



## TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, November 14, 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 are 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:
    - a. Consider the Appointment of Jenifer Durgin to the Hartford Climate Action Steering Team for a three-year term beginning November 14, 2023 and ending November 13, 2026.
  4. Town Manager's Report  
Significant Activity Reports  
Link: <https://www.hartford-vt.org/Archive.aspx?ADID=460>
  5. Board Reports, Motions & Ordinances
    - a. Assessor Budget Presentation
    - b. Town Clerk Budget Presentation
    - c. Police Budget Discussion
    - d. Dispatch Budget Presentation
    - e. Discuss Policy on Policies
    - f. Discuss Flood Resilience Grant Opportunity
    - g. Renewal of Evergreen Certification of Approved Location
    - h. Ratification of Out-of-Grade Pay Agreement
    - i. Snow and Ice Removal
- VII. Commission Reports
- VIII. Consent Agenda
  - Approve Payroll Ending: 11/11/2023
  - Approve A/P Manifest of: 11/10/2023 and 11/16/2023
  - Approve Meeting Minutes of: 10/31/2023 and 11/7/2023
  - Approved Selectboard Meetings are: 11/21 & 11/28/2023**
- IX. Adjourn the Selectboard Meeting

All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than 5pm on the Tuesday two weeks prior to the meeting date. Requests received after that date will be addressed at the discretion of the Chair. 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](mailto:Selectboard@hartford-vt.org).



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

ADVISORY BOARD/COMMISSION APPLICATION

Application for ☒ appointment(s) or ☐ re-appointment to: Hartford Climate Action Steering Team

I. APPLICANT DATA:

Name: Jennifer Durgin  
Address: PO Box 823 (394 Passumpsic Ave)  
Wilder VT 05088  
Telephone: (Home) [REDACTED] (Work) [REDACTED] (Other) [REDACTED]  
Email Address: [REDACTED]  
How long have you been a Hartford resident? since 2004  
Are you a registered voter? yes

II. EDUCATION:

High School: Manchester West High School (NH) Year Graduated: 1997  
College 1: University of NH Degree Earned: BA Environmental and Social Science Journalism  
Course of Study: \_\_\_\_\_ Year: \_\_\_\_\_  
College 2: \_\_\_\_\_ Degree Earned: \_\_\_\_\_  
Course of Study: \_\_\_\_\_ Year: \_\_\_\_\_

III. WORK HISTORY:

| Please list Employer name & address (most recent first) | Dates of Employment | Position held                              | Job duties                                                                  |
|---------------------------------------------------------|---------------------|--------------------------------------------|-----------------------------------------------------------------------------|
| <u>Dartmouth College - School</u>                       | <u>2001 - 2022</u>  | <u>Director of Campaign Communications</u> | <u>creating messaging and written materials for fundraising initiatives</u> |
|                                                         | <u>formerly</u>     | <u>(Assoc. Director)</u>                   |                                                                             |
| <u>Arcadia Publishing</u>                               | <u>2001 - 2004</u>  | <u>Acquisitions Editor</u>                 |                                                                             |
|                                                         |                     | <u>Proofreader</u>                         |                                                                             |

IV. PROFESSIONAL EXPERIENCE:

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

Would you be available for evening meetings? 2-3 evenings a month  
Yes, I am available in the evenings

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

I am a member of Citizens' Climate Lobby - a non-partisan, volunteer-powered organization. My knowledge of climate issues and solution, my editing and design skills, and my in-person communication skills would all be of benefit

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

No direct experience. However, I am a volunteer for Citizens' Climate Lobby and a CCL liaison to Rep. Becca Balint.

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

see above

- 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?

Climate Action Plan, infrastructure upgrades, and homelessness

- f. What might some solutions be?

I don't have any ideas for solutions beyond what Dana Clawson and CAST are working toward.

- g. Other hobbies/interests:

V. REFERENCES: (Please list three)

Name: Suzannah Ciernia Telephone: [REDACTED]

Name: Gary Winslow Telephone: (602) 730-1234

Name: Dana Grossman Telephone: (602) 234-5678

[Signature]  
APPLICANT'S SIGNATURE

10/26/23  
DATE

## Town Manager's Report

November 14, 2023

### **Orientation**

Since my last report, I have continued meeting with community stakeholders and members of a growing support network in and out of Town.

I have met with leadership of the Quechee Club, in the person of Brian Kelley. I have participated in my first meeting of the Upper Valley Leadership Team. I attended a meeting of the Hartford Rotary Club and had a splendid time getting to know the membership and the culture of the group.

I plan to ride the roads of Hartford with DPW Director Bryan Gazda and to tour Town recreational facilities with Parks & Recreation Director Scott Hausler.

### **Community Safety Study**

As you know, the Town awarded the contract for our upcoming Community Safety Study to Strategy Matters at the quoted price of \$30,000. I held an initial Zoom meeting with them on November 8 to discuss logistics. They have confirmed that they can be flexible regarding the community outreach work that needs to be done, in order to avoid the worst of winter weather. The next step appears to be setting up a Project Management Team of roughly 5 to 7 people.



# Hartford Assessing

**FY 25 Budget  
(174)**



## Assessing Department Duties

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The overarching responsibility of the Assessor is assessment equity on the grand list. Assessment equity is, generally, the degree to which assessments bear a consistent relationship to market value. In order to achieve this, Assessors must understand appraisal methods and property assessment administration in Vermont.

Assessors must determine the value of all property as of April 1 of each year. Any changes (building permits, subdivisions, etc.) to properties must be applied for the tax year.



# Salaries



## Wages

| 2023-2024  | 2024-2025  | Difference |
|------------|------------|------------|
| \$ 141,237 | \$ 155,813 | + \$14,576 |

- 2 Full time employees
- Compensation Study
- Non-Union wage increase 4%



# Salaries



## Health/HRA/Dental Insurance/Life AD&D

| 2023-2024 | 2024-2025 | Difference |
|-----------|-----------|------------|
| \$ 59,975 | \$ 58,083 | - \$ 1,892 |

- 2 Full time employee benefits
- 2% Decrease Health Insurance
- 25% Decrease Dental insurance



# Budget



## FY 24 – FY 25 Changes

| 2023-2024  | 2024-2025  | Difference  |
|------------|------------|-------------|
| \$ 274,228 | \$ 292,321 | + \$ 18,093 |

- Salaries +\$14,576
- Benefits -\$1,892
- Retirees +\$618
- Workers Comp -\$80
- Retirement +\$2,128 (VMERS Group C/D)

Total: +\$15,350





# Budget Highlights



|         |                        |              |
|---------|------------------------|--------------|
| 174-311 | Travel & Meetings      | \$ 1,200.00  |
| 174-313 | Membership Dues        | \$ 950.00    |
| 174-315 | Recruitment & Training | \$ 4,600.00  |
| 174-318 | Contracted Services    | \$ 31,800.00 |



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# Questions ?



# FY25

## Clerk

## Budget

### **(131 & 151)**

November 14, 2023



## Day in the Life of the Clerk's Office

*(Vermont State Statutes set most of the duties & responsibilities of the Town Clerk's Office)*

**Staffed by:** Town Clerk & Assistant Town Clerks



Overseeing Elections  
Maintaining Voter Checklist



Processing Absentee Ballots  
Receiving & Verifying Petitions



**VOTER REGISTRATION**



### Records Maintenance



Property & Mortgage Deeds  
Permits  
Mobile Home Bills of Sale  
Town & School Meeting Minutes



Discharges & Partial Releases  
Tax Collector Reports of Sales  
Property Transfer Tax Returns  
Easements



**Vital Records:** Birth, Marriage, Death Certificates and Burial Permits



**Issuing:** Licenses-Marriage & Dog; Renewals-Car Registrations; Green Mountain Passports

**Processing:** Liquor Licenses and Cannabis Licenses



# ELECTION ADMINISTRATION (131)



## ***Budget Highlight Summary*** ***(Budget Book, Page 3 & 4)***

- **Salaries (131-101)**
  - Board of Civil Authority (BCA) & Election Worker Compensation for Elections
  - BCA Compensation for Abatement & Tax Appeal Hearings; Biennial Checklist Review & Other Meetings
- **Advertising (131-312)**
  - Positions to be Elected
  - Early/Absentee Voting Promotion
- **Contracted Services (131-318)**
  - Voting Tabulator Machine Programming for Elections
- **Materials & Supplies (131-323)**
  - Ballot Printing & Early/Absentee Voter Postcard
  - Election Supplies
  - Food for BCA/Election Workers
- **Department Equipment (131-331)**
  - Addition of laptop



# By The Numbers



## Election Administration FY25 Operating Budget Expense

| Department Division (131)   | FY 25<br>Proposed | FY 24<br>Approved | Difference       |
|-----------------------------|-------------------|-------------------|------------------|
| (101) Salaries + (210) FICA | \$17,717          | \$17,278          | +\$439           |
| (312) Advertising           | \$450             | \$450             | No Change        |
| (318) Contracted Services   | \$3,500           | \$3,000           | +\$500           |
| (323) Materials & Supplies  | \$7,800           | \$6,500           | +\$1,300         |
| (331) Department Equipment  | \$1,500           | \$0               | +\$1,500         |
| <b>Total Expenses</b>       | <b>\$30,967</b>   | <b>\$27,228</b>   | <b>+ \$3,739</b> |



## *Other Election Highlights*

- ❖ FY 25 Budget includes the addition of a laptop for use at elections
- ❖ 2023 Town & School District meeting:
  - ❑ 1699 voted
    - 991 voted in-person
    - 708 voted by Early/Absentee ballot
- ❖ The Secure Ballot Drop Box continues to be well-received & utilized
- ❖ In June, the BCA performed the Biennially Checklist review to Challenge & Purge
  - 88 Voters were purged
  - 92 Voters were sent challenge Letters
  - The Clerks regularly monitor death notices, property transfer records and other public records to purge and challenge voters.
  - As of November 1, 2023: 9330 registered voters (1619 are Challenged)



Questions?





# VITAL STATISTICS(151)



## *Highlight Summary (Budget Book Pages 4-6)*

- **Salaries (151-101)**
  - Clerk (full-time) & Assistant Clerks (one full-time; one part-time)
- **Travel & Meetings (151-311)**
  - VT Municipal Clerks & Treasurers Association (VMCTA) Conference/Meetings
  - VT League of Cities & Towns (VLCT) Trainings
- **Advertising (151-312)**
  - Dog Licensing
- **Membership Dues (151-313)**
  - VMCTA Annual Dues
- **State Payment-Licenses (151-316)**
- **Contracted Services (151-318)**
  - Laserfiche; Munismart; Wide Format Copier; Copiers
- **Postage (151-322)**
  - Absentee Ballots; Recorded Documents; Voter Registration & Challenge Letters; etc.
- **Materials & Supplies (151-323)**
  - Recording bks/paper; vital records bks/paper; dog license tags; general office supplies
- **Telephone (151-324)**
  - Phone usage and three licenses



# Revenue



| Department Division (151)                                                                                                                      | FY 25<br>Proposed | FY 24<br>Approved | Difference       |
|------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|------------------|
| Liquor/Tobacco License Permits (10-040-100-0100)                                                                                               | \$4,000           | \$4,000           | No Change        |
| Marriage/Civil Union Licenses (10-040-200-0100)                                                                                                | \$6,000           | \$6,000           | No Change        |
| Dog Licenses (10-040-200-0200)                                                                                                                 | \$7,500           | \$7,500           | No Change        |
| Town Clerk Fees (10-060-151-0100)<br><i>Includes: Recording; Document Copies; Certified Copies;<br/>Green Mountain Passports; Land Posting</i> | \$90,000          | \$90,000          | No Change        |
| Town Clerk-DMV Fees (10-060-151-0300)                                                                                                          | \$175             | \$150             | +\$25            |
| <b>Total Revenue</b>                                                                                                                           | <b>\$107,675</b>  | <b>\$107,650</b>  | <b>+ \$25.00</b> |



# By The Numbers



## Vital Stats. FY25 Operating Budget Expense & Revenue

| Department Division (151)                               | FY 25<br>Proposed   | FY 24<br>Approved   | Difference           |
|---------------------------------------------------------|---------------------|---------------------|----------------------|
| (101) Salaries & Benefits (210/220/225/230/240/250/260) | \$219,451.71        | \$203,175.47        | + \$16,276.24        |
| (311) Travel & Meetings                                 | \$400               | \$350               | +\$50                |
| (312) Advertising                                       | \$400               | \$375               | +\$25                |
| (313) Membership Dues                                   | \$125               | \$100               | +\$25                |
| (315) Recruitment & Training                            | \$0                 | \$350               | -\$350               |
| (316) State Payment – Licenses                          | \$12,700            | \$10,000            | +2,700               |
| (318) Contracted Services                               | \$11,584            | \$9,775.50          | + \$1808.50          |
| (322) Postage                                           | \$6,000             | \$5,000             | +\$1000              |
| (323) Materials & Supplies                              | \$7,500             | \$7,500             | No Change            |
| (324) Telephone                                         | \$4,565             | \$3,500             | +\$1065              |
| (324) Department Equipment                              | \$0                 | \$2,800             | -\$2800              |
| (418-0100) Retirees                                     | \$5,057.69          | \$4,749             | +\$308.69            |
| <b>Total Expenses</b>                                   | <b>\$267,783.40</b> | <b>\$247,674.97</b> | <b>+ \$20,108.43</b> |
| <b>Less Revenue (Revenue Pgs. 1-2)</b>                  | <b>- \$107,675</b>  | <b>-\$107,650</b>   | <b>\$-25</b>         |
| <b>TOTAL</b>                                            | <b>\$160,108.40</b> | <b>\$140,024.97</b> | <b>+ \$20,083.43</b> |



## *Other Vital Statistics Highlights*

- ❖ Hired Part-time Assistant Clerk in October
- ❖ In 2023, the Board of Abatement held four Abatement meetings to hear 17 abatement requests: 14 abatements were granted; three were denied.
- ❖ The BCA held two Tax Appeal hearings in August; Both resulted in Assessment adjustments.
- ❖ The Clerk was appointed to the Secretary of State's Clerk Advisory Council.



Questions?



**TOWN OF HARTFORD**  
**POLICE DEPARTMENT**  
&  
*Emergency Communications Center*  
*Chief Gregory Sheldon*



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Serving the Villages of Hartford \* West Hartford \* White River Junction \* Wilder \* Quechee

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Dear Select Board Members,

I trust this message finds you in good health and high spirits. As we embark on the budgetary journey for FY25, I am excited to share with you an essential development within the Hartford Police Department that underscores our unwavering commitment to fostering a stronger bond with our community.

Upon joining this esteemed department, I was entrusted with a paramount mission – to cultivate a robust community coalition and amplify our outreach efforts. In our relentless pursuit of this mission, we have undertaken a pivotal restructuring initiative within our Command Staff, set to take effect on December 1 of this year. I am delighted to inform you that this restructuring will have very little to no impact on our current FY24 budget or any future budget.

The restructuring will usher in a new era at the Hartford Police Department, one marked by greater community engagement, a dedicated focus on outreach, and the development of a community policing philosophy. Specifically, it has led to the creation of an Outreach Division, overseen by an Outreach Commander, alongside our existing Patrol and Criminal Investigations divisions. A new rough draft of the Organizational Chart is attached for your review. Here is the breakdown:

1. Patrol Division - Commander Kelley
2. Outreach Division - Commander TBD
3. Criminal Investigations Division - Commander Howell

This transformation positions us to enhance our community outreach capabilities, forge valuable partnerships with community groups, and better serve our community's most vulnerable and marginalized members. Importantly, this ambitious endeavor does not require an increase in our FY24 budget, showcasing our commitment to fiscal responsibility.

However, our journey towards a more engaged and responsive police force does not stop here. To facilitate our outreach objectives, I have included vital components in our proposed FY25 budget:

1. Data Crime Analyst: This crucial role will support our community partners, analyze data, optimize resource allocation, and foster transparency. We plan to hold monthly public meetings to share our data and challenges, following the successful model of the Rutland City PD's data/crime analyst. To achieve this, we need an analyst on board.
2. Civilian Outreach Individuals: Approximately 80-85% of law enforcement calls are non-criminal in nature. In these cases, a police officer's response may not be the most effective solution and can even exacerbate the situation. Our proposal includes the addition of four civilian outreach individuals who can dedicate the necessary time and expertise to guide individuals toward appropriate community resources for better outcomes.



Enclosed within this communication are letters of recommendation and support for both the data crime analyst and the outreach community response individuals. Notably, James Baker of JW Consulting, a key figure working on Governor Scott's 10-point plan for public safety and the creator of Project Vision in Rutland, has expressed his support for our initiatives. Also included are five slides from Rutland's bi-weekly public meeting presentation. The full 50+ slide presentation is available for your review if necessary. Our at least monthly public meetings would follow a similar model.

Furthermore, we are committed to improving efficiency through technology, recognizing that our department may not expand in size. Some of the key technology upgrades we propose for FY25 include:

1. Axon Body Cameras Upgrade and In-Car Video Systems Addition: This upgrade ensures new cameras every three years, along with data storage, enhancing officer safety through live-streaming capabilities in the field. Lt. Howell has provided detailed information.
2. FileOnQ Evidence and Property Tracking System Upgrade: This upgrade is essential for efficiency and digital evidence integration, offering time savings and enhanced data integrity.
3. CelleBrite Device and Programming for Cellphone Data Analysis: CelleBrite is a device used often in our most serious investigations, such as sex crimes, human trafficking, drug trafficking, juvenile sexual solicitation, etc. We currently utilize the Grafton County NH Sheriff's Department for this service primarily. This has become an issue with criminal cases since the data being retrieved for us is done in a different State. It is imperative we get this program to assist us in maintaining the integrity of our most serious cases as our workaround, using GCSD, is becoming problematic. You will find more details attached from Investigator Clifford. Budget request = \$33,200.
4. Cruisers: Due to supply chain issues we originally proposed the purchase of three cruisers. We have revised our initial request and now seek funding for one police cruiser in FY25. This change is in alignment with the recommendation of Town Manager Haverstock. Additional information is attached for your review should you wish to consider the purchase of three cruisers in FY25.

In conclusion, I want to express our unwavering commitment to the values of community engagement, efficiency, and excellence in public safety. Your support in considering these budgetary proposals will not only empower the Hartford Police Department but also strengthen our partnership with the community we serve.

Thank you for your time and consideration. I eagerly anticipate the opportunity to discuss these proposals further and welcome any questions or feedback you may have.

Sincerely,

Greg Sheldon  
Chief of Police





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# Police and Communications Budget (211 & 271)

FY 2024-2025





# Mission and Values

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Through the consistent application of Trust, Fairness and, a Commitment to the pillars of procedural justice, members of the Hartford Police Department will realize our vision, promoting pride, service and public safety.

## **Trust ...**

Members embrace their responsibility for fulfilling the commitment to safeguarding constitutional freedoms, and the quality of life. The Department will sustain public trust by holding members accountable to the highest standards of honesty, ethics and professionalism.

## **Fairness ...**

Members will treat everyone in an impartial, dignified and respectful manner without regard to human traits, characteristics or status.

## **Commitment ...**

Members are committed to partnerships with our community, professional and government associates that empower those engaged in resolving the problems that create crime and fear, foster collaboration toward positive resolutions and advance our quality of life.



## Budget Guidance provided:

- Maintain a long-term focus – 5, 10, 15 years out (HPD strategic plan)
- Identify resources for increasing diversity, equity, and inclusion practices (Outreach division)
- Plan with statistics, execute with data (Data/Crime Analyst)
- Continue to leverage technology and infrastructure to increase productivity efficiency and preserve institutional knowledge. (Axon, Cellbrite) + (employee appreciation to assist with employee retention)
- Investigate options relative to increased demands on all departments. (increase demands for non-police-related responses and solutions to some of society's biggest challenges. Outreach Division and staff)
- Fund increased non-sworn community safety response staff (4 Community Resource Liaisons)
- Fund Selectboard and town staff leadership education and development. (Training budget for staff leadership training & community policing training)
- Pursue grants to offset costs for items included in the budget. (Lt Howell has secured multiple grants to offset equipment purchases such as the speed cart and funding, \$29,000 to offset some of the costs of our Vermont Center for Responder Wellness contract and Peer Support Team development and training)



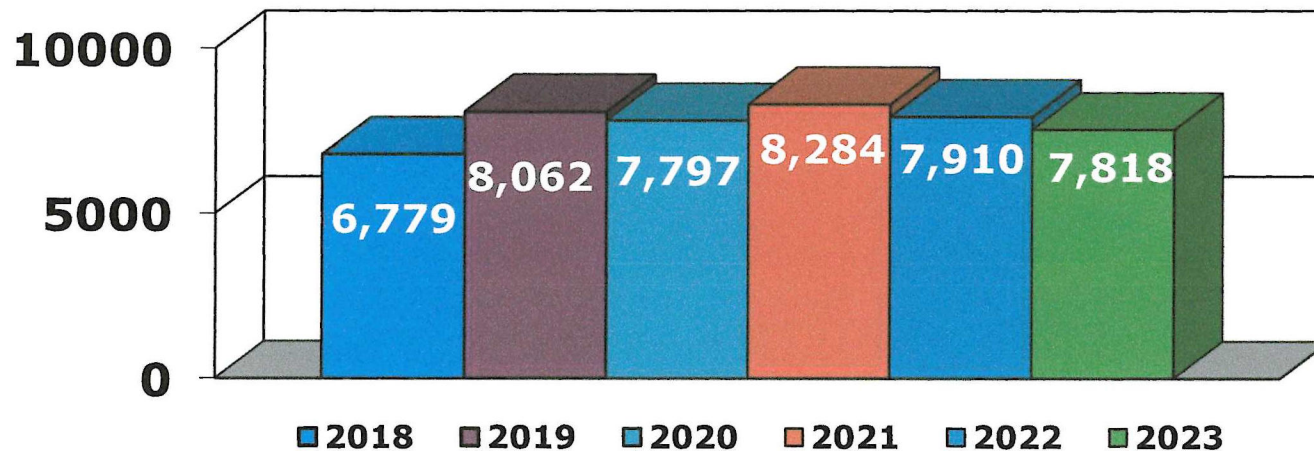


# Police Services



Total emergency (911) and non-emergency calls for police service requiring a response by a Hartford Police Officer continue to increase steadily. Staff have answered 7,519 calls for service so far this year. If we stay on this trend, the total calls for the year will be approximately 9,382.

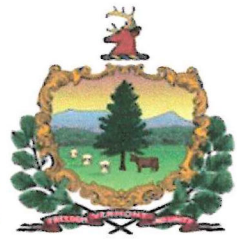
Calls for Police Service



Source: Spillman Technologies, Inc.; Town of Hartford Police Department, by Emergency Communications, November 7, 2023 (\*2023 totals are year to date).



# Overview



| FY 24        | FY25 Proposed   | Difference  |
|--------------|-----------------|-------------|
| \$ 3,490,228 | \$ 4,431,072.00 | + \$940,844 |

## Funds

- 16 Patrol Officer(s) and Patrol Supervisors
  - 3 Detectives
  - 3 Divisional Command Staff members (*10% of Chief Salary in 271*)
  - 1 Chief of Police
  - 1 Parking Enforcement / Animal Control Officer
  - 1 Administrative Assistant (*10% of Salary in 271*)
  - 1 Records Manager
  - 5 Civilian Employees
    - 4 Community Liaisons
    - 1 Data Crime Analyst
- \*Not included in the above-proposed budget numbers





# Police Salaries



## Wages

| 2023-2024    | 2024-2025       | Difference      |
|--------------|-----------------|-----------------|
| \$ 2,959,316 | \$ 3,452,610.70 | + \$ 493,294.70 |

- 23 budgeted sworn officer positions (sworn 19, Command Staff 4)
  - 19 current police officer positions filled (2 in training and not working solo)
  - 4 vacant sworn officer positions
  - 1 Admin. Assistant
  - 1 Records Management Clerk – currently advertising
  - 1 Parking Enforcement / Animal Control Officer – vacant
  - 5 Civilian Employees
    - 4 Community Liaisons
    - 1 Data Crime Analyst
- \*Not included in the above-proposed budget numbers (see slide 9 for estimated budget increase)

**\*\*\*Collective Bargaining Agreement - negotiated wage increase\*\*\***



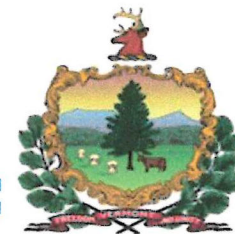
# Police Salaries



## Health/HRS/Dental Insurance/Life AD&D

| 2023-2024  | 2024-2025  | Difference  |
|------------|------------|-------------|
| \$ 392,910 | \$ 451,118 | + \$ 58,208 |

- 23 Budgeted sworn officer positions
- 3 Civilian positions (AA, RC, PE/ACO)
- 14.21% Increase Health Insurance
- 4% Increase Dental Insurance
- 2.80% - 5.76% Increase in Retirement Health Insurance



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Data Crime Analyst + Community Resource  
Specialist (x4)

Estimated budget increase = \$375,745



# Futures Thinking

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- New Police and Communications Building
- Accreditation Manager
- Additional 2 sworn officer positions adding one to both the Detective Division and Outreach Division





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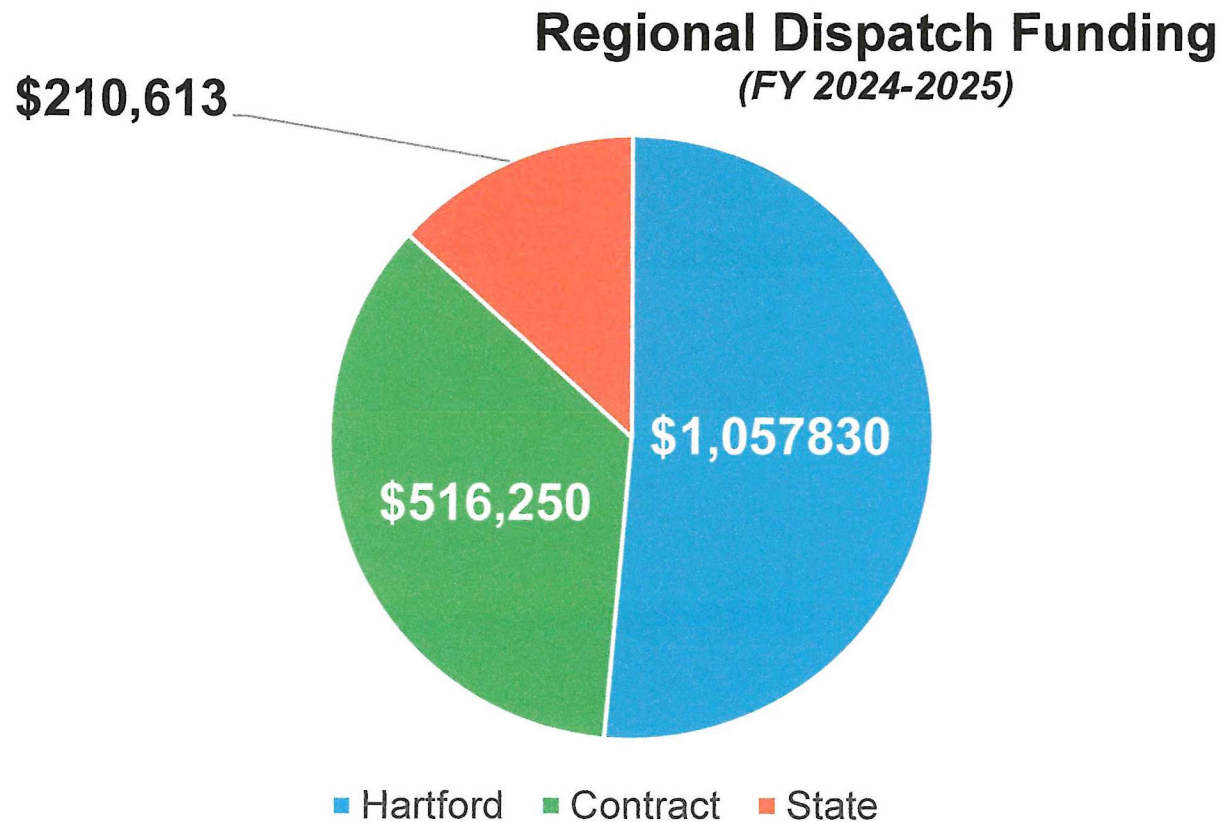
# Questions ?



