305(b)(8)). Any interest earned must be reported to the Department of Health and Human Services, Payment Management System.

Requests for reimbursement, or payment, must be made using the DPS Financial Report Form (DPS Form ADM-116a), and must be supported by detailed supporting documentation. Examples of detailed supporting documentation may include payroll reports, timesheets, general ledger reports, paid vendor invoices, and cancelled checks.

These requests must be submitted to the Vermont Department of Public Safety, Financial Office, no later than the end of the month following the month in which the expenses were incurred. Please send to:

Name: Nathalie Townsley

Via mail: Vermont Department of Public Safety/Financial Office
45 State Drive
Waterbury, VT 05671-1300

Via fax: 802-241-5553

Via email: DPS.EMPGroup@vermont.gov

DPS will not make any payments on this Agreement unless the Subrecipient meets all provisions contained herein.

CLOSEOUT:

When a performance period is nearing its end, the subrecipient should ensure all work is complete and file their reports by the deadline noted in Attachment B of the subrecipient agreement. If they have determined a need for an extension, it must be requested with sufficient time to allow for DPS to review and approve prior to the end of the current award term. If the performance period and date for the final report ends and the subrecipient does not contact DPS for an extension, the Financial Office will close out the award. Upon final payment and verification that all reporting obligations have been met, a closeout letter will be issued to the Subrecipient.

**ATTACHMENT C: STANDARD STATE PROVISIONS
FOR CONTRACTS AND GRANTS
REVISED DECEMBER 15, 2017**

1. Definitions: For purposes of this Attachment, "Party" shall mean the Contractor, Grantee or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. "Agreement" shall mean the specific contract or grant to which this form is attached.

2. Entire Agreement: This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect.

3. Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial: This Agreement will be governed by the laws of the State of Vermont. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State with regard to its performance under this Agreement. Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.

4. Sovereign Immunity: The State reserves all immunities, defenses, rights or actions arising out of the State's sovereign status or under the Eleventh Amendment to the United States Constitution. No waiver of the State's immunities, defenses, rights or actions shall be implied or otherwise deemed to exist by reason of the State's entry into this Agreement.

5. No Employee Benefits For Party: The Party understands that the State will not provide any individual retirement benefits, group life insurance, group health and dental insurance, vacation or sick leave, workers compensation or other benefits or services available to State employees, nor will the State withhold any state or Federal taxes except as required under applicable tax laws, which shall be determined in advance of execution of the Agreement. The Party understands that all tax returns required by the Internal Revenue Code and the State of Vermont, including but not limited to income, withholding, sales and use, and rooms and meals, must be filed by the Party, and information as to Agreement income will be provided by the State of Vermont to the Internal Revenue Service and the Vermont Department of Taxes.

6. Independence: The Party will act in an independent capacity and not as officers or employees of the State.

7. Defense and Indemnity: The Party shall defend the State and its officers and employees

against all third party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits.

After a final judgment or settlement, the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement.

The Party shall indemnify the State and its officers and employees if the State, its officers or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.

Notwithstanding any contrary language anywhere, in no event shall the terms of this Agreement or any document furnished by the Party in connection with its performance under this Agreement obligate the State to (1) defend or indemnify the Party or any third party, or (2) otherwise be liable for the expenses or reimbursement, including attorneys' fees, collection costs or other costs of the Party or any third party.

8. Insurance: Before commencing work on this Agreement the Party must provide certificates of insurance to show that the following minimum coverages are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State through the term of this Agreement. No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Party for the Party's operations. These are solely minimums that have been established to protect the interests of the State.

Workers Compensation: With respect to all operations performed, the Party shall carry workers' compensation insurance in accordance with the laws of the State of Vermont. Vermont will accept an out-of-state employer's workers' compensation coverage while operating in Vermont provided that the insurance carrier is licensed to write insurance in Vermont and an amendatory endorsement is added to the policy adding Vermont for coverage purposes. Otherwise, the party shall secure a Vermont workers' compensation policy, if necessary to comply with Vermont law.

General Liability and Property Damage: With respect to all operations performed under this Agreement, the Party shall carry general liability insurance having all major divisions of coverage

including, but not limited to:

Premises - Operations
Products and Completed Operations
Personal Injury Liability
Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

1,000,000 Products/Completed Operations Aggregate

\$1,000,000 Personal & Advertising Injury

Automotive Liability: The Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than \$500,000 combined single limit. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, limits of coverage shall not be less than \$1,000,000 combined single limit.

Additional Insured. The General Liability and Property Damage coverages required for performance of this Agreement shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Notice of Cancellation or Change. There shall be no cancellation, change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written prior written notice to the State.

9. Reliance by the State on Representations:

All payments by the State under this Agreement will be made in reliance upon the accuracy of all representations made by the Party in accordance with this Agreement, including but not limited to bills, invoices, progress reports and other proofs of work.

10. False Claims Act: The Party acknowledges that it is subject to the Vermont False Claims Act as set forth in 32 V.S.A. § 630 *et seq.* If the Party violates the Vermont False Claims Act it shall be liable to the State for civil penalties, treble damages and the costs of the investigation and prosecution of such violation, including attorney's fees, except as the same may be reduced by a court of competent jurisdiction. The Party's liability to the State under the False Claims Act shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

11. Whistleblower Protections: The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority or acts threatening health or safety, including but not limited to allegations

concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

12. Location of State Data: No State data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside the continental United States, except with the express written permission of the State.

13. Records Available for Audit: The Party shall maintain all records pertaining to performance under this agreement. "Records" means any written or recorded information, regardless of physical form or characteristics, which is produced or acquired by the Party in the performance of this agreement. Records produced or acquired in a machine readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of the Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

14. Fair Employment Practices and Americans with Disabilities Act: Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.

15. Set Off: The State may set off any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any set off of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided hereinafter.

16. Taxes Due to the State:

- A) Party understands and acknowledges responsibility, if applicable, for compliance with State tax laws, including income tax withholding for employees performing services within the State, payment of use tax on property used within the State, corporate and/or personal income tax on income earned within the State.
- B) Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
- C) Party understands that final payment under this Agreement may be withheld if the Commissioner of Taxes determines that the

Party is not in good standing with respect to or in full compliance with a plan to pay any and all taxes due to the State of Vermont.

- D) Party also understands the State may set off taxes (and related penalties, interest and fees) due to the State of Vermont, but only if the Party has failed to make an appeal within the time allowed by law, or an appeal has been taken and finally determined and the Party has no further legal recourse to contest the amounts due.

17. Taxation of Purchases: All State purchases must be invoiced tax free. An exemption certificate will be furnished upon request with respect to otherwise taxable items.

18. Child Support: (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, he/she:

- A) is not under any obligation to pay child support; or
- B) is under such an obligation and is in good standing with respect to that obligation; or
- C) has agreed to a payment plan with the Vermont Office of Child Support Services and is in full compliance with that plan.

Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

19. Sub-Agreements: Party shall not assign, subcontract or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.

In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54).

Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 ("False Claims Act"); Section 11 ("Whistleblower Protections"); Section 12 ("Location of State Data"); Section 14 ("Fair Employment Practices and Americans with Disabilities Act"); Section 16 ("Taxes Due the State"); Section 18 ("Child Support"); Section 20 ("No Gifts or Gratuities"); Section 22 ("Certification Regarding Debarment"); Section 30 ("State Facilities"); and Section 32.A ("Certification Regarding Use of State Funds").

20. No Gifts or Gratuities: Party shall not give title or possession of anything of substantial value (including property, currency, travel and/or education programs) to any officer or employee of the State during the term of this Agreement.

21. Copies: Party shall use reasonable best efforts to ensure that all written reports prepared under this Agreement are printed using both sides of the paper.

22. Certification Regarding Debarment: Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds. Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State's debarment list at: <http://bgs.vermont.gov/purchasing/debarment>

23. Conflict of Interest: Party shall fully disclose, in writing, any conflicts of interest or potential conflicts of interest.

24. Confidentiality: Party acknowledges and agrees that this Agreement and any and all information obtained by the State from the Party in connection with this Agreement are subject to the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq.

25. Force Majeure: Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lock-outs) ("Force Majeure"). Where Force Majeure is asserted, the nonperforming party must prove that it made all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

26. Marketing: Party shall not refer to the State in any publicity materials, information pamphlets, press releases, research reports, advertising, sales promotions, trade shows, or marketing materials or similar communications to third parties except with the prior written consent of the State.

27. Termination:

- A. **Non-Appropriation:** If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel at the end of the fiscal year, or otherwise upon the expiration of existing appropriation authority. In the case that this Agreement is a Grant that is funded in whole or in part by Federal funds, and in the event Federal funds become unavailable or reduced, the State may suspend or cancel this Grant immediately, and the State shall have no obligation to pay Subrecipient from State revenues.

B. Termination for Cause: Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party's notice or such longer time as the non-breaching party may specify in the notice.

C. Termination Assistance: Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.

28. Continuity of Performance: In the event of a dispute between the Party and the State, each party will continue to perform its obligations under this Agreement during the resolution of the dispute until this Agreement is terminated in accordance with its terms.

29. No Implied Waiver of Remedies: Either party's delay or failure to exercise any right, power or remedy under this Agreement shall not impair any such right, power or remedy, or be construed as a waiver of any such right, power or remedy. All waivers must be in writing.

30. State Facilities: If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to and use of State facilities which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.

31. Requirements Pertaining Only to Federal Grants and Subrecipient Agreements: If this Agreement is a grant that is funded in whole or in part by Federal funds:

A. Requirement to Have a Single Audit: The Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the granting Party within 9 months. If a single audit is not required, only the Subrecipient Annual Report is required.

For fiscal years ending before December 25, 2015, a Single Audit is required if the subrecipient expends \$500,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with OMB Circular A-133. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends \$750,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.

B. Internal Controls: In accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United

States and the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

C. Mandatory Disclosures: In accordance with 2 CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

32. Requirements Pertaining Only to State-Funded Grants:

A. Certification Regarding Use of State Funds: If Party is an employer and this Agreement is a State-funded grant in excess of \$1,001, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party's employee's rights with respect to unionization.

B. Good Standing Certification (Act 154 of 2016): If this Agreement is a State-funded grant, Party hereby represents: (i) that it has signed and provided to the State the form prescribed by the Secretary of Administration for purposes of certifying that it is in good standing (as provided in Section 13(a)(2) of Act 154) with the Agency of Natural Resources and the Agency of Agriculture, Food and Markets, or otherwise explaining the circumstances surrounding the inability to so certify, and (ii) that it will comply with the requirements stated therein.

(End of Standard Provisions)

**ATTACHMENT D
OTHER GRANT AGREEMENT PROVISIONS**

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; PROCUREMENT;
ORGANIZATIONAL AND FINANCIAL REQUIREMENT; FOLLOWING SUBRECIPIENT
PROCEDURES: DISCLOSURE OF INFORMATION AND CONFLICT OF INTEREST;**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this agreement provides for compliance with certification requirements under 10 CFR Part 601 "New Restrictions on Lobbying," and 10 CFR Part 1036 "Government wide Debarment and Suspension (Nonprocurement) and Government wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Public Safety determines to award the covered transaction, grant, or other agreement.

1. LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, Agreements, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil

judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

3. Applicable CFR's and Federal Executive Orders 12549 and 12689 prohibit non-federal entities from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are

suspended or debarred. Covered transactions include procurement contracts for goods or services equal to or in excess of \$25,000 and non-procurement transactions such as grants or cooperative agreements. By signing this Agreement, the Subgrantee agrees it will verify the status of potential vendors prior to any federal funds being obligated to prevent any debarred or suspended agencies or vendors from receiving federal funds. The Subrecipient can confirm the status of potential vendors by conducting a search on the System for Award Management (SAM) website

(<https://www.sam.gov/portal/public/SAM/>). At this time, DPS does not require Subrecipients to submit proof of verification with any reimbursement request; however, the Subrecipient must maintain this information, in the form of a screen print, with other grant documentation. This documentation shall be available for review per Attachment C.

3. DRUG-FREE WORKPLACE

This certification is required by the Drug-Free Workplace Act of 1988 (Pub.L. 100-690, Title V, Subtitle D) and is implemented through additions to the Debarment and Suspension regulations, published in the Federal Register on January 31, 1989, and May 25, 1990. The Subrecipient will or will continue to provide a drug-free workplace by:³

1. Maintaining a Zero Tolerance Drug Policy;
2. Posting in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the

Subrecipient's workplace and specifying the actions that will be taken against employees for violations of such prohibition;

3. Stating in all solicitations or advertisements for employees or subcontractors placed by or on behalf of the Subrecipient that the Subrecipient maintains a drug-free workplace;

4. Establishing an ongoing drug-free awareness program to inform employees about:

- (a) The dangers of drug abuse in the workplace;
 - (b) The Subrecipient's policy of maintaining a drug-free workplace;

- (c) Any available drug counseling, rehabilitation, and employee assistance programs; and

- (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

- (e) Including the provisions of the foregoing clauses in all third party contracts, subcontracts, and purchase orders that exceed ten thousand dollars (\$10,000.00), so that the provisions will be binding upon each subcontractor or vendor.

4. PROCUREMENT:

The Subrecipient agrees to abide by their respective procurement rules, policies, and/or procedures as outlined in 2 CFR §§ 200.317 to 200.327.

1. Subrecipient must comply with proper competitive bidding procedures as required by the applicable federal and state rules.

2. The subrecipient entity must maintain written standards of conduct covering conflict of interest and governing the actions of its employees and engaged in selection, award, and administration of contracts.⁴

3. The subrecipient must take all necessary affirmative steps to assure that minority business, women's business enterprises,

and labor surplus area firms be used when possible. Please see 2 CFR § 200.321 for the affirmative steps that must be taken.

5. ORGANIZATIONAL AND FINANCIAL REQUIREMENTS

1. All Subrecipients are required to establish and maintain accounting systems and financial records to accurately account for funds awarded to them. Determining allowability of costs claimed will be consistent with the requirements of the grant award and its applicable regulations.

- a. Subrecipients have the responsibility to employ the organizational and management techniques necessary to assure proper administration and cost allocation, including accounting, budgeting, reporting, auditing and other review controls.

- b. All Subrecipients will accept responsibility for expending and accounting for funds in a manner consistent with an approved project, plan and or program as evidenced by their acceptance of an Agreement award by the Department of Public Safety; Policies, procedures, reporting requirements or other special conditions established by the appropriate Federal agency, if applicable, and the Department of Public Safety.

2. Subrecipients must have an adequate system of internal controls which:

- a. Presents, classifies and retains all detailed financial records related to the Agreement award. Financial records must be retained by the Subrecipient and be available for review for a period of three (3) years after the expiration of the grant period except that records must be retained until completion or resolution of all issues arising

³ 2 CFR § 182

⁴ 2 CFR § 200.318(c)(1)

from audit, litigation or claims started before the expiration of the three year period, whichever is later.

b. Provides reasonable assurance that Federal awards are managed in compliance with Federal statutes, regulations, and the terms and conditions. These internal controls should be in compliance with the guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

c. Provides information for planning, control and evaluation of direct and indirect costs;

d. Provides cost and property control to ensure optimal use of the grant funds;

Controls funds and other resources to ensure that the expenditure of grant funds and use of any property acquired under the grant are in conformance with established guidelines and policies.