# Dispatch Funding



The Hartford Emergency Communications Center (ECC) is also a Regional Dispatch Center which serves 10 other communities, providing emergency phone and radio communications. Those Communities contract with us annually and the revenue generated helps us maintain the Hartford Emergency Communications Center for our community.





# Dispatch Overview



| FY 24        | FY 25 Proposed | Difference   |
|--------------|----------------|--------------|
| \$ 1,301,100 | \$ 1,764,502   | + \$ 463,402 |

## Funds include

- 1 Communications Director
- 10% Chief salary, 10% Administrative Assistant salary
- 9 Full-Time Communications Specialists
- 1 Communications Information Systems Coordinator
- 1 Vacant position

## Increased expenditures

- Spillman CAD software
- Tower lease (\$36,000) Hanover ELAN (\$11,079)

## Increased Revenues

- Projected revenue increase due to 911 rollover detail
- The 911 board has recalculated how they reimburse 911 consoles

## Other Items Funded

- Mandated Training/Travel
- Supervisory Training





# Dispatch Salaries



## Wages

| 2023-2022  | 2024-2025  | Difference   |
|------------|------------|--------------|
| \$ 703,544 | \$ 955,221 | + \$ 251,677 |

- 1 Communications Director
- 10% Chief salary, 10% Administrative Assistant salary
- 1 Communications Information Systems Coordinator
- 10 Budgeted Full-Time Communications Specialists
- 9 Full-Time Communications Specialists Filled
- 1 Vacant Communications

**\*Union negotiated wage increase.**



# Dispatch Salaries



## Health/HRS/Dental Insurance/Life AD&D

| 2023-2024  | 2024-2025  | Difference  |
|------------|------------|-------------|
| \$ 157,965 | \$ 186,880 | + \$ 28,915 |

- 1 Communication Director
  - 10% Chief, 10% Administrative Assistant
  - 1 Communications Information Systems Coordinator
  - 10 Budgeted Full-Time Communications Specialists
  - 9 Full-Time Communications Specialists Filled
  - 1 Vacant Communications Specialist
- 
- 14.21% Increase Health Insurance
  - 4% Increase Dental Insurance
  - 2.80% - 5.76% Increase in Retirement Health Insurance



**Questions ?**



# **Axon Increase**

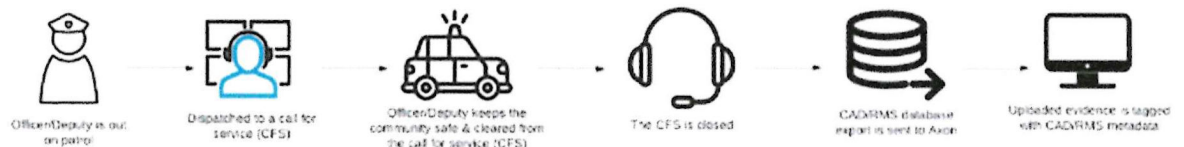
**\$33,260.00**

*GL-10-211-330-0000*

## Axon Updates

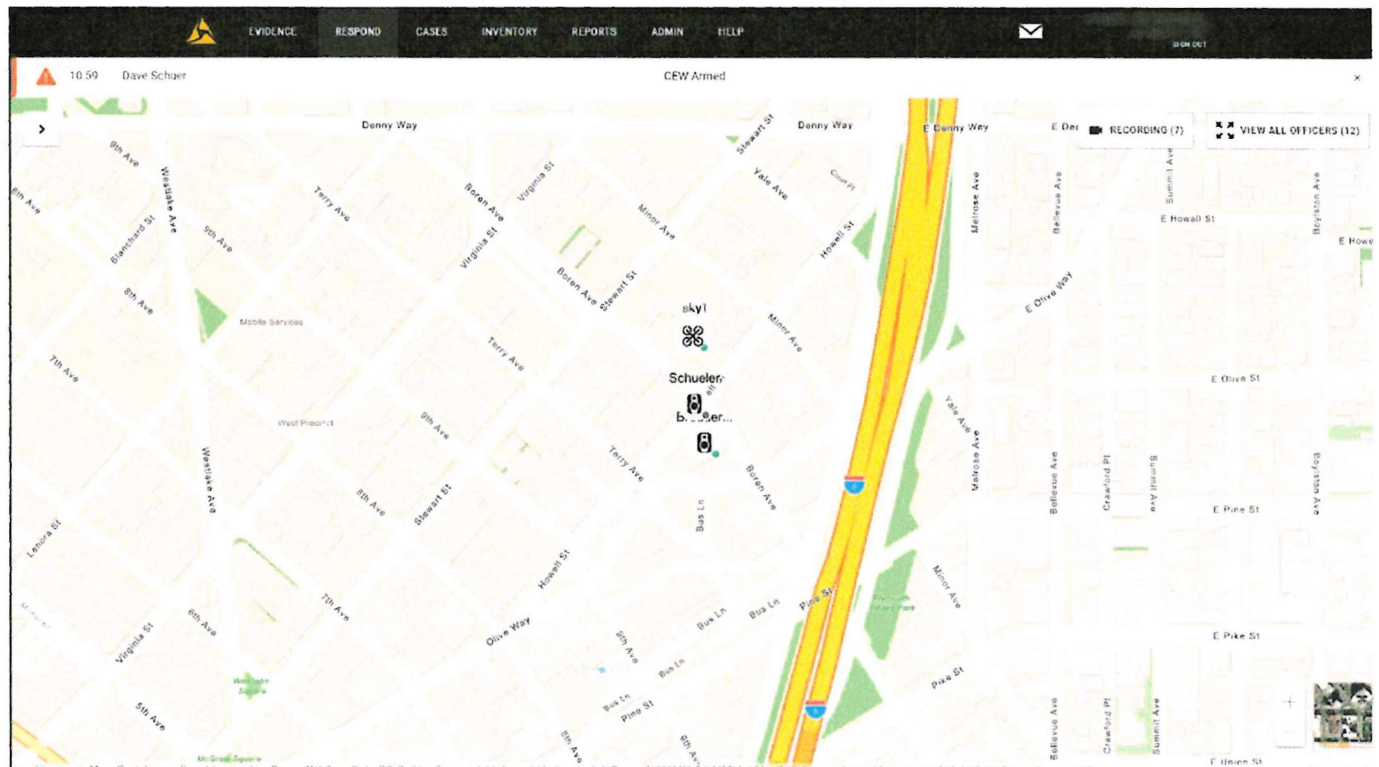
### Auto-Tagging:

- Axon Auto-Tagging takes information from our CAD System/Spillan and tags it to our evidence in Evidence.com. Axon and Spillman “talk” and transfer data so that each piece of evidence is tagged with the appropriate case number and retention category. By automating the addition of critical metadata to evidence, Auto-Tagging provides incredible efficiency gains to officers and the agency and ensures that justice will not be undermined by a typographical error. It reduces prematurely deleting evidence and being unable to find the proper evidence to meet statutory requirements for providing discovery for case. Not meeting these deadlines can undermine an otherwise flawless investigation and prosecution. Retention periods for digital evidence are determined by statute and we are required to keep certain digital evidence for periods of time and sometimes indefinitely. Auto tagging adds the appropriate retention category based on several factors from the Spillman case. Auto-tagging automates this process and removes human error to ensure that you have complete and correct information.
- Manually tagging a video takes up to 3 minutes or more depending on call volumes. If officers record 5 videos per shift and work 14 shifts per month, then each officer spends almost 4 hours per month entering metadata.

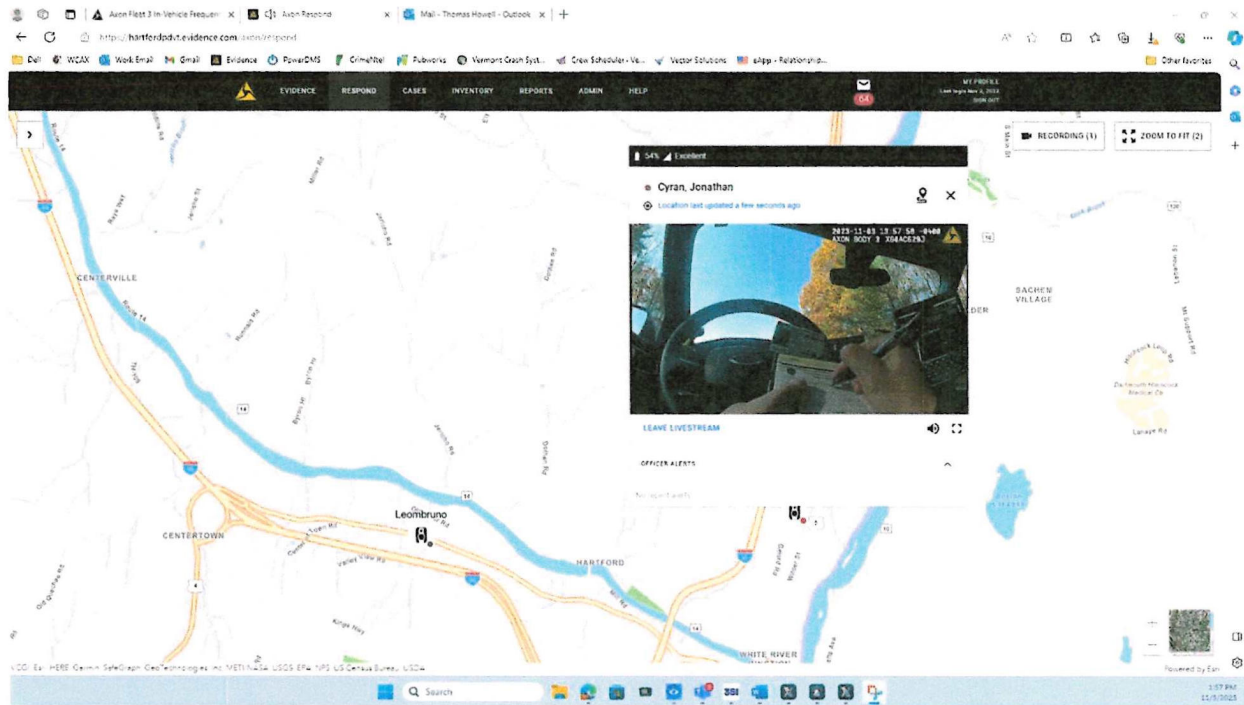


Respond:

- This addition fills the critical information gaps that ultimately improve officer safety and efficiency. Our current Axon Body 3 Cameras have built in capability that will provide real-time alerts, real-time location, and livestreaming of critical incidents on the Axon Respond Map. While recording, cameras send location updates based on their associated GPS sensors. Location updates send approximately every 10 seconds. Spillman has this feature to track an officer in a cruiser. When the officer is outside of the cruiser and the camera is active we would be able to see there location and livestream the Body Camera footage. Example: Officer is in a foot chase in the woods or away from there car and dispatchers, supervisors or command staff would be able to see there location and livestream the video. This is critically important for situational awareness, officer safety and public safety.
- Location updates will have an accuracy update of less then 5 meters.



\*\*\*Shows location of officers/assets live



\*\*\*Livestream of an officers body camera footage during a traffic stop.

#### In Car Cameras:

- We want to move back to cruiser cameras for a variety of reasons. Again, Officer safety is at the top of the list. The cruiser cameras have a 160 degree FIV image. The cruiser cameras with the Respond feature will allow the same capabilities as with the body cameras. This will give dispatchers, supervisors or command staff the ability to livestream the cruiser camera and body camera if an officer is not answering the radio at a call for service or a traffic stop. The cruiser cameras will also provide more footage from critical incidents or arrests, such as DUI's, to be used in the prosecution of those crimes. This upgrade includes a camera that will be located in the prisoner transportation area. This is an important feature as it will resolve allegations of misconduct that occur during transport of prisoners. For example, prisoners being transported will make claims of an assault or some other crime perpetrated by the officer during the transportation.
- Cruiser camera footage will also be auto-tagged like with the body cameras as this system all is synched together. Uploading this footage will be automatically done over LTE or Wi-fi when the cruiser is in the rear parking area of the police department. This will not increase officers down time but it will enhance officer safety, public safety and prosecution.
- Installed by Axon



# **Cellebrite Increase**

**\$33,200.00**

GL-10-211-314-0000

## CelleBrite

Eric Clifford <eclifford@hartford-vt.org>

Thu 11/2/2023 8:51 AM

To: Gregory Sheldon <gsheldon@hartford-vt.org>

Cc: Scott Moody <smoody@hartford-vt.org>

 1 attachments (160 KB)

HPD CelleBrite.pdf;

Chief,

Please see attached CelleBrite data. These are all phones that were consented to be searched, therefore they did not need to be "broken" into under the authority of a search warrant. These numbers do not include the many phones we have sent to Grafton County NH Sheriffs Office (GCSO) and other agencies, so they could enter the non-consensual phones. I have asked GCSO for the number of phones we have sent up. Due to a recent switch in their reporting system, it is going to be delayed. When I get the total I will update you.

As you can see, these cases are serious in nature and this tool is extremely important to further our investigations. Cell phone analyzers are invaluable in criminal investigations. They help in extracting vital information, including call records, text messages, photos, and location data, which can be crucial in solving crimes and providing evidence in court. These tools help ensure the integrity of evidence and maintain the chain of custody. Without the ability to conduct these extractions, many of these cases would go unsolved and victims would not see justice in their traumatic experience with their offenders.

Respectfully submitted,

*Eric J. Clifford (K9 Dozer)*

*Investigator - Criminal Investigation Division*

*Hartford Police Department*

*812 VA Cutoff Road*

*White River Junction, VT 05001*

*Phone: (802)295-9425, ext. 370*

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



CelleBrite  
Hartford Police Department



| CASE NUMBER       | NUMBER OF PHONES ANALYZED | NATURE OF CASE                                     |
|-------------------|---------------------------|----------------------------------------------------|
| 20HF03775         | 1                         | Heroin Trafficking Into State                      |
| 20HF04606         | 3                         | Fatal Overdose                                     |
| 20HF04974         | 3                         | Fatal Overdose                                     |
| 20HF06375         | 1                         | Fatal Overdose                                     |
| 20HF07148         | 1                         | Heroin Possession / Sales                          |
| 20HF07720         | 1                         | Methamphetamine Trafficking - Case went Federal    |
| 20HF07928         | 3                         | Shooting                                           |
| 20HF08223         | 2                         | Heroin Trafficking Into State / Cocaine Sales      |
| 20HF08688         | 1                         | Fatal Overdose                                     |
| 21HF00123         | 1                         | Heroin Possession / Sales                          |
| 21HF00467         | 6                         | Shooting                                           |
| 21HF00585         | 1                         | Fatal Overdose                                     |
| 21HF00804         | 5                         | Sexual Assault                                     |
| 21HF02054         | 2                         | Heroin/Fentanyl Possession                         |
| 21HF06504         | 1                         | Fatal Overdose                                     |
| 21HF06955         | 2                         | Sexual Assault                                     |
| 21HF07513         | 1                         | Sexual Assault                                     |
| 21HF07812         | 3                         | Sexual Assault of Multiple Minors / Child Grooming |
| 21HF07904         | 1                         | Sexual Assault                                     |
| 22HF00181         | 1                         | Threat of Gun Violence                             |
| 22HF00662         | 1                         | Sexual Assault                                     |
| 22HF00685         | 1                         | Sexual Assault                                     |
| 22HF01233         | 1                         | Sexual Assault                                     |
| 22HF03822         | 1                         | Fatal Overdose                                     |
| 22HF05754         | 1                         | Child Sex Abuse Material Dissemination             |
| 22HF06590         | 2                         | Stalking                                           |
| 22HF06723         | 2                         | Kidnapping                                         |
| 23HF00798         | 1                         | Fatal Overdose                                     |
| 23HF00833         | 1                         | Sexual Assault                                     |
| 23HF01785         | 1                         | Assault/Robbery/Deadly Weapon/Attempted Kidnapping |
| 23HF01924         | 3                         | Fatal Overdose                                     |
| 23HF04006         | 2                         | Stalking                                           |
| 23HF0XXXX         | 1                         | Fatal Overdose                                     |
| 23HF07148         | 1                         | Agency Assist / Locate Missing Person              |
| 23HF0XXXX         | 1                         | Child Sex Abuse Material Dissemination             |
| 23HF0XXXX         | 1                         | Child Exploitation                                 |
| 23HF0XXXX         | 1                         | Child Exploitation                                 |
| 23HF0XXXX         | 1                         | Child Exploitation                                 |
| OUTSIDE AGENCIES  | 10                        |                                                    |
| Total Extractions | 73                        |                                                    |





CelleBrite  
Hartford Police Department



| CASE NUMBER       | NUMBER OF PHONES ANALYZED | NATURE OF CASE                            |
|-------------------|---------------------------|-------------------------------------------|
| 20HF04674         | 3                         | Fatal Overdose                            |
| 20HF05834         | 2                         | Sexual Assault                            |
| 20HF05724         | 2                         | Burglary                                  |
| 20HF06197         | 5                         | Aggravated Assault                        |
| 20HF08223         | 5                         | Drug Sales                                |
| 21HF00585         | 1                         | Fatal Overdose                            |
| 20HF08688         | 1                         | Fatal Overdose                            |
| 20HF08558         | 1                         | Fatal Overdose                            |
| 21HF00804         | 2                         | Sexual Assault/Weapons Offense/Drug Sales |
| 21HF00585         | 1                         | Fatal Overdose                            |
| 20HF07928         | 1                         | Suicide                                   |
| 20HF08688         | 1                         | Fatal Overdose                            |
| 20HF08644         | 4                         | Home Invasion/Shooting                    |
| 21HF06504         | 1                         | Fatal Overdose                            |
| 21HF07238         | 1                         | Endangered Missing Person                 |
| 21HF08250         | 1                         | Vandalism/Multiple Houses                 |
| 21HF07812         | 4                         | Sexual Assault                            |
| 22HF01715         | 1                         | Voyeurism                                 |
| 22HF02125         | 6                         | Shooting                                  |
| 22HF01821         | 4                         | Hate Motivated Crime/Explosives           |
| 22HF04165         | 2                         | Fatal Overdose                            |
| 22HF05701         | 2                         | Sexual Assault of a Juvenile              |
| 22HFXXXX          | 2                         | Homicide Investigation                    |
| 23HF00442         | 2                         | Fatal Overdose                            |
| 23HF01042         | 1                         | Suicide                                   |
| 23HF00833         | 2                         | Sexual Assault of a Juvenile              |
| 23HF02519         | 1                         | Fatal Overdose                            |
| 23HF01785         | 3                         | Assault/Robbery/Attempted Kidnapping      |
| 23HFXXXX          | 1                         | Fatal Overdose                            |
| Total Extractions | 63                        |                                           |

# **Cruiser (x3) Increase**

**\$225,000.00**

GL-10-211-331-0000



# Memo



To: Chief Sheldon  
From: Lt. Howell  
CC: Deputy Chief Kelley  
Date: 10/04/2023  
Re: Cruisers

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Chief,

I am writing to ask that you speak with Town Administration to seek emergency funding for the purchase of more marked patrol cruisers for the Police Department.

**Background:**

In early late 2022 and into early 2023 our fleet was severely damaged by a suspected vandal who put what appears to be dirt into three marked patrol cruisers fuel systems. We have a fleet of six (6) marked patrol cruisers and five (5) unmarked cruisers. It should be noted that at this time our patrol fleet was down to five (5) cruisers as one of them was totaled after being run off of the roadway at the beginning of September, 2022. Also at this time, four of these vehicles in our fleet needed catalytic converters which were covered under warranty and often due to this, the vehicles would not run causing us to put more mileage and wear on our running fleet. Due to supply chain issues and the parts being on national backorder we waited for several weeks for parts to arrive at the dealership and then had to wait for the service department to have a available date. This caused the operational patrol fleet to accrue exponentially more miles and wear from daily use and "hot seating" as the cruisers would run 24/7. We often times temporarily reassign our unmarked pursuit rated fleet (three vehicles) for patrol as there were times we only had one marked patrol cruiser available. This also added miles and wear to the admin/CID fleet. During this time we have been putting more miles on serviceable cruisers due to not having a full fleet and cruisers being out of service slated for repair and awaiting parts.

### **Chevy Tahoe vs. Ford Interceptor:**

We switched manufacturers this year opting to go with two Chevrolet Tahoe PPV's for a variety of reasons. Currently our new Ford Explorer PPV's are constantly down for repair. To date we have had three (3) catalytic converters replaced (under warranty), numerous other quality issues, exhaust fumes entering the cab and so on. We use Lebanon Ford for warranty work and work outside of the scope of the public safety mechanic. Lebanon Ford told me to not buy hybrid Ford Interceptor cruisers due to problems they are seeing with them that they cannot fix even with the help of Ford engineers. The Hartford DPW mechanics father is a public safety mechanic in Connecticut and advised that he stocks catalytic converters for his Ford Interceptor fleet as they constantly need replacement at a cost of approximately \$2500 / vehicle.

We have one fleet Chevy Tahoe PPV with approximately 45k miles. This car is currently assigned to an administrator, but has been used for extended periods of time covering road shifts and has been driven extensively as if it was a patrol car. This 2020 Chevy Tahoe PPV has only had preventative maintenance done and has been extremely reliable.

Our 2020 Chevy Tahoe PPV (5.3L V8) currently is getting the same mileage as our current Ford Explorers and highway mileage has been upwards of 20 MPG. The Chevy Tahoe has a higher trailering capacity (6,000 lbs) compared to the Ford PPV (5,000 lbs) which would give us more towing capacity. This would give us the ability to tow heavier trailers to include our range trailer and fire department trailers in the event they need one towed to a scene and give us more flexibility in the future for trailers we purchase. The Tahoe rear compartment area is 70.5 cu.ft and can hold 1610 lbs and the Ford rear compartment area is 50 cu. ft. and can hold 880 lbs. This would give us needed capacity for more equipment.

### **Current State of the Fleet:**

Currently, we are still waiting for the cruiser damaged in September, 2022 to complete upfitting through our vendor as well as waiting for another vehicle cruiser ordered in July, 2023. We have been pushed back on two occasions by our upfitter and now these cruisers are slated to enter the vendor shop for upfitting the first week of November with an unknown build time. Of late, we have had two cruisers go out of service for an extended period due to a "central power unit leak" which is covered under warranty, however, again we have to wait for the dealership to get us scheduled for service. PD 6 and PD 1 both needed this repair, both were purchased in 2021 and both have over 50,000 miles.

Currently our patrol fleet has the below miles:

| Cruiser | Mileage | Purchase Date |
|---------|---------|---------------|
| PD 1    | 65372   | 04/27/2021    |
| PD 3    | 52331   | 06/11/2020    |
| PD 4    | 18000   | 03/21/2023    |
| PD 5    | 39314   | 02/24/2022    |
| PD 6    | 52364   | 04/27/2021    |

Notably, our newest cruiser, PD 4, accrued 18000 miles in 7 months' time.

### **National and Local Supply Chain:**

In August of 2023, Deputy Chief Kelley and I attended the Fleet Expo/Conference in New Orleans, LA. During the "Agency Session-Small Agencies" the conversation was guided/mediated by a fleet manager and those present in the room were police officers/fleet managers (some sworn police and other civilian) from agencies with up to 25 vehicles. Also present during this were representatives from the two major cruiser manufacturers, Ford and GM.



Many of the agencies present advised that they cannot get vehicles at all and when they put orders in through the dealerships they use, the order is never fulfilled and often times is canceled. Also noted that due to the strike with vehicle manufacturers, parts for vehicles are going to become harder to get. The manufactures pressed that agencies should be trying to buy cruisers if dealerships have them and to buy them to avoid the future price increase due to the strike. This is already being felt as it is being reported that GM dealers and customers are already facing dwindling parts due to the strike. Ford noted that they are still facing supply chain issues and supplier issues from COVID as well. Both GM and Ford noted that agencies in cold weather climate, such as the northeast, should be staying with internal combustion engine (ICE) vehicles for front line public safety vehicles. EV's are not proven to be able to sustain a shift in cold weather without being charged.

On October 4, 2023 I spoke with our sales representative/upfitter regarding cruiser availability. I was told that they do have a few more 2023 Chevy Tahoe PPV 4WD, but they are going quickly. I was told that due to the labor strike at the manufacturer, they have no pricing or availability for the 2023 models and recommended that if we can, we should buy them as they do not know what they will get and if they will get anything. Our sales representative noted that he would reserve one or two if it is short term.

#### **Recommendation:**

I am recommending we purchase two additional Police PPV Tahoes for the patrol fleet in addition to the two we currently have ordered. Estimated cost is \$75,000 per cruiser. This covers the cost of the cruiser, all upfitting on the interior and exterior of the cruiser and a new radio. These cruisers will not replace any current fleet cruisers but will add to the patrol fleet. The additional two cruisers will bring the patrol fleet to eight cruisers.

Bringing the patrol fleet to eight cruisers will allow us to do the following:

- Additional cruisers in the event cruisers are down for maintenance
- Spare cruisers to use for officers to attend training
- Spare cruisers for officers to use at special events
  - o GSHP
  - o Quechee Balloon festival
  - o Fourth of July Fireworks
- Also adds to the fleet in the event we get fully staffed and have four officers per shift.

#### **Preventative Maintenance:**

In the last several months, we have adjusted our preventative maintenance program to get ahead, if possible, of issues with our fleet. Working with our public safety mechanic, he now does weekly fluid level checks and a overview of them. He also will be conducting 90 days thorough inspections of the fleet as well as the yearly required state of Vermont inspection. We are adjusting the way we do inspections and officers will be conducting pre shift and post shift inspections to ensure cruisers are serviceable and/or notify myself and the public safety mechanic of any issues.

#### **Additional Cost Considerations:**

Adding two vehicles to the fleet with add the below cost factors:

- Insurance
- Upfitting of supplies and what we stock the cruiser with
- Yearly cost for radar calibration
- Yearly inspection cost

\*Rough estimate for this is \$1000 / vehicle

**Community Resource**

**Liaison - x4**

**&**

**Data/Crime Analyst**

**\$325,745.00**



To: To Whom It May Concern

From: Commander Matthew A Prouty

Date: 25 October, 2023

Re: Community Resource Specialist

Greetings,

My name is Matthew Prouty and I am the Commander of Outreach for the Rutland City Police Department. In 2021 I retired but returned to work for the City of Rutland in August of 2022. I was hired as our first, Community Resource Specialist.

This program was researched by then Commander Gregory Sheldon. I was provided with a comprehensive job description that basically covered non-criminal incidents, to include citizen assists, neighbor disputes (non-violent), mental health/welfare checks and minor traffic collisions. I found myself involved in cases very quickly after being brought on. The position deals with non-emergencies so I was able to manage the calls on a priority basis. Having the time to listen to the public's concerns without the pressure of clearing a call for an emergency is important. There were days where most of the calls that came into the police dispatch center were handled by me. This freed up officers to catch up on paperwork and to be proactive.

Since Gregory Sheldon's retirement, we have added two more Community Resource Specialist, for a total of three. They have become a very important part of our daily work. In addition to taking non-criminal calls for service they are also proactive with supporting community partners and helping citizens navigate systems and finding resources. They have assisted citizens seeking treatment for SUD to include assistance with transportation to treatment.

This morning, I witnessed one of my resource specialists assist an Outreach Care Team that provide mobile healthcare assessments to the un-housed population here in our city. The healthcare team would not have been successful had it not been for the resource specialist introducing the clinical staff to the individuals that they were trying to assist. The community relationship building is also a huge benefit to the municipality when then community resource specialist out making connections.

In closing, I cannot say enough good things about this program and I strongly encourage you to strongly consider adding this position to your agency. I believe you will find in the very near future this will be considered best practice.

Respectfully,

Matthew A Prouty

Commander of Outreach

Rutland City Police





## RUTLAND CITY POLICE DEPARTMENT

108 Wales Street  
Rutland City, Vermont 05701-5018  
(802) 773-1816



**Brian A. Kilcullen**  
*Chief of Police*

October 27, 2023

Town of Hartford Select Board  
812 VA Cutoff Road  
White River Junction, VT 05001

Dear Esteemed Board Members,

In early 2022, the Rutland City Police Department, with the support of our Mayor and Board of Alderman, identified the need to better respond to many calls for service our department receives from those we serve. Our analysis of those calls showed that twenty-five percent of all we respond to had no criminal component. As a result, the Department created a non-sworn position to provide an appropriate response to most non-criminal calls which we believed would provide a better outcome for our customers, resulting in increased community stability.

Under the leadership of Commander Greg Sheldon (now retired from RCPD), the Community Resource Specialist (CRS) position was created. Working with Project VISION's Community Policing committee, a job description was developed for the CRS to accomplish our goals of better serving the public, identifying services necessary to overcome individual challenges, and facilitate connection to those community services. The Department's first CRS position was filled in August 2022. We now serve our community with three Community Resource Specialists, providing coverage seven days a week. The program has been well-received by city leaders, our sworn officers, community partners, and those we serve.

I believe a program similar to ours can serve your town well. I hope you give serious consideration to supporting Chief Sheldon's request to establish the Community Resource Liaison position in the Town of Hartford.

Please feel free to reach out to me if you require additional information or if you have any questions on our CRS program.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian A. Kilcullen". The signature is fluid and cursive, with a large initial "B" and a stylized "K".

Brian A. Kilcullen  
Chief of Police

Starting pay for a Community Resource Liaison would be \$24.00/hour

Wage Study indicates 47,250 – 63,788. \$24.00/hr is \$49,920/yearly

This would be Grade 16 Step A

GovHR USA, LLC

Town of Hartford, VT

Page 1

Town of Hartford, VT  
Table 2 - Proposed Pay Ranges, Non Union Positions

| 50th Percentile - Proposed Pay Ranges<br>Non Union Positions |         |         | 65th Percentile - Proposed Pay Ranges<br>Non Union Positions |         |         |
|--------------------------------------------------------------|---------|---------|--------------------------------------------------------------|---------|---------|
| Administrative and Technical                                 |         |         | Administrative and Technical                                 |         |         |
| 5% Between Each Grade and a 35% Range Spread                 |         |         | 5% Between Each Grade and a 35% Range Spread                 |         |         |
| Grade                                                        | Minimum | Maximum | Grade                                                        | Minimum | Maximum |
| 1                                                            | 45,250  | 61,088  | 1                                                            | 47,250  | 63,788  |
| 2                                                            | 47,513  | 64,142  | 2                                                            | 49,613  | 66,977  |
| 3                                                            | 49,888  | 67,349  | 3                                                            | 52,093  | 70,326  |

|                                               |                                                                            |          |          |          |          |          |          |          |          |          |
|-----------------------------------------------|----------------------------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Clipboard Font Cell Styles Styles Sensitivity |                                                                            |          |          |          |          |          |          |          |          |          |
| B19 23.99551875                               |                                                                            |          |          |          |          |          |          |          |          |          |
|                                               | A                                                                          | B        | C        | D        | E        | F        | G        | H        | I        | J        |
| 11                                            | 22                                                                         | \$33.92  | \$34.66  | \$35.45  | \$36.24  | \$37.06  | \$37.89  | \$38.74  | \$39.62  | \$40.51  |
| 12                                            | 23                                                                         | \$37.41  | \$38.26  | \$39.12  | \$40.00  | \$40.90  | \$41.81  | \$42.76  | \$43.72  | \$44.70  |
| 13                                            |                                                                            |          |          |          |          |          |          |          |          |          |
| 14                                            | FY24                                                                       |          |          |          |          |          |          |          |          |          |
| 15                                            | 7/1/23 to 6/30/24                                                          |          |          |          |          |          |          |          |          |          |
| 16                                            | 5% increase                                                                |          |          |          |          |          |          |          |          |          |
| 17                                            | Differential between grades is 5% for non-super and 10.4% for super 15.85% |          |          |          |          |          |          |          |          |          |
| 18                                            | Grade                                                                      | Step A   | Step B   | Step C   | Step D   | Step E   | Step F   | Step G   | Step H   | Step I   |
| 19                                            | 16                                                                         | \$ 24.00 | \$ 24.52 | \$ 25.08 | \$ 25.65 | \$ 26.22 | \$ 26.82 | \$ 27.41 | \$ 28.02 | \$ 28.66 |
| 20                                            | 17                                                                         | \$ 25.20 | \$ 25.76 | \$ 26.34 | \$ 26.94 | \$ 27.54 | \$ 28.16 | \$ 28.78 | \$ 29.44 | \$ 30.09 |
| 21                                            | 18                                                                         | \$ 26.48 | \$ 27.08 | \$ 27.68 | \$ 28.31 | \$ 28.93 | \$ 29.59 | \$ 30.25 | \$ 30.93 | \$ 31.63 |
| 22                                            | 19                                                                         | \$ 27.81 | \$ 28.45 | \$ 29.07 | \$ 29.74 | \$ 30.39 | \$ 31.09 | \$ 31.78 | \$ 32.51 | \$ 33.23 |

135 HAGELBERG HILL RD.  
ARLINGTON, VT. 05250  
[www.jwleadershipconsulting.com](http://www.jwleadershipconsulting.com)

Town of Hartford, Vt.  
Select Board  
171 Bridge St.  
Hartford, Vt. 05001

Board Members,

I am writing this letter to express my support for Chief Greg Sheldon's budget proposal to hire a Data Crime Analyst for the Hartford, Vermont Police Department. The pressing need to optimize public safety efforts to reduce community harm amid staffing constraints presents challenges for communities across Vermont. I firmly believe that the addition of a skilled Data Crime Analyst is not only justified but essential in an effort to reduce harm.

The role of a Data Crime Analyst is increasingly vital in modern law enforcement. The analyst of data directly addresses the unique challenges we face in maintaining public safety, especially during periods of staffing shortages. It is a significant step towards ensuring the safety and well-being of the community.

During my tenure as Chief of Police, the Rutland City Police Department's Project Vision - Outreach Division took an innovative approach to address public safety, transparency, and community well-being. We recognized that data was not just numbers on a page but a powerful tool for creating positive change. By bringing in a Data Crime Analyst, we transformed how our department and the city approached law enforcement, community engagement, and resource allocation to achieve better outcomes for those we serve.

This step allowed them to:

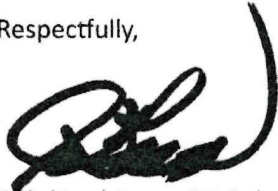
1. **Data-Driven Policing:** The Data Crime Analyst became the department's compass, helping them navigate complex crime dynamics in Rutland.
2. **Resource Optimization:** In a city with its unique challenges, resource optimization became a game-changer. The analyst identified where police presence and other resources were needed most.
3. **Community Engagement:** By understanding the specific concerns of Rutland's community through data, the department built trust and fostered stronger community bonds.
4. **Crime Reduction Strategies:** Armed with data insights, they crafted precise strategies to reduce crime, addressing both symptoms and root causes.
5. **Transparency and Accountability:** Transparent, accountable policing became their hallmark, supported by accurate, accessible data.

6. **Modernizing Technology:** The department's investment in technology and tools ensured they were equipped to address evolving challenges.
7. **Efficient Investigations:** Streamlined investigations led to quicker resolutions, enhancing public safety.
8. **Mental Health and Substance Use:** Rutland's unique challenges included mental health and substance use. Data analysis enabled more effective responses and support.

I firmly believe that the Hartford Police Department can achieve similar successes by investing in a Data Crime Analyst. It's not just a position; it's a catalyst for positive change. It's an investment in your future, one that promises to make not just a stronger police force but also a more effective and compassionate one.

I urge you to consider this budget proposal with the same enthusiasm and optimism that I hold. It's a crucial step towards realizing your shared vision of a safer, more transparent, connected community, much like what was accomplished in Rutland.

Respectfully,

A handwritten signature in black ink, appearing to read 'J. Baker', with a large, sweeping flourish extending upwards and to the right.

Col. (Ret.) James W. Baker  
Director  
JW Leadership Consulting



Hartford Select Board,

I am writing to strongly advocate for the integration of a dedicated crime analyst within the Hartford Vt, Police Department. Leveraging the powers of data and technology can lead to more effective and informed policing, which is pivotal in bridging the gap between law enforcement and the communities they serve.

1. **Enhanced Community Relations:** Transparent sharing of crime data with the public fosters trust. By having a crime analyst produce regular reports or even interactive dashboards, the community can stay informed about trends, which reduces speculation and rumors. It creates an environment where citizens feel more engaged and knowledgeable about the safety of their community.
2. **Resource Optimization:** A crime analyst can provide insights into patterns, allowing your department to allocate resources more efficiently. By understanding when and where crimes are most likely to occur, you can proactively deploy officers and implement measures to deter and detect criminal activity.
3. **Improved Decision Making:** Data-driven approaches allow for decisions that are based on evidence rather than intuition. Whether it's assessing the effectiveness of a particular initiative or strategy or identifying areas that require more attention, having access to comprehensive and analyzed data can significantly enhance the decision-making process.
4. **Predictive Analysis:** Modern crime analysts are not just focused on understanding what has happened but can also offer insights into what might happen in the future. Predictive analysis can guide preemptive measures, ensuring that potential hotspots are addressed before they become problematic.
5. **Strengthened Accountability:** By tracking and analyzing officer interactions and responses, we can ensure that best practices are consistently upheld. It offers an added layer of oversight and can be an essential tool in training and performance evaluation.
6. **Community Collaboration:** With clear data at hand, law enforcement agencies can more effectively collaborate with community organizations, local businesses, and residents. This collaboration can lead to the co-creation of solutions, thereby promoting a sense of collective responsibility for public safety.

In many cities across the nation, the addition of a crime analyst has led to more proactive policing, a reduction in crime, and an enhanced relationship between the police department and the community. It is a worthy investment that can yield substantial dividends in terms of safety, trust, and efficiency.

I had the distinct privilege of serving as the first crime/intelligence analyst for Rutland City. This position provided me with invaluable insights into the transformative potential of such a role, especially when paired with initiatives like Project VISION.

1. **Direct Impact on Project VISION:** My involvement with Project VISION illuminated the tremendous benefits that a data-driven approach can bring to community engagement and public safety strategies. By regularly sharing data and intelligence with partners, we were able to collaboratively develop initiatives that specifically targeted local crime hotspots and at-risk

populations. This not only amplified our effectiveness but also fostered a sense of shared responsibility among all stakeholders.

2. **Enhanced Community Relations:** My experience in Rutland City reaffirmed my belief that transparent sharing of crime data with the public fosters trust. Citizens felt more engaged and knowledgeable about their community's safety when they were provided with accessible and comprehensible data insights.
3. **Observations from Rutland City:** In my tenure as the crime/intelligence analyst, I noticed a marked improvement in the way different departments and agencies collaborated. Data acted as a universal language, bridging gaps, and creating a more cohesive approach to problem-solving. It was evident that when information flows freely and is harnessed effectively, the entire community stands to benefit.

I understand that budgets and resources are always of concern. However, I believe that the benefits of adding a crime analyst, both in terms of operational efficacy and community relations, far outweigh the costs. In our ever-evolving technological age, leveraging data to its fullest potential is not just an advantage; it's a necessity.

Having seen the tangible benefits in Rutland City, I genuinely believe that Hartford would similarly prosper from such an addition. The intertwining of robust data analysis with community-driven initiatives can lead to a safer and more harmonious environment for all residents.

Thank you for your time and consideration. I am more than willing to provide further information or resources on this matter if needed.

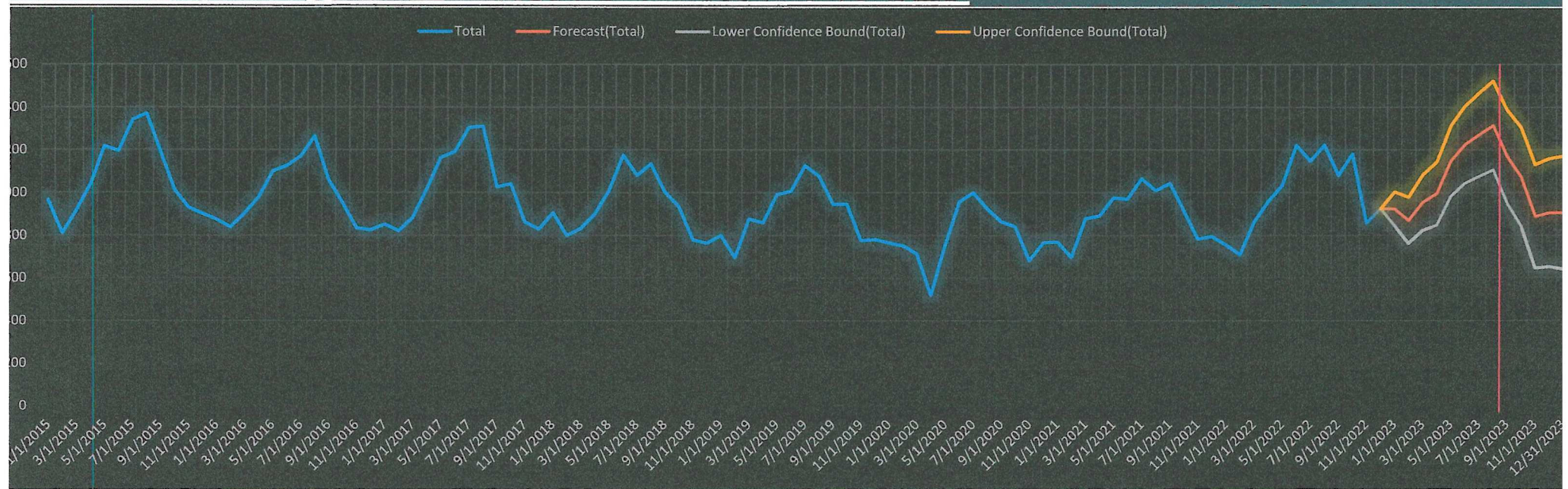
Warm regards,

Bradley GoodHale



# Forecasting Call Volume for 2023

(Directed Patrol, Foot Patrol, CRS Outreach & Traffic Stops/Offenses are removed.)

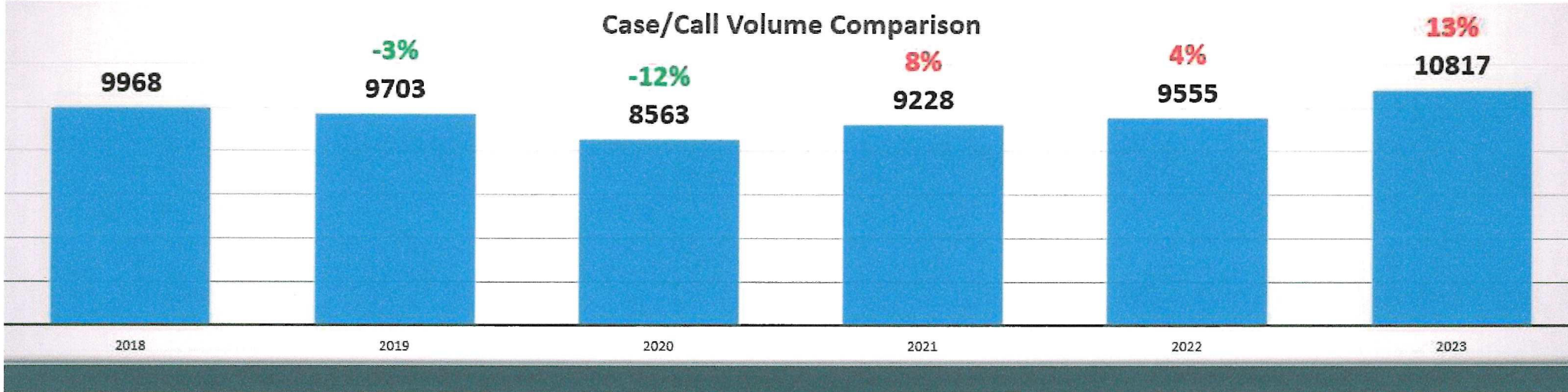


| Quarter 1   |                |              |       | Quarter 2   |                |       |       | Quarter 3   |                    |       |       | Quarter 4   |               |       |       |
|-------------|----------------|--------------|-------|-------------|----------------|-------|-------|-------------|--------------------|-------|-------|-------------|---------------|-------|-------|
| Month       | Forecast       | Lower        | Upper | Month       | Forecast       | Lower | Upper | Month       | Forecast           | Lower | Upper | Month       | Forecast      | Lower | Upper |
| January     | 923<br>(928)   | 843          | 1003  | April       | 995<br>(988)   | 846   | 1144  | July        | 1271<br>(1180*) W. | 1076  | 1465  | Oct.        | 1074<br>(247) | 842   | 1304  |
| February    | 869            | 761<br>(776) | 977   | May         | 1147<br>(1104) | 982   | 1313  | August      | 1314<br>(1252)     | 1106  | 1521  | Nov.        | 888           | 645   | 1131  |
| March       | 953<br>(1003)  | 824          | 1083  | June        | 1223<br>(1213) | 1043  | 1404  | Sept.       | 1168<br>(1147)     | 947   | 1387  | Dec.        | 905           | 651   | 1159  |
| Grand Total | 2745<br>(2707) | 2429         | 3065  | Grand Total | 3365<br>(3305) | 2872  | 3861  | Grand Total | 3753<br>(3579)     | 3129  | 4373  | Grand Total | 2867          | 2138  | 3594  |

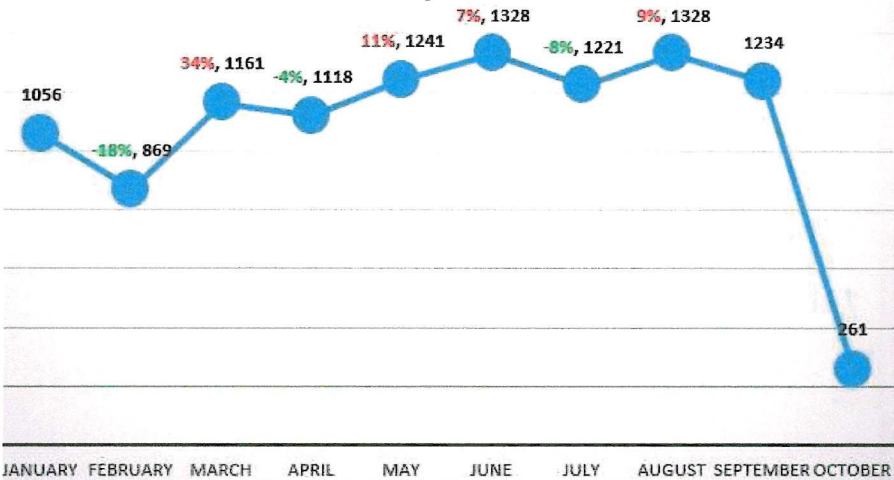


# YTD Actual Case Volume

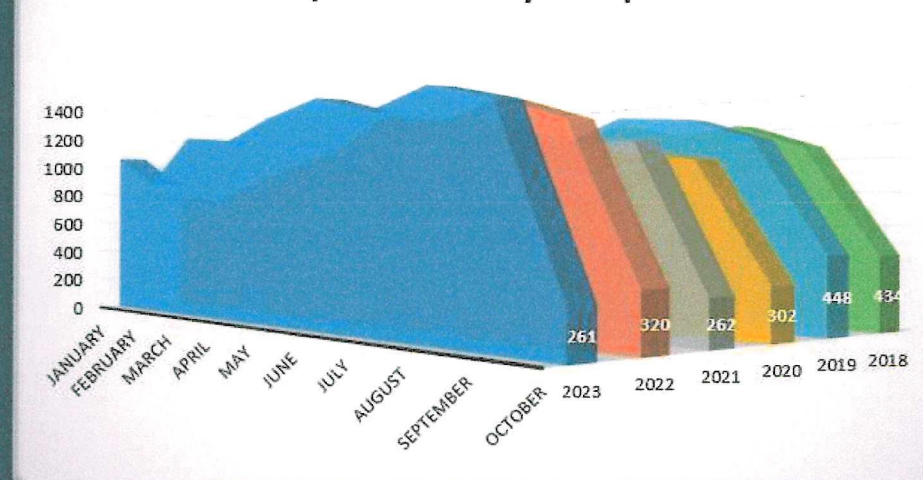
Case/Call Volume Comparison



2023 Case/Call Volume



Case/Call Monthly Comparison





# YTD Comparison

| <u>Offense</u>                                  | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>2021</u> | <u>2022</u> | <u>5 Yr. Avg.</u> |
|-------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------------|
| <u>Homicide</u>                                 | 0           | 0           | 0           | 1           | 1           | .4                |
| <u>Robbery</u>                                  | 3           | 5           | 4           | 15          | 13          | 6.8               |
| <u>Aggravated Assault &gt; Assault Offenses</u> | 38          | 33          | 26          | 33          | 48          | 35.6              |
| <u>Burglary</u>                                 | 47          | 49          | 36          | 72          | 38          | 48.4              |

|           | <u>2023</u><br>(Above or Below Average)                                                                            |
|-----------|--------------------------------------------------------------------------------------------------------------------|
| Reported  | 2                                                                                                                  |
| Confirmed | 2                               |
| Reported  | 3                                                                                                                  |
| Confirmed | 2                               |
| Reported  | 176                                                                                                                |
| Confirmed | Aggravated: 50 <br>Simple: 38 |
| Reported  | 77                                                                                                                 |
| Confirmed | 28                            |