3. Notification of Organizational Changes Required:

a. The recipient shall provide DPS written notification within 30 days should any of the following events occur:

i. having new or substantially changed systems

ii. having new compliance personnel

iii. loss of license or accreditation to operate program

iv. organizational restructuring.

6. FOLLOWING SUBRECIPIENT PROCEDURES:

The undersigned certifies that the Subrecipient organization has in place standard policies and procedures that govern the Subrecipient’s payroll, purchasing, contracting and inventory control in accordance with 2 CFR 200 Subpart E, Appendix A, Section C 1.e or 2 CFR 200.302. The undersigned further certifies that the Subrecipient organization will use those policies and procedures for any approved expenditure under this Agreement and for any equipment purchased with Agreement funds. The undersigned also agrees to make the policies and procedures available for examination by any authorized representatives of the State or Federal Government. This does not relieve the Subrecipient from requirements of federal financial management, requirements in: **(a)** 2 CFR 200 § 302 Financial Management

7. DISCLOSURE OF INFORMATION:

Any confidential or personally identifiable information (PII) acquired by subrecipient during the course of the subgrant shall not be disclosed by subrecipient to any person, firm, corporation, association, or other entity for

any reason or purpose whatsoever without the prior written consent of the Department of Public Safety either during the term of the Agreement or in the event of termination of the Agreement for any reason whatsoever. Subrecipient agrees to abide by applicable federal regulations regarding confidential information and research standards, as appropriate, for federally supported projects.

8. CONFLICT OF INTEREST

Subgrantee/Contractor covenants that, to the best of its knowledge, no person under its employ, including subcontractors, who presently exercises any functions or responsibilities in connection with Board, Department, or projects or programs funded by Board or Department, has any personal financial interest, direct or indirect, in this Subgrant Agreement /Contract.

1. Subgrantee/Contractor further covenants that in the performance of Subgrant Agreement/Contract, no person having such conflicting interest shall knowingly be employed by Subgrantee/Contractor.

2. Any such interest, on the part of Subgrantee /Contractor or its employees, when known, must be disclosed in writing to Department.

ATTACHMENT E

FUNDING SOURCE SPECIAL CONDITIONS

This Agreement is subject to the requirements of all federal laws, policies, and bulletins. Most notably:

Article I - Activities Conducted Abroad

Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article II - Reporting of Matters Related to Recipient Integrity and Performance

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article III - Trafficking Victims Protection Act of 2000 (TVPA)

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference.

Article IV - Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Article V - Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article VI - Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. section 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article VII - Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101-12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Article VIII - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article IX - Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article X - Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. section 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article XI - Best Practices for Collection and Use of Personally Identifiable Information (PII)

Recipients who collect PII are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

Article XII - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. section 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-accesspeople-limited> and additional resources on <http://www.lep.gov>.

Article XIII - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. section 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. section 2225.)

Article XIV - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

Article XV - Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. section 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

Article XVI - DHS Specific Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.

4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

5. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administering Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. After the initial submission for the first award under which this term applies, recipients are required to provide this information once every two (2) years as long as they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>.

6. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article XVII - Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. section 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article XVIII - Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XIX - Civil Rights Act of 1964 - Title VI

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. section 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article XX - Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. Section 200.308. DHS/FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. Section 200.308(e) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the Federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article XXI - Acknowledgement of Federal Funding from DHS

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article XXII - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the

changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.

Article XXIII - Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (1973), (codified as amended at 29 U.S.C. section 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article XXIV - False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. sections 3729-3733, which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. sections 3801-3812, which details the administrative remedies for false claims and statements made.)

Article XXV - Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article XXVI - Lobbying Prohibitions

Recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Article XXVII - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (1972) (codified as amended at 20 U.S.C. section 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Article XXVIII - Age Discrimination Act of 1975

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, section 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article XXIX - National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969 (NEPA), Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. section 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article XXX - Assurances, Administrative Requirements, Cost Principles, Representations and Certifications

DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances - Non-Construction Programs, or OMB Standard Form 424D Assurances - Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions. DHS financial

assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

Article XXXI - USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. sections 175-175c.

Article XXXII - Non-Supplanting Requirement

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XXXIII - Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. sections 8101-8106).

Article XXXIV - Universal Identifier and System of Award Management

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article XXXV - Reporting Subawards and Executive Compensation

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXVI - Energy Policy and Conservation Act

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94-163 (1975) (codified as amended at 42 U.S.C. section 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XXXVII - Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C. section 2409, 41 U.S.C. section 4712, and 10 U.S.C. section 2324, 41 U.S.C. sections 4304 and 4310.

Article XXXVIII - Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Article XXXIX - Use of DHS Seal, Logo and Flags

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XL - Notice of Funding Opportunity Requirements

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

Article XLI - SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Final Guidance must be followed, 2 CFR 200 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.

PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

- a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:
 - 1.) Procure or obtain;
 - 2.) Extend or renew a contract to procure or obtain; or
 - 3.) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - i.) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - ii.) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - iii.) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.
- b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.
- c) See Public Law 115-232, section 889 for additional information.
- d) See also §200.471.

This Agreement is also subject to the requirements of the State of Vermont grant and audit policies. The most pertinent bulletins and addendums are:

- Bulletin 5, Single Audit Policy for Agreements
- Bulletin 5 - Procedure #1
- Bulletin 5 - Procedure #2

Town Manager Search Committee:

There is created a Town Manager Search Committee (Committee) which shall be responsible for assisting and advising the Selectboard in the search for a new Town Manager. The ultimate hiring decision will be made solely by the Selectboard.

Membership:

The Committee shall consist of 9 members appointed by the Selectboard, including one member of the Selectboard and one employee of the Town of Hartford. The members of the Committee shall be residents of Hartford, except for the Town of Hartford employee who may be a non-resident. The Selectboard shall designate one member of the Committee as Chair of the Committee. The Town of Hartford employee shall be a non-voting member.

Duties:

The Committee shall assist and advise the Selectboard in its search for a new Town Manager, including:

- (a) Reviewing a draft Town Manager position description and making changes to the position description if necessary;
- (b) Identifying critical issues that the Town Manager is likely to encounter over the next five years and considering these issues as it assesses candidate qualifications;
- (c) Reviewing candidate resumes and other application materials;
- (d) Conducting interviews of candidates;
- (e) Preparing a list of final candidates and submitting a written report to the Selectboard of its recommendations.

Term:

The Town Manager Search Committee shall dissolve once it has delivered its final written report of recommended candidates and the Town has entered into an employment agreement with a candidate.

Statutory Requirements:

The Committee shall operate in accordance Vermont law and the Ordinances and Policies of the Town of Hartford. 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.



AGENDA MEMORANDUM

February 7, 2023

Town Selectboard Meeting Item: 5e

Submitted by: Paula Nulty, Acting Assistant Town Manager

Subject: Warning for Annual Town Meeting 2023 Typo

Background:

Item 3 in the Warning for Annual Town Meeting 2023 contains a typo: the word “seven” should not have been included. The Selectboard approved the Warning on January 24, 2023. Counsel has advised the intent of the Selectboard is clear, the Warning stands, however the typo needs to be recognized and confirmed as just that.

Subsequent publication of the Warning, post this confirmation of the typo, will be corrected.

Recommended Language for a Motion:

That the Selectboard confirm the word “seven” in Item 3 of the Warning for the Annual Town Meeting 2023 is a typo, and should not have been included.

HARTFORD TOWN CLERK'S OFFICE

This 25 day of January 2023
 at 8:45 AM PM
 Recorded in Bk TR B 30 Pg 522-524
Sherry Huber Asor Town Clerk

**WARNING
 FOR
 ANNUAL TOWN MEETING
 2023**

RECEIVED

JAN 25 2023

TOWN OF HARTFORD
8:45 AM P.M.

Voting by Australian ballot is to be held on **Tuesday, March 7, 2023**, at the Hartford High School Gymnasium.

Budget Discussion/Candidates Night is to be held **Monday, February 27, 2023, at 7:00PM, at the Hartford High School Auditorium.**

The legal voters of the Town of Hartford are further notified that voter qualification, registration, and absentee voting relative to said Annual Town Meeting shall be as provided in the Town Charter and chapters 43, 51, and 55 of title 17, Vermont Statutes Annotated.

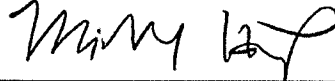
THE FOLLOWING ARTICLES WILL BE VOTED BY AUSTRALIAN BALLOT ON TUESDAY, MARCH 7, 2023. POLLS OPEN AT 7:00AM AND CLOSE AT 7:00PM.

1. To elect the following Town Officers for the ensuing year: Town Moderator for one year; Treasurer for three years; Selectboard Member for two years (one position); Selectboard Member for three years (one position); West Hartford Library Trustee for five years (one position); West Hartford Library Trustee for remaining four years of five years. (By Australian Ballot)
2. Shall the Town authorize total fund expenditures for operating expenses of \$19,000,530.70 (plus any appropriations voted below) of which \$2,897,575.62 shall be raised by non-tax revenue, \$1,000,000 by unassigned fund balance transfer, and the balance by property tax revenue? (By Australian ballot)
3. Shall the Town appropriate the sum of Eighty-Four Thousand ~~Seven~~ Two Hundred Dollars (\$84,200) to be paid to **Advance Transit** for public transportation services? (By Australian ballot)
4. Shall the Town appropriate the sum of Five Thousand Dollars (\$5,000) to be paid to **Community Access Television, Inc.** for video recording of local government meetings? (By Australian ballot)
5. Shall the Town appropriate the sum of Nine Thousand Five Hundred Dollars (\$9,500) to be paid to **The Family Place**, for programs for families with young children? (By Australian ballot)
6. Shall the Town appropriate the sum of Four Thousand Five Hundred Dollars (\$4,500) to be paid to **Good Beginnings of the Upper Valley**, for organization of volunteers to assist families with new babies? (By Australian ballot)
7. Shall the Town appropriate the sum of Nine Thousand Five Hundred Dollars (\$9,500) to be paid to **Good Neighbor Health Clinics** to provide free health and dental care to community members? (By Australian Ballot)
8. Shall the Town appropriate the sum of Eight Hundred Dollars (\$800) to be paid to **Green Mountain Retired Senior Volunteer Program (RSVP)** in support of senior volunteer programs? (By Australian ballot)
9. Shall the Town appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be paid to the **Hartford Community Coalition** for community support/education of mental health concerns, reduction of substance misuse, and the Take A Bite Out of Hunger community food program? (By Australian ballot)

10. Shall the Town appropriate the sum of Ten Thousand Dollars (\$10,000) to be paid to the **Hartford Historical Society** for collecting, conserving and displaying the Town's history? (By Australian ballot)
11. Shall the Town appropriate the sum of Nine Thousand Nine Hundred Ninety-Five Dollars (\$9,995) to be paid to **Health Care and Rehabilitation Services (HCRS)** to help support outpatient, mental health, and substance abuse service? (By Australian Ballot)
12. Shall the Town appropriate the sum of Nine Hundred Seventy-Seven Dollars (\$977) to be paid to **Public Health Council of the Upper Valley** for ongoing public health coordination for residents in the areas of substance misuse, elder care, oral health, emergency preparedness and healthy living? (By Australian ballot)
13. Shall the Town appropriate the sum of Nine Thousand Dollars (\$9,000) to be paid to **Senior Solutions** to serve older, and younger disabled, Vermonters with nutrition and wellness programs, application and enrollment assistance to, and coordination of, state and federal benefit programs, and Volunteer Visitor programs? (By Australian ballot)
14. Shall the Town appropriate the sum of Nine Thousand Dollars (\$9,000) to be paid to **Southeastern Vermont Community Action, Inc. (SEVCA)** to assist Hartford in responding to the emergency needs of the community, and providing all available and applicable services to families and individuals in need? (By Australian ballot)
15. Shall the Town appropriate the sum of Six Thousand Eight Hundred Dollars (\$6,800) to **Tri-Valley Transit**, for providing transportation services? (By Australian ballot)
16. Shall the Town appropriate the sum of Nine Hundred Seventy-Five Dollars (\$975) to be paid to **Vermont Association for the Blind and Visually Impaired (VABVI)** in support of blind and visually impaired Vermonters? (By Australian ballot)
17. Shall the Town appropriate the sum of Eight Hundred Forty-Five Dollars (\$845) to be paid to **Vermont Center for Independent Living** in support of Vermonters with disabilities? (By Australian ballot)
18. Shall the Town appropriate the sum of Fifty-One Thousand Dollars (\$51,000) to be paid to **Visiting Nurse and Hospice of Vermont and New Hampshire, Inc.** for home health care and hospice care? (By Australian ballot)
19. Shall the Town appropriate the sum of Four Thousand Five Hundred Dollars (\$4,500) to be paid to **Windsor County Mentors** for youth mentoring services? (By Australian ballot)
20. Shall the Town appropriate the sum of Two Thousand Dollars (\$2,000) to be paid to **Women's Information Service (WISE), Inc.** for ending gender-based violence? (By Australian ballot)
21. Shall the Town authorize the expenditure of exactly \$332,710 of Local Option Tax Revenue Funds for the purpose of assisting various organizations owning or in control of Libraries in said Town, to be divided, per their request, as follows? (By Australian ballot)
 - Hartford Library - \$112,350
 - Quechee Library - \$188,500
 - Wilder Library - \$31,860

Dated at Hartford, Vermont this 24th day of January, 2023.

SELECTBOARD MEMBERS OF THE TOWN OF HARTFORD



Michael Hoyt, Selectboard Chair



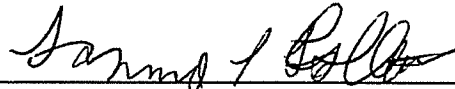
Dan Fraser, Selectboard Vice-Chair



Kim Souza, Selectboard Clerk



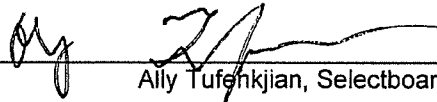
Rocket, Selectboard Member



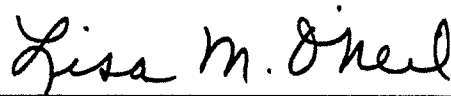
Lannie Collins, Selectboard Member



Mary Erdei, Selectboard Member



Ally Tufenkjian, Selectboard Member



Town Clerk, Lisa O'Neil



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, January 24, 2023, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Michael Hoyt, Chair; Kim Souza, Clerk; Lannie Collins, Member; Mary Erdei, Member; Rocket, Member, Ally Tufenkjian, Member; Lana Livingston; Paula Nulty; Jeff Arnold; Laura Cooney; Joan Ponzoni; Russ North; Ted Brady, VLCT; Jeremy Delisle; Joe Major; Scott Hausler

Present on Zoom: Dan Fraser, Vice-Chair

JAM LINK: <https://www.youtube.com/watch?v=6Wjvw-rNbVE&list=PLAdkf9ugxof7FGsvb7b8PHLFaNFkZbq-g>

- I. **Call to Order the Selectboard Meeting** by Selectboard Chair, Mike Hoyt at 6:03 PM.
- II. **Pledge of Allegiance** was recited and led by Rocket.
- III. **Local Liquor Control Board:** None
- IV. **Local Cannabis Control Board:** None
- V. **Order of Agenda:** added Fiscal Year 2024 Budget Approval.
- VI. **Selectboard**
 1. **Public Comment:** None
 2. **Selectboard Comments and Announcements:**

Kim Souza attended the 5th VLCT COHORT session. She is looking forward to the Abundant Sun Presentation that will provide more information from the Town of Hartford Survey.