Is 2021 Above Average? = Above =  Below = 



## Retail Theft Information

Reported  
299  
Confirmed  
211\*

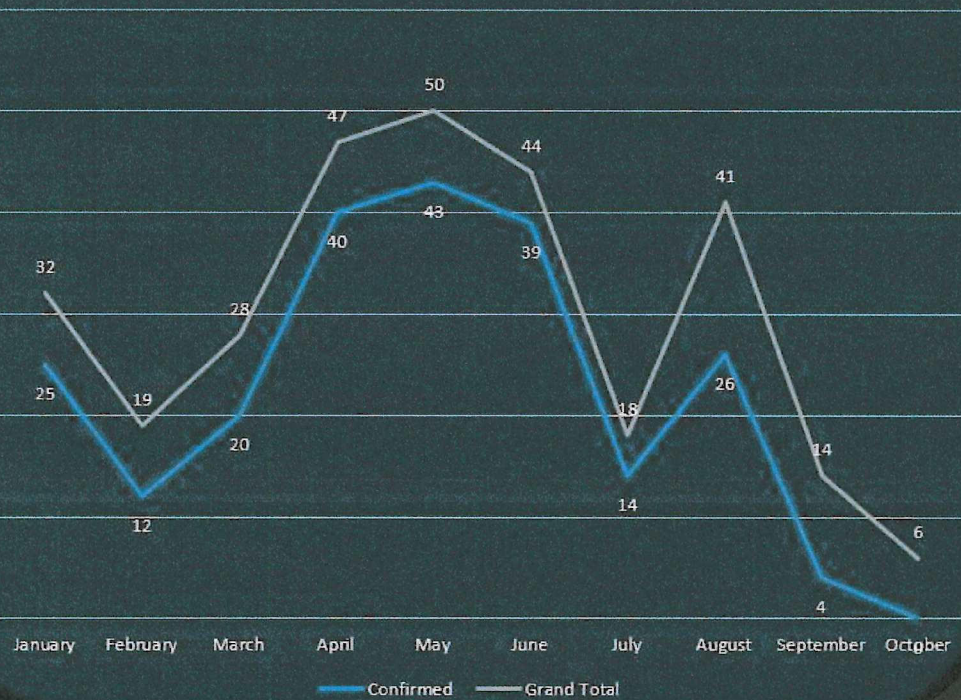
(Initial) Time Taken  
73 - 98.2 Hours  
Avg. 28 Mins

ID Rate  
133 (46%)  
Arrest/Citation  
97\*

Repeat %  
Identified: 66  
Repeat: 30%

Known/Suspected  
Substance Use  
80%

Monthly Reported Retail Thefts



Victim Cooperation Rate





# Overdose Information

YTD OD Total  
132  
YTD Fatal Total  
20\*

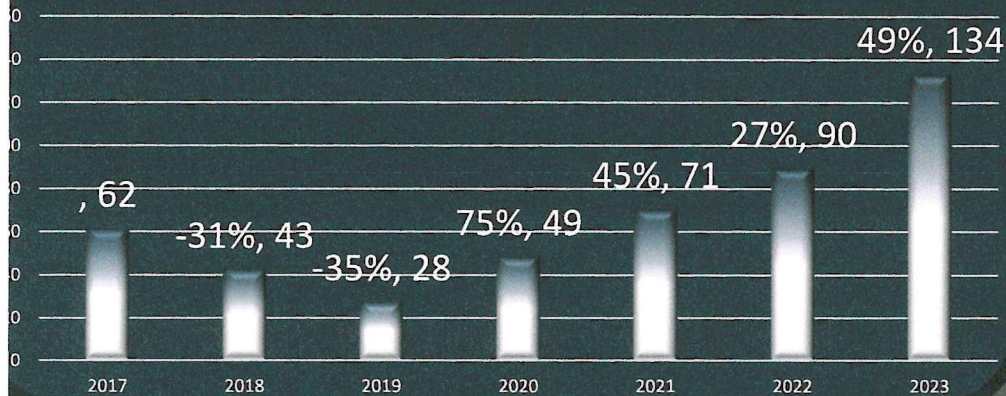
YTD Monthly Avg.  
14

YTD Total Narcan Used  
147

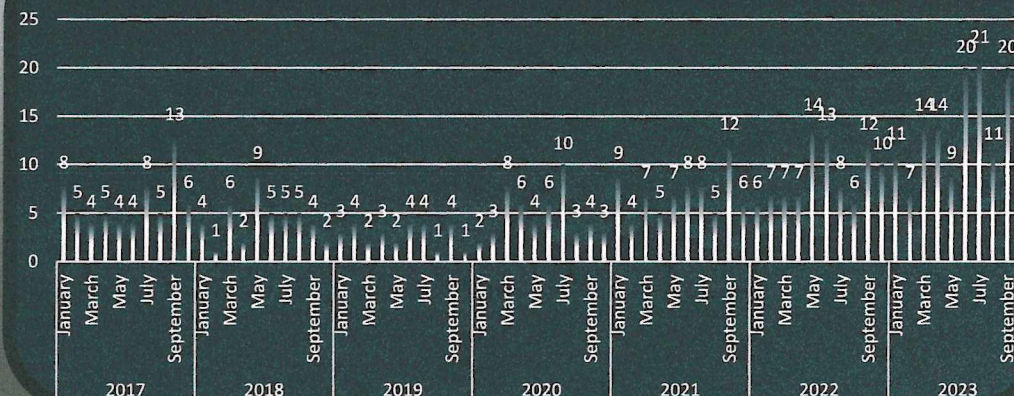
Repeat Victim  
12 (12%)

Rutland Resident  
89  
Non-Resident  
35

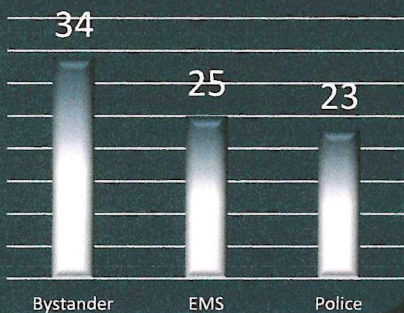
YTD Comparison



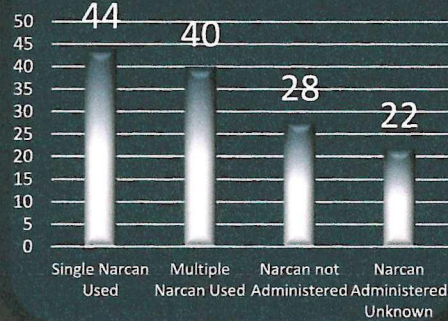
YTD/Monthly Overdose Comparison



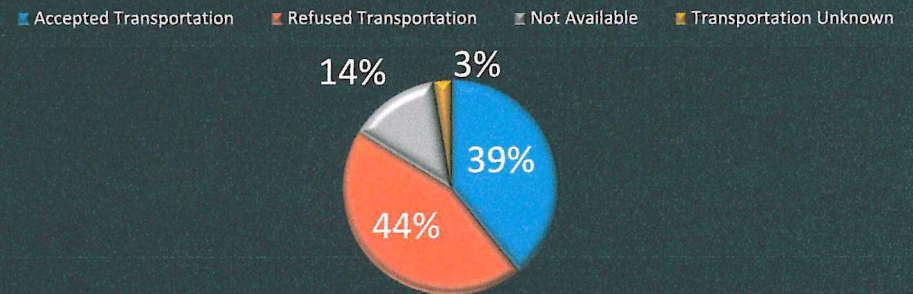
Narcan First Administered By



Number of Doses



Hospitalization





**Public Safety Enhancement & Violence Reduction**  
**10-Point Action Plan Framework**

**OVERVIEW**

A statewide workforce crisis, coupled with various social and public policy factors, have resulted in a spike in criminal activity, particularly drug-related violent crime. These trends are negatively impacting the public safety and welfare of the state.

Governor Scott has directed the commissioner of Public Safety and other agency and department executives – in partnership with other law enforcement entities, prosecutors, and the judiciary – to implement the following 10-point plan to:

- Reinforce frontline law enforcement capacity and prioritize immediate reduction, prevention and prosecution of violent crime statewide.
- Expand prosecution capacity and help the courts address their backlog of cases.
- Prioritize long-term violence prevention policies, systems, and services.

The Governor has further directed the commissioner of Public Safety to convene all local, state, and federal law enforcement agencies as soon as possible to:

- Share all available intelligence and data to develop a shared understanding of the statewide public safety environment.
- Allocate additional assets to the statewide effort.
- Strengthen, and work closely together to continuously improve, the intelligence-driven response necessary to ensure public safety and reduce violent crime.

**REINFORCE FRONTLINE PUBLIC SAFETY CAPACITY & PRIORITIZE REDUCTION, PREVENTION & PROSECUTION OF VIOLENT CRIME STATEWIDE**

1. **Prioritize VSP Mutual Aid** – The Vermont State Police (VSP) has been, and will remain, available 24-hours a day, 7-days a week and 365-days a year for call outs to assist with large cases, special teams and specific circumstances. VSP will preserve its ability to support local law enforcement agencies by responding to incidents that exceed local capacity. Recent examples include special teams' collaboration, crime scene processing, major crimes investigations and use of the VSP Critical Action Team to support municipal partners, upon request.
2. **Shift Special Teams Troopers to Coordinate with Federal ATF Task Force** – Special teams troopers will be temporarily assigned to coordinate with federal partners, and municipal police departments as necessary, to help confront, stop and prosecute the surge in gun and drug related criminal activity. As noted above, the State will also convene all local, state, and federal law enforcement agencies to develop a shared understanding of the statewide public safety environment and strengthen the intelligence and data-driven response to reduce violent crime this plan is intended to achieve.
3. **Better Align & Deploy State Law Enforcement Resources** – To improve coordination and operational efficiency across State law enforcement assets – including Vermont State Police, Department of Motor Vehicles, Agency of Natural Resources, and the Department of Liquor

and Lottery – the Governor has directed senior leaders to meet weekly to address operational needs and to identify specific and actionable ways to enhance statewide law enforcement operations and response. This has already resulted in improved coordination and efficiency of routine patrols on highways and state lands, and of investigations related to crimes on state lands, fraud investigations, accidental shootings, animal cruelty cases and DUI crash investigations.

4. **Augment the State Law Enforcement Workforce** – While law enforcement organizations work to fill the increasing number of vacant positions, the State will invite recently retired law enforcement officers to temporarily return to service to help confront public safety needs. There are almost 100 retired sworn law enforcement officers from across the State enterprise who are below the mandatory retirement age. VSP will begin by contacting retirees to assess their interest in temporary assignments for the purpose of augmenting special teams and backfilling vacancies on a temporary basis to address the most immediate service needs of Vermonters. Retirees would be assigned based on their skill set, experience and interest. Temporary duty would not impact their retirement benefits.

#### **EXPAND PROSECUTION CAPACITY & HELP THE COURTS ELIMINATE THEIR BACKLOG**

5. **Coordinate with the Attorney General to Facilitate Effective Allocation of Prosecutorial Resources** – The Office of the Attorney General (AGO) will facilitate effective allocation of prosecutorial resources as needed across the State. The AGO, in cooperation and collaboration with the Office of States Attorneys and Sheriffs, will assign prosecutors to focus on and facilitate prosecution of major crimes statewide, including all levels of violence associated with drug and human trafficking.
6. **Work with the Judiciary to Eliminate a Backlog of Cases** – Several factors, including the pandemic and available resources, have contributed to backlogs across the 14-county criminal court system. The judicial branch must eliminate this backlog and process cases in a timelier manner to ensure the swift delivery of justice to which all Vermonters are entitled. This will continue to require open and sustained communications with the executive branch and the public. While there are process improvements that can only be made by the Judiciary – such as continuing to expand the number and type of proceedings in the courthouses, implementing procedural improvements and resuming some pre-pandemic processes – the courts have identified the intersection of some processes with executive branch agencies, including the Department of Corrections, the Department of Children and Families and the Department of Mental Health, that could be streamlined. The Governor has directed these departments to implement process changes to facilitate court proceedings.

#### **PRIORITIZE LONG-TERM VIOLENCE PREVENTION POLICIES, SYSTEMS & SERVICES**

7. **Expand the role of the Fusion Center (Vermont Intelligence Center (VIC))** – The Department of Public Safety will work to expand the VIC into a statewide crime center to monitor and report, in real-time, on serious and violent crime for the most effective deployment of limited resources and to analyze crime data and trends for reporting to stakeholders, policymakers and the public. This step is essential to having effective situational awareness and will require some



reorganization and the addition of analysts. Additional support from federal agencies and the Vermont Legislature may also be required.

**8. Apply Vermont's Pandemic Response Model to Public Safety, Social Services & Mental Health**

– As it did in its nation-leading pandemic response, State government must measure activity and respond in real-time, identify causal factors and take action to prevent crime and better serve the vulnerable. The Governor has directed relevant state agencies/departments with public safety, social service, substance abuse prevention and treatment, and mental health missions to meet at least weekly to identify and track hot spots, repeat offenders and others known to law enforcement and social service providers. Their objective will be to swiftly deploy needed interventions and/or services, and to actively disrupt patterns and prevent interactions with the criminal justice system. This strategy acknowledges violent crime is often a symptom of misguided policies and/or inadequate coordination between programs and systems.

- 9. Reconstitute the Violence Prevention Taskforce by Executive Order** – To bring focus and clarity to a longer-term prevention strategy that prioritizes early interventions for children and families, the Governor will establish the Violence Prevention Taskforce (VPT). The VPT will be composed of senior executive branch officials appointed by the Governor and responsible for implementation of specific and measurable community violence prevention policies across state government, with an emphasis on preventing gun crimes in schools and in community settings. This taskforce is advisory to the Governor, and will report regularly to him on its view of the effectiveness of violence prevention policy; coordinate violence prevention policy implementation across state government; identify needed reform of existing laws that do not adequately holding offenders accountable in order to deter violent crimes; and coordinate federal funding opportunities to better prevent suicide and community violence, facilitate better use of ERPO implementation/enhancements and significantly improve school safety and school violence prevention.

- 10. Appoint a Director of Violence Prevention** – To lead the work of the Violence Prevention Taskforce (VPT), the Governor will appoint a new Director of Violence Prevention. This appointee will report directly to the Office of the Governor and be responsible for ensuring the VPT is achieving real results. The Director will also work with the Agency of Education and school safety teams to expand the use of behavioral risk assessments in schools; develop a plan to ensure every school is using and updating assessment tools; and develop a streamlined response and reporting system for threats. The Director will also work with the Attorney General, the States' Attorneys and Sheriffs and the departments of health and mental health to maximize the use of ERPO laws statewide, among other responsibilities.

###



## **Agenda Memorandum**

**November 14th, 2023**

**Submitted by: Ally Tufenkjian, Selectboard Member**

**Subject:** Policy on Policies  
Policy Template

**Background:** In October 2021, the Selectboard approved the Hartford Committee on Racial Equity & Inclusion's (HCOREI) recommendations to:

- Create a Policy on Policies.
- Compile a complete list of existing policies for all departments.
- Adopt a digital policy storage system that improves usability and meets accessibility requirements.

These actions aim to promote transparency and accessibility of Town ordinances and policies as well as to facilitate the ability to review policies with an equity lens. On October 20th, 2023, HCOREI recommended to the Selectboard and Town Manager that they devote funds of at least \$5,000 to begin the process of identifying, scanning, and converting policies to a standard template. For reference, here is [Hartford's Equity and Inclusion Strategic Plan](#), which helped inform these recommendations.

**Discussion:** In partnership with the Town Manager, the Selectboard should discuss the proposed Policy on Policies and Policy Template and offer any suggestions for revision. The agenda packet includes both of these documents along with the Town Hall Flagpole Policy written in the sample Policy Template as an example. The Selectboard may also discuss potential funding for this work.

**Impact:** Depending on the discussion and action taken, there may be a financial impact to support the transfer of town policy documents into a standardized format and an impact on Town staff involved in the documentation and transfer process.

### **Potential Motions (if needed):**

- 1) The Selectboard approve and adopt the Policy on Policies, effective November 14th, 2023.
- 2) The Selectboard approve and adopt the Policy Template, effective November 14th, 2023, and direct the Town Manager to begin the transfer of Town policies to the template.
- 3) The Selectboard direct the Town Manager to earmark \$\_\_\_\_\_ in the FY25 budget to support this policy work.



|              |                              |           |     |
|--------------|------------------------------|-----------|-----|
| Policy Title | SAMPLE * Policy on Policies  | Policy ID | 123 |
| Keywords     | Policy, Ordinance, Procedure |           |     |

## Purpose of Policy

To establish governance on policy, procedure, and ordinance development, renewal, and retirement.

## Policy Scope

All policies, procedures, and ordinances will follow a set structure, revision process and timeline.

## Definitions

- **Policy:** A policy is a course of action, guiding principle, procedure, or strategy that is adopted by a municipal public body (e.g., a selectboard or board of library trustees). Policies are executive in nature and are oriented inwards to guide internal decision-making processes. Generally, policies apply to employees, town facilities or the public body itself. A policy is designed to influence and determine decisions in the course of conducting certain municipal affairs.  
Although policies generally do not have regulatory enforcement authority as compared to ordinances, policies nevertheless are useful in that they clearly define a municipality's standards and set reasonable expectations for the applicable municipal topic.
- **Ordinances** An ordinance is a legislative act by the legislative body of a municipality (selectboard). In contrast to a policy, which governs internal operations, an ordinance is "an expression of municipal will affecting the conduct of the inhabitants generally, or of a number of them under some general designation." City of Barre v. Perry & Scribner, 82 Vt. 301 (1909). Municipal ordinances carry the state's authority and have the same effect within the municipality's limits as a state statute. Once adopted according to statutory process, they become legally enforceable local laws. A municipal ordinance is designated either as a civil or criminal offense and may carry a fine or penalty of up to \$800. A civil ordinance is generally enforced in the Vermont Judicial Bureau, the court that has statewide jurisdiction over civil violations.
- **Procedure:** A procedure is the counterpart to a policy; it is the instruction on how a policy is followed. It is the step-by-step instruction for how the policies outlined above are to be achieved. A policy defines a rule, and the procedure defines who is expected to do it and how they are expected to do it. Procedures answer questions like: How? When? Where?
- **Administrative policies and procedures:** are used by departments to inform other departments and staff of policies and procedures for the direction and management of town operations.
- **Departmental policies and procedures:** are used to inform and provide direction for internal departmental management and operation of city departments. They affect primary or exclusively single departments or divisions.
- **Owner:** Responsible party for the document, while a policy or ordinance may have many stakeholders, each document should have a single owner, often the role charged with implementing or enforcing the policy.

- **Reviewer/Writer:** Stakeholders who provide input into the content.
- **Approver:** Generally senior level personnel in the content area. The approver can be either a person (e.g., Bob Smith) or a role (e.g., Vice President, Human Resources).
- **Stakeholders:** an individual or group that has impact on or that can be affected by the policy.
- **Policy Library:** the repository for all policies and policy-related documents
- **Template:** A standard structure for all policies, ordinances and procedures including layout, font, style, branding etc.
- **Version control:** Readers should be able to easily discern which of several versions of a policy is the most recent. Version control can be maintained numerically (v.1, v.2, v.3) or by date. Best practice is to keep the version number/date in the footer of each page of the policy so it is obvious which version is being read.
- **Adoption:** Approval, Implementation and Notification of new policy or version to relevant audience.

## Policy Template

1. All new and revised policies should conform to a common, agreed upon template.
2. The template should minimally include space for entering the following information (see also Proposed Policy Template.)
  - a. Effective Date
  - b. Date Approved
  - c. Date of last Revision
  - d. Expiration Date
  - e. Owner Role/Title
  - f. Owning Department
  - g. Policy Name
  - h. Policy Content
    - i. POLICY STATEMENT - Statement of Policy
    - ii. PURPOSE - Why implementing the policy and who it applies to
    - iii. PROCEDURE - How the policy is carried out/enforced
    - iv. REFERENCE - Links to background information or other relevant policies
    - v. Attachments
    - vi. Approver name(s), signature(s), date(s) signed



## Policy Process

*(this could also be a separate “Procedure” for developing a policy)*

3. Proposing - Defining the need for the creation, revision or retirement of a written policy/ordinance/procedure. Gathering information from stakeholders and making recommendations.
  - a. Does the policy, as recommended, support the goals and objectives, represent good practice, is reasonable, adequately covers the subject, is consistent with existing policies, can be practically administered and have any cost implications?
  - b. Designate Policy Owner.
  - c. Designate Policy Approver(s).
  - d. Identify Stakeholders.
4. Writing/Editing - Drafting policy based on proposal information gathering
  - a. The policy/procedure/ordinance will be in the proper template.
  - b. The document will be drafted by the policy owner and reviewed by all reviewers/writers.
  - c. Keywords will be assigned.
  - d. Drafts will be crafted from feedback, comments, suggestions of stakeholders.
5. Approving - Draft is prepared for approval by owner and approved by Approver(s)
6. Implementing - Document once adopted will be posted with approval date, version number in the policy library. Adopted policies, procedures, and ordinances shall be published on the towns official webpage, shall be provided to the affected staff, and shall be available for public inspection at Town Hall.
7. Review, Update, Readopt, Version Control - all policies/procedures/ordinances will be reviewed when circumstances require but at a minimum of XX years and updated, revised, readopted or retired as necessary. Staff affected by updated policies should be notified and they will acknowledge receipt.
8. Retirement/Repealed - a document will be retired, repealed when no longer applicable to the town.

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                      |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Responsible Owner:            | Town Manager, Name Name                                                                                                                                                                                                                                                                                                                                                                                                                                                        | DEPT: Administration |
| Approved By:                  | Selectboard Chair, Name Name                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Version # 3          |
| Current Approval Date:        | 11/1/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                      |
| Date Policy in Effect:        | 02/01/2021 (historical first implementation)                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      |
| Related Polices & Procedures: | This would be links to other related town policies                                                                                                                                                                                                                                                                                                                                                                                                                             |                      |
| Attachments/Links             | VLCT - Municipal Policy and Ordinance Info Sheet<br><a href="https://www.vlct.org/resource/municipal-policies-and-ordinances-info-sheet">https://www.vlct.org/resource/municipal-policies-and-ordinances-info-sheet</a><br><br>VLCT Quick Guide to Ordinance Adoption, Amendment, or Repeal<br><a href="https://www.vlct.org/resource/quick-guide-ordinance-adoption-amendment-or-repeal">https://www.vlct.org/resource/quick-guide-ordinance-adoption-amendment-or-repeal</a> |                      |



# Hartford

Vermont

Effective Date: 01/2020

Approved: 02/2020

Last Revised: 02/2022

Expiration: 02/2024

Owner: Name, Title

Policy Area: Department

## NAME OF POLICY

### POLICY STATEMENT

Statement of Policy

### PURPOSE

Why implementing the policy and who it applies to

### PROCEDURE

How the policy is carried out/enforced

### REFERENCE

Links to back ground information or other relevant policies

### Attachments:

No Attachments

### Approval Signatures

Approver

Name of person, Title of Person

Date Signed

Name of person, Title of Person

Date Signed



# Hartford

Vermont

Effective Date: mm/yyyy

Approved: mm/yyyy

Last Revised: mm/yyyy

Expiration: mm/yyyy

Owner: [Hartford Parks & Recreation Director](#)Policy Area: [Parks & Recreation](#)

## Town Hall Flagpole Policy

Keywords: [flags](#), [flagpoles](#), [banners](#)

### POLICY STATEMENT

The Town of Hartford follows the Federal and State of Vermont Flag Code and Protocol governing the display and care of flags, including the United States flag, and the State flag.

### PURPOSE

It is the intent of the Town of Hartford to establish a Town-wide policy which follows the United States and State of Vermont provisions governing the display of flags, including the United States flag, the State flag, and special flags. Any additions must be approved by the Hartford Selectboard.

### POLICY SCOPE [ a.k.a. APPLICATION]

*[What/who it applies to]*

This Policy applies to all buildings owned or controlled by the Town of Hartford and all individuals employed by or who volunteer with the Town of Hartford, unless a provision of the policy conflicts with a contract or statute (e.g., Collective Bargaining Agreement, Civil Service Rule, or Memorandum of Understanding).

### DEFINITIONS

*[Any terms needing definitions]*

### REFERENCE

United States and State of Vermont provisions governing the display of flags. These can be found in the United States Code, Title 4, Chapter 1 ([Link](#)) and the Vermont Statutes, Title 1, Chapter 11 ([Link](#)) (hereinafter "Flag Code and Protocol").

### PROCEDURE [ a.k.a. GUIDANCE]

*[ How the policy is carried out/enforced]*

#### Display and Care of Flags

The Town of Hartford follows the Federal and State of Vermont Flag Code and Protocol governing the display and care of flags, including the United States flag, and the State flag.

#### Display of Additional Flags Indoors or Outdoors

In addition to the above flags, other "Special Flags or Banners" may be displayed on the flagpole located on the right side of the front door of Town Hall. Such Special Flags or Banners may only be displayed upon approval from the Hartford Selectboard.

Examples of Special Flags or Banners include, but are not limited to, Sister Town flags, Heritage Month flags (e.g., Black History Month, Pride Month, Asian/Pacific American History, National Hispanic Heritage, and Indigenous peoples' heritage), POW/MIA flags received in recognition of awards, flags received from visiting groups, or flags designating an event or accomplishment.

When selecting or approving a request for flying a Special Flag, the Selectboard shall consider and determine that the Special Flag meets at least one or more of the following criteria:

- Whether the United States or State of Vermont has recognized the flag through statute or proclamation;
- Whether the flag represents an organization dedicated to the public good for the Town of Hartford;
- Whether the flag represents a National, State, or Town interest;
- Whether the flag is an historic American flag that has or continues to have a primary positive message of American history and unity;
- Whether the flag promotes unity and community with another Town, state, country, or other jurisdiction; or
- Whether the flag represents a positive interest or value worthy of public recognition.