Mary Erdei plans to attend an IDEAL VT workshop tomorrow in Barre.

Rocket congratulated the staff member that recently had babies.
 3. **Appointments:** None
 4. **Significant Activity Report:**
<https://cms5.revize.com/revize/hartfordvt/Final%20Total.pdf>
 5. **Board Reports, Motions & Ordinances**
 - a. Presentation from Ted Brady, Executive Director VLCT
 - b. Certificate of Highway Mileage presented by Jeremy Delisle.
Selectboard Clerk, Kim Souza made the motion to Certify the 2023 Highway Mileage as presented. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

c. Sister City Presentation presented by Laura Cooney

d. Tree Board Grant presented by Scott Hausler and Jeff Arnold.
Selectboard Member, Ally Tufenkjian made the motion to authorize the Hartford Selectboard to approve the submission of the Vermont Urban & Community Forestry Program – Communities Caring for Canopy Grant and if awarded the grant, accept the funding up to the requested amount of \$3,170 as identified in the grant submission documents. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

e. Engineering Amendment - Quechee Box Culvert Project
presented by Jeremy Delisle

Selectboard Member, Lannie Collins made the motion that the board approve the contract amendment with DG utilizing \$43,000 of funds currently dedicated to the project under Purchase Order #6734. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

***Added Item: FY2024 Budget Approval:**

Selectboard member, Mary Erdei made the motion That the Selectboard approve of the fiscal year 2024 general fund (Fund 10) budget totaling \$19,244,122.70 to be funded with \$2,897,575.62 in non-tax revenue, \$1,000,000 from the unassigned fund balance, and \$15,346,547.08 to be raised by taxes. Selectboard Member, Ally Tufenkjian seconded the motion. 5 (Souza, Erdei, Tufenkjian, Hoyt, Fraser) were in favor, 2 (Rocket & Collins) were not in favor. The motion passed.

Selectboard Member, Ally Tufenkjian made the motion That the Selectboard approve of the fiscal year 2024 solid waste fund (Fund 30) budget totaling \$1,161,064.54 to be funded with \$639,520 of revenue. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard member, Lannie Collins made the motion That the Selectboard approve of the fiscal year 2024 White River Water Fund (Fund 50) budget totaling \$1,318,454.88 to be funded with \$1,229,461.65 of revenue. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Kim Souza made the motion That the Selectboard approve of the fiscal year 2024 Quechee Water Fund (Fund 55) budget totaling \$588,195.70 to be funded with \$496,894.22 of revenue. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

Selectboard Member, Lannie Collins made the motion That the Selectboard approve of the fiscal year 2024 White River Wastewater Fund (Fund 60) budget totaling \$2,084,238.24 to be funded with \$1,934,708.33 of revenue. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard Member, Ally Tufenkjian made the motion That the Selectboard approve of the fiscal year 2024 Quechee Wastewater Fund (Fund 65) budget totaling \$1,410,081.79 to be funded with \$1,221,649.48 of revenue. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

f. Approve Warning for Town and School District Meeting Day
Selectboard Clerk, Kim Souza made the motion That the Selectboard approve the Warning for the 2023 Annual Town and School District Meeting Day. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

g. Approve Warning for Annual Town Meeting
Selectboard Clerk, Kim Souza made the motion That the Selectboard approve the Warning for the 2023 Annual Town Meeting. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

VII. Commission Reports

Ally Tufenkjian

Hartford Committee on Racial Equity & Inclusion (HCOREI):

-Most HCOREI-related updates were covered during recent Selectboard meetings, including the approved funding for Communications/Public Information Officer; Town Staff diversity, equity and inclusion training; and the Community Safety Review; as well as the Vermont Community Foundation grant (to be administered by Selectboard member Kim Souza).

-With the upcoming departure of the School District's current Equity Coordinator, HCOREI will be following the process to appoint a new person for the role.

-HCOREI will be forming a planning committee by February to start organizing the Juneteenth celebration.

Dan Fraser

Tree Board update

Arborist Joe Town helped the Tree Board members decide on the pruning of trees on Route 5. Tree board was asked by the Town to check on dangerous trees on the Pomfret Road. Public Works will take care of the damage. Discussed how Hartford's landscaping regulations could be improved to ensure that large parking lots are surrounded by adequate greenspace and that large parking lots are broken up by tree islands and swales: The board found the current Planning and Zoning regulations lacking and will craft a letter to be read at a Planning Commission meeting indicating our desire to see more specific regulations especially regarding commercial parking lots. It seems the regulations have not been updated since 2008. Discuss the evolution of the grant application to Vt Urban and Community Forestry to remove invasives in the riparian buffer beside the Town Hall and replace them with native species.- will see if any grants might be available. Trees that could be selected for riparian plantings were: Sycamore, cottonwood and willow sprouts which might be helpful in managing the knotweed. Discuss what tree species should replace the elms on Pine Street as well as the two mature elms on Hartford Avenue that have died. January Tree of the month will be the white pine at Dothan Brook School, February will be the blue spruce at Town Hall and March will be the oaks at the bank on Maple Street across from Coop. Tree Board is looking for 2 new members.

Rocket

Sister City Committee has an opening.

- VIII. Consent Agenda Selectboard Member, Mary Erdei made the motion that the Selectboard approve the Consent Agenda. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 1/21/2023

Approve Meeting Minutes of: 1/10/2023; 1/17/2023 & 1/19/2023

Approve A/P Manifest of: 1/20/2023 and 1/24/2023

Approve Selectboard Meetings: 2/7/2023 & 2/21/2023

- IX. Executive Session: Selectboard Member, Lannie Collins made the motion That in accordance with Vermont's Open Meeting Law 1 V.S.A. § 313, I move that the Selectboard enter into Executive Session: To discuss the appointment or employment or evaluation of a public officer or employee. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed at 7:40pm.**

Selectboard Member, Rocket made the motion to close the Executive Session. Selectboard Member, Mary Erdei seconded the motion at 9:05PM. All were in favor and the motion passed.

- X. Adjourn the Selectboard Meeting**

Selectboard Member, Rocket made the motion to adjourn the meeting at 9:06 PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Kim Souza, Clerk
1/24/2023

Report Date: 2/03/23
1:38PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 1
User: florentina

ReportAPINHDPmtByDate

Check Date: 2/03/2023 - 2/03/2023

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.
25-0221	Fire & Ambulance				
008830	CATAMOUNT NORTH			2/03/2023	1011
12-15-2022	CAP FOR C2	0.00	\$3,232.00	0.00	3,232.00
Desc: CAP FOR C2		Acct: 25-985-100-0221	Fire & Ambulance		
Vendor Total:			3,232.00	0.00	3,232.00
015955	EXTENDEBED			2/03/2023	1012
20089	75" EXTENDEBED C2	0.00	\$3,304.00	0.00	3,304.00
Desc: 75" EXTENDEBED C2		Acct: 25-985-100-0221	Fire & Ambulance		
Vendor Total:			3,304.00	0.00	3,304.00
25-0221	GENERAL FUND - MASCOMA	Bank Total:		6,536.00	
FUND 1 0	GENERAL FUND - MASCOMA				
001170	AIRGAS, INC.	AIRGAS USA, LLC		2/03/2023	78909
9134065634	MED SUPPLIES	0.00	\$49.47	0.00	49.47
Desc: MED SUPPLIES		Acct: 10-321-323-0000	DPW -MATERIAL & SUPPLIES		
9131656566	WELDER PART	0.00	\$335.54	0.00	335.54
Desc: WELDER PART		Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES		
Vendor Total:			385.01	0.00	385.01
001246	AARON, ANNA	ANNA AARON		2/03/2023	78910
01.23.2023	LEARN TO SKATE	0.00	\$275.00	0.00	275.00
Desc: LEARN TO SKATE		Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:			275.00	0.00	275.00
001303	ALDRICH + ELLIOTT, PC			2/03/2023	78911
18018.004,81070	S MAIN STR C#2 - JAN 2023	3,372.07	\$3,372.07	0.00	3,372.07
Desc: DWSRP Construction Admin Phase 310		Acct: 50-954-543-0035	Capital - RF3-467-3.0 Phase 2		
Desc: CWSRF Construction Admin Phase 310		Acct: 60-965-543-0035	Capital - RF1-291-3.0 Phase 2		
Desc: TIF 2019 Construction Admin Phase 3		Acct: 13-921-360-0105	S. Main St Infrastructure Construction - F		
Desc: DWSRF RPR 320		Acct: 50-954-543-0035	Capital - RF3-467-3.0 Phase 2		
Desc: CWSRF RPR 320		Acct: 60-965-543-0035	Capital - RF1-291-3.0 Phase 2		
Desc: TIF 2019 RPR 320		Acct: 13-921-360-0105	S. Main St Infrastructure Construction - F		
Vendor Total:			3,372.07	0.00	3,372.07
001645	ALLIANCE MECHANICAL INC.	ALLIANCE MECHANICAL INC.		2/03/2023	78912
CM220344	Proactive Maintenance LATHAM WKS	1,190.00	\$1,190.00	0.00	1,190.00
Desc: Proactive Maintenance LATHAM WKS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,190.00	0.00	1,190.00
001670	ALTA CONSTRUCTION EQUIPMENT			2/03/2023	78913
SP6/17405	MATERIALS/PARTS	0.00	\$462.56	0.00	462.56
Desc: MATERIALS/PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
SP6/17714	MATERIALS/PARTS	0.00	\$38.72	0.00	38.72
Desc: MATERIALS/PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
SP6/17715	MATERIALS/PARTS	0.00	\$17.62	0.00	17.62
Desc: MATERIALS/PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		

Report Date: 2/03/23
1:38PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 2
User: florentina

ReportAPINHDPmtByDate

Check Date: 2/03/2023 - 2/03/2023

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.
SP6/17716	MATERIALS/PARTS	0.00	\$85.25	0.00	85.25
Desc: MATERIALS/PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
SP6/17871	MATERIALS/PARTS	0.00	\$31.90	0.00	31.90
Desc: MATERIALS/PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:			636.05	0.00	636.05
002180	AMERICAN RETROWORKS INC	GOOD POINT RECYCLING		2/03/2023	78914
77121	NON-CED OCT-DEC 2022	373.76	\$373.76	0.00	373.76
Desc: NON-CED OCT-DEC 2022		Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:			373.76	0.00	373.76
002260	AMERICAN TOWER CORPORATION			2/03/2023	78915
4147183	TOWER RENT FEB'23	0.00	\$2,080.00	0.00	2,080.00
Desc: TOWER RENT FEB'23		Acct: 10-271-331-0100	DISP -DEPT EQUIP-REIM BY RESERV		
Vendor Total:			2,080.00	0.00	2,080.00
004850	BEN'S UNIFORMS INC.			2/03/2023	78916
107488	UNIFORMS	0.00	\$573.00	0.00	573.00
Desc: UNIFORMS		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Vendor Total:			573.00	0.00	573.00
006100	BMO FINANCIAL GROUP			2/03/2023	78917
Czora 01/01-15/23	Czora, Jason - FD	0.00	\$862.44	0.00	862.44
Desc: Feniex-Equipment C2		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Desc: NatReg-Ovitt EMT		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
Desc: Dunkin - Refreshments		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
Delisle 01/01-15/23	Delisle, Jeremy - DPW	795.84	\$841.42	0.00	841.42
Desc: Synology - Storage for plotbase		Acct: 50-955-330-0000	OFFICE EQUIPMENT		
Desc: Synology - Storage for plotbase		Acct: 55-955-330-0000	OFFICE EQUIPMENT		
Desc: Fulcrummapp-Annual Subscription WW		Acct: 65-963-318-0000	CONTRACTED SERVICES		
Desc: Amazon - Headlights		Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
Desc: LaValley - Mailbox		Acct: 10-321-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: Amazon - Cash Register		Acct: 30-974-320-0100	EQUIP MAINTENANCE-SCALE		
Desc: Tractor Supplie s- SD Cards		Acct: 30-974-320-0100	EQUIP MAINTENANCE-SCALE		
Dube 01/01-15/23	Dube, Chris - FD	0.00	\$70.00	0.00	70.00
Desc: IAAI - Membership		Acct: 10-221-313-0000	HFD -MEMBERSHIP DUES		
Hannux 01/01-15/23	Hannux, Shawn - FD	0.00	\$108.95	0.00	108.95
Desc: CPR Cards		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
Desc: CPSE- Accreditation Fee		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
Hausler 01/01-15/23	Hausler, Scott - REC	116.69	\$765.16	0.00	765.16
Desc: BJ's - Supplies New year's Eve Skat		Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES		
Desc: ConstantContact-MarketSubscription		Acct: 10-511-312-0000	PR -ADVERTISING		
Desc: AMI-Dasher Board Graphics		Acct: 25-985-530-0008	WABA RESTRICTED -Zamboni		
Hedges 01/01-15/23	Hedges, Charles - FD	0.00	\$75.39	0.00	75.39
Desc: Exxon - Charging Cord		Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
Desc: American Data - Paramedic Drug Scre		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES		
Jay 01/01-15/23	McDonough, Jay - REC	119.98	\$730.22	0.00	730.22
Desc: MountainViewResort-Conference		Acct: 10-511-311-0000	PR -TRAVEL & MEETINGS		
Desc: Walmart - Basketballs		Acct: 10-514-330-0000	PR -ATHLETIC SUPPLIES		

Report Date: 2/03/23
1:38PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 2/03/2023 - 2/03/2023

Page: 3
User: florentina
ReportAPINHDPmtByDate

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: Crown Awards - Awards		Acct: 25-985-511-0004	P & R Restricted - Members Advantage		
Kelley	01/01-15/23	Kelley, Connie - PD	0.00	\$524.90	0.00	524.90
	Desc: Staples - Printer - detectives		Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
	Desc: UPS - Postage		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
	Desc: Amazon - Printer Table		Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
Perry	01/01-15/23	Perry, Diane - PD	0.00	\$137.00	0.00	137.00
	Desc: R.A.D. & NATW Memberships		Acct: 10-211-313-0000	HPD -MEMBERSHIP DUES		
Rowlee	01/01-15/23	Rowlee, David - FD	0.00	\$753.64	0.00	753.64
	Desc: Amazon - Cleaning Supplies		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
	Desc: Nat Reg - Recertification Fee		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
	Desc: Amazon - Boots		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
	Desc: Amazon - Office Supplies STN#2		Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
Shane	01/01-15/23	Barnes, Shane - REC	0.00	\$576.06	0.00	576.06
	Desc: Walmart - Repair & Maintenance		Acct: 10-530-321-0100	PR -REPAIRS & MAINT-BUILD & GRO		
	Desc: HD - Air Compressor		Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES		
	Desc: HD - Repair & Maintenance		Acct: 10-530-321-0100	PR -REPAIRS & MAINT-BUILD & GRO		
Tatum	01/01-15/23	Barnes, Tatum - REC	0.00	\$208.22	0.00	208.22
	Desc: Amazon - Board Games		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
Walsh	01/01-15/23	Walsh, Dillon - IT	0.00	\$44.38	0.00	44.38
	Desc: TechRepublic - Office Licenses		Acct: 10-181-318-0000	IT -CONTRACTED SERVICES		
Vendor Total:				5,697.78	0.00	5,697.78
006700	BOUND TREE MEDICAL, LLC		BOUND TREE MEDICAL, LLC		2/03/2023	78918
	84817033	MED EQUIPMENT	0.00	\$2,959.97	0.00	2,959.97
	Desc: MED EQUIPMENT		Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
	84832283	MEDICAL SUPPLIES	0.00	\$125.16	0.00	125.16
	Desc: MEDICAL SUPPLIES		Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
Vendor Total:				3,085.13	0.00	3,085.13
006995	R.C. BRAYSHAW & COMPANY, INC		R.C. BRAYSHAW & COMPANY, INC		2/03/2023	78919
	L109453	8300 EARLY VOTING POST CARD MAIL	0.00	\$1,165.00	0.00	1,165.00
	Desc: 8300 EARLY VOTING POST CARD MAILING		Acct: 10-131-323-0000	TC -MATERIALS & SUPPLIES		
	81472	6600 Town Meeting Postcard	0.00	\$1,349.00	0.00	1,349.00
	Desc: 6600 Town Meeting Postcard		Acct: 10-115-101-0600	BC -TOWN MEETING COMMITTEE		
Vendor Total:				2,514.00	0.00	2,514.00
007329	BROOKS, AIDAN		AIDAN P BROOKS		2/03/2023	78920
	01.27.23	AFTERSCHOOL PROGRAMS	0.00	\$305.00	0.00	305.00
	Desc: AFTERSCHOOL PROGRAMS		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				305.00	0.00	305.00
007760	BURLINGTON COMMUNICATIONS				2/03/2023	78921
	BCS12136	FCC LICENSES	0.00	\$110.00	0.00	110.00
	Desc: FCC LICENSES		Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
Vendor Total:				110.00	0.00	110.00
008775	CAI TECHNOLOGIES				2/03/2023	78922
	16018	Quarterly Mapping	0.00	\$925.00	0.00	925.00