Unless otherwise stated or determined by the Selectboard, all Special Flags or Banners shall be flown or displayed for a limit of thirty (30) calendar days after their approval.

Any Special Flag or Banner flown from a flagpole at Town Hall must not be larger than the flag of the United States of America and must be located beneath the flag of the United States of America when flown on the same staff.

|                                        |                    |                |
|----------------------------------------|--------------------|----------------|
| <b>Attachments:</b>                    |                    | No Attachments |
| <b>Approval Signatures</b>             |                    |                |
| <b>Approver</b>                        |                    |                |
| <b>Name of person, Title of Person</b> | <b>Date Signed</b> |                |
| <b>Name of person, Title of Person</b> | <b>Date Signed</b> |                |



S.t.

**From:** Meghan Asbury <[masbury@trorc.org](mailto:masbury@trorc.org)>  
**Sent:** Wednesday, October 25, 2023 3:28 PM  
**To:** Michael Hoyt <[mhoyt@hartford-vt.org](mailto:mhoyt@hartford-vt.org)>  
**Cc:** Kevin Geiger <[kgeiger@trorc.org](mailto:kgeiger@trorc.org)>; Kim Souza <[ksouza@hartford-vt.org](mailto:ksouza@hartford-vt.org)>  
**Subject:** TRORC's Kevin Geiger attending November SB Meeting

DISCLAIMER  
Some people who received this message don't often get email from [masbury@trorc.org](mailto:masbury@trorc.org). [Learn why this is important](#)  
[EXTERNAL EMAIL: DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Dear Mr. Hoyt,

I am writing to see if you have room on your agenda for Kevin Geiger with TRORC to attend a November Selectboard meeting.

He would like to discuss a grant opportunity titled "Flood Resilient and Equitable Transportation Infrastructure for New Hampshire and Vermont".

I believe you meet every other Tuesday, please let me know which date and time may work for your November schedule.

Sincerely,

Meghan Asbury

**Meghan Asbury | Planner & Zone Agent**

**What is a Zone Agent?**



Two Rivers-Ottawaquechee Regional Commission

128 King Farm Road, Woodstock, VT 05091

[masbury@trorc.org](mailto:masbury@trorc.org) | Tel: 802.457.3188 x3014

[Facebook](#) | [Instagram](#) | [LinkedIn](#)

*This email is not a legal opinion and is part of the public domain.*

John Haverstock

---

**From:** Kevin Geiger <kgeiger@trorc.org>  
**Sent:** Wednesday, November 8, 2023 10:17 AM  
**To:** John Haverstock; Meghan Asbury  
**Cc:** Michael Hoyt; Kim Souza  
**Subject:** RE: TRORC's Kevin Geiger attending November SB Meeting

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

Yes, we are applying and looking for support from specific towns, as this grant is targeted toward us working with certain communities that DOT identifies in a variety of ways as being transportation disadvantaged – Hartford being one.

Kevin

**Kevin Geiger, AICP CFM**  
Director of Planning  
Two Rivers-Ottauquechee Regional Commission  
802-457-3188 ext. 3003  
[www.trorc.org](http://www.trorc.org)

*This email is a public record. It is not intended as legal advice.*

**From:** John Haverstock <jhaverstock@hartford-vt.org>  
**Sent:** Wednesday, November 8, 2023 9:57 AM  
**To:** Kevin Geiger <kgeiger@trorc.org>; Meghan Asbury <masbury@trorc.org>  
**Cc:** Michael Hoyt <mhoyt@hartford-vt.org>; Kim Souza <ksouza@hartford-vt.org>  
**Subject:** RE: TRORC's Kevin Geiger attending November SB Meeting

Kevin,

Just to clarify...Is this a grant which TRORC wishes to seek and TRORC is now soliciting letter of support from area towns?

John Haverstock  
Town Manager, Hartford, VT  
802/295-9353 x216

## John Haverstock

---

**From:** Kevin Geiger <kgeiger@trorc.org>  
**Sent:** Wednesday, November 8, 2023 3:37 PM  
**To:** John Haverstock  
**Cc:** Michael Hoyt; Kim Souza; Meghan Asbury  
**Subject:** RE: TRORC's Kevin Geiger attending November SB Meeting  
**Attachments:** Partner Letter of Support\_HF.docx

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

John,

Here is a draft letter of support for what we are seeking.

Kevin

**Kevin Geiger, AICP CFM**  
**Director of Planning**  
**Two Rivers-Ottauquechee Regional Commission**  
802-457-3188 ext. 3003  
[www.trorc.org](http://www.trorc.org)

*This email is a public record. It is not intended as legal advice.*



# TOWN OF HARTFORD

MUNICIPAL OFFICES

171 Bridge Street  
White River Junction, Vermont 05001

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

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



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

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November 14, 2023

U.S. Department of Transportation  
Thriving Communities Program  
1200 New Jersey Ave SE, Washington, DC 20590

**Re: Town of Rochester Letter of Support to the UVLSRPC & TRORC Proposal to the USDOT Thriving Communities – Regional Pilot Program**

Dear Monica Guerra,

The Town of Hartford supports the grant proposal to the USDOT Thriving Communities Regional Pilot Program, entitled “***Flood Resilient and Equitable Transportation Infrastructure for New Hampshire and Vermont***”, by the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC), and supported by the Two Rivers-Ottawquechee Regional Commission (TRORC).

TRORC has a longstanding relationship with our municipality, providing us with project management, GIS support, and transportation planning expertise. This grant will enable them to further extend their assistance to us to ensure our transportation system, in all of its forms, works now and in the future as flooding increases and we try to meet our residents’ needs. TRORC has assisted us with a ditching project and a grant application for Safe Routes to School that was awarded to increase safety at crosswalks.

We support UVLSRPC and TRORC as the lead entities to build critically missing capacity to support communities like us with peer-learning through the regional Transportation Advisory Committee, technical assistance on ditching and culvert projects, and regional coordination to help disadvantaged communities work toward flood resilience and more equitable access to mobility.

Sincerely,

John Haverstock  
Hartford Town Manager  
(802) 295-9353  
[jhaverstock@hartford-vt.org](mailto:jhaverstock@hartford-vt.org)



LAW OFFICES OF  
SCHUSTER, BUTTREY & WING  
Professional Association  
79 Hanover Street  
P.O. Box 388  
Lebanon, New Hampshire 03766  
Practice of Law in New Hampshire and Vermont



Barry C. Schuster  
*barry@ivylegal.com*

Telephone  
603-448-4780  
Fax  
603-448-3683

October 25, 2023

Mr. John Haverstock  
Town Manager  
Town of Hartford  
171 Bridge Street  
White River Junction, VT 05001

**RE: Certificate of Local Approval Application  
Judith A. Belyea, Evergreen Recycling, Inc.**

Dear Mr. Haverstock:

Attached please find the renewal application for a Certificate of Approved Location (COAL) on behalf of Evergreen Recycling, Inc. Two aerial maps of the property are also included with the Application. A copy of the current COAL permit from the Town which was issued on January 15, 2019, is also included for your reference.

The Agency of Natural Resources notified Evergreen that its Certificate of Approved Location is due for renewal. Evergreen has been operating the recycling facility for many years and its operations remain unchanged. To the knowledge of Judith Belyea, the owner of Evergreen, the facility is in compliance with all Town permits, Permit Application #94-194, Permit Application #98-51 and Permit Application #98-17. Evergreen also recently received the renewal of its Vermont Salvage Yard Permit on May 22, 2023.

Evergreen's operation meets all the requirements of the Salvage Yard Permit Statute, 24 V.S.A §§ 2251- 2257. Specifically:

**24 V.S.A. §2253**

- (a)(1), Ms. Belyea, through Evergreen, is the owner of the property and the deed to the property is in the Town file and was included with the prior COAL application.
- (2) attached aerial map show vegetative screening to west and north blocking a view of the facility. The south of the building is adjacent to another operating industrial-commercial building;
- (3) the business is in an industrial-commercial zone, in an industrial park, has town zoning permits to operate as a recycling facility, with which it is in compliance, and has

been operating in the same location and in the same manner since 1994;

(b)(1), the property is approximately 2,723 feet from I-91;

(2) the business is more than 100 feet from the Connecticut River and over 100 feet from Route 5 N;

(3) the business is in an industrial zone, in an industrial park and adjacent to other industrial businesses.

**24 V.S.A. §2254**

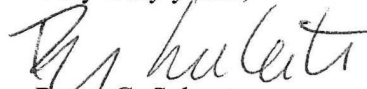
The business is screened from the road and from the river with vegetative and natural terrain screening. See attached pictures and aerial maps.

**24 V.S.A. §2257**

The business is screened from public view. See attached aerial maps and photos.

Evergreen requests the renewal and approval of its Certificate of Approved Location by the Selectboard within the statutory time frame. If you have any questions, please do not hesitate to contact me.

Very truly yours,



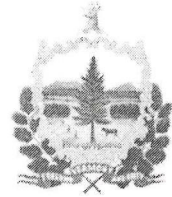
Barry C. Schuster

BCS/sf  
encl.



VERMONT

STATE OF VERMONT  
AGENCY OF NATURAL RESOURCES  
DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
Salvage Yard Program  
1 National Life Drive, Davis 1, Montpelier, VT 05620-3704



**APPLICATION FOR CERTIFICATE OF APPROVED LOCATION  
OF A SALVAGE YARD**

To the Selectboard of the City/  
(City Council, Selectboard, Board of Trustees)

Town/Village of Hartford in the county of Windsor

The undersigned hereby applies for a permit to locate and maintain a salvage yard to be located on the land and premises as herein described.

1. Name of Applicant: Judith A. Belyea
2. Address of Applicant: 239 A Street, Wilder, VT 05088
3. Owner of Land: Judith A Belyea
4. Description of Land: Industrial zoned lot already established and operating as a salvage yard at the end of A Street, Wilder, Town of Hartford, VT.

Being all or part of the same land and premises conveyed to Judy Belyea  
(Grantee)

by deed of Judith A. Belyea Business Trust 2016  
(Grantor)

recorded in Book 532 Page 64 of the Hartford Land Records; as described below:  
(City/Town)

Describe the land briefly, indicating dimensions to include reference to so-call permanent boundary markers. Being an irregularly shaped parcel of land situated northerly of land and premises formerly of Forest Wedge and Clog Co., Inc.; westerly of the west right of way line of the Boston and Maine Railroad, and more particularly described as follows: Beginning at a point marked by an iron pipe set in the ground in the westerly right of way line of the Passumpsic division of the Boston and Maine Railroad Company, said point is 3.5 feet east of a granite monument set in the property line between the original Azro Gillette land and north of said line and the so-called C. P. Frost land, south of said line, all in Wilder, so-called, in the Town of Hartford; Thence S 1° 51' 15" E a distance of 800 feet to a point marked by an iron pipe or rod driven into the ground in said right of way line; Thence along a straight line making an angle to the right of 90° a distance of 200 feet, to a point marked by an iron pipe driven into the ground, said point also marks the northwesterly corner of land and premises formerly of Forest Wedge and Clog Co., Inc.; Thence turning an angle to the left of 90° and going southerly along the westerly boundary of former of Forest Wedge and Clog. Co., Inc., a distance of 39.65 feet to an iron pipe driven into the ground in the easterly right of way line of the so-called street, which said street was discontinued by action of the Board of Selectman of the Town of



VERMONT

STATE OF VERMONT  
AGENCY OF NATURAL RESOURCES  
DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
Salvage Yard Program  
1 National Life Drive, Davis 1, Montpelier, VT 05620-3704

Hartford, VT, in 1891, said discontinuance being recorded in Book 7, Page 67 of the Town of Hartford Land Records, but which street appears on maps and surveys herein referred to; Thence along a straight line making an angle to the right  $60^\circ$  a distance of 91.65 feet to an iron pipe driven into the ground; thence continuing on the same course a distance of 151.24 feet to an iron pipe driven into the ground; thence along a straight line making an angle to the right of  $120^\circ$  a distance of 731.2 feet to a point marked by an iron pipe driven into the ground; Thence along a straight line making an angle to the right of  $22^\circ 11'$  a distance of 31.78 feet to a point marked by an iron pipe driven into the ground; Thence along a straight line making an angle to the right  $67^\circ 49'$  to a distance of 168 feet to a point marked by an iron pipe driven into the ground to a distance of 168 feet to a point marked by an iron pipe driving into the ground in the westerly side of the so-called street mentioned above; Thence continuing on the same course 50 feet to a point marked by an iron pipe driven into the ground on the easterly side of said so-called street; Thence along a straight line making an angle to the left of  $90^\circ$  a distance of 283.93 feet to the point marked by an iron pipe driven into the ground in the boundary line between the former Azro Gillette land and the C.P. Frost land; Thence along said boundary line a straight line making an angle to the right of  $115^\circ$  a distance of 198.6 feet over to the point of beginning.





VERMONT

STATE OF VERMONT  
AGENCY OF NATURAL RESOURCES  
DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
Salvage Yard Program  
1 National Life Drive, Davis 1, Montpelier, VT 05620-3704

Dated this 20<sup>th</sup> day of October, 2023.

Signature of Applicant: \_\_\_\_\_

*Judith Belyea*  
Judith Belyea

Consent of Owner (if land is leased, rented or otherwise permitted)

I hereby consent to the location and maintenance of the heretofore described salvage yard on my land, dated this 20<sup>th</sup> day of October, 2023.

Signature of Landowner: \_\_\_\_\_

*Judith Belyea*  
Judith Belyea



VERMONT

STATE OF VERMONT  
AGENCY OF NATURAL RESOURCES  
DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
Salvage Yard Inspection and Compliance Program  
1 National Life Drive, Davis 2, Montpelier, VT 05620-3803



# CERTIFICATE OF APPROVAL FOR LOCATION OF A SALVAGE YARD

The application of Judith A. Belyea whose address is  
239 A Street, Wilder, VT

dated 12/14/2018 to locate a junkyard on the land and premises in the city/town of  
Hartford owned by Judith A. Belyea

and described as follows Said property is located at the end of A Street in  
Wilder, in an Industrial/Commercial zoning district.

has been duly heard and acted upon by the Selectboard  
(City Council, Selectboard, Trustees)

of said Town of Hartford pursuant to the provisions of 24 V.S.A., §§ 2251- 2257

the same is approved this 15 day of January, 2019

The certificate is valid for 5 years from the date of issuance and is subject to the provisions  
(choose 1 through 5)

of State Statute or Municipal Ordinance presently or hereafter appertaining thereto. This certificate is for  
the exclusive use of the named applicant and is not assignable.

The application fee of \$25.00 and all other assessments authorized by 24 V.S.A. §2256 have  
been paid.

Selectboard

(City Council, Selectboard, Board of Trustees)

of the City/Town/Village of Town of Hartford

Susan Dennis  
Richard H. Brown  
B. J. Brown

J. L. T.  
Robert E. Johnson



State of Vermont  
Department of Environmental Conservation  
Waste Management & Prevention Division  
1 National Life Drive, Davis 1  
Montpelier, VT 05620-3704  
Telephone (802) 828-1138

AGENCY OF NATURAL RESOURCES

## **VERMONT SALVAGE YARD PERMIT**

**SY# 2200**

Judith Belyea  
Evergreen Recycling  
P.O. Box 4853  
White River Junction, VT 05001

### **Findings of Fact**

- A. On March 3, 2023, Judith A. Belyea, Trustee of the Judith A. Belyea Revocable Trust, owner of Evergreen Recycling, Inc. ("Permittee") located at 239 A Street, Village of Wilder, Hartford, VT submitted an application for a salvage yard renewal/permit pursuant to Salvage Yard Rules 26-301(b)(1) (effective 9/1/2015) ("the Rules").
- B. The Permittee seeks approval for operation of a salvage yard that primarily manages junk excluding motor vehicles.
- C. The Permittee certified that public notice was provided to adjoining property owners prior to or on February 22, 2023.
- D. A fee of \$700.00 (\$350.00/year for 2 years) for operation of a salvage yard that primarily manages junk excluding motor vehicles was paid by Permittee on March 3, 2023.
- E. On April 18, 2023 the Agency deemed the application to be administratively complete.
- F. A Certificate of Approved Location (COAL) as required by § 26-301(b)(1)(C) of the Rules was issued to Permittee by the Lyndon Select Board with the effective dates: January 15, 2019 through January 15, 2024.
- G. The Agency has reviewed the salvage yard location and activities as described in the application and finds it complies with 10 V.S.A. chapter 61 and the Salvage Yard Rules, specifically:
  - a. The salvage yard meets siting requirements of the Rules, § 26-401.
  - b. The salvage yard meets screening requirements of the Rules, § 26-402.
  - c. The salvage yard will not manage used oil, hazardous waste, or tires stored on site in amounts greater than allowed under § 26-302. Therefore, compliance with the financial assurance requirements and materials removal plan requirements of the Rules is not required.

A Vermont Salvage Yard Permit for the operational period of **May 22, 2023 through May 21, 2025** is hereby granted to Permittee for operation of the salvage yard on the premises hereinafter described. The operations approved under this permit shall be subject to the conditions listed herein. By acceptance of this permit the permittee agrees to allow representatives of the State of Vermont access to the property covered by the permit, at reasonable times, for the purpose of ascertaining compliance with Vermont environmental and health statutes and regulations and with the permit. This Permit is issued to, and binding upon, all persons listed below as property owners, business owners, and business operators.

Permittee(s). Vermont Salvage Yard Permit is issued to:

Facility Name: **Evergreen Recycling, Inc.**  
Location: **139 A Street, Village of Wilder, Town of Hartford, VT**  
Property Owner/Business Owners: **Judith A. Belyea**



**General Conditions.**

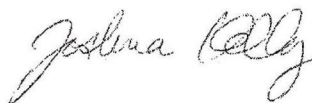
1. The salvage yard and all operations approved under this Permit shall be conducted in accordance with the Vermont Salvage Yard Rule and 24 V.S.A. chapter 61.
2. The Permittee(s) shall notify the Secretary of any change to a salvage yard or salvage yard operations that may affect the information provided in the permit or any term or condition of the permit.
3. This Permit is not transferrable or assignable and does not run with the land. A new owner, operator, or owner of land on which the salvage yard operates shall obtain a Permit from the Secretary prior to operating or maintaining a salvage yard.
4. A copy of this Permit shall be posted in a clearly visible location in the proximity of each entrance to the salvage yard.
5. Prior to the expiration date of this permit, the Permittee shall apply for a renewal of the permit by submitting a completed copy of the application form to the Secretary. Such application shall include all other required information as described in the VT Salvage Yard Rule § 26-301 (b)(2).

**Notice of Appeal Rights**

The issuance of this permit constitutes a final act or decision by the Secretary and may be appealed in writing to the Vermont Superior Court, Environmental Division (32 Cherry Street, 2<sup>nd</sup> Floor, Suite 303, Burlington, Vermont, 05401). All appeals shall be made in accordance with 10 V.S.A. Chapter 220 and must be filed within 30 days of issuance of the Secretary's act or decision.

Dated Issued: May 22, 2023

AGENCY OF NATURAL RESOURCES  
Julie S. Moore, Secretary

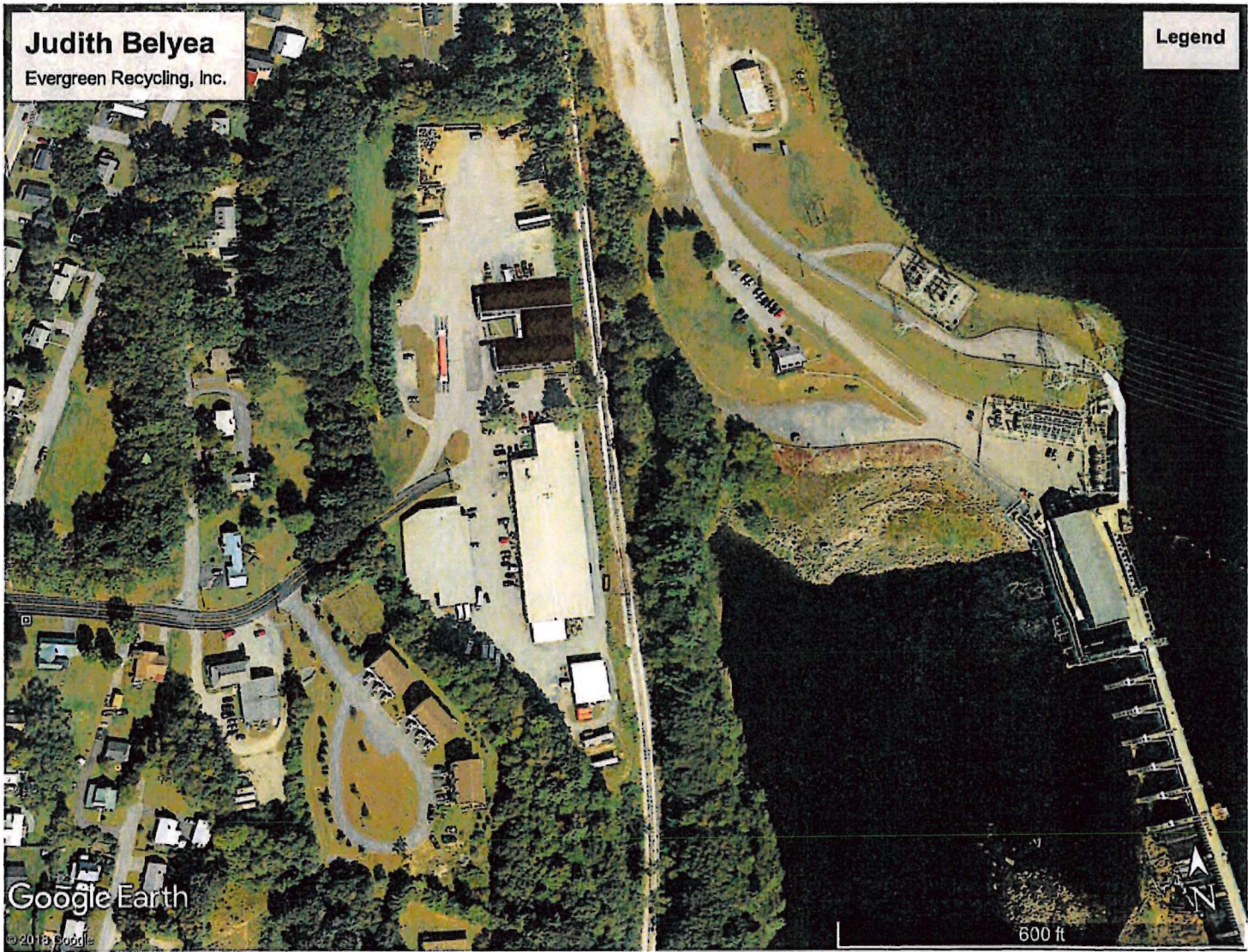


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Josh Kelly  
Solid Waste and Salvage Yard Program Manager  
Waste Management and Prevention Division







**Judith Belyea**  
Evergreen Recycling, Inc.

Legend

Google Earth

© 2013 Google

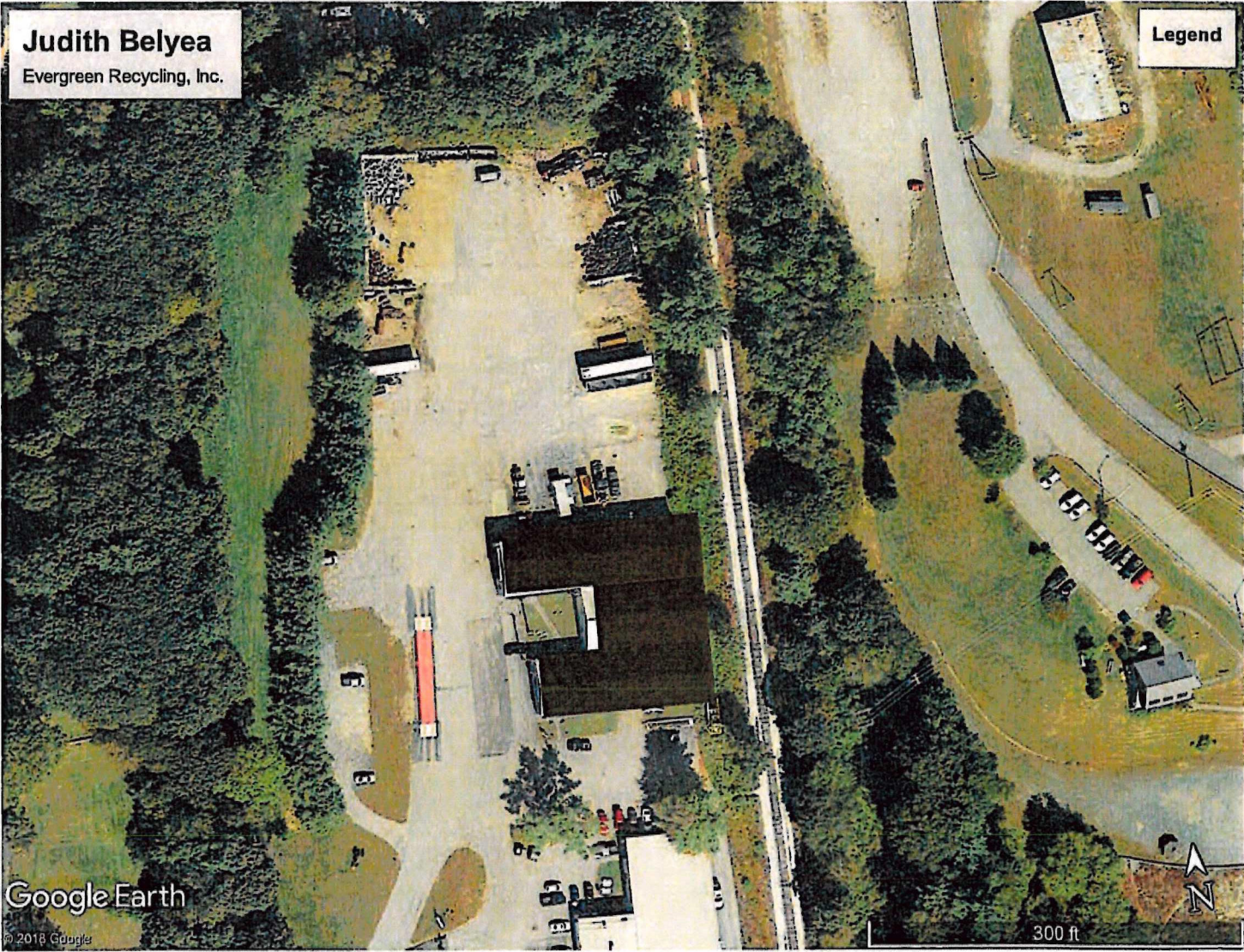


**Judith Belyea**  
Evergreen Recycling, Inc.

**Legend**

Google Earth  
© 2018 Google

300 ft





VERMONT

STATE OF VERMONT  
AGENCY OF NATURAL RESOURCES  
DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
Salvage Yard Inspection and Compliance Program  
1 National Life Drive, Davis 2, Montpelier, VT 05620-3803



## CERTIFICATE OF APPROVAL FOR LOCATION OF A SALVAGE YARD

The application of Judith A. Belyea whose address is  
239 A Street, Wilder, VT

dated October 20, 2023 to locate a junkyard on the land and premises in the city/town of  
Hartford owned by Judith A. Belyea/Evergreen  
and described as follows Said property is located at the end of A Street in  
Wilder, in an Industrial/Commercial zoning district.

has been duly heard and acted upon by the Selectboard  
(City Council, Selectboard, Trustees)

of said Town of Hartford pursuant to the provisions of 24 V.S.A., §§ 2251- 2257

the same is approved this \_\_\_\_\_ day of \_\_\_\_\_, 20 23

The certificate is valid for 5 years from the date of issuance and is subject to the provisions  
(choose 1 through 5)

of State Statute or Municipal Ordinance presently or hereafter appertaining thereto. This certificate is for  
the exclusive use of the named applicant and is not assignable.