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	Desc: Quarterly Mapping	Acct: 10-174-318-0000	ASE -CONTRACTED SERVICES		
	Vendor Total:		925.00	0.00	925.00
009120	CHADWICK-BAROSS INC		2/03/2023		78923
C51527	PARTS	0.00	\$142.01	0.00	142.01
	Desc: PARTS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	Vendor Total:		142.01	0.00	142.01
009470	CHAMPLIN ASSOCIATES INC		2/03/2023		78924
3530	Pump & Controls Engineer on site, t	566.82	\$566.82	0.00	566.82
	Desc: Pump & Controls Engineer on site, t	Acct: 65-963-318-0000	CONTRACTED SERVICES		
	Vendor Total:		566.82	0.00	566.82
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M	2/03/2023		78925
1903685592	BOOTS GOVE & TESSIER	0.00	\$329.98	0.00	329.98
	Desc: BOOTS GOVE & TESSIER	Acct: 10-325-326-0000	DPW -UNIFORMS		
4141769032	UNIFORMS	277.61	\$576.69	0.00	576.69
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEARANCE		
	Desc: UNIFORMS	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
	Desc: UNIFORMS	Acct: 10-325-326-0000	DPW -UNIFORMS		
4143074068	MATS	0.00	\$40.22	0.00	40.22
	Desc: MATS	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
4143370821	UNIFORMS	58.79	\$58.79	0.00	58.79
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4143771238	MATS	0.00	\$40.22	0.00	40.22
	Desc: MATS	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
4143771419	UNIFORMS	135.17	\$135.17	0.00	135.17
	Desc: UNIFORMS	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEARANCE		
4143771483	UNIFORMS	80.82	\$80.82	0.00	80.82
	Desc: UNIFORMS	Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEARANCE		
4143771562	UNIFORMS	15.62	\$314.70	0.00	314.70
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEARANCE		
	Desc: UNIFORMS	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
	Desc: UNIFORMS	Acct: 10-325-326-0000	DPW -UNIFORMS		
4144076092	UNIFORMS	58.79	\$58.79	0.00	58.79
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4144613496	UNIFORMS	15.62	\$314.70	0.00	314.70
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEARANCE		
	Desc: UNIFORMS	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
	Desc: UNIFORMS	Acct: 10-325-326-0000	DPW -UNIFORMS		
4144613516	UNIFORMS	80.82	\$80.82	0.00	80.82
	Desc: UNIFORMS	Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEARANCE		
4144613575	UNIFORMS	135.17	\$135.17	0.00	135.17
	Desc: UNIFORMS	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEARANCE		
4144778664	UNIFORMS	58.79	\$58.79	0.00	58.79
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
	Vendor Total:		2,224.86	0.00	2,224.86

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010682	COLBURN, RICHARD J	RICHARD J COLBURN	2/03/2023		78926
01.31.2023	REIMBURSEMENT	0.00	\$105.00	0.00	105.00
Desc:	COLBURN FF EXAM	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
Vendor Total:			105.00	0.00	105.00
010832	COMCAST		2/03/2023		78927
0042221FEB'23	INTERNET - LIB	0.00	\$55.04	0.00	55.04
Desc:	INTERNET - LIB	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
0273164JAN'23	INTERNET - JAN'23 - 200 CRANBERRY	262.47	\$262.47	0.00	262.47
Desc:	INTERNET - JAN'23 - 200 CRANBERRY	Acct: 50-952-324-0000	TELEPHONE		
Vendor Total:			317.51	0.00	317.51
010987	COMPETITIVE COMPUTING, INC		2/03/2023		78928
SIN007414	SWITCH 2021	0.00	\$4,192.09	0.00	4,192.09
Desc:	Network Switch for FD - IT Portion	Acct: 10-181-331-0000	IT -DEPARTMENT EQUIPMENT		
Desc:	Network Switch for FD - FD portion	Acct: 10-221-320-0100	HFD -EQUIP OPERATION-COMMUNIC		
SIN007918	APC UPS 2022	0.00	\$770.78	0.00	770.78
Desc:	APC UPS 2022	Acct: 10-221-320-0100	HFD -EQUIP OPERATION-COMMUNIC		
Vendor Total:			4,962.87	0.00	4,962.87
011599	COTA & COTA, INC.		2/03/2023		78929
786139	SERVICE CALL:TOILET IN DISPATCH	0.00	\$110.00	0.00	110.00
Desc:	SERVICE CALL:TOILET IN DISPATCH	Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES		
Vendor Total:			110.00	0.00	110.00
012293	D&B OUTDOOR POWER EQUIPMENT LLC		2/03/2023		78930
34956	SERVICE CALL	106.30	\$106.30	0.00	106.30
Desc:	SERVICE CALL	Acct: 50-952-318-0000	CONTRACTED SERVICES		
Desc:	SERVICE CALL	Acct: 55-954-318-0000	CONTRACTED SERVICES		
Vendor Total:			106.30	0.00	106.30
012665	DANIELS, WANDA	WANDA DANIELS	2/03/2023		78931
FEB'23	REIMBURSEMENT	0.00	\$229.17	0.00	229.17
Desc:	Ret Reimb Feb 23	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
JAN'23	REIMBURSEMENT	0.00	\$229.17	0.00	229.17
Desc:	Ret Reimb Jan 23	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
Vendor Total:			458.34	0.00	458.34
012865	DARKTRACE HOLDINGS LIMITED	DARKTRACE HOLDINGS LIMITED	2/03/2023		78932
126208	DARKTRACE JAN-MAR 2023 8/17	0.00	\$1,511.00	0.00	1,511.00
Desc:	DARKTRACE JAN-MAR 2023 8/17	Acct: 10-181-318-0000	IT -CONTRACTED SERVICES		
Vendor Total:			1,511.00	0.00	1,511.00
012868	SBA TOWERS II, LLC		2/03/2023		78933
IN13782760	TOWER RENT - FEB'23	0.00	\$1,000.00	0.00	1,000.00
Desc:	TAFTSVILLE TOWER - FEB'23	Acct: 10-271-331-0100	DISP -DEPT EQUIP-REIM BY RESERV		

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Vendor Total:			1,000.00	0.00	1,000.00
013200	DEAN, DAVID	DAVID DEAN	2/03/2023		78934
DEC'22	REIMBURSEMENT	0.00	\$399.98	0.00	399.98
Desc:	Ret Reimb Dec 22	Acct: 10-530-418-0100	PR -RETIREE HEALTH INSURANCE		
JAN'23	REIMBURSEMENT	0.00	\$411.83	0.00	411.83
Desc:	Ret Reimb Jan 23	Acct: 10-530-418-0100	PR -RETIREE HEALTH INSURANCE		
Vendor Total:			811.81	0.00	811.81
013653	DENNISON LUBRICANTS INC		2/03/2023		78935
3638073	Engine Oil & Maintenance	0.00	\$730.40	0.00	730.40
Desc:	Engine Oil & Maintenance	Acct: 10-321-319-0000	DPW -EQUIPMENT OPERATION-GAS		
Vendor Total:			730.40	0.00	730.40
013680	DESORCIE EMERGENCY PRODUCTS,LLC	DESORCIE EMERGENCY PRODUCTS LLC	2/03/2023		78936
18291	PARTS & MATERIALS	0.00	\$2,497.00	0.00	2,497.00
Desc:	PARTS & MATERIALS	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Vendor Total:			2,497.00	0.00	2,497.00
014423	DUBOIS & KING, INC		2/03/2023		78937
125267M1,123112	S MAIN ST MUNICIPAL PARKING LOT	1,440.00	\$1,440.00	0.00	1,440.00
Desc:	S MAIN ST MUNICIPAL PARKING LOT	Acct: 13-921-316-8070	WRJ PARKING LOT- ADMIN & ENGINE		
Vendor Total:			1,440.00	0.00	1,440.00
014447	DUFRESNE GROUP		2/03/2023		78938
17239	QUE CULVERT BID-ENGINEERING NO'	0.00	\$2,250.00	0.00	2,250.00
Desc:	QUE CULVERT BID-ENGINEERING NOV'22	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
17300	QUE CULVERT BID-ENGINEERING DEC	0.00	\$750.00	0.00	750.00
Desc:	QUE CULVERT BID-ENGINEERING DEC'22	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
Vendor Total:			3,000.00	0.00	3,000.00
015375	ELECTRICAL INSTALLATIONS, INC		2/03/2023		78939
22SC370-01	SCADA System Service Call	900.23	\$900.23	0.00	900.23
Desc:	SCADA System Service Call	Acct: 50-952-318-0000	CONTRACTED SERVICES		
Vendor Total:			900.23	0.00	900.23
015479	EMERGENCY TEMPORARY HOUSING, INC		2/03/2023		78940
2318	RENT STN#2 - JAN-JUN 2023	0.00	\$11,970.00	0.00	11,970.00
Desc:	RENT STN#2 - JAN-JUN 2023	Acct: 10-221-331-0000	HFD -DEPARTMENT EQUIPMENT		
Vendor Total:			11,970.00	0.00	11,970.00
015500	ENDYNE, INC		2/03/2023		78941
435092	WRJ WEEKLY ANALYSIS	90.00	\$90.00	0.00	90.00
Desc:	WRJ WEEKLY ANALYSIS	Acct: 60-961-318-0000	CONTRACTED SERVICES		
435093	QUE WW	180.00	\$180.00	0.00	180.00
Desc:	QUE WW	Acct: 65-964-318-0000	CONTRACTED SERVICES		
435455	WSID 5319	55.00	\$55.00	0.00	55.00

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	Desc: WSID 5319		Acct: 50-954-318-0000	CONTRACTED SERVICES		
435585	WSID 5319		130.00	\$130.00	0.00	130.00
	Desc: WSID 5319		Acct: 50-954-318-0000	CONTRACTED SERVICES		
435790	HARTFORD BIOSOLIDS		365.00	\$365.00	0.00	365.00
	Desc: HARTFORD BIOSOLIDS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
435791	QUE WW		180.00	\$180.00	0.00	180.00
	Desc: QUE WW		Acct: 65-964-318-0000	CONTRACTED SERVICES		
435824	WRJ WEEKLY ANALYSIS		90.00	\$90.00	0.00	90.00
	Desc: WRJ WEEKLY ANALYSIS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
435861	WRJ MONTHLY ANALYSIS		220.00	\$220.00	0.00	220.00
	Desc: WRJ MONTHLY ANALYSIS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
Vendor Total:				1,310.00	0.00	1,310.00
015750	ESTEY, JOSEPH		JOSEPH ESTEY		2/03/2023	78942
	OCT-DEC'22	REIMBURSEMENT	0.00	\$1,114.32	0.00	1,114.32
	Desc: Ret Reimb 4th Q 2022		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
Vendor Total:				1,114.32	0.00	1,114.32
016080	CONSOLIDATED COMMUNICATIONS				2/03/2023	78943
	111020181918JAN'23	TELEPHONE	52.96	\$52.96	0.00	52.96
	Desc: TELEPHONE		Acct: 65-963-324-0000	TELEPHONE		
	14362366935JAN'23	TELEPHONE	77.98	\$77.98	0.00	77.98
	Desc: TELEPHONE		Acct: 50-952-324-0000	TELEPHONE		
	8022957049639JAN'23	TELEPHONE	55.69	\$55.69	0.00	55.69
	Desc: TELEPHONE		Acct: 60-964-324-0000	TELEPHONE		
	8022959708618JAN'23	TELEPHONE	58.84	\$58.84	0.00	58.84
	Desc: TELEPHONE		Acct: 60-964-324-0000	TELEPHONE		
Vendor Total:				245.47	0.00	245.47
016390	FASTENAL COMPANY				2/03/2023	78944
	NHWES96352	BATTERIES	26.00	\$26.00	0.00	26.00
	Desc: BATTERIES		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
Vendor Total:				26.00	0.00	26.00
017110	FISHER AUTO PARTS, INC				2/03/2023	78945
	301-134548	PARTS	0.00	\$159.96	0.00	159.96
	Desc: PARTS		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	301-134650	GAS LINE ANTI-FREEZE	0.00	\$2.69	0.00	2.69
	Desc: GAS LINE ANTI-FREEZE		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
	301-134680	PARTS	0.00	\$7.20	0.00	7.20
	Desc: TRAILER CONNECTOR KIT		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
	301-134692	GAS LINE ANTI-FREEZE	0.00	\$21.52	0.00	21.52
	Desc: GAS LINE ANTI-FREEZE		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
	301-134731	PARTS	0.00	\$87.18	0.00	87.18
	Desc: PARTS		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	301-134891	PARTS	0.00	\$47.97	0.00	47.97
	Desc: PARTS		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
	301-135118	GAS LINE ANTI-FREEZE	0.00	\$64.56	0.00	64.56

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	Desc: GAS LINE ANTIFREEZE		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
301-135279	PARTS		0.00	\$53.28	0.00	53.28
	Desc: PARTS		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
301-135425	PARTS		0.00	\$29.99	0.00	29.99
	Desc: PARTS		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
301-135498	PARTS		0.00	\$196.68	0.00	196.68
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135533	PARTS		0.00	\$77.32	0.00	77.32
	Desc: PARTS		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
	Desc: PARTS		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
301-135715	PARTS		0.00	\$12.70	0.00	12.70
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135716	PARTS		0.00	\$50.80	0.00	50.80
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135741	PARTS		0.00	\$66.95	0.00	66.95
	Desc: PARTS		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
301-135770	PARTS		0.00	\$17.98	0.00	17.98
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135783	PARTS		0.00	\$4.80	0.00	4.80
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135791	PARTS		0.00	\$48.00	0.00	48.00
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135924	PARTS		0.00	\$110.00	0.00	110.00
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135943	PARTS		0.00	\$-110.00	0.00	-110.00
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135944	PARTS		0.00	\$200.00	0.00	200.00
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-135950	PARTS		0.00	\$12.57	0.00	12.57
	Desc: PARTS		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
301-136204	PARTS		0.00	\$215.71	0.00	215.71
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-136205	PARTS		0.00	\$92.70	0.00	92.70
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-136206	PARTS		0.00	\$92.70	0.00	92.70
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-136291	PARTS - PD/FD		0.00	\$67.90	0.00	67.90
	Desc: PARTS - PD/FD		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
	Desc: PARTS - PD/FD		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
301-136445	PARTS		0.00	\$68.12	0.00	68.12
	Desc: PARTS		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
301-136472	PARTS		0.00	\$24.56	0.00	24.56
	Desc: PARTS		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Vendor Total:				1,723.84	0.00	1,723.84
017301	FOGG'S LUMBER AND HARDWARE			2/03/2023		78946
172380/6	MATERIALS		0.00	\$182.89	0.00	182.89
	Desc: MATERIALS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		

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Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	172538/6	MATERIALS	19.18	\$19.18	0.00	19.18
	Desc: MATERIALS		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
	173054/6	MATERIALS	0.00	\$29.98	0.00	29.98
	Desc: MATERIALS		Acct: 10-341-318-0000	CEM -CONTRACTED SERVICES		
	173062/6	MATERIALS	0.00	\$18.15	0.00	18.15
	Desc: MATERIALS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	173930/6	PARTS	0.00	\$107.32	0.00	107.32
	Desc: PARTS		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	174127/6	MATERIALS	0.00	\$39.00	0.00	39.00
	Desc: MATERIALS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	174169/6	MATERIALS	0.00	\$29.98	0.00	29.98
	Desc: MATERIALS		Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES		
	174530/6	MATERIALS	93.85	\$93.85	0.00	93.85
	Desc: MATERIALS		Acct: 30-971-321-0100	REPAIRS & MAINT-BUILDING		
	174786/6	MATERIALS	0.00	\$2.99	0.00	2.99
	Desc: MATERIALS		Acct: 10-530-323-0000	PR -MATERIAL & SUPPLIES		
	175030/6	THERMOMETER	0.00	\$7.99	0.00	7.99
	Desc: THERMOMETER		Acct: 10-161-323-0000	TH -MATERIAL & SUPPLIES		
		Vendor Total:		531.33	0.00	531.33
019390	GRAINGER				2/03/2023	78947
	9584240809	MATERIALS	15.45	\$15.45	0.00	15.45
	Desc: MATERIALS		Acct: 65-963-321-0200	REPAIRS & MAINT - MAINS		
		Vendor Total:		15.45	0.00	15.45
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP			2/03/2023	78948
	13414587553JAN'23	120 LESLE DR PAV A	0.00	\$22.95	0.00	22.95
	Desc: 120 LESLE DR PAV A		Acct: 10-528-329-0000	PR -ELECTRICITY		
	21257439196JAN'23	1774 HILLSIDE RD	0.00	\$263.58	0.00	263.58
	Desc: 1774 HILLSIDE RD		Acct: 10-221-329-0000	HFD -ELECTRICITY		
	23490000009JAN'23	WILDER WELL	3,952.08	\$3,952.08	0.00	3,952.08
	Desc: WILDER WELL		Acct: 50-952-329-0000	ELECTRICITY		
	23833000005JAN'23	RT 5 HIGHLAND	0.00	\$81.46	0.00	81.46
	Desc: RT 5 HIGHLAND		Acct: 10-314-329-0000	DPW -ELECTRICITY		
	26340000004FEB'23	CHRISTMAS TREE	0.00	\$13.89	0.00	13.89
	Desc: CHRISTMAS TREE		Acct: 10-521-329-0000	PR -ELECTRICITY		
	27333200007JAN'23	ALDEN PARTRIDGE RD	53.63	\$53.63	0.00	53.63
	Desc: ALDEN PARTRIDGE RD		Acct: 65-964-329-0000	ELECTRICITY		
	27762000001JAN'23	262 N MAIN ST - SENIOR CTR	0.00	\$1,521.72	0.00	1,521.72
	Desc: 262 N MAIN ST - SENIOR CTR		Acct: 10-421-329-0000	SEN -ELECTRICITY / GAS		
	33833000004JAN'23	MAXFIELD PUMP	126.81	\$126.81	0.00	126.81
	Desc: MAXFIELD PUMP		Acct: 60-964-329-0000	ELECTRICITY		
	38035000009JAN'23	OLCOTT COMMERCE PARK	335.84	\$335.84	0.00	335.84
	Desc: OLCOTT COMMERCE PARK		Acct: 60-964-329-0000	ELECTRICITY		
	39135140109JAN'23	120 LESLE DR PAV C	0.00	\$22.95	0.00	22.95
	Desc: 120 LESLE DR PAV C		Acct: 10-528-329-0000	PR -ELECTRICITY		
	41082200001DEC'22	291 SUGAR HILL	362.89	\$362.89	0.00	362.89
	Desc: 291 SUGAR HILL		Acct: 60-962-329-0000	ELECTRICITY		

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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.	
41082200001JAN'23	291 SUGAR HILL	395.83	\$395.83	0.00	395.83	
Desc: 291 SUGAR HILL		Acct: 55-954-329-0000	ELECTRICITY			
43382200004JAN'23	EASTMAN HILL	363.31	\$363.31	0.00	363.31	
Desc: EASTMAN HILL		Acct: 55-954-329-0000	ELECTRICITY			
44926000009JAN'23	STREET LIGHTS	0.00	\$2,406.24	0.00	2,406.24	
Desc: STREET LIGHTS		Acct: 10-314-329-0000	DPW -ELECTRICITY			
48832000003JAN'23	ARBORETUM LN	53.09	\$53.09	0.00	53.09	
Desc: ARBORETUM LN		Acct: 60-964-329-0000	ELECTRICITY			
48933200007JAN'23	VILLAGE GREEN BALLOON FESTIVAL	0.00	\$21.62	0.00	21.62	
Desc: VILLAGE GREEN BALLOON FESTIVAL		Acct: 10-521-329-0000	PR -ELECTRICITY			
49424000005JAN'23	VA CUTOFF	33.94	\$33.94	0.00	33.94	
Desc: VA CUTOFF		Acct: 50-954-329-0000	ELECTRICITY			
49672200000JAN'23	RTE WEST HTFD	0.00	\$542.96	0.00	542.96	
Desc: RTE WEST HTFD		Acct: 10-314-329-0000	DPW -ELECTRICITY			
57303200000JAN'23	HIGH ST	1,091.28	\$1,091.28	0.00	1,091.28	
Desc: HIGH ST		Acct: 65-964-329-0000	ELECTRICITY			
62592200000JAN'23	WOODSTOCK RD	0.00	\$170.47	0.00	170.47	
Desc: WOODSTOCK RD		Acct: 10-314-329-0000	DPW -ELECTRICITY			
62713200004JAN'23	WOODSTOCK RD	23.16	\$23.16	0.00	23.16	
Desc: WOODSTOCK RD		Acct: 55-954-329-0000	ELECTRICITY			
65590000009JAN'23	DEPOT ST	408.11	\$408.11	0.00	408.11	
Desc: DEPOT ST		Acct: 60-962-329-0000	ELECTRICITY			
67003200002JAN'23	WILLARD RD - QUECHEE FIRE	0.00	\$280.43	0.00	280.43	
Desc: WILLARD RD - QUECHEE FIRE		Acct: 10-221-329-0000	HFD -ELECTRICITY			
67303200009JAN'23	78 MURPHYS RD	288.82	\$288.82	0.00	288.82	
Desc: 78 MURPHYS RD		Acct: 65-964-329-0000	ELECTRICITY			
67399084366JAN'23	120 LESLE DR PAV B	0.00	\$22.95	0.00	22.95	
Desc: 120 LESLE DR PAV B		Acct: 10-528-329-0000	PR -ELECTRICITY			
68053200009JAN'23	RTE 14 W LIBRARY	0.00	\$157.65	0.00	157.65	
Desc: RTE 14 W LIBRARY		Acct: 10-524-329-0000	PR -ELECTRICITY			
71013200002JAN'23	WHITMAN	611.31	\$611.31	0.00	611.31	
Desc: WHITMAN		Acct: 65-964-329-0000	ELECTRICITY			
74713200009JAN'23	WOODSTOCK RD	0.00	\$38.07	0.00	38.07	
Desc: WOODSTOCK RD		Acct: 10-314-329-0000	DPW -ELECTRICITY			
74872200006JAN'23	LAKE PINNEO	1,660.92	\$1,660.92	0.00	1,660.92	
Desc: LAKE PINNEO		Acct: 55-953-329-0000	ELECTRICITY			
74972200005JAN'23	WHEELOCK RD	23.38	\$23.38	0.00	23.38	
Desc: WHEELOCK RD		Acct: 55-954-329-0000	ELECTRICITY			
77303200008JAN'23	LAKE PINNEO WW PUMP	35.12	\$35.12	0.00	35.12	
Desc: LAKE PINNEO WW PUMP		Acct: 65-964-329-0000	ELECTRICITY			
80082200009JAN'23	NOYES LN	400.32	\$400.32	0.00	400.32	
Desc: NOYES LN		Acct: 55-954-329-0000	ELECTRICITY			
84443200005JAN'23	WATERMAN HL	0.00	\$40.82	0.00	40.82	
Desc: WATERMAN HL		Acct: 10-314-329-0000	DPW -ELECTRICITY			
84964606663APR'22	45 HIGHLAND AVE	0.00	\$-240.45	0.00	-240.45	
Desc: 45 HIGHLAND AVE		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663AUG'22	45 HIGHLAND AVE WABA	0.00	\$-6,256.56	0.00	-6,256.56	
Desc: 45 HIGHLAND AVE WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			

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84964606663DEC'22	45 HIGHLAND AVE WABA	0.00	\$7,740.21	0.00	7,740.21	
Desc: 45 HIGHLAND AVE WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663JAN'23	45 HIGHLAND AVE	0.00	\$9,243.54	0.00	9,243.54	
Desc: 45 HIGHLAND AVE		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663JUL'22	45 HIGHLAND AVE WABA	0.00	\$-6,839.91	0.00	-6,839.91	
Desc: 45 HIGHLAND AVE WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663JUN'22	45 HIGHLAND AVE WABA	0.00	\$-6,351.47	0.00	-6,351.47	
Desc: 45 HIGHLAND AVE WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663MAY'22	45 HIGHLAND AVE	0.00	\$-5,941.57	0.00	-5,941.57	
Desc: 45 HIGHLAND AVE		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663NOV'22	45 HIGHLAND AVE WABA	0.00	\$7,436.05	0.00	7,436.05	
Desc: 45 HIGHLAND AVE WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663OCT'22	45 HIGHLAND AVE WABA	0.00	\$6,245.62	0.00	6,245.62	
Desc: 45 HIGHLAND AVE WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663SEP'22	45 HIGHLAND AVE WABA	0.00	\$-3,277.61	0.00	-3,277.61	
Desc: 45 HIGHLAND AVE WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
87303200007JAN'23	QUECHEE HARTLAND	195.94	\$195.94	0.00	195.94	
Desc: QUECHEE HARTLAND		Acct: 65-964-329-0000	ELECTRICITY			
91624000005JAN'23	SOLID WASTE	46.51	\$46.51	0.00	46.51	
Desc: SOLID WASTE		Acct: 30-971-329-0000	ELECTRICITY			
92124869873JAN'23	WABA PUMP HOUSE	0.00	\$50.43	0.00	50.43	
Desc: WABA PUMP HOUSE		Acct: 10-530-329-0000	PR -ELECTRICITY			
97303200006JAN'23	NOYES LN	87.35	\$87.35	0.00	87.35	
Desc: NOYES LN		Acct: 65-964-329-0000	ELECTRICITY			
01013200009JAN'23	1299 QUECHEE MAIN	282.40	\$282.40	0.00	282.40	
Desc: 1299 QUECHEE MAIN		Acct: 65-964-329-0000	ELECTRICITY			
04013200003JAN'23	BENTLEY RD	90.50	\$90.50	0.00	90.50	
Desc: BENTLEY RD		Acct: 65-964-329-0000	ELECTRICITY			
08303200003JAN'23	DEWEY FAM RD	116.41	\$116.41	0.00	116.41	
Desc: DEWEY FAM RD		Acct: 65-964-329-0000	ELECTRICITY			
09732000006JAN'23	319 LATHAM WKS	12,346.38	\$12,346.38	0.00	12,346.38	
Desc: 319 LATHAM WKS		Acct: 60-961-329-0000	ELECTRICITY			
11013200008JAN'23	HENDEE WAY	59.55	\$59.55	0.00	59.55	
Desc: HENDEE WAY		Acct: 65-964-329-0000	ELECTRICITY			
Vendor Total:			30,860.92	0.00	30,860.92	
020135	GREENMAN-PEDERSEN, INC		2/03/2023		78949	
14-A	STP EH09(15) DEC 2022	338.33	\$338.33	0.00	338.33	
Desc: STP EH09(15) DEC 2022		Acct: 70-623-318-7031	Contracted Svcs. EH0015- TAP TA13(2)			
14-B	STP EH09(15) DEC 2022	0.00	\$84.59	0.00	84.59	
Desc: STP EH09(15) DEC 2022		Acct: 10-924-622-7021	CAP -CAPITAL - UPPER SYKES BIKE /			
020135	GREENMAN-PEDERSEN, INC		2/03/2023		78950	
33	HTFD STP 0113(59)S INV#33 NOV'22	1,374.49	\$1,374.49	0.00	1,374.49	
Desc: HTFD STP 0113(59)S INV#33 NOV'22		Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5			
020135	GREENMAN-PEDERSEN, INC		2/03/2023		78951	
34	HTFD STP 0113(59)S INV#33 DEC'22	16,602.37	\$16,602.37	0.00	16,602.37	
Desc: HTFD STP 0113(59)S INV#33 DEC'22		Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5			

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Vendor Total:			18,399.78	0.00	18,399.78
020699	HANOVER PARKS & RECREATION	TOWN OF HANOVER		2/03/2023	78952
01.27.2023	BASKETBALL TOURNAMENT	0.00	\$300.00	0.00	300.00
Desc:	BASKETBALL TOURNAMENT	Acct: 10-514-313-0000	PR -MEMBERSHIP DUES		
Vendor Total:			300.00	0.00	300.00
020734	HARRIS COMPUTER CORPORATION	HARRIS COMPUTER CORPORATION		2/03/2023	78953
HMUMN0000062	MUNISMART 2023	8,924.44	\$27,707.54	0.00	27,707.54
Desc:	MUNISMART 2023	Acct: 10-151-318-0000	TC -CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 10-121-318-0000	TM -CONTRACT SERVICES		
Desc:	MUNISMART 2023	Acct: 10-171-318-0000	FIN -CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 10-181-318-0000	IT -CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
Desc:	MUNISMART 2023	Acct: 10-511-318-0000	PR -CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 10-622-318-0000	PDZ -CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 30-975-318-0000	CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 50-955-318-0000	CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 55-955-318-0000	CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 60-965-318-0000	CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 65-965-318-0000	CONTRACTED SERVICES		
Desc:	MUNISMART 2023	Acct: 10-174-318-0000	ASE -CONTRACTED SERVICES		
Vendor Total:			27,707.54	0.00	27,707.54
022600	HICKOK & BOARDMAN			2/03/2023	78954
26376	SERVICES OCT-DEC 2022	454.50	\$3,870.00	0.00	3,870.00
Desc:	SERVICES OCT-DEC 2022	Acct: 10-121-220-0000	TM -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-151-220-0000	TC -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-171-220-0000	FIN -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-174-220-0000	ASE -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-175-220-0000	DEL -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-181-220-0000	IT -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-221-220-0000	HFD -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-221-220-0000	HFD -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-271-220-0000	DISP -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-312-220-0000	DPW -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-325-220-0000	DPW -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-511-220-0000	PR -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-530-220-0000	PR -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-530-418-0100	PR -RETIREE HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 10-622-220-0000	PDZ -HEALTH INSURANCE		
Desc:	SERVICES OCT-DEC 2022	Acct: 30-971-220-0000	Health Insurance		
Desc:	SERVICES OCT-DEC 2022	Acct: 30-975-220-0000	HEALTH INSURANCE		