The application fee of \$25.00 and all other assessments authorized by 24 V.S.A. §2256 have  
been paid.

Selectboard

(City Council, Selectboard, Board of Trustees)

of the City/Town/Village of Town of Hartford

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





## **AGENDA MEMORANDUM**

**November 14, 2023**

**Town Selectboard Meeting Item: 5.i.**

**Submitted by: Bryan Gazda, Director of Public Works**

**Subject: Winter Snow & Ice Removal Bid Award**

**Background:** The Town solicited price proposals from qualified snowplow contractors for the removal of snow and ice from public parking lots and building walkways throughout the town.

**Discussion:** The Town received three (3) proposals from snowplow contractors (see attached bid summary and tabulation sheets) with various rates per location for both full and empty parking lots, and walkways. A canvas of the bid proposals was conducted by DPW staff and Kurtzhalz Excavating proposal was found to be complete and cost reasonable.

**Impact:** FY 24 budget has \$37,100 appropriated for snow & ice removal under GL # 10-312-318-0000.

**Recommendation:** Authorize the Director of Public Works to enter into a service agreement with Kurtzhalz Excavating for the removal of snow and ice per Kurtzhalz bid proposal, dated October 20, 2023.

**Attachment:** RFP and Bid Tabulations



## **NOTICE**

### **TOWN OF HARTFORD**

The Town of Hartford is requesting bid proposals for Snow and Ice Removal for various Parking and Sidewalk areas.

Proposals must be submitted in a sealed envelope clearly labeled “Snow and Ice Removal Proposal” and will be received at the Town of Hartford, Town Manager Office, 171 Bridge Street, White River Junction, Vermont, 05001, no later than 1:00 p.m. on Friday, October 20, 2023. Proposals received after that time and date will not be accepted. Faxed proposals will not be accepted.

Specifications are available by contacting the Town of Hartford Public Works Department's Office, 173 Airport Road, White River Jct., VT 05001 at 802-295-3622, or on the Department of Public Works website at <https://www.hartford-vt.org/bids.aspx>

## **TOWN OF HARTFORD**

### **REQUEST FOR PROPOSALS FOR SNOW REMOVAL 2023-2024**

#### **1. SCOPE OF WORK**

**Locations:** This request is for parking lots, sidewalks and walkways as identified in Section 2 – Proposal Requirements - Locations

**Full Parking Lot Standards:** When a parking lot is occupied the contractor shall do the best to clear, treat, and de-ice the travel lanes, sidewalk, and walkways to the satisfaction of the Town. All locations must be attended to by 7:00 AM Monday through Friday and 8:00 AM on Saturday and Sunday.

**Empty Parking Lot Standards:** When a parking lot is unoccupied the contractor shall clear, treat, and de-ice travel lanes, parking areas, sidewalk, and walkways to the satisfaction of the Town. All locations must be attended to by 7:00 AM Monday through Friday and 8:00 AM on Saturday and Sunday.

**Town Hall Municipal Building Standards:** When Town Hall is open to the public during the evening and weekends, the travel lanes, parking areas and walkways to the building, if not cleared already shall be cleared to the satisfaction of the town. The Town shall provide a weekly meeting list with dates and times when the facility is open to the public. All locations shall be attended to at least thirty (30) minutes prior to the use of the facility.

**Individual Bids:** Contractors shall provide individual bids for each site utilizing the Bid Form provided.

#### **2. PROPOSAL REQUIREMENTS**

##### **Locations**

- 1) White River Junction South Main Street – Parking Lot (see note regarding use of salt/sand Section 9)
- 2) 97 South Main Street – Sidewalk from VFW to Village Parking Garage
- 3) 171 Bridge Street -Town Hall Municipal Building- Parking Lot and Walkways
- 4) 262 North Main Street - Bugbee Senior Center – Parking Lot and Walkway
- 5) 5966 Woodstock Road - Quechee Visitor Center – Parking Lot and Walkway

##### **Responsibility of the Contractor**

To fulfill the requirements of this contract, the contractor must provide sufficient vehicles, equipment, and operators in a timely manner for the proper removal of snow and ice from parking areas, sidewalks, and walkways. To help ensure that a contractor will be able to carry out this responsibility, the Town sets forth the following specific responsibilities, which the contractor accepts as conditions of this contract. The list provided below is not intended to be all-inclusive of the items required to perform this contract properly. The list is meant to set forth certain minimum requirements, which the Town expects to be met.

Completely familiarize himself/herself with the bid documents.

Submit evidence satisfactory to the Town that the contractor can fulfill the requirements of this contract. Such evidence may include, but not be limited to:

- A. Size and condition of contractor's vehicles including all relevant equipment, and staffing levels.
- B. Performance of work similar in size and nature to work in this contract. Performance to be attested to by at least three (3) references.
- C. Any evidence requested must be submitted within three (3) days of request or the Town may reject a bid.

Submit at least one (1) telephone number with 24 hour and 7 days per week service including all holidays to be used to contact the Contractor. Answering machine, answering service, or third-party contact is not acceptable. The Town contact person must have the capability to be able to communicate directly with the contractor or his/her designated contact person.

Upon award, the contractor must supply the following within fourteen (14) calendar days of the award notice:

- Name of operator(s) and proof of operator's current CDL (if required)
- Primary and secondary contact information.
- Certificate of insurances as specified to include Workers Compensation
- Completed IRS W-9 Form
- Proof of contractor's participation in a drug and alcohol testing program and consortium (if required).
- Enter into a limited services contract for services.

### **Insurance**

Contractor must maintain and provide proof of Workers Compensation, Comprehensive General Liability Insurance, Automobile Liability Insurance and Property Damage Insurance (minimum of \$2,000,000 aggregate, \$1,000,000 per occurrence). The Town of Hartford is to be named an additional insured on a certificate of insurance. The contractor agrees to hold harmless, indemnify and defend the Town of Hartford for all liability arising out of the project, except that arising out of the sole negligence of the Town of Hartford.

### **Revision to the Request for Proposals**

The Town of Hartford reserves the right to modify any technical and submission requirements associated with this proposal and the scope of work.

### **Limitations of liability**

The Town of Hartford assumes no responsibility and no liability for costs incurred by the proposer in responding to the Request for Proposal or in responding to any further request for interviews, additional data, etc. prior to issuance of a contract.



### **Rejection of Proposals**

The Town of Hartford reserves the right to reject any or all proposals or to award contracts in whole or in part if it is deemed in the best interest of the Town. In addition, the Town reserves the right:

- To accept other than the lowest price proposal;
- To amend, modify, or withdraw this Request for Bids;
- To require supplemental statements or information from bidders;
- To extend the deadline for responses to this Request for Bids;
- To waive or correct any irregularities in Bids received;
- To negotiate separately with one or more competing bidders, and
- To award the bid deemed in the best interest of the Town.

All bids upon submission become the property of the Town.

### **3. CONTRACT TERM**

The term of the contract shall be from the date of the contract award through June 30, 2024, with the option to negotiate a one-year extension to June 30, 2025.

### **4. CONTRACTOR SELECTION & EVALUATION CRITERIA**

The following criteria, as a minimum, will be used to evaluate qualifications:

| Item | Criteria                                                              | Weight |
|------|-----------------------------------------------------------------------|--------|
| 1    | Total Maximum Fee                                                     | 25%    |
| 2    | Staffing, equipment, licenses, and certifications to perform the work | 20%    |
| 3    | Description of qualifying experience to perform work                  | 20%    |
| 4    | List and contact information for a minimum of 3 references            | 20%    |
| 5    | Availability and proposed timeline to complete the work               | 15%    |

### **4. PAYMENT FOR SERVICES**

The contractor must submit a claim voucher/invoice for completed services. The request for payment must be itemized by date and time of service to be approved for payment. Invoices will be processed by the Town once each month and the invoice deadline for processing will be the 10<sup>th</sup> day of the month following the month in which services were provided. Prepayment of services is not allowed.

The Town of Hartford will not pay for any lot which has not been authorized by the appropriate Town officials and subsequently “signed-off” or otherwise approved.



## **6. RESPONSIBILITIES FOR DAMAGES**

The contractor is liable for damage done to sod, shrubbery, trees, and structures which they caused during the removal of snow and ice. The contractor must repair all damage for which they are liable as determined by the Town. All damage covered by claims filed on or before April 15<sup>th</sup> must be repaired by June 15<sup>th</sup> of each year.

## **7. CONTRACT PERFORMANCE STANDARDS & BREACH OF CONTRACT**

Snow and ice removal is herein mutually agreed by the Contractor and the Town to be an important public health and safety matter. Therefore, in the event of a breach of Contract or Performance Standards, the Town reserves the right to immediately terminate the contract in whole or in part in the interest of the public's welfare. Wherever practical, the Town will give due notice in advance of such termination in writing.

The contract may be terminated by the Town when it has been determined that the contractor has:

- Abandoned the work to be performed under this contract.
- Assigned this contract to others without Town consent.
- Unnecessary or unreasonably delayed any of the work to be performed under this contract.
- Fails to furnish enough properly skilled operators or sufficient vehicles and equipment to perform the work.
- Consistently disregards the instructions of the Department of Public Works Director, Assistant Director or Highway Foreman, or another authorized Town's agent.
- Fails to perform properly on the route as determined and described by the Town despite repeated (2) written warnings.
- Is recklessly and needlessly causing excessive property damage.
- Otherwise violates provisions of the contract.

### **OTHER CONSIDERATIONS**

- It is the responsibility of the Contractor that all their employees shall treat the public in a respectful and courteous manner, and insolent, disorderly, or careless behavior will not be tolerated.
- The decision as to when snow and ice removal services will commence will be in accordance with the day and time schedule as identified in Section 1 – Scope of Work. The Town reserves the right to modify the schedule and it is expected the Contractor will commence snow and or ice removal operations within sixty (60) minutes of being notified.

## **8. EQUIPMENT SPECIFICATIONS**

The vehicles and or equipment furnished under this contract must be in accordance with the following specifications and fully comply with all applicable Motor Vehicle Laws of the State of Vermont, including presentation of a valid Vermont registration.

Bidders must provide a list of vehicles and equipment proposed for plowing and snow/ice removal services that includes the make/model, year, engine hours (if applicable), and date of most recent relative maintenance or state inspections.

All vehicles and equipment must be in satisfactory condition, and clearly demonstrate the ability to perform tasks assigned to it.

## **9. SNOW REMOVAL SPECIFICATIONS**

The Contractor must ensure that all parking lots, sidewalk ramps, sidewalks, doorways, and building entrances are adequately cleaned of accumulated snow and or ice. This requirement will involve hand work which should be considered in the bid.

All parking lots are to be treated with road salt (70%) and a winter sand or super grit mix (30%) ratio and sidewalks, ramps, doorways and building entrances are to be treated with an ice melt product that does not harm the concrete walkways or building floors. **NOTE: S. Main Street Parking Lot center parking lanes are not to receive salted/sanded due to pervious asphalt material.**

If requested by the Town, a second round of clean-up may be required and will be paid for at the Parking lot empty price.

## **10. PRICING**

The bid price shall include but not limited to the cost of the operator wages to include fringe benefits, vehicle/equipment, insurance, repairs, operating expendables, chains, fuel, lubricants, salt/sand material, and all other costs related to the operation of the equipment.

Cost to perform all services shall be per event in accordance with bid pricing for Parking Lot Full, Parking Lot Empty and Walkway Cleanup items above. No additional compensation will be provided for work performed outside of Sections 1 & 2 locations.

## **11. INSTRUCTIONS**

Proposals must be submitted in a sealed enveloped clearly labeled “**Snow and Ice Removal Proposal**” and will be received at the Town of Hartford, Town Manager Office, 171 Bridge Street, White River Junction, Vermont, 05001, **no later than 1:00 p.m. on Friday, October 20, 2023.** Proposals received after the noted time and date will not be accepted. Faxed proposals will not be accepted.

Any questions regarding this request or to schedule a site visit, please contact Jeremy Delisle, Assistant Director of Public Works, at 802-295-3622 or by email at: [jdelisle@hartford-vt.org](mailto:jdelisle@hartford-vt.org).

# **TOWN OF HARTFORD**

## **Plowing Municipal Parking Lots & Walkways**

### **BID SHEET**

| <b>Snow &amp; Ice<br/>Removal</b>                                  | <b>Treating Parking<br/>Lot -Full<br/>Per Each</b> | <b>Treating Parking<br/>Lot - Empty<br/>Per Each</b> | <b>Clearing Snow &amp;<br/>Treating Walkways<br/>Per Each</b> |
|--------------------------------------------------------------------|----------------------------------------------------|------------------------------------------------------|---------------------------------------------------------------|
| <b>171 Bridge Street<br/>Town Hall Municipal<br/>Building</b>      |                                                    |                                                      |                                                               |
| <b>WRJ South Main Street<br/>Parking Lot</b>                       |                                                    |                                                      |                                                               |
| <b>97 South Main Street<br/>VFW Sidewalks</b>                      |                                                    |                                                      |                                                               |
| <b>262 North Main Street<br/>Bugbee Senior Center<br/>(2 lots)</b> |                                                    |                                                      |                                                               |
| <b>5966 Woodstock Road<br/>Quechee Visitor Center</b>              |                                                    |                                                      |                                                               |

| <b>Ice Removal Only</b>                                            | <b>Treating Parking<br/>Lot- Full<br/>Per Each</b> | <b>Treating Parking<br/>Lot - Full<br/>Per Each</b> | <b>Treating Walkways<br/>Per Each</b> |
|--------------------------------------------------------------------|----------------------------------------------------|-----------------------------------------------------|---------------------------------------|
| <b>171 Bridge Street<br/>Town Hall Municipal<br/>Building</b>      |                                                    |                                                     |                                       |
| <b>WRJ South Main Street<br/>Parking Lot</b>                       |                                                    |                                                     |                                       |
| <b>97 South Main Street<br/>VFW Sidewalks</b>                      |                                                    |                                                     |                                       |
| <b>262 North Main Street<br/>Bugbee Senior Center<br/>(2 lots)</b> |                                                    |                                                     |                                       |
| <b>5966 Woodstock Road<br/>Quechee Visitor Center</b>              |                                                    |                                                     |                                       |

**Submitted By:**

**Contractor:** \_\_\_\_\_

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

**City/State/Zip:** \_\_\_\_\_

**Name/Title (Print):** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Company Website:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_



## RFP Results for Snow & Ice Removal for 2023-24

|                                      | Thomposn Site Svc. | Lowery Property | Kurtzhalz Excav. |
|--------------------------------------|--------------------|-----------------|------------------|
| <b>Snow &amp; Ice Removal</b>        |                    |                 |                  |
| Lot Full                             | \$685.00           | \$625.00        | \$395.00         |
| Lot Empty                            | \$805.00           | \$920.00        | \$560.00         |
| Walkways                             | \$200.00           | \$320.00        | \$240.00         |
| <b>Ice Removal Only</b>              |                    |                 |                  |
| Lot Full                             | \$415.00           | \$312.50        | \$220.00         |
| Lot Empty                            | \$510.00           | \$460.00        | \$220.00         |
| Walkways                             | \$100.00           | \$210.00        | \$240.00         |
| <b>Per Snow &amp; Ice Event Cost</b> |                    |                 |                  |
| <b>Snow &amp; Ice Remove</b>         |                    |                 |                  |
| Lot Full & walkways                  | \$885.00           | \$945.00        | \$615.00         |
| Lot Empty & Walkways                 | \$1,005.00         | \$1,240.00      | \$800.00         |
| <b>Ice Removal Only</b>              |                    |                 |                  |
| Lot Full & walkways                  | \$515.00           | \$522.50        | \$460.00         |
| Lot Empty & Walkways                 | \$610.00           | \$670.00        | \$460.00         |

Indicates Low Proposal Price

Submitted By:

Contractor: Kurtzhalz Excavation (Kristian Kurtzhalz)

Address: 958 Bloodhill Rd

City/State/Zip: West Windsor VT 05084

Name/Title (Print): Kristian Kurtzhalz Owner

Telephone Number: 802-241-4074

Email Address: Kristian@Kurtzhalz.com / KKurtzhalz802@gmail.com

Company Website: Kurtzhalz.com

Date: 10/26/2023

Authorized Signature: 

**Kurtzhalz Excavation  
Kristian Kurtzhalz  
802-291-4074**

**Snow Removal Equipment**

**2023 F350 Pickup truck**

**-2 yard sander**

**-10' Fisher plow**

**2023 GMC Sierra Pickup truck**

**-9' 6" Fisher VX2 V-plow**

**2019 F350 Pickup truck**

**-9' 6" Fisher VX2 V-plow**

**-2 yard sander**

**2022 Kubota skid steer**

**-64" commercial snowblower with Shute extension**

**2018 Komatsu 270 Loader**

**-10' with 4' extensions plow**

**2024 BX Kubota tractor**

**-48" commercial grade snow blower**

**-48" sweeper**

**-Rear mounted drop spreader**

**2024 Boss Snowrator**

**-48" plow**

**-Drop spreader**

# TOWN OF HARTFORD

## Plowing Municipal Parking Lots & Walkways

### BID SHEET

| Snow & Ice Removal                                        | Treating Parking Lot - Full Per Each | Treating Parking Lot - Empty Per Each | Clearing Snow & Treating Walkways Per Each |
|-----------------------------------------------------------|--------------------------------------|---------------------------------------|--------------------------------------------|
| 171 Bridge Street<br>Town Hall Municipal Building         | \$ 100                               | \$ 145                                | \$ 60                                      |
| WRJ South Main Street<br>Parking Lot                      | \$ 85                                | \$ 125                                |                                            |
| 97 South Main Street<br>VFW Sidewalks                     |                                      |                                       | \$ 60                                      |
| 262 North Main Street<br>Bugbee Senior Center<br>(2 lots) | \$ 125                               | \$ 165                                | \$ 60                                      |
| 5966 Woodstock Road<br>Quechee Visitor Center             | \$ 85                                | \$ 125                                | \$ 60                                      |

\$395

\$560

\$240

| Ice Removal Only                                          | Treating Parking Lot - Full Per Each | Treating Parking Lot - Full Per Each | Treating Walkways Per Each |
|-----------------------------------------------------------|--------------------------------------|--------------------------------------|----------------------------|
| 171 Bridge Street<br>Town Hall Municipal Building         | \$ 80 →                              |                                      | \$ 60                      |
| WRJ South Main Street<br>Parking Lot                      | No Sand                              |                                      |                            |
| 97 South Main Street<br>VFW Sidewalks                     |                                      |                                      | \$ 60                      |
| 262 North Main Street<br>Bugbee Senior Center<br>(2 lots) | \$ 80 →                              |                                      | \$ 60                      |
| 5966 Woodstock Road<br>Quechee Visitor Center             | \$ 60 →                              |                                      | \$ 60                      |

\$220

Page 7 of 8

\$220

\$240



Submitted By:

Contractor: LOWERY PROPERTY SERVICES

Address: 76 Acorn St White River Jct, VT 05001 P.O. BOX 4584  
WRI, VT 05001

City/State/Zip: White River Jct, VT 05001

Name/Title (Print): Troy Lowery

Telephone Number: 603-252-1848

Email Address: troy@lowerypropertyservices.com

Company Website: lowerypropertyservices.com

Date: 10-18-2023

Authorized Signature: 

# TOWN OF HARTFORD

## Plowing Municipal Parking Lots & Walkways

### BID SHEET

| Snow & Ice Removal                                        | Treating Parking Lot - Full Per Each | Treating Parking Lot - Empty Per Each | Clearing Snow & Treating Walkways Per Each |
|-----------------------------------------------------------|--------------------------------------|---------------------------------------|--------------------------------------------|
| 171 Bridge Street<br>Town Hall Municipal Building         | <del>\$000</del><br>\$200.00         | \$295.00                              | \$75.00                                    |
| WRJ South Main Street<br>Parking Lot                      |                                      |                                       |                                            |
| 97 South Main Street<br>VFW Sidewalks                     |                                      |                                       |                                            |
| 262 North Main Street<br>Bugbee Senior Center<br>(2 lots) | \$175                                | \$250.00                              | \$75.00                                    |
| 5966 Woodstock Road<br>Quechee Visitor Center             | \$250.00                             | \$375.00                              | \$170.00                                   |

\$625

\$920

\$320

| Ice Removal Only                                          | Treating Parking Lot - Full Per Each | Treating Parking Lot - Full Per Each | Treating Walkways Per Each |
|-----------------------------------------------------------|--------------------------------------|--------------------------------------|----------------------------|
| 171 Bridge Street<br>Town Hall Municipal Building         | \$100                                | \$147.50                             | \$55.00                    |
| WRJ South Main Street<br>Parking Lot                      |                                      |                                      |                            |
| 97 South Main Street<br>VFW Sidewalks                     |                                      |                                      |                            |
| 262 North Main Street<br>Bugbee Senior Center<br>(2 lots) | \$87.50                              | \$125.00                             | \$55.00                    |
| 5966 Woodstock Road<br>Quechee Visitor Center             | \$125.00                             | \$187.50                             | \$100.00                   |

\$312.50

Page 7 of 8

\$460

\$210

**Submitted By:**

**Contractor:** Thompson Site Services LLC. (TSS)

**Address:** 55 Trillium Ln.

**City/State/Zip:** White River Junction VT. 05001

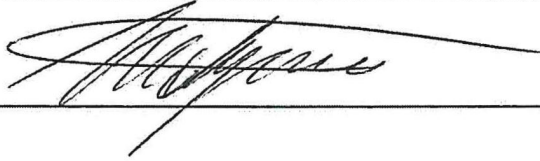
**Name/Title (Print):** Reece Thompson, Owner

**Telephone Number:** (802) 299-5455

**Email Address:** r.thompson9520@gmail.com

**Company Website:**

**Date:** 10/15/2023

**Authorized Signature:** 

# TOWN OF HARTFORD

## Plowing Municipal Parking Lots & Walkways

### BID SHEET

| Snow & Ice Removal                                        | Treating Parking Lot - Full Per Each | Treating Parking Lot - Empty Per Each | Clearing Snow & Treating Walkways Per Each |
|-----------------------------------------------------------|--------------------------------------|---------------------------------------|--------------------------------------------|
| 171 Bridge Street<br>Town Hall Municipal Building         | \$ 150.00                            | \$ 180.00                             | \$ 40.00                                   |
| WRJ South Main Street<br>Parking Lot                      | \$ 280.00                            | \$ 300.00                             | \$ 40.00                                   |
| 97 South Main Street<br>VFW Sidewalks                     | \$ 40.00                             | \$ 40.00                              | \$ 40.00                                   |
| 262 North Main Street<br>Bugbee Senior Center<br>(2 lots) | \$ 125.00                            | \$ 175.00                             | \$ 40.00                                   |
| 5966 Woodstock Road<br>Quechee Visitor Center             | \$ 90.00                             | \$ 110.00                             | \$ 40.00                                   |

685

\$ 805

\$ 200

| Ice Removal Only                                          | Treating Parking Lot- Full Per Each | Treating Parking Lot - <del>Full</del> Empty Per Each | Treating Walkways Per Each |
|-----------------------------------------------------------|-------------------------------------|-------------------------------------------------------|----------------------------|
| 171 Bridge Street<br>Town Hall Municipal Building         | \$ 90.00                            | \$ 120.00                                             | \$ 20.00                   |
| WRJ South Main Street<br>Parking Lot                      | \$ 150.00                           | \$ 200.00                                             | \$ 20.00                   |
| 97 South Main Street<br>VFW Sidewalks                     | \$ 20.00                            | \$ 20.00                                              | \$ 20.00                   |
| 262 North Main Street<br>Bugbee Senior Center<br>(2 lots) | \$ 85.00                            | \$ 100.00                                             | \$ 20.00                   |
| 5966 Woodstock Road<br>Quechee Visitor Center             | \$ 70.00                            | \$ 70.00                                              | \$ 20.00                   |