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		Desc: SERVICES OCT-DEC 2022	Acct: 50-955-220-0000	HEALTH INSURANCE		
		Desc: SERVICES OCT-DEC 2022	Acct: 55-955-220-0000	HEALTH INSURANCE		
		Desc: SERVICES OCT-DEC 2022	Acct: 60-961-220-0000	HEALTH INSURANCE		
		Desc: SERVICES OCT-DEC 2022	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
		Desc: SERVICES OCT-DEC 2022	Acct: 60-965-220-0000	HEALTH INSURANCE		
		Desc: SERVICES OCT-DEC 2022	Acct: 65-963-220-0000	HEALTH INSURANCE		
		Desc: SERVICES OCT-DEC 2022	Acct: 65-965-220-0000	HEALTH INSURANCE		
		Vendor Total:		3,870.00	0.00	3,870.00
022703	HILL, MARY	MARY HILL		2/03/2023		78955
	JAN-FEB'23	REIMBURSEMENT	0.00	\$686.96	0.00	686.96
	Desc: Ret Reikb Jan Feb 23	Acct: 10-151-418-0100	TC -Retirees			
		Vendor Total:		686.96	0.00	686.96
023473	INGRAM LIBRARY SERVICES LLC			2/03/2023		78956
	74044719	BOOKS	0.00	\$57.07	0.00	57.07
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
	74204548	BOOKS	0.00	\$10.79	0.00	10.79
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
	74044720	BOOKS	0.00	\$21.82	0.00	21.82
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
	74044721	BOOKS	0.00	\$112.17	0.00	112.17
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
	74204547	BOOKS	0.00	\$16.48	0.00	16.48
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
	74204549	BOOKS	0.00	\$48.23	0.00	48.23
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
		Vendor Total:		266.56	0.00	266.56
023951	INTERNATIONAL ASSOCIATION OF			2/03/2023		78957
	0169191	Police Chief Recruitment 2022	0.00	\$15,000.00	0.00	15,000.00
	Desc: Police Chief Recruitment 2022	Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING			
		Vendor Total:		15,000.00	0.00	15,000.00
025218	KDT ENTERPRISES			2/03/2023		78958
	18987	RV Camper Storage JAN 2023	0.00	\$2,480.00	0.00	2,480.00
	Desc: RV Camper Storage JAN 2023	Acct: 10-121-318-0000	TM -CONTRACT SERVICES			
		Vendor Total:		2,480.00	0.00	2,480.00
025600	KENNEY, RICHARD	RICHARD KENNEY		2/03/2023		78959
	NOV-DEC'22	REIMBURSEMENT	1,183.60	\$1,183.60	0.00	1,183.60
	Desc: Ret Reimb Nov Dec 22	Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE			
		Vendor Total:		1,183.60	0.00	1,183.60
025715	KEY CHEVROLET OF WHITE RIVER			2/03/2023		78960
	12.31.2022	CREDIT ON ACCOUNT	-35.00	\$-35.00	0.00	-35.00
	Desc: CREDIT ON ACCOUNT	Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES			
	35874	PARTS	175.00	\$175.00	0.00	175.00

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Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: PARTS	Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		140.00	0.00	140.00
026051	KOLOSKI PLUMBING & HEATING, LLC		2/03/2023		78961
1662	SERVICE CALL: VACUUM BREAKER	0.00	\$85.00	0.00	85.00
	Desc: SERVICE CALL: VACUUM BREAKER	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:		85.00	0.00	85.00
027100	LAVALLEY BUILDING SUPPLY, INC		2/03/2023		78962
WL4598838-01	MATERIALS	0.00	\$100.37	0.00	100.37
	Desc: MATERIALS	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES		
	Vendor Total:		100.37	0.00	100.37
027250	LAWSON PRODUCTS INC		2/03/2023		78963
9310231442	PARTS	0.00	\$129.00	0.00	129.00
	Desc: PARTS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	Vendor Total:		129.00	0.00	129.00
027402	LEBANON, CITY OF	CITY OF LEBANON	2/03/2023		78964
DEC'22	Tipping Fees DEC'22	3,770.62	\$3,770.62	0.00	3,770.62
	Desc: Tipping Fees DEC'22	Acct: 30-974-318-0000	CONTRACTED SERVICES		
	Vendor Total:		3,770.62	0.00	3,770.62
027403	LEBANON, CITY OF	CITY OF LEBANON	2/03/2023		78965
DEC'22	GRIT DISPOSAL	5,845.65	\$5,845.65	0.00	5,845.65
	Desc: Grit Disposal from 12/1/22 to 12/30	Acct: 60-961-318-0000	CONTRACTED SERVICES		
	Vendor Total:		5,845.65	0.00	5,845.65
027700	DE LAGE LANDEN	DE LAGE LANDEN	2/03/2023		78966
78513988	LEASE COPIER - FD - JAN'23	0.00	\$79.78	0.00	79.78
	Desc: LEASE COPIER - FD - JAN'23	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
78786190	LEASE COPIER - FEB'23 - PD	0.00	\$67.17	0.00	67.17
	Desc: LEASE COPIER - FEB'23 - PD	Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
78786194	LEASE COPIER - FEB'23 - LF	37.81	\$37.81	0.00	37.81
	Desc: LEASE COPIER - FEB'23 - LF	Acct: 30-975-318-0000	CONTRACTED SERVICES		
78857080	LEASE COPIER - FD	0.00	\$57.95	0.00	57.95
	Desc: LEASE COPIER - FD	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
	Desc: LEASE COPIER - FD	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
	Vendor Total:		242.71	0.00	242.71
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY	2/03/2023		78967
4935943,33531	PROPANE 61.7G@\$1.53 DEPOT ST	95.63	\$95.63	0.00	95.63
	Desc: PROPANE 61.7G@\$1.53 DEPOT ST	Acct: 60-962-327-0000	BUILDING HEAT		
4333626,38063	#2 OIL 19.1G@\$3.86 BUGBEE	0.00	\$74.30	0.00	74.30
	Desc: #2 OIL 19.1G@\$3.86 BUGBEE	Acct: 10-421-327-0000	SEN -BUILDING HEAT		
4333626,48717	#2 OIL 19.6G@\$3.86 BUGBEE	0.00	\$74.66	0.00	74.66
	Desc: #2 OIL 19.6G@\$3.86 BUGBEE	Acct: 10-421-327-0000	SEN -BUILDING HEAT		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
4935943,13623	PROPANE 121.9G@\$1.53 BUGBEE	0.00	\$188.95	0.00	188.95
Desc: PROPANE 121.9G@\$1.53 BUGBEE	Acct: 10-421-329-0000		SEN -ELECTRICITY / GAS		
4935943,33499	PROPANE 850.5G@\$1.53 200 CRANBE	1,318.28	\$1,318.28	0.00	1,318.28
Desc: PROPANE 850.5G@\$1.53 200 CRANBERY	Acct: 50-952-327-0000		BUILDING HEAT		
4935943,34973	PROPANE 48.9G@\$1.53 DEPOT ST	75.80	\$75.80	0.00	75.80
Desc: PROPANE 48.9G@\$1.53 DEPOT ST	Acct: 60-962-327-0000		BUILDING HEAT		
Vendor Total:			1,827.62	0.00	1,827.62
027849	LEWIS, WILLIAM J.	WILLIAM J. LEWIS		2/03/2023	78968
JAN-FEB'23	REIMBURSEMENT	0.00	\$521.30	0.00	521.30
Desc: Ret Reimb Feb23	Acct: 10-221-418-0100		HFD -RETIREE HEALTH INSURANCE		
Desc: Ret Reimb Jan 22 adj	Acct: 10-221-418-0100		HFD -RETIREE HEALTH INSURANCE		
Vendor Total:			521.30	0.00	521.30
028500	LUNDRIGAN, SHAWN	SHAWN LUNDRIGAN		2/03/2023	78969
DEC'22	REIMBURSEMENT	0.00	\$745.13	0.00	745.13
Desc: Ret Reimb Dec 2022	Acct: 10-211-418-0100		HPD -RETIREE HEALTH INSURANCE		
JAN'23	REIMBURSEMENT	0.00	\$738.18	0.00	738.18
Desc: Ret sp reimb Jan 23	Acct: 10-211-418-0100		HPD -RETIREE HEALTH INSURANCE		
Vendor Total:			1,483.31	0.00	1,483.31
028848	MADISON NATIONAL LIFE INSURANCE CO,			2/03/2023	78970
FEB'23	LIFE INSURANCE FEB 2023	217.89	\$2,049.61	0.00	2,049.61
Desc: LIFE INSURANCE FEB 2023	Acct: 10-121-240-0000		TM -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-151-240-0000		TC -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-171-240-0000		FIN -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-174-240-0000		ASE -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-175-240-0000		DEL -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-181-240-0000		IT -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-211-240-0000		HPD -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-221-240-0000		HFD -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-271-240-0000		DISP -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-312-240-0000		DPW -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-325-240-0000		DPW -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-511-240-0000		PR -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-514-240-0000		PR -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-530-240-0000		PR -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-621-240-0000		PDZ -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 10-622-240-0000		PDZ -LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 30-975-240-0000		LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 50-954-240-0000		LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 50-955-240-0000		LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 55-955-240-0000		LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 60-961-240-0000		LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 60-965-240-0000		LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 65-963-240-0000		LIFE INSURANCE		
Desc: LIFE INSURANCE FEB 2023	Acct: 65-965-240-0000		LIFE INSURANCE		
Vendor Total:			2,049.61	0.00	2,049.61

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028850	MAGEE OFFICE EQUIPMENT INC.		2/03/2023		78971
C-01175103	WIDE COPIER LEASE 02.23 TO 05.23	0.00	\$373.25	0.00	373.25
Desc:	WIDE COPIER LEASE 02.23 TO 05.23	Acct: 10-151-318-0000	TC -CONTRACTED SERVICES		
Vendor Total:			373.25	0.00	373.25
029745	MARY HITCHCOCK MEMORIAL HOSPITAL	MARY HITCHCOCK MEMORIAL HOSPITAL	2/03/2023		78972
0922-11	MEDICAL SUPPLIES	0.00	\$573.10	0.00	573.10
Desc:	MEDICAL SUPPLIES	Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
029745	MARY HITCHCOCK MEMORIAL HOSPITAL	MARY HITCHCOCK MEMORIAL HOSPITAL	2/03/2023		78973
12.12.2022	EDUCATION COURSE	0.00	\$1,200.00	0.00	1,200.00
Desc:	EDUCATION COURSE	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
Vendor Total:			1,773.10	0.00	1,773.10
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC	2/03/2023		78974
235619633	OFFICE SUPPLIES	0.00	\$2.09	0.00	2.09
Desc:	OFFICE SUPPLIES	Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
235685679	OFFICE SUPPLIES	0.00	\$278.25	0.00	278.25
Desc:	OFFICE SUPPLIES	Acct: 10-511-323-0000	PR -MATERIAL & SUPPLIES		
235725180	OFFICE SUPPLIES	0.00	\$18.02	0.00	18.02
Desc:	OFFICE SUPPLIES	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
235754052	OFFICE SUPPLIES	0.00	\$3.86	0.00	3.86
Desc:	OFFICE SUPPLIES	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
235782846	OFFICE SUPPLIES	0.00	\$23.52	0.00	23.52
Desc:	OFFICE SUPPLIES	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
235786624	OFFICE SUPPLIES	0.00	\$17.04	0.00	17.04
Desc:	OFFICE SUPPLIES	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
235863724	COPY HOLDER CLIP	0.00	\$14.50	0.00	14.50
Desc:	COPY HOLDER CLIP	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
235929700	PAPER/TONER	0.00	\$226.97	0.00	226.97
Desc:	PAPER/TONER	Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
235853503	Two-Drawer Lateral File	0.00	\$897.32	0.00	897.32
Desc:	Two-Drawer Lateral File	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
235752367	OFFICE SUPPLIES	0.00	\$30.70	0.00	30.70
Desc:	OFFICE SUPPLIES	Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
Vendor Total:			1,512.27	0.00	1,512.27
030255	MCNEIL LEDDY & SHEAHAN, P.C.	MCNEIL LEDDY & SHEAHAN	2/03/2023		78975
10305	LEGAL: REVIEW CDBG DOCUMENTS	80.00	\$80.00	0.00	80.00
Desc:	LEGAL: REVIEW CDBG DOCUMENTS	Acct: 70-623-318-7070	VCDP-Cornstone Planning 07110-PG-2(		
Vendor Total:			80.00	0.00	80.00
031370	MOCK, DILLON	DILLON MOCK	2/03/2023		78976
01.17.2023	REIMBURSEMENT	0.00	\$75.00	0.00	75.00
Desc:	MOCK TRAINING	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
Vendor Total:			75.00	0.00	75.00
031441	MONAGHAN SAFAR DUCHAM PLLC		2/03/2023		78977

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20839	LEGAL:POLICE NEGOTIATIONS	0.00	\$2,877.50	0.00	2,877.50	
Desc: LEGAL:POLICE NEGOTIATIONS		Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES			
20836	LEGAL: IAFF NEG 2022	0.00	\$555.40	0.00	555.40	
Desc: LEGAL: IAFF NEG 2022		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
20838	LEGAL: FF	0.00	\$122.50	0.00	122.50	
Desc: LEGAL: FF		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
20835	LEGAL: OML Complaint Nevin	0.00	\$180.00	0.00	180.00	
Desc: LEGAL: OML Complaint Nevin		Acct: 10-141-318-0000	LEG -CONTRACTED SERVICES			
20840	LEGAL: Employment matter TM	0.00	\$420.00	0.00	420.00	
Desc: LEGAL: Employment matter TM		Acct: 10-141-318-0000	LEG -CONTRACTED SERVICES			
20157	LEGAL: FF UNFAIR LABOR	0.00	\$3,437.50	0.00	3,437.50	
Desc: LEGAL: FF UNFAIR LABOR		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
20837	LEGAL: PW CBA Negotiations 2022	0.00	\$1,190.00	0.00	1,190.00	
Desc: LEGAL: PW CBA Negotiations 2022		Acct: 10-141-318-0000	LEG -CONTRACTED SERVICES			
Vendor Total:			8,782.90	0.00	8,782.90	
031955	MUNICIPAL EMERGENCY SERVICES,INC	MUNICIPAL EMERGENCY SERVICES,INC	2/03/2023		78978	
IN1816345	CUSTOM LEATHERHEAD TOOLS	0.00	\$1,927.00	0.00	1,927.00	
Desc: CUSTOM LEATHERHEAD TOOLS		Acct: 10-211-331-0000	HPD -DEPARTMENT EQUIPMENT			
IN1820712	POLOS	0.00	\$1,731.50	0.00	1,731.50	
Desc: POLOS		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS			
IN1820070	NOZZLE MOUNT & HOSE BAG	0.00	\$198.80	0.00	198.80	
Desc: NOZZLE MOUNT & HOSE BAG		Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN			
Vendor Total:			3,857.30	0.00	3,857.30	
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	2/03/2023		78980	
FEB'23 RETIREES	RETIREES HEALTH INS FEB 2023	3,167.57	\$9,930.72	0.00	9,930.72	
Desc: RETIREES HEALTH INS FEB 2023		Acct: 10-121-418-0100	TM -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS FEB 2023		Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS FEB 2023		Acct: 10-174-418-0100	ASE -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS FEB 2023		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS FEB 2023		Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS FEB 2023		Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS FEB 2023		Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS FEB 2023		Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE			
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	2/03/2023		78979	
FEB'23	ACTIVE HEALTH INS FEB 2023	15,914.40	\$125,484.54	0.00	125,484.54	
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-121-220-0000	TM -HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-151-220-0000	TC -HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-171-220-0000	FIN -HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-174-220-0000	ASE -HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-181-220-0000	IT -HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-211-220-0000	HPD -HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-221-220-0000	HFD -HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-271-220-0000	DISP -HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE			
Desc: ACTIVE HEALTH INS FEB 2023		Acct: 10-312-220-0000	DPW -HEALTH INSURANCE			

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 10-325-220-0000	DPW -HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 10-511-220-0000	PR -HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 10-514-220-0000	PR -HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 10-530-220-0000	PR -HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 10-530-418-0100	PR -RETIREE HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 10-622-220-0000	PDZ -HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 30-975-220-0000	HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 50-954-220-0000	HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 50-955-220-0000	HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 55-955-220-0000	HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 60-961-220-0000	HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 60-965-220-0000	HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 65-963-220-0000	HEALTH INSURANCE			
	Desc: ACTIVE HEALTH INS FEB 2023	Acct: 65-965-220-0000	HEALTH INSURANCE			
	Vendor Total:		135,415.26	0.00	135,415.26	
034800	NORTHEAST DELTA DENTAL		2/03/2023		78981	
FEB'23	DENTAL INSURANCE FEB 2023	981.02	\$8,185.37	0.00	8,185.37	
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-121-230-0000	TM -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-151-230-0000	TC -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-171-230-0000	FIN -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-174-230-0000	ASE -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-175-230-0000	DEL -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-181-230-0000	IT -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-211-230-0000	HPD -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-221-230-0000	HFD -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-271-230-0000	DISP -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-312-230-0000	DPW -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-325-230-0000	DPW -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-511-230-0000	PR -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-514-230-0000	PR -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-530-230-0000	PR -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-621-230-0000	PDZ -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 10-622-230-0000	PDZ -DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 30-975-230-0000	DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 50-954-230-0000	DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE			
	Desc: LIFE INSURANCE FEB 2023	Acct: 50-955-230-0000	DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 55-955-230-0000	DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 60-961-230-0000	DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 60-965-230-0000	DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 65-963-230-0000	DENTAL			
	Desc: LIFE INSURANCE FEB 2023	Acct: 65-965-230-0000	DENTAL			
	Vendor Total:		8,185.37	0.00	8,185.37	
034925	NORTHEAST RESOURCE RECOVERY ASSC		2/03/2023		78982	
131294	Freon/Glass/Scrap Metal & Transport	917.45	\$917.45	0.00	917.45	
	Desc: Freon/Glass/Scrap Metal & Transport	Acct: 30-971-318-0000	CONTRACTED SERVICES			
	Vendor Total:		917.45	0.00	917.45	

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035002	CASELLA WASTE MANAGEMENT, INC	CASELLA WASTE SERVICES		2/03/2023		78983
9600004148DEC'22	TRASH PICK UP - DEC'22 - BUGBEE	0.00		\$287.70	0.00	287.70
Desc:	TRASH PICK UP - DEC'22 - BUGBEE	Acct:	10-421-318-0000	SEN -CONTRACTED SERVICES		
Vendor Total:				287.70	0.00	287.70
035360	NOTT'S EXCAVATING INC			2/03/2023		78984
4536	Excavation/Flowable N BRIGGS BLDG	0.00		\$8,405.63	0.00	8,405.63
Desc:	Excavation/Flowable N BRIGGS BLDG	Acct:	10-311-318-0000	DPW -CONTRACTED SERVICES		
Vendor Total:				8,405.63	0.00	8,405.63
035550	NUNEZ, JOHN T	JOHN T NUNEZ		2/03/2023		78985
JAN-FEB'23	RET REIMBURSEMENT JAN-FEB 2023	0.00		\$416.78	0.00	416.78
Desc:	Ret sp reimburse Jan Feb 23	Acct:	10-511-418-0100	PR -Retiree Health Insurance		
Vendor Total:				416.78	0.00	416.78
036165	OSBORN, MATTHEW	MATTHEW J. OSBORN		2/03/2023		78986
01.31.2023	REIMBURSEMENT	0.00		\$364.00	0.00	364.00
Desc:	REIMBURSEMENT	Acct:	10-622-313-0000	PDZ -MEMBERSHIP DUES		
Vendor Total:				364.00	0.00	364.00
036230	OVERHEAD DOOR OF RUTLAND, INC			2/03/2023		78987
43375	Repair and replace door springs	0.00		\$1,642.10	0.00	1,642.10
Desc:	Repair and replace door springs	Acct:	10-530-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				1,642.10	0.00	1,642.10
036380	PANITZ, AILEEN K	AILEEN K PANITZ		2/03/2023		78988
01.23.2023	LEARN TO SKATE	0.00		\$240.00	0.00	240.00
Desc:	LEARN TO SKATE	Acct:	10-530-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				240.00	0.00	240.00
037450	PIKE INDUSTRIES INC			2/03/2023		78989
1219263	STONE	40.83		\$40.83	0.00	40.83
Desc:	STONE	Acct:	50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
1218905	STONE	45.12		\$45.12	0.00	45.12
Desc:	STONE	Acct:	50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:				85.95	0.00	85.95
037751	PONZONI, JOAN	JOAN M. PONZONI		2/03/2023		78990
JAN'23	REIMBURSEMENT	274.78		\$343.48	0.00	343.48
Desc:	Ret Reimb Jan 22	Acct:	50-955-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb Jan 22	Acct:	60-965-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb Jan 22	Acct:	55-955-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb Jan 22	Acct:	65-965-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb Jan 22	Acct:	10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
DEC'22	RET REIMBURSEMENT DEC 2022	275.86		\$344.83	0.00	344.83
Desc:	Ret Reimb Dec 22	Acct:	50-955-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb Dec 22	Acct:	60-965-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb Dec 22	Acct:	55-955-418-0100	RETIREE HEALTH INSURANCE		

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Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
		Desc: Ret Reimb Dec 22	Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
		Desc: Ret Reimb Dec 22	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
		Vendor Total:		688.31	0.00	688.31
039510	RC CLEANING LLC		RC CLEANING LLC	2/03/2023		78991
50	CLEANING SERVICES - LIB		0.00	\$318.28	0.00	318.28
	Desc:	CLEANING SERVICES - LIB	Acct: 10-524-318-0000	PR -CONTRACTED SERVICES		
49	JANITORIAL SERVICES 12/30/22 - 1/26		0.00	\$1,239.20	0.00	1,239.20
	Desc:	JANITORIAL SERVICES 12/30/22 - 1/26	Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
	Desc:	JANITORIAL SERVICES 12/30/22 - 1/26	Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
48	CLEANING SERVICES - TH		0.00	\$2,355.24	0.00	2,355.24
	Desc:	CLEANING SERVICES - TH	Acct: 10-161-318-0000	TH -CONTRACTED SERVICES		
		Vendor Total:		3,912.72	0.00	3,912.72
039994	REXEL USA, INC.		REXEL	2/03/2023		78992
	S135679227.001	PARTS	0.00	\$20.22	0.00	20.22
	Desc:	PARTS	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
		Vendor Total:		20.22	0.00	20.22
040000	REYNOLDS AND SON INC			2/03/2023		78993
3419173	SERVICE CALL		0.00	\$426.37	0.00	426.37
	Desc:	SERVICE CALL	Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN		
		Vendor Total:		426.37	0.00	426.37
040250	RICHARD ELECTRIC, INC.			2/03/2023		78994
48303	SERVICE CALL		214.00	\$214.00	0.00	214.00
	Desc:	SERVICE CALL	Acct: 30-971-320-0300	EQUIP OPERATION/MAINT GENERAL		
		Vendor Total:		214.00	0.00	214.00
040375	RICKER, ALLYN		ALLYN RICKER	2/03/2023		78995
JAN'23	REIMBURSEMENT		0.00	\$660.87	0.00	660.87
	Desc:	Ret Reimb Jan 23	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
		Vendor Total:		660.87	0.00	660.87
040490	RITLAND, THOMAS		THOMAS RITLAND	2/03/2023		78996
DEC'22	REIMBURSEMENT		0.00	\$719.74	0.00	719.74
	Desc:	Ret Reimb Dec 2022	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
		Vendor Total:		719.74	0.00	719.74
040751	ROGERS, LARRY		LARRY ROGERS	2/03/2023		78997
FEB'23	RET REIMBURSEMENT FEB 2023		164.90	\$164.90	0.00	164.90
	Desc:	Ret Reimb Feb 23	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
JAN'23	RETIREE REIMB JAN 2023		164.90	\$164.90	0.00	164.90
	Desc:	Ret Reimb Jan 23	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
		Vendor Total:		329.80	0.00	329.80
041450	SABIL & SONS, INC		SABIL & SONS, INC	2/03/2023		78998

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43921	PARTS	0.00	\$400.60	0.00	400.60	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
43911	PARTS	0.00	\$38.19	0.00	38.19	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
43922	PARTS	0.00	\$260.80	0.00	260.80	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
43933	H-5 PARTS	0.00	\$279.68	0.00	279.68	
Desc: H-5 PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
43936	H-6 PARTS	0.00	\$81.55	0.00	81.55	
Desc: H-6 PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
43932	H-6 PARTS	0.00	\$162.44	0.00	162.44	
Desc: H-6 PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
43907	PARTS	0.00	\$45.86	0.00	45.86	
Desc: PARTS		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES			
43910	PARTS	0.00	\$180.70	0.00	180.70	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
Vendor Total:			1,449.82	0.00	1,449.82	
041735	SCHWAAB INC		2/03/2023		78999	
7863921	MATERIALS	0.00	\$73.99	0.00	73.99	
Desc: MATERIALS		Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES			
D033465	MATERIALS	0.00	\$253.66	0.00	253.66	
Desc: MATERIALS		Acct: 10-131-323-0000	TC -MATERIALS & SUPPLIES			
7895394	STAMP	0.00	\$47.50	0.00	47.50	
Desc: STAMP		Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES			
Vendor Total:			375.15	0.00	375.15	
043426	FIRSTLIGHT FIBER	FIRSTLIGHT FIBER	2/03/2023		79000	
13346863	TELEPHONES	775.12	\$4,936.09	0.00	4,936.09	
Desc: TELEPHONES		Acct: 10-211-324-0000	HPD -TELEPHONE			
Desc: TELEPHONES		Acct: 10-221-324-0000	HFD -TELEPHONE			
Desc: TELEPHONES		Acct: 10-271-324-0000	DISP -TELEPHONE			
Desc: TELEPHONES		Acct: 10-121-324-0000	TM -TELEPHONE			
Desc: TELEPHONES		Acct: 10-151-324-0000	TC -TELEPHONE			
Desc: TELEPHONES		Acct: 10-171-324-0000	FIN -TELEPHONE			
Desc: TELEPHONES		Acct: 10-174-324-0000	ASE -TELEPHONE			
Desc: TELEPHONES		Acct: 10-181-324-0000	IT -TELEPHONE			
Desc: TELEPHONES		Acct: 10-511-324-0000	PR -TELEPHONE			
Desc: TELEPHONES		Acct: 10-622-324-0000	PDZ -TELEPHONE			
Desc: TELEPHONES		Acct: 10-530-324-0000	PR -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	DPW -TELEPHONE			
Desc: TELEPHONES		Acct: 10-325-324-0000	DPW -TELEPHONE			
Vendor Total:			4,936.09	0.00	4,936.09	

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044204	STEARNS SEPTIC SERVICE, LLC			2/03/2023	79001	
8335013	Emergency Vac Service_1556 Hartford	595.00	\$595.00	0.00	595.00	
Desc: Emergency Vac Service_1556 Hartford	Acct: 60-964-318-0000		CONTRACTED SERVICES			
6130012523	SLUDGE HAULING	1,800.00	\$1,800.00	0.00	1,800.00	
Desc: RFP 2022-S2 Sludge Hauling Services	Acct: 65-963-318-0000		CONTRACTED SERVICES			
2022-2239	SLUDGE HAULING	1,800.00	\$1,800.00	0.00	1,800.00	
Desc: RFP 2022-S2 Sludge Hauling Services	Acct: 65-963-318-0000		CONTRACTED SERVICES			
Vendor Total:			4,195.00	0.00	4,195.00	
044220	STERICYCLE, INC			2/03/2023	79002	
1012191703	STERICYCLE - FEB'23	0.00	\$30.32	0.00	30.32	
Desc: STERICYCLE - FEB'23	Acct: 10-221-331-0500		HFD -MEDICAL EQUIPMENT & SUPPL			
Vendor Total:			30.32	0.00	30.32	
044560	STRATUS TELECOM LLC			2/03/2023	79003	
11641	FAX SERVICE FEB 2023	0.00	\$99.81	0.00	99.81	
Desc: FAX SERVICE FEB 2023	Acct: 10-121-324-0000		TM -TELEPHONE			
Desc: FAX SERVICE FEB 2023	Acct: 10-221-324-0000		HFD -TELEPHONE			
Desc: FAX SERVICE FEB 2023	Acct: 10-211-324-0000		HPD -TELEPHONE			
Desc: FAX SERVICE FEB 2023	Acct: 10-271-324-0000		DISP -TELEPHONE			
Vendor Total:			99.81	0.00	99.81	
044609	STRYKER SALES CORPORATION	STRYKER SALES CORPORATION		2/03/2023	79004	
4011331	KIT - CARRY BAG	0.00	\$329.39	0.00	329.39	
Desc: KIT - CARRY BAG	Acct: 10-221-331-0500		HFD -MEDICAL EQUIPMENT & SUPPL			
Vendor Total:			329.39	0.00	329.39	
045380	TATTERSALL JR., RUSSELL	RUSSELL TATTERSALL JR.		2/03/2023	79005	
01.27.2023	YOUTH BASKETBALL OFFICIATING	0.00	\$150.00	0.00	150.00	
Desc: YOUTH BASKETBALL OFFICIATING	Acct: 10-514-318-0000		PR -CONTRACTED SERVICES			
Vendor Total:			150.00	0.00	150.00	
045483	TELEFLEX LLC			2/03/2023	79006	
9506485782	MEDICAL SUPPLIES	0.00	\$1,345.50	0.00	1,345.50	
Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500		HFD -MEDICAL EQUIPMENT & SUPPL			
Vendor Total:			1,345.50	0.00	1,345.50	
046000	TI-SALES INC			2/03/2023	79007	
INV0151710	MATERIALS	348.24	\$348.24	0.00	348.24	
Desc: MATERIALS	Acct: 50-952-323-0000		MATERIAL & SUPPLIES			
Vendor Total:			348.24	0.00	348.24	
046170	TOP STITCH EMBROIDERY INC			2/03/2023	79008	
405444	UNIFORMS	0.00	\$461.25	0.00	461.25	
Desc: UNIFORMS	Acct: 10-221-326-0000		HFD -PURCHASE/RENTAL UNIFORMS			
Vendor Total:			461.25	0.00	461.25	