\$ 415

Page 7 of 8

\$ 570

\$ 100



Report Date: 11/09/23  
1:10PM

**Payment Manifest**  
**by Vendor ID**  
**Town of Hartford**  
Check Date: 11/09/2023 - 11/09/2023

Page: 1  
User: florentina  
ReportAPINHDPmtByDate

| 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.   |
|                     |                                    |                        |                                     |           |            |
| 25-0121             | AMERICAN RECOVERY FUNDS            |                        |                                     |           |            |
| 002956              | ASTRONAUT SECURITY TECHNOLOGIES LL |                        | 11/09/2023                          |           | 1033       |
| 1782-1              | PROJ#11 CAMERA SYSTEM              | 0.00                   | \$17,500.00                         | 0.00      | 17,500.00  |
| Desc:               | PROJ#11 CAMERA SYSTEM              | Acct: 25-985-121-0105  | ARPA - Police - Camera System       |           |            |
| Vendor Total:       |                                    |                        | 17,500.00                           | 0.00      | 17,500.00  |
|                     |                                    |                        |                                     |           |            |
| 044606              | STUDIO NEXUS ARCHITECTS & PLANNERS |                        | 11/09/2023                          |           | 1034       |
| 2312.05             | PROJ#1 FEASIBILITY - BUGBEE SENIOR | 0.00                   | \$5,404.75                          | 0.00      | 5,404.75   |
| Desc:               | PROJ#1 FEASIBILITY - BUGBEE SENIOR | Acct: 25-985-121-0112  | ARPA - Bugbee - Building Assessment |           |            |
| Vendor Total:       |                                    |                        | 5,404.75                            | 0.00      | 5,404.75   |
|                     |                                    |                        |                                     |           |            |
| 25-0121             | Highway Infastructure              | Bank Total:            |                                     |           | 22,904.75  |
| 25-0311             | Highway Infastructure              |                        |                                     |           |            |
| 005800              | BLAKTOP INC.                       |                        | 11/09/2023                          |           | 1071       |
| 32086               | 2023 SUMMER PAVING                 | 0.00                   | \$189,978.51                        | 0.00      | 189,978.51 |
| Desc:               | 2023 SUMMER PAVING                 | Acct: 25-985-100-0311  | Highway Infrastructure              |           |            |
| Vendor Total:       |                                    |                        | 189,978.51                          | 0.00      | 189,978.51 |
|                     |                                    |                        |                                     |           |            |
| 037450              | PIKE INDUSTRIES INC                |                        | 11/09/2023                          |           | 1072       |
| 1252259             | PAVING-CHRISTIAN ST                | 0.00                   | \$718.84                            | 0.00      | 718.84     |
| Desc:               | PAVING-CHRISTIAN ST                | Acct: 25-985-100-0311  | Highway Infrastructure              |           |            |
| 1253717             | PAVING-CHRISTIAN ST                | 0.00                   | \$91.12                             | 0.00      | 91.12      |
| Desc:               | PAVING-CHRISTIAN ST                | Acct: 25-985-100-0311  | Highway Infrastructure              |           |            |
| 1248937             | PAVING-CHRISTIAN ST                | 0.00                   | \$1,002.55                          | 0.00      | 1,002.55   |
| Desc:               | PAVING-CHRISTIAN ST                | Acct: 25-985-100-0311  | Highway Infrastructure              |           |            |
| 1254063             | PAVING-CHRISTIAN ST                | 0.00                   | \$89.28                             | 0.00      | 89.28      |
| Desc:               | PAVING-CHRISTIAN ST                | Acct: 25-985-100-0311  | Highway Infrastructure              |           |            |
| 1249671             | PAVING-CHRISTIAN ST                | 0.00                   | \$792.04                            | 0.00      | 792.04     |
| Desc:               | PAVING-CHRISTIAN ST                | Acct: 25-985-100-0311  | Highway Infrastructure              |           |            |
| 1250984             | PAVING-CHRISTIAN ST                | 0.00                   | \$423.13                            | 0.00      | 423.13     |
| Desc:               | PAVING-CHRISTIAN ST                | Acct: 25-985-100-0311  | Highway Infrastructure              |           |            |
| Vendor Total:       |                                    |                        | 3,116.96                            | 0.00      | 3,116.96   |
|                     |                                    |                        |                                     |           |            |
| 25-0311             | Dog Park                           | Bank Total:            |                                     |           | 193,095.47 |
| 73-7302             | Dog Park                           |                        |                                     |           |            |
| 021450              | HARTFORD, TOWN OF                  | TOWN OF HARTFORD       | 11/09/2023                          |           | 1105       |
| 310025,00406902     | WATER - WATSON DOG PARK            | 0.00                   | \$45.01                             | 0.00      | 45.01      |
| Desc:               | WATER - WATSON DOG PARK            | Acct: 73-511-318-7302  | CONTRACTED SERVICES(DOG PARK        |           |            |
| Vendor Total:       |                                    |                        | 45.01                               | 0.00      | 45.01      |
|                     |                                    |                        |                                     |           |            |
| 035002              | CASELLA WASTE MANAGEMENT, INC      | CASELLA WASTE SERVICES | 11/09/2023                          |           | 1106       |
| 9600044482OCT'23    | TRASH PICK UP - OCT'23 - DOG PARK  | 0.00                   | \$78.56                             | 0.00      | 78.56      |
| Desc:               | TRASH PICK UP - OCT'23 - DOG PARK  | Acct: 73-511-318-7302  | CONTRACTED SERVICES(DOG PARK        |           |            |
| Vendor Total:       |                                    |                        | 78.56                               | 0.00      | 78.56      |

Report Date: 11/09/23  
1:10PM

**Payment Manifest**  
**by Vendor ID**  
**Town of Hartford**

Page: 2  
User: florentina

Report: APINHDPmtByDate

Check Date: 11/09/2023 - 11/09/2023

| 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. |
|                                           |                                     |                       |                                  |           |          |
| 73-7302                                   | GENERAL FUND - MASCOMA              |                       | Bank Total:                      |           | 123.57   |
| FUND 1 0                                  | GENERAL FUND - MASCOMA              |                       |                                  |           |          |
| 000870                                    | ADVANCE AUTO PARTS                  | ADVANCED AUTO PARTS   | 11/09/2023                       |           | 81686    |
| 6084330439990                             | PARTS                               | 0.00                  | \$8.51                           | 0.00      | 8.51     |
| Desc: PARTS                               |                                     | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES    |           |          |
| 6084327709420                             | PD-6 PARTS                          | 0.00                  | \$173.43                         | 0.00      | 173.43   |
| Desc: PD-6 PARTS                          |                                     | Acct: 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES    |           |          |
| 6084329078417                             | PARTS                               | 0.00                  | \$337.66                         | 0.00      | 337.66   |
| Desc: PD-9 PARTS                          |                                     | Acct: 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES    |           |          |
| 6084329167786                             | PARTS                               | 0.00                  | \$85.07                          | 0.00      | 85.07    |
| Desc: PD-3 PARTS                          |                                     | Acct: 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES    |           |          |
| Vendor Total:                             |                                     |                       | 604.67                           | 0.00      | 604.67   |
| 001645                                    | ALLIANCE MECHANICAL INC.            | ALLIANCE GROUP INC.   | 11/09/2023                       |           | 81687    |
| 065704                                    | HEAT PUMP LEAKED 2ND FLOOR          | 0.00                  | \$1,475.10                       | 0.00      | 1,475.10 |
| Desc: HEAT PUMP LEAKED 2ND FLOOR          |                                     | Acct: 10-161-321-0000 | TH -REPAIRS & MAINT              |           |          |
| C220089-002                               | TOWN HALL HEAT PUMP CONTROL SYSTEM  | 0.00                  | \$2,748.50                       | 0.00      | 2,748.50 |
| Desc: TOWN HALL HEAT PUMP CONTROL SYSTEM  |                                     | Acct: 10-161-321-0000 | TH -REPAIRS & MAINT              |           |          |
| M230734                                   | Preventative maintenance WABA       | 0.00                  | \$1,350.00                       | 0.00      | 1,350.00 |
| Desc: Preventative maintenance WABA       |                                     | Acct: 10-530-318-0000 | PR -CONTRACTED SERVICES          |           |          |
| Vendor Total:                             |                                     |                       | 5,573.60                         | 0.00      | 5,573.60 |
| 001650                                    | ALLEN ENGINEERING POOLS AND SPAS    |                       | 11/09/2023                       |           | 81688    |
| 112-504471-01                             | Chlorine, Liquid - Bulk_Water Treat | 3,644.00              | \$3,644.00                       | 0.00      | 3,644.00 |
| Desc: Chlorine, Liquid - Bulk_Water Treat |                                     | Acct: 50-952-340-0000 | CHEMICALS                        |           |          |
| Vendor Total:                             |                                     |                       | 3,644.00                         | 0.00      | 3,644.00 |
| 002260                                    | AMERICAN TOWER CORPORATION          |                       | 11/09/2023                       |           | 81689    |
| 4403819                                   | TOWER RENT - NOV'23                 | 0.00                  | \$2,124.37                       | 0.00      | 2,124.37 |
| Desc: TOWER RENT - NOV'23                 |                                     | Acct: 10-271-320-0100 | DISP -EQUIP OPERATION-COMMUNIC   |           |          |
| Vendor Total:                             |                                     |                       | 2,124.37                         | 0.00      | 2,124.37 |
| 002956                                    | ASTRONAUT SECURITY TECHNOLOGIES LL  |                       | 11/09/2023                       |           | 81690    |
| 1782-2                                    | PROJ#11 CAMERA SYSTEM               | 0.00                  | \$2,500.00                       | 0.00      | 2,500.00 |
| Desc: PROJ#11 CAMERA SYSTEM               |                                     | Acct: 10-221-321-0100 | HFD -REPAIRS & MAINT-BUILDING    |           |          |
| 1782-3                                    | PROJ#11 CAMERA SYSTEM               | 0.00                  | \$1,250.00                       | 0.00      | 1,250.00 |
| Desc: PROJ#11 CAMERA SYSTEM               |                                     | Acct: 10-211-318-0000 | HPD -CONTRACTED SERVICES         |           |          |
| 1782-4                                    | PROJ#11 CAMERA SYSTEM               | 0.00                  | \$1,250.00                       | 0.00      | 1,250.00 |
| Desc: PROJ#11 CAMERA SYSTEM               |                                     | Acct: 10-271-321-0100 | DISP -REPAIRS & MAINT - BUILDING |           |          |
| Vendor Total:                             |                                     |                       | 5,000.00                         | 0.00      | 5,000.00 |
| 003220                                    | ATLANTIC TACTICAL INC.              |                       | 11/09/2023                       |           | 81691    |
| SI-80814693                               | SINGLE TACTICAL LAUNCHER            | 0.00                  | \$1,064.02                       | 0.00      | 1,064.02 |
| Desc: SINGLE TACTICAL LAUNCHER            |                                     | Acct: 10-211-331-0000 | HPD -DEPARTMENT EQUIPMENT        |           |          |
| Vendor Total:                             |                                     |                       | 1,064.02                         | 0.00      | 1,064.02 |

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| Bank ID             | Bank Name           |                                     |                       |                                  | Check Date | Check No. |
|---------------------|---------------------|-------------------------------------|-----------------------|----------------------------------|------------|-----------|
| Vendor ID           | Vendor Name         |                                     | Payee Name            |                                  |            |           |
| Detail:             | Invoice No.         | Invoice Description                 | Cross Fund            | Invoice Amt                      | Disc. Amt  | Net Amt.  |
|                     |                     |                                     |                       |                                  |            |           |
| 004850              | BEN'S UNIFORMS INC. |                                     |                       |                                  | 11/09/2023 | 81692     |
| 111329              |                     | UNIFORMS                            | 0.00                  | \$495.00                         | 0.00       | 495.00    |
|                     | Desc:               | Uniform- Pants/Shirt                | Acct: 10-211-326-0000 | HPD -PURCHASE UNIFORMS & CLEAI   |            |           |
| 111349              |                     | UNIFORMS                            | 0.00                  | \$953.00                         | 0.00       | 953.00    |
|                     | Desc:               | Uniform - Moody                     | Acct: 10-211-326-0000 | HPD -PURCHASE UNIFORMS & CLEAI   |            |           |
| 111399              |                     | UNIFORMS                            | 0.00                  | \$196.00                         | 0.00       | 196.00    |
|                     | Desc:               | Uniform- Pants                      | Acct: 10-211-326-0000 | HPD -PURCHASE UNIFORMS & CLEAI   |            |           |
| Vendor Total:       |                     |                                     |                       | 1,644.00                         | 0.00       | 1,644.00  |
|                     |                     |                                     |                       |                                  |            |           |
| 004854              | BENISTAR/HARTFORD   |                                     | BESTCO HARTFORD       |                                  | 11/09/2023 | 81693     |
| DEC'23              |                     | INSURANCE RETIREES                  | 0.00                  | \$2,672.85                       | 0.00       | 2,672.85  |
|                     | Desc:               | Retirees Ins.                       | Acct: 10-211-418-0100 | HPD -RETIREE HEALTH INSURANCE    |            |           |
|                     | Desc:               | Retirees Ins.                       | Acct: 10-271-418-0100 | DISP -RETIREE HEALTH INSURANCE   |            |           |
|                     | Desc:               | Retirees Ins.                       | Acct: 10-325-418-0100 | DPW -RETIREE HEALTH INSURANCE    |            |           |
|                     | Desc:               | Retirees Ins.                       | Acct: 10-221-418-0100 | HFD -RETIREE HEALTH INSURANCE    |            |           |
| Vendor Total:       |                     |                                     |                       | 2,672.85                         | 0.00       | 2,672.85  |
|                     |                     |                                     |                       |                                  |            |           |
| 006100              | BMO FINANCIAL GROUP |                                     |                       |                                  | 11/09/2023 | 81694     |
| Cooney 09/01-27/23  |                     | Cooney, Scott - FD                  | 0.00                  | \$1,594.54                       | 0.00       | 1,594.54  |
|                     | Desc:               | Harbor - Chisel                     | Acct: 10-221-321-0000 | HFD -REPAIRS & MAINT-VEHICLES    |            |           |
|                     | Desc:               | Amazon - Emergeny Lights            | Acct: 10-221-321-0100 | HFD -REPAIRS & MAINT-BUILDING    |            |           |
|                     | Desc:               | WestLebSupply - Hay                 | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | Amazon - Trash Bags                 | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | Amazon - EMS Guide                  | Acct: 10-221-315-0000 | HFD -RECRUITMENT & TRAINING      |            |           |
|                     | Desc:               | Amazon - Cell Charger Holder        | Acct: 10-221-320-0000 | HFD -EQUIP OPERATION/MAINT-OFFI  |            |           |
|                     | Desc:               | Amazon - Toilet Paper               | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | Fire Protection - Fire Inspect Book | Acct: 10-221-316-0000 | HFD -FIRE SAFETY EDUCATION       |            |           |
|                     | Desc:               | Amazon - Reflective Tape            | Acct: 10-221-321-0100 | HFD -REPAIRS & MAINT-BUILDING    |            |           |
|                     | Desc:               | Amazon - Office Name Plate          | Acct: 10-221-320-0000 | HFD -EQUIP OPERATION/MAINT-OFFI  |            |           |
|                     | Desc:               | SnackBar-Refreshments               | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | Amazon - Med Storage                | Acct: 10-221-331-0500 | HFD -MEDICAL EQUIPMENT & SUPPLI  |            |           |
|                     | Desc:               | Amazon - Envelopes                  | Acct: 10-221-320-0000 | HFD -EQUIP OPERATION/MAINT-OFFI  |            |           |
|                     | Desc:               | Amazon - MedTags/Batteriers         | Acct: 10-221-331-0500 | HFD -MEDICAL EQUIPMENT & SUPPLI  |            |           |
|                     | Desc:               | NewEngland-Chief Conf Lodgging      | Acct: 10-221-315-0000 | HFD -RECRUITMENT & TRAINING      |            |           |
|                     | Desc:               | Amazon - Purell                     | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | Mohegan-Lodging Conferance          | Acct: 10-221-315-0000 | HFD -RECRUITMENT & TRAINING      |            |           |
|                     | Desc:               | Amazon - Cleaning supplies          | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | FordofClaremont-Amb 16 Repairs      | Acct: 10-221-321-0200 | HFD -REPAIRS & MAINT EMS VEHICLI |            |           |
|                     | Desc:               | Amazon - Laundry Supplies           | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | Amazon - Cleaning Supplies          | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | DMV - Reg                           | Acct: 10-221-321-0000 | HFD -REPAIRS & MAINT-VEHICLES    |            |           |
|                     | Desc:               | Amazon - Office Supplies            | Acct: 10-221-320-0000 | HFD -EQUIP OPERATION/MAINT-OFFI  |            |           |
|                     | Desc:               | HD - Toilet                         | Acct: 10-221-321-0100 | HFD -REPAIRS & MAINT-BUILDING    |            |           |
|                     | Desc:               | NFPA - Open House Supplies          | Acct: 10-221-316-0000 | HFD -FIRE SAFETY EDUCATION       |            |           |
| Delisle 09/01-27/23 |                     | Delisle, Jeremy - DPW               | 349.60                | \$569.59                         | 0.00       | 569.59    |
|                     | Desc:               | Amazon - Rubber Gloves              | Acct: 10-321-323-0000 | DPW -MATERIAL & SUPPLIES         |            |           |
|                     | Desc:               | Amazon - Rubber Gloves              | Acct: 50-954-323-0000 | MATERIAL & SUPPLIES              |            |           |
|                     | Desc:               | Amazon - Rubber Gloves              | Acct: 55-954-323-0000 | MATERIALS & SUPPLIES             |            |           |
|                     | Desc:               | Amazon - Contractor for crane on tr | Acct: 65-963-321-0000 | REPAIRS & MAINT-VEHICLES         |            |           |
|                     | Desc:               | VT DEC-Fee Underground Storage Tank | Acct: 10-325-317-0000 | DPW -PERMITS AND LICENSES        |            |           |

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| Bank ID   | Bank Name   |                                           |                       |                                        |           |           |
|-----------|-------------|-------------------------------------------|-----------------------|----------------------------------------|-----------|-----------|
| Vendor ID | Vendor Name | Payee Name                                |                       | Check Date                             | Check No. |           |
| Detail:   | Invoice No. | Invoice Description                       | Cross Fund            | Invoice Amt                            | Disc. Amt | Net Amt.  |
|           |             |                                           |                       |                                        |           |           |
|           |             | Desc: Amazon - Fan Motor Refrigerator     | Acct: 65-963-323-0000 | MATERIALS & SUPPLIES                   |           |           |
|           |             | Desc: Amazon - Prime                      | Acct: 60-965-313-0000 | MEMBERSHIP DUES                        |           |           |
| Dube      | 09/01-27/23 | Dube, Chris - FD                          | 0.00                  | \$42.30                                | 0.00      | 42.30     |
|           |             | Desc: BatteriesPlus - Battery             | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES               |           |           |
| Gazda     | 09/01-27/23 | Gazda, Bryan - DPW                        | 0.00                  | \$102.66                               | 0.00      | 102.66    |
|           |             | Desc: HD-Rope Parking Lot S Main Str      | Acct: 10-311-323-0000 | DPW -MATERIAL & SUPPLIES               |           |           |
| Hannux    | 09/01-27/23 | Hannux, Shawn - FD                        | 0.00                  | \$341.82                               | 0.00      | 341.82    |
|           |             | Desc: Open House Supplies                 | Acct: 10-221-316-0000 | HFD -FIRE SAFETY EDUCATION             |           |           |
| Hausler   | 09/01-27/23 | Hausler, Scott - REC                      | 0.00                  | \$895.95                               | 0.00      | 895.95    |
|           |             | Desc: Delta - Conference Plane Tickets    | Acct: 10-511-311-0000 | PR -TRAVEL & MEETINGS                  |           |           |
|           |             | Desc: Smartsign - Horizontal Custom Flag  | Acct: 10-512-323-0000 | PR -MATERIAL & SUPPLIES                |           |           |
|           |             | Desc: AmiGraphics - Pool Signs            | Acct: 10-511-312-0000 | PR -ADVERTISING                        |           |           |
|           |             | Desc: NorthEastIceSkating-Membership      | Acct: 10-511-313-0000 | PR -MEMBERSHIP DUES                    |           |           |
| Hedges    | 09/01-27/23 | Hedges, Charles - FD                      | 0.00                  | \$1,125.75                             | 0.00      | 1,125.75  |
|           |             | Desc: North American - Med Supplies       | Acct: 10-221-331-0500 | HFD -MEDICAL EQUIPMENT & SUPPLI        |           |           |
|           |             | Desc: ECG-Med Equipment                   | Acct: 10-221-331-0500 | HFD -MEDICAL EQUIPMENT & SUPPLI        |           |           |
|           |             | Desc: Tritech - EMS Training              | Acct: 10-221-315-0000 | HFD -RECRUITMENT & TRAINING            |           |           |
| Jay       | 09/01-27/23 | McDonough, Jay - REC                      | 0.00                  | \$2,381.84                             | 0.00      | 2,381.84  |
|           |             | Desc: NFL Flag - Jerseys                  | Acct: 10-514-330-0000 | PR -ATHLETIC SUPPLIES                  |           |           |
|           |             | Desc: Amazon - Cork Boards                | Acct: 10-161-323-0000 | TH -MATERIAL & SUPPLIES                |           |           |
|           |             | Desc: VTREC-REC Conf Fee                  | Acct: 10-514-313-0000 | PR -MEMBERSHIP DUES                    |           |           |
|           |             | Desc: Amazon - Vacuum & Stands            | Acct: 10-511-330-0000 | PR -OFFICE EQUIPMENT                   |           |           |
|           |             | Desc: Amazon-StorageSolutions&Cabinet     | Acct: 10-514-323-0000 | PR -MATERIAL & SUPPLIES                |           |           |
| Kelley    | 09/01-27/23 | Kelley, Connie - PD                       | 0.00                  | \$2,151.36                             | 0.00      | 2,151.36  |
|           |             | Desc: USPS - Postage                      | Acct: 10-211-322-0000 | HPD -POSTAGE                           |           |           |
|           |             | Desc: TrunkorTreatSupplies/Travel Meals&R | Acct: 10-211-311-0000 | HPD -TRAVEL & MEETINGS                 |           |           |
|           |             | Desc: Zlgygy's - Employee Recognition     | Acct: 10-211-323-0000 | HPD -MATERIAL & SUPPLIES               |           |           |
|           |             | Desc: Shel Oil - Travel Fuel              | Acct: 10-211-319-0000 | HPD -EQUIPMENT OPERATION-GAS           |           |           |
|           |             | Desc: HD-Air Mover                        | Acct: 10-211-323-0000 | HPD -MATERIAL & SUPPLIES               |           |           |
|           |             | Desc: DartDrones-Training                 | Acct: 10-211-315-0000 | HPD -RECRUITMENT & TRAINING            |           |           |
|           |             | Desc: BestBuy-Drone Monitor               | Acct: 10-211-330-0000 | HPD -OFFICE EQUIPMENT                  |           |           |
|           |             | Desc: Amazon-Cleaning Supplies            | Acct: 10-211-323-0000 | HPD -MATERIAL & SUPPLIES               |           |           |
|           |             | Desc: Barnes&Noble-Promotional Materials  | Acct: 10-211-314-0000 | HPD -BOOKS & PERIODICALS               |           |           |
|           |             | Desc: ValleyImag-Solo Cup Award - Keeling | Acct: 10-211-323-0000 | HPD -MATERIAL & SUPPLIES               |           |           |
|           |             | Desc: Ridgeline - Pistol Course Training  | Acct: 10-211-315-0000 | HPD -RECRUITMENT & TRAINING            |           |           |
| Kenison   | 09/01-27/23 | Kenison, Corey - REC                      | 0.00                  | \$133.80                               | 0.00      | 133.80    |
|           |             | Desc: HD-Dog Bags                         | Acct: 10-521-323-0000 | PR -MATERIAL & SUPPLIES                |           |           |
| Nulty     | 09/01-27/23 | Nulty, Paula - Admin                      | 0.00                  | \$28.95                                | 0.00      | 28.95     |
|           |             | Desc: Folions - Town Fair Dinner          | Acct: 10-121-315-0000 | TM -RECRUITMENT & TRAINING             |           |           |
| O'Neil    | 09/01-27/23 | O'Neil, Lisa - TC                         | 0.00                  | \$173.41                               | 0.00      | 173.41    |
|           |             | Desc: Cantore'sPizza - BCA Tax Appeal Lun | Acct: 10-131-323-0000 | TC -MATERIALS & SUPPLIES               |           |           |
|           |             | Desc: USPS-Certif Mailing                 | Acct: 10-151-322-0000 | TC -POSTAGE                            |           |           |
|           |             | Desc: USPS-Certif Mailing                 | Acct: 10-151-322-0000 | TC -POSTAGE                            |           |           |
| Ostrout   | 09/01-27/23 | Ostrout, Gail - FIN                       | 6,804.70              | \$14,015.00                            | 0.00      | 14,015.00 |
|           |             | Desc: Ziggys - Pzza                       | Acct: 10-171-311-0000 | FIN -TRAVEL & MEETINGS                 |           |           |
|           |             | Desc: WB Mason-EOC Equipment Grant02140-3 | Acct: 10-211-321-0100 | HPD -REPAIRS & MAINT-BUILDING          |           |           |
|           |             | Desc: WBMason-EOC Eqmnt Grnt02140-31028C0 | Acct: 10-221-323-0000 | HFD -MATERIAL & SUPPLIES               |           |           |
|           |             | Desc: WBMason-EOC Eqmnt Grnt02140-31028C0 | Acct: 10-221-321-0100 | HFD -REPAIRS & MAINT-BUILDING          |           |           |
|           |             | Desc: WBMason-EOC Eqmnt Grnt02140-31028C0 | Acct: 72-221-331-7225 | Grant - 2022 Local Emergency Ops Ctr f |           |           |
| Peltier   | 09/01-27/23 | Peltier, Tom - FD                         | 0.00                  | \$1,552.50                             | 0.00      | 1,552.50  |