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046551	TROMBLEY, SOPHIA		SOPHIE TROMBLEY		2/03/2023	79009
01.23.2023	LEARN TO SKATE		0.00	\$250.00	0.00	250.00
Desc: LEARN TO SKATE		Acct: 10-530-318-0000		PR -CONTRACTED SERVICES		
Vendor Total:				250.00	0.00	250.00
046848	TURNER, JOSEPH		JOSEPH TURNER		2/03/2023	79010
01.24.2023	HOTEL ROOM - SB MEETING		0.00	\$152.90	0.00	152.90
Desc: HOTEL ROOM - SB MEETING		Acct: 10-174-311-0000		ASE -TRAVEL & MEETINGS		
Vendor Total:				152.90	0.00	152.90
047095	UFO PARTY RENTALS, LLC		UFO PARTY RENTALS, LLC		2/03/2023	79011
6927	Valentines Dance Photo Booth		0.00	\$750.00	0.00	750.00
Desc: Valentines Dance Photo Booth		Acct: 10-516-318-0000		PR -CONTRACTED SERVICES		
Vendor Total:				750.00	0.00	750.00
047180	UNITED HEALTHCARE INSURANCE CO		UNITED HEALTHCARE INSURANCE CO		2/03/2023	79012
2022-02139	REFUND 2022-002139		0.00	\$100.25	0.00	100.25
Desc: REFUND 2022-002139		Acct: 10-221-325-0000		HFD -REFUNDS		
Vendor Total:				100.25	0.00	100.25
047200	UNITED RENTALS (NORTH AMERICA), INC				2/03/2023	79013
214644772-001	SCISSOR LIFT RENTAL		0.00	\$261.00	0.00	261.00
Desc: SCISSOR LIFT RENTAL		Acct: 10-530-318-0000		PR -CONTRACTED SERVICES		
Vendor Total:				261.00	0.00	261.00
048300	VALLEY NEWS		VALLEY NEWS		2/03/2023	79014
125978,382319	AD#382319 HRS @ SOLID WASTE		64.80	\$64.80	0.00	64.80
Desc: AD#382319 HRS @ SOLID WASTE		Acct: 30-971-312-0000		ADVERTISING		
123440,410683	AD#410683 PROPERTY TAX 02.10.23		0.00	\$99.00	0.00	99.00
Desc: AD#410683 PROPERTY TAX 02.10.23		Acct: 10-121-312-0000		TM -ADVERTISING		
125978,375916	AD#375916 TRANSFER STN ATTEND		235.00	\$235.00	0.00	235.00
Desc: AD#375916 TRANSFER STN ATTEND		Acct: 30-971-312-0000		ADVERTISING		
125911,380779	AD#380779 SB AGENDA 01.24.23		0.00	\$192.60	0.00	192.60
Desc: AD#380779 SB AGENDA 01.24.23		Acct: 10-111-312-0000		SB -ADVERTISING		
129897,378343	AD#378343 RFP 2012 FORD		0.00	\$95.40	0.00	95.40
Desc: AD#378343 RFP 2012 FORD		Acct: 10-511-312-0000		PR -ADVERTISING		
125911,382603	AD#382603 ANNUAL TOWN & SCHOOL		0.00	\$154.80	0.00	154.80
Desc: AD#382603 ANNUAL TOWN & SCHOOL		Acct: 10-111-312-0000		SB -ADVERTISING		
125911,383501	AD#383501 SB AGENDA 02.07.23		0.00	\$226.80	0.00	226.80
Desc: AD#383501 SB AGENDA 02.07.23		Acct: 10-111-312-0000		SB -ADVERTISING		
125978,373909	AD#373909 HVT RFP 2022-H3 REVL		0.00	\$112.20	0.00	112.20
Desc: AD#373909 HVT RFP 2022-H3 REVL		Acct: 10-161-318-0000		TH -CONTRACTED SERVICES		
125978,381438	AD#381438 VT DEC GRANT		32.40	\$32.40	0.00	32.40
Desc: AD#381438 VT DEC GRANT		Acct: 30-974-312-0000		ADVERTISING		
125911,382532	AD#382532 ANNUAL TOWN MEETING		0.00	\$457.20	0.00	457.20
Desc: AD#382532 ANNUAL TOWN MEETING		Acct: 10-111-312-0000		SB -ADVERTISING		
123440,408028	AD#408028 ANNUAL TOWN & SCHOOL		0.00	\$587.76	0.00	587.76

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	Desc: AD#408028 ANNUAL TOWN & SCHOOL	Acct: 10-131-312-0000	TC -ADVERTISING		
	Desc: AD#408028 ANNUAL TOWN & SCHOOL	Acct: 10-131-323-0000	TC -MATERIALS & SUPPLIES		
	Vendor Total:		2,257.96	0.00	2,257.96
049401	VERMONT DEPT OF HEALTH			2/03/2023	79015
1085	250 ENGRAVED PAPER	0.00	\$83.00	0.00	83.00
	Desc: 250 ENGRAVED PAPER	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
	Vendor Total:		83.00	0.00	83.00
049800	VERMONT DEPARTMENT OF TAXES	VERMONT DEPARTMENT OF TAXES		2/03/2023	79016
L0342278912	Q3 2022 SW FRANCHISE TAX LATE FE	103.66	\$103.66	0.00	103.66
	Desc: Q3 2022 SW FRANCHISE TAX LATE FEE	Acct: 30-974-316-0000	GRANTS/APPROP/ST.TAXES		
2022 Q4	QUARTER 4 2022 - FRANCHISE TAX	957.71	\$957.71	0.00	957.71
	Desc: QUARTER 4 2022 - FRANCHISE TAX	Acct: 30-974-316-0000	GRANTS/APPROP/ST.TAXES		
	Vendor Total:		1,061.37	0.00	1,061.37
050090	VERMONT LEAGUE OF CITIES AND TOWNS	VERMONT LEAGUE OF CITIES AND TOWNS		2/03/2023	79017
MAC2022-0832	MAC DEL TAX COLLECTORS WEBINAF	0.00	\$28.00	0.00	28.00
	Desc: MAC DEL TAX COLLECTORS WEBINAR	Acct: 10-175-318-0000	DEL -CONTRACTED SERVICES		
	Vendor Total:		28.00	0.00	28.00
050455	VERMONT LIFE SAFETY LLC			2/03/2023	79018
46299	Fire Alarm Test and Inspection 12/2	0.00	\$505.00	0.00	505.00
	Desc: Fire Alarm Test and Inspection 12/2	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
	Vendor Total:		505.00	0.00	505.00
050600	VERMONT OFFENDER WORK PROGRAMS			2/03/2023	79019
PR12378	TRESSPASS NOTICE PADS	0.00	\$153.42	0.00	153.42
	Desc: TRESSPASS NOTICE PADS	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
	Vendor Total:		153.42	0.00	153.42
050953	VERMONT RECREATIONAL SURFACING &			2/03/2023	79020
17002	Installation/Replacement Guardra	0.00	\$4,637.00	0.00	4,637.00
	Desc: Installation/Replacement Guardra	Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
	Vendor Total:		4,637.00	0.00	4,637.00
051942	VISION GOVERNMENT SOLUTIONS	VISION GOVERNMENT SOLUTIONS		2/03/2023	79021
106633		0.00	\$8,739.00	0.00	8,739.00
	Desc: Vision Annual Fee	Acct: 10-174-318-0000	ASE -CONTRACTED SERVICES		
	Vendor Total:		8,739.00	0.00	8,739.00
051943	VISION SERVICE PLAN	VISION SERVICE PLAN		2/03/2023	79022
FEB'23	DENTAL INS FEB 2023	0.00	\$1,907.06	0.00	1,907.06
	Desc: DENTAL INS FEB 2023	Acct: 10-012-300-0225	ACCRUED VISION INSURANCE PAYAI		
	Vendor Total:		1,907.06	0.00	1,907.06
052300	WEBB, F W COMPANY	F.W. WEBB COMPANY		2/03/2023	79023

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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.
76079036	PARTS		814.01	\$814.01	0.00	814.01
Desc: PARTS		Acct: 50-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
78661599	MATERIALS		94.01	\$94.01	0.00	94.01
Desc: MATERIALS		Acct: 60-964-323-0000		MATERIAL & SUPPLIES		
77809753	RETURN PARTS		-795.76	\$-795.76	0.00	-795.76
Desc: RETURN PARTS		Acct: 50-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
77810013	MATERIALS/PARTS		679.33	\$679.33	0.00	679.33
Desc: MATERIALS/PARTS		Acct: 50-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
Desc: MATERIALS/PARTS		Acct: 50-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
12/31/22	STATEMENT SERVICE CHARGES		27.30	\$27.30	0.00	27.30
Desc: STATEMENT SERVICE CHARGES		Acct: 50-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:				818.89	0.00	818.89
053150	SWISH WHITE RIVER LTD				2/03/2023	79024
W544601	CLEANING SUPPLIES		0.00	\$70.50	0.00	70.50
Desc: CLEANING SUPPLIES		Acct: 10-325-323-0000		DPW -MATERIAL & SUPPLIES		
W541765	CLEANING SUPPLIES		114.10	\$114.10	0.00	114.10
Desc: CLEANING SUPPLIES		Acct: 60-961-323-0000		MATERIAL & SUPPLIES		
W543659	CLEANING SUPPLIES		0.00	\$22.40	0.00	22.40
Desc: CLEANING SUPPLIES		Acct: 10-161-323-0000		TH -MATERIAL & SUPPLIES		
Vendor Total:				207.00	0.00	207.00
054890	WRIGHT'S SAWMILL INC				2/03/2023	79025
01.17.2023	H-6 SIDEBBOARD		0.00	\$18.00	0.00	18.00
Desc: H-6 SIDEBBOARD		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:				18.00	0.00	18.00
059772	SHARPENING SHED INC. (THE)	THE SHARPENING SHED INC			2/03/2023	79026
21173	ZAMBONI KNIFE		0.00	\$41.00	0.00	41.00
Desc: ZAMBONI KNIFE		Acct: 10-530-318-0000		PR -CONTRACTED SERVICES		
Vendor Total:				41.00	0.00	41.00
060110	NATIONAL BUSINESS TECHNOLOGIES LLC				2/03/2023	79027
IN527829	METER COPIER - JAN'23 - TM		0.00	\$101.95	0.00	101.95
Desc: METER COPIER - JAN'23 - TM		Acct: 10-121-318-0000		TM -CONTRACT SERVICES		
IN527826	METER COPIER - DIS		0.00	\$43.86	0.00	43.86
Desc: METER COPIER - DIS		Acct: 10-271-320-0000		DISP -EQUIP OPERATION/MAINT-OFF		
IN527828	METER COPIER - JAN'23 - PD		0.00	\$24.22	0.00	24.22
Desc: METER COPIER - JAN'23 - PD		Acct: 10-211-318-0000		HPD -CONTRACTED SERVICES		
IN527825	METER COPIER - JAN'23		0.00	\$62.79	0.00	62.79
Desc: METER COPIER - JAN'23		Acct: 10-174-323-0000		ASE -MATERIAL & SUPPLIES		
Desc: METER COPIER - JAN'23		Acct: 10-622-323-0000		PDZ -MATERIAL & SUPPLIES		
IN527977	METER COPIER - FD		0.00	\$42.31	0.00	42.31
Desc: METER COPIER - FD		Acct: 10-221-320-0000		HFD -EQUIP OPERATION/MAINT-OFFI		
IN527824	METER COPIER - JAN'23 - LF		7.37	\$7.37	0.00	7.37
Desc: METER COPIER - JAN'23 - LF		Acct: 30-975-318-0000		CONTRACTED SERVICES		
IN527830	METER COPIER - JAN'23 - DPW		80.04	\$100.06	0.00	100.06
Desc: METER COPIER - JAN'23 - DPW		Acct: 10-325-330-0000		DPW -OFFICE EQUIPMENT		

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Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: METER COPIER - JAN'23 - DPW	Acct: 50-955-330-0000	OFFICE EQUIPMENT		
	Desc: METER COPIER - JAN'23 - DPW	Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
	Desc: METER COPIER - JAN'23 - DPW	Acct: 60-965-330-0000	OFFICE EQUIPMENT		
	Desc: METER COPIER - JAN'23 - DPW	Acct: 65-965-330-0000	OFFICE EQUIPMENT		
	Vendor Total:		382.56	0.00	382.56
500387	EXECUSUITE, LLC		2/03/2023		79028
24978	RENT	0.00	\$400.00	0.00	400.00
	Desc: RENT	Acct: 10-121-318-0600	TM -CONTRACT SERVICES - PARKIN		
	Vendor Total:		400.00	0.00	400.00
500660	JP PEST SERVICE		2/03/2023		79029
3418258	PEST MONTHLY SERVICES	0.00	\$88.00	0.00	88.00
	Desc: PEST MONTHLY SERVICES	Acct: 10-161-318-0000	TH -CONTRACTED SERVICES		
	Vendor Total:		88.00	0.00	88.00
500894	SECURSHRED	SECURSHRED	2/03/2023		79030
415320	SHREDDING SERVICES	0.00	\$22.00	0.00	22.00
	Desc: SHREDDING SERVICES	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
	Vendor Total:		22.00	0.00	22.00
500939	RIGBY, MARY ELLEN	MARY ELLEN RIGBEY	2/03/2023		79031
01.23.2023	LEARN TO SKATE	0.00	\$275.00	0.00	275.00
	Desc: LEARN TO SKATE	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:		275.00	0.00	275.00
500952	PRIMMER PIPER EGGLESTON & CRAMER P		2/03/2023		79032
B04982-00013-251614	LEGAL: CANNABIS BUSINESSES	0.00	\$302.50	0.00	302.50
	Desc: LEGAL: CANNABIS BUSINESSES	Acct: 10-141-318-0000	LEG -CONTRACTED SERVICES		
	Vendor Total:		302.50	0.00	302.50
502199	NULTY, PAULA M	PAULA M NULTY	2/03/2023		79033
01.31.2023	REIMBURSEMENT	0.00	\$26.60	0.00	26.60
	Desc: Office supplies	Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
02.03.2023	Reimburse for food PD Chief recepti	0.00	\$60.00	0.00	60.00
	Desc: Reimburse for food PD Chief recepti	Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
	Vendor Total:		86.60	0.00	86.60
FUND 1 0			Bank Total:		392,927.08
Batch Totals:			0.00	105,668.76	0.00
Holdback Total					399,463.08
					505,131.84

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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.

_____ MICHAEL HOYT
_____ DANIEL FRASER
_____ KIM SOUZA
_____ LANNIE J. COLLINS
_____ MARY M. ERDEI
_____ ROCKET
_____ ALLY TUFENKJIAN

_____ GAIL OSTROUT
_____ JOSEPH MAJOR