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| Bank ID             | Bank Name                               |                       |                               |            |           |
|---------------------|-----------------------------------------|-----------------------|-------------------------------|------------|-----------|
| Vendor ID           | Vendor Name                             | Payee Name            |                               | Check Date | Check No. |
| Detail: Invoice No. | Invoice Description                     | Cross Fund            | Invoice Amt                   | Disc. Amt  | Net Amt.  |
|                     | Desc: NFPA-Fire Codes                   | Acct: 10-221-316-0000 | HFD -FIRE SAFETY EDUCATION    |            |           |
| Sheldon 09/01-27/23 | Sheldon, Greg - PD                      | 0.00                  | \$999.07                      | 0.00       | 999.07    |
|                     | Desc: GlockProffessionals-Training      | Acct: 10-211-315-0000 | HPD -RECRUITMENT & TRAINING   |            |           |
|                     | Desc: Pointlookout-Accomodations Refund | Acct: 10-271-311-0000 | DISP -TRAVEL & MEETINGS       |            |           |
|                     | Desc: HD-Supplies                       | Acct: 10-211-323-0000 | HPD -MATERIAL & SUPPLIES      |            |           |
|                     | Desc: MarshBrothers-Lunch               | Acct: 10-211-323-0000 | HPD -MATERIAL & SUPPLIES      |            |           |
|                     | Desc: Sp12VoltSolutions-Car Starters    | Acct: 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES |            |           |
|                     | Desc: USPS-Postage                      | Acct: 10-211-322-0000 | HPD -POSTAGE                  |            |           |
|                     | Desc: VTStateColleges-Career Fair       | Acct: 10-211-315-0000 | HPD -RECRUITMENT & TRAINING   |            |           |
| Vincent 09/01-27/23 | Vincent, Rick - VAL                     | 0.00                  | \$123.55                      | 0.00       | 123.55    |
|                     | Desc: PrimeMls- Q4 MLS Dues             | Acct: 10-174-323-0000 | ASE -MATERIAL & SUPPLIES      |            |           |
|                     | Desc: Staples - Envelopes               | Acct: 10-175-322-0000 | DEL -POSTAGE                  |            |           |
|                     | Desc: USPS-Postage                      | Acct: 10-175-322-0000 | DEL -POSTAGE                  |            |           |
| Walsh 09/01-27/23   | Walsh, Dillon - IT                      | 0.00                  | \$141.78                      | 0.00       | 141.78    |
|                     | Desc: SMTP2GO-SMTP                      | Acct: 10-181-331-0000 | IT -DEPARTMENT EQUIPMENT      |            |           |
|                     | Desc: Amazon - Adaptor                  | Acct: 10-181-331-0000 | IT -DEPARTMENT EQUIPMENT      |            |           |
|                     | Desc: Dyn dns - Annual fee              | Acct: 10-181-318-0000 | IT -CONTRACTED SERVICES       |            |           |
| Barnes 09/01-27/23  | Barnes, Tatum - REC                     | 0.00                  | \$346.47                      | 0.00       | 346.47    |
|                     | Desc: Black Moon Games - Games          | Acct: 10-514-323-0000 | PR -MATERIAL & SUPPLIES       |            |           |
|                     | Desc: VT Rec - Conf Reg Fee             | Acct: 10-514-315-0000 | PR -RECRUITMENT & TRAINING    |            |           |
|                     | Desc: Bj's - Snacks for Kids            | Acct: 10-514-323-0000 | PR -MATERIAL & SUPPLIES       |            |           |
| Clawson 09/01-27/23 | Clawson, Dana - Energy                  | 0.00                  | \$542.27                      | 0.00       | 542.27    |
|                     | Desc: Honeywell-Air Filter Fin Dep      | Acct: 10-161-323-0000 | TH -MATERIAL & SUPPLIES       |            |           |
|                     | Desc: EBEV-EV Safety Training           | Acct: 10-626-315-0000 | TM -Training                  |            |           |
| Vendor Total:       |                                         |                       | 27,262.61                     | 0.00       | 27,262.61 |
| 006950              | N. A. MANOSH                            |                       |                               | 11/09/2023 | 81695     |
| 42256               | QUECHEE MAIN ST PUMP STN                | 300.00                | \$300.00                      | 0.00       | 300.00    |
|                     | Desc: QUECHEE MAIN ST PUMP STN          | Acct: 65-964-318-0000 | CONTRACTED SERVICES           |            |           |
| 42257               | SLUDGE HAULING                          | 1,920.00              | \$1,920.00                    | 0.00       | 1,920.00  |
|                     | Desc: SLUDGE HAULING                    | Acct: 65-963-318-0000 | CONTRACTED SERVICES           |            |           |
| 42290               | CLEANING OF LINES                       | 13,500.00             | \$13,500.00                   | 0.00       | 13,500.00 |
|                     | Desc: CLEANING OF LINES                 | Acct: 60-964-318-0000 | CONTRACTED SERVICES           |            |           |
| 42291               | QUECHEE - CLEANING OF LINES             | 23,500.00             | \$23,500.00                   | 0.00       | 23,500.00 |
|                     | Desc: QUECHEE - CLEANING OF LINES       | Acct: 65-964-318-0000 | CONTRACTED SERVICES           |            |           |
| Vendor Total:       |                                         |                       | 39,220.00                     | 0.00       | 39,220.00 |
| 007760              | BURLINGTON COMMUNICATIONS               |                       |                               | 11/09/2023 | 81696     |
| BCS13701            | RADIO MAINT CTR                         | 0.00                  | \$140.00                      | 0.00       | 140.00    |
|                     | Desc: RADIO MAINT CTR                   | Acct: 10-271-318-0000 | DISP -CONTRACTED SERVICES     |            |           |
| BCS13702            | EQUIPMNT MAINT CTR                      | 0.00                  | \$450.00                      | 0.00       | 450.00    |
|                     | Desc: EQUIPMNT MAINT CTR                | Acct: 10-271-318-0000 | DISP -CONTRACTED SERVICES     |            |           |
| Vendor Total:       |                                         |                       | 590.00                        | 0.00       | 590.00    |
| 009818              | CINTAS CORPORATION NO. 2                | CINTAS LOC. #68M, 71M |                               | 11/09/2023 | 81697     |
| 4171823964          | UNIFORMS                                | 0.00                  | \$94.44                       | 0.00       | 94.44     |
|                     | Desc: UNIFORMS                          | Acct: 10-221-326-0000 | HFD -PURCHASE/RENTAL UNIFORMS |            |           |
|                     | Desc: UNIFORMS                          | Acct: 10-325-326-0000 | DPW -UNIFORMS                 |            |           |
| 4171823974          | UNIFORMS                                | 28.39                 | \$28.39                       | 0.00       | 28.39     |

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| Bank ID             | Bank Name                                 | Payee Name                     | Check Date                      | Check No. |           |
|---------------------|-------------------------------------------|--------------------------------|---------------------------------|-----------|-----------|
| Vendor ID           | Vendor Name                               |                                |                                 |           |           |
| Detail: Invoice No. | Invoice Description                       | Cross Fund                     | Invoice Amt                     | Disc. Amt | Net Amt.  |
|                     |                                           |                                |                                 |           |           |
|                     | Desc: UNIFORMS                            | Acct: 60-961-326-0000          | UNIFORMS-PURCHASE/LEASE/CLEAN   |           |           |
| 4172125200          | UNIFORMS                                  | 35.54                          | \$35.54                         | 0.00      | 35.54     |
|                     | Desc: UNIFORMS                            | Acct: 65-963-326-0000          | UNIFORMS PURCHASE/LEASE         |           |           |
| Vendor Total:       |                                           |                                | 158.37                          | 0.00      | 158.37    |
| 009840              | CIVICPLUS, INC                            | CIVICPLUS, INC                 | 11/09/2023                      |           | 81698     |
| 268346              | CIVICENGAGE SYSTEM TRAINING               | 0.00                           | \$750.00                        | 0.00      | 750.00    |
|                     | Desc: CIVICENGAGE SYSTEM TRAINING         | Acct: 10-121-318-0000          | TM -CONTRACT SERVICES           |           |           |
| Vendor Total:       |                                           |                                | 750.00                          | 0.00      | 750.00    |
| 010832              | COMCAST                                   |                                | 11/09/2023                      |           | 81699     |
| 0134242NOV'23       | INTERNET-2590 N HARTLAND                  | 91.90                          | \$91.90                         | 0.00      | 91.90     |
|                     | Desc: INTERNET-2590 N HARTLAND            | Acct: 30-971-324-0000          | TELEPHONE                       |           |           |
| Vendor Total:       |                                           |                                | 91.90                           | 0.00      | 91.90     |
| 011200              | CED-TWIN STATE-WHITE RIVER JCT            | CED-TWIN STATE-WHITE RIVER JCT | 11/09/2023                      |           | 81700     |
| 9431-1026686        | LIGHT                                     | 20.26                          | \$20.26                         | 0.00      | 20.26     |
|                     | Desc: LIGHT                               | Acct: 65-963-321-0100          | REPAIRS & MAINT - BUILDING      |           |           |
| 9431-1026690        | LIGHT                                     | 60.94                          | \$60.94                         | 0.00      | 60.94     |
|                     | Desc: LIGHT                               | Acct: 65-963-321-0100          | REPAIRS & MAINT - BUILDING      |           |           |
| Vendor Total:       |                                           |                                | 81.20                           | 0.00      | 81.20     |
| 012868              | SBA TOWERS II, LLC                        |                                | 11/09/2023                      |           | 81701     |
| IN13806015          | TOWER RENT - AUG'23                       | 0.00                           | \$1,000.00                      | 0.00      | 1,000.00  |
|                     | Desc: TOWER RENT - AUG'23                 | Acct: 10-271-320-0100          | DISP -EQUIP OPERATION-COMMUNIC  |           |           |
| IN13818676          | TOWER RENT - NOV'23                       | 0.00                           | \$1,000.00                      | 0.00      | 1,000.00  |
|                     | Desc: TOWER RENT - NOV'23                 | Acct: 10-271-320-0100          | DISP -EQUIP OPERATION-COMMUNIC  |           |           |
| Vendor Total:       |                                           |                                | 2,000.00                        | 0.00      | 2,000.00  |
| 013575              | DELL MARKETING L.P.                       |                                | 11/09/2023                      |           | 81702     |
| 10703078300-1       | Dell docks                                | 253.49                         | \$1,267.45                      | 0.00      | 1,267.45  |
|                     | Desc: Dell Docks Bulk Purchase - Fire Por | Acct: 10-221-320-0000          | HFD -EQUIP OPERATION/MAINT-OFFI |           |           |
|                     | Desc: Dell dock bulk purchase - Town Mana | Acct: 10-121-320-0000          | TM -EQUIP OPERATION/MAINT-OFFIC |           |           |
|                     | Desc: Dell dock bulk purchase - IT        | Acct: 10-181-330-0000          | IT -OFFICE EQUIPMENT            |           |           |
|                     | Desc: Dell dock bulk purchase - DPW       | Acct: 65-963-320-0000          | EQUIP OPERATION/MAINT-OFFICE    |           |           |
| 10703078300-2       | Dell dock                                 | 0.00                           | \$253.49                        | 0.00      | 253.49    |
|                     | Desc: DELL DOCK                           | Acct: 10-171-330-0000          | FIN -OFFICE EQUIPMENT           |           |           |
| Vendor Total:       |                                           |                                | 1,520.94                        | 0.00      | 1,520.94  |
| 014423              | DUBOIS & KING, INC                        |                                | 11/09/2023                      |           | 81703     |
| 125267M1,1023310    | HTFD S MAIN ST MUNI PARKING LOT           | 14,577.42                      | \$14,577.42                     | 0.00      | 14,577.42 |
|                     | Desc: HTFD S MAIN ST MUNI PARKING LOT     | Acct: 13-921-316-8070          | WRJ PARKING LOT- ADMIN & ENGINE |           |           |
| 014423              | DUBOIS & KING, INC                        |                                | 11/09/2023                      |           | 81704     |
| 627943L,1023124     | GATES/FAIRVIEW RETAINING WALL             | 0.00                           | \$6,352.61                      | 0.00      | 6,352.61  |
|                     | Desc: GATES/FAIRVIEW RETAINING WALL       | Acct: 10-311-318-0100          | DPW -CONTRACTED SERVICES - CAF  |           |           |
| Vendor Total:       |                                           |                                | 20,930.03                       | 0.00      | 20,930.03 |

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|-----------------------------------------|-----------------------------------|-----------------------|--------------------------------|-----------|----------|
| Vendor ID                               | Vendor Name                       |                       |                                |           |          |
| <b>Detail:</b> Invoice No.              | Invoice Description               | Cross Fund            | Invoice Amt                    | Disc. Amt | Net Amt. |
|                                         |                                   |                       |                                |           |          |
| 015090                                  | EASTERN ANALYTICAL, INC           |                       | 11/09/2023                     |           | 81705    |
| 268443                                  | CHEMICALS                         | 210.00                | \$210.00                       | 0.00      | 210.00   |
| Desc: CHEMICALS                         |                                   | Acct: 65-964-318-0000 | CONTRACTED SERVICES            |           |          |
| Vendor Total:                           |                                   |                       | 210.00                         | 0.00      | 210.00   |
|                                         |                                   |                       |                                |           |          |
| 015440                                  | EMBLEM ENTERPRISES INC            |                       | 11/09/2023                     |           | 81706    |
| 903156                                  | Emblem Enterprises Police Patches | 0.00                  | \$888.58                       | 0.00      | 888.58   |
| Desc: Emblem Enterprises Police Patches |                                   | Acct: 10-211-326-0000 | HPD -PURCHASE UNIFORMS & CLEA  |           |          |
| Vendor Total:                           |                                   |                       | 888.58                         | 0.00      | 888.58   |
|                                         |                                   |                       |                                |           |          |
| 015500                                  | ENDYNE, INC                       |                       | 11/09/2023                     |           | 81707    |
| 454785                                  | TESTING MAXFIELD                  | 0.00                  | \$18.00                        | 0.00      | 18.00    |
| Desc: TESTING MAXFIELD                  |                                   | Acct: 10-528-318-0000 | PR -CONTRACTED SERVICES        |           |          |
| 467535                                  | WRJ WEEKLY ANALYSIS               | 90.00                 | \$90.00                        | 0.00      | 90.00    |
| Desc: WRJ WEEKLY ANALYSIS               |                                   | Acct: 60-961-318-0000 | CONTRACTED SERVICES            |           |          |
| Vendor Total:                           |                                   |                       | 108.00                         | 0.00      | 108.00   |
|                                         |                                   |                       |                                |           |          |
| 015750                                  | ESTEY, JOSEPH                     | JOSEPH ESTEY          | 11/09/2023                     |           | 81708    |
| OCT-DEC'23                              | RETIREE REIMB                     | 0.00                  | \$1,388.49                     | 0.00      | 1,388.49 |
| Desc: Ret Reimb Oct Nov Dec 23          |                                   | Acct: 10-211-418-0100 | HPD -RETIREE HEALTH INSURANCE  |           |          |
| Vendor Total:                           |                                   |                       | 1,388.49                       | 0.00      | 1,388.49 |
|                                         |                                   |                       |                                |           |          |
| 015815                                  | EVANS MOTOR FUELS                 | EVANS GROUP INC.      | 11/09/2023                     |           | 81709    |
| 7874674                                 | FUEL 10.16.23-10.23.23            | 0.00                  | \$1,352.20                     | 0.00      | 1,352.20 |
| Desc: FUEL 10.16.23-10.23.23            |                                   | Acct: 10-211-319-0000 | HPD -EQUIPMENT OPERATION-GAS   |           |          |
| Desc: FUEL 10.16.23-10.23.23            |                                   | Acct: 10-221-319-0000 | HFD -EQUIPMENT OPERATION-GAS   |           |          |
| Desc: FUEL 10.16.23-10.23.23            |                                   | Acct: 10-321-319-0000 | DPW -EQUIPMENT OPERATION-GAS   |           |          |
| Vendor Total:                           |                                   |                       | 1,352.20                       | 0.00      | 1,352.20 |
|                                         |                                   |                       |                                |           |          |
| 016390                                  | FASTENAL COMPANY                  |                       | 11/09/2023                     |           | 81710    |
| NHWES99068                              | PARTS-DISTRIBUTION SYSTEM         | 14.65                 | \$14.65                        | 0.00      | 14.65    |
| Desc: PARTS-DISTRIBUTION SYSTEM         |                                   | Acct: 50-954-321-0200 | REPAIRS & MAINT-MAINS & APPUR  |           |          |
| Desc: PARTS-DISTRIBUTION SYSTEM         |                                   | Acct: 55-954-321-0200 | REPAIRS & MAINT-MAINS & APPUR  |           |          |
| Vendor Total:                           |                                   |                       | 14.65                          | 0.00      | 14.65    |
|                                         |                                   |                       |                                |           |          |
| 016640                                  | FILEONQ INC                       | FILEONQ INC           | 11/09/2023                     |           | 81711    |
| 11349                                   | FileOnQ SOFTWARE MAINTENANCE      | 0.00                  | \$2,391.50                     | 0.00      | 2,391.50 |
| Desc: FileOnQ SOFTWARE MAINTENANCE      |                                   | Acct: 10-211-320-0100 | HPD -EQUIP OPERATION/COMMUNIC. |           |          |
| Vendor Total:                           |                                   |                       | 2,391.50                       | 0.00      | 2,391.50 |
|                                         |                                   |                       |                                |           |          |
| 017110                                  | FISHER AUTO PARTS, INC            |                       | 11/09/2023                     |           | 81712    |
| 301-164249                              | SQ701 PARTS                       | 55.58                 | \$55.58                        | 0.00      | 55.58    |
| Desc: SQ701 PARTS                       |                                   | Acct: 65-963-321-0000 | REPAIRS & MAINT-VEHICLES       |           |          |
| 301-166324                              | PARTS                             | 0.00                  | \$24.83                        | 0.00      | 24.83    |
| Desc: PARTS                             |                                   | Acct: 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES  |           |          |
| 301-167147                              | PARTS C1                          | 0.00                  | \$8.47                         | 0.00      | 8.47     |
| Desc: PARTS C1                          |                                   | Acct: 10-221-321-0000 | HFD -REPAIRS & MAINT-VEHICLES  |           |          |

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| Vendor ID                  | Vendor Name                | Payee Name            |                               | Check Date | Check No. |  |
| <b>Detail:</b> Invoice No. | Invoice Description        | Cross Fund            | Invoice Amt                   | Disc. Amt  | Net Amt.  |  |
| 301-167589                 | PARTS E4                   | 0.00                  | \$8.78                        | 0.00       | 8.78      |  |
| Desc: PARTS E4             |                            | Acct: 10-221-321-0000 | HFD -REPAIRS & MAINT-VEHICLES |            |           |  |
| 301-168385                 | PARTS                      | 0.00                  | \$50.97                       | 0.00       | 50.97     |  |
| Desc: FORESTRY             |                            | Acct: 10-221-321-0000 | HFD -REPAIRS & MAINT-VEHICLES |            |           |  |
| 301-168974                 | PARTS                      | 0.00                  | \$221.60                      | 0.00       | 221.60    |  |
| Desc: PARTS                |                            | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |            |           |  |
| 301-169052                 | PARTS                      | 0.00                  | \$22.09                       | 0.00       | 22.09     |  |
| Desc: PARTS                |                            | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |            |           |  |
| 301-169229                 | PARTS                      | 0.00                  | \$6.71                        | 0.00       | 6.71      |  |
| Desc: PARTS                |                            | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |            |           |  |
| 301-169284                 | PARTS                      | 0.00                  | \$122.80                      | 0.00       | 122.80    |  |
| Desc: PARTS                |                            | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |            |           |  |
| 7031147                    | SUPPLIES                   | 297.80                | \$297.80                      | 0.00       | 297.80    |  |
| Desc: SUPPLIES             |                            | Acct: 60-961-323-0000 | MATERIAL & SUPPLIES           |            |           |  |
| Vendor Total:              |                            |                       | 819.63                        | 0.00       | 819.63    |  |
| 017301                     | FOGG'S LUMBER AND HARDWARE |                       |                               | 11/09/2023 | 81713     |  |
| 224584/6                   | MATERIALS                  | 24.30                 | \$24.30                       | 0.00       | 24.30     |  |
| Desc: MATERIALS            |                            | Acct: 65-964-321-0200 | REPAIRS & MAINT-MAINS & APPUR |            |           |  |
| 225542/6                   | BATTERIES                  | 17.99                 | \$17.99                       | 0.00       | 17.99     |  |
| Desc: BATTERIES            |                            | Acct: 65-963-323-0000 | MATERIALS & SUPPLIES          |            |           |  |
| 225669/6                   | BATTERIES                  | 0.00                  | \$54.67                       | 0.00       | 54.67     |  |
| Desc: BATTERIES            |                            | Acct: 10-321-323-0000 | DPW -MATERIAL & SUPPLIES      |            |           |  |
| 226108/6                   | MATERIALS                  | 0.00                  | \$39.99                       | 0.00       | 39.99     |  |
| Desc: MATERIALS            |                            | Acct: 10-530-323-0000 | PR -MATERIAL & SUPPLIES       |            |           |  |
| 228154/6                   | ANTI-FREEZE RV             | 0.00                  | \$18.36                       | 0.00       | 18.36     |  |
| Desc: ANTI-FREEZE RV       |                            | Acct: 10-512-323-0000 | PR -MATERIAL & SUPPLIES       |            |           |  |
| 301-167280                 | PARTS                      | 0.00                  | \$370.00                      | 0.00       | 370.00    |  |
| Desc: PARTS                |                            | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |            |           |  |
| 301-168493                 | PARTS                      | 70.20                 | \$70.20                       | 0.00       | 70.20     |  |
| Desc: PARTS                |                            | Acct: 65-963-331-0000 | DEPARTMENT EQUIPMENT          |            |           |  |
| 301-168532                 | PARTS                      | 37.50                 | \$37.50                       | 0.00       | 37.50     |  |
| Desc: PARTS                |                            | Acct: 65-963-331-0000 | DEPARTMENT EQUIPMENT          |            |           |  |
| 301-168545                 | PARTS                      | 155.04                | \$155.04                      | 0.00       | 155.04    |  |
| Desc: PARTS                |                            | Acct: 60-961-321-0000 | REPAIRS & MAINT-VEHICLES      |            |           |  |
| 301-168557                 | PARTS                      | 325.72                | \$325.72                      | 0.00       | 325.72    |  |
| Desc: PARTS                |                            | Acct: 60-961-321-0000 | REPAIRS & MAINT-VEHICLES      |            |           |  |
| 301-168682                 | PARTS                      | 132.99                | \$132.99                      | 0.00       | 132.99    |  |
| Desc: PARTS                |                            | Acct: 30-971-321-0000 | REPAIRS & MAINT-VEHICLES      |            |           |  |
| 301-168777                 | PARTS                      | 0.00                  | \$44.33                       | 0.00       | 44.33     |  |
| Desc: PARTS                |                            | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |            |           |  |
| 301-168841                 | PARTS                      | 11.70                 | \$11.70                       | 0.00       | 11.70     |  |
| Desc: PARTS                |                            | Acct: 65-963-331-0000 | DEPARTMENT EQUIPMENT          |            |           |  |
| 301-168972                 | PARTS                      | 0.00                  | \$110.80                      | 0.00       | 110.80    |  |
| Desc: PARTS                |                            | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |            |           |  |
| 301-168973                 | PARTS                      | 0.00                  | \$1.34                        | 0.00       | 1.34      |  |
| Desc: PARTS                |                            | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |            |           |  |



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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.  |
| Vendor Total:            |                                     |                                     | 1,414.93                       | 0.00       | 1,414.93  |
| 017850                   | GALLS, LLC                          |                                     |                                | 11/09/2023 | 81714     |
| 024924259                | UNIFORMS                            | 0.00                                | \$61.32                        | 0.00       | 61.32     |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025538667                | UNIFORMS                            | 0.00                                | \$504.72                       | 0.00       | 504.72    |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025697384                | BOOTS                               | 0.00                                | \$132.37                       | 0.00       | 132.37    |
| Desc: Boots              |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025723000                | UNIFORMS                            | 0.00                                | \$517.27                       | 0.00       | 517.27    |
| Desc: Uniforms and Boots |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025788245                | UNIFORMS                            | 0.00                                | \$203.59                       | 0.00       | 203.59    |
| Desc: Boots              |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025809883                | UNIFORMS                            | 0.00                                | \$314.09                       | 0.00       | 314.09    |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025866548                | UNIFORMS                            | 0.00                                | \$196.32                       | 0.00       | 196.32    |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025878293                | UNIFORMS                            | 0.00                                | \$221.05                       | 0.00       | 221.05    |
| Desc: New Hire Equipment |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025894084                | UNIFORMS                            | 0.00                                | \$64.25                        | 0.00       | 64.25     |
| Desc: New Hire Equipment |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025894114                | SPEED PLATES                        | 0.00                                | \$497.99                       | 0.00       | 497.99    |
| Desc: Speed Plates       |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 025947935                | RETURNS                             | 0.00                                | \$-153.00                      | 0.00       | -153.00   |
| Desc: RETURNS            |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 026020384                | UNIFORMS                            | 0.00                                | \$272.41                       | 0.00       | 272.41    |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 026026601                | UNIFORMS                            | 0.00                                | \$59.18                        | 0.00       | 59.18     |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 026134108                | UNIFORMS                            | 0.00                                | \$164.49                       | 0.00       | 164.49    |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 026176780                | UNIFORMS                            | 0.00                                | \$898.47                       | 0.00       | 898.47    |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| 026183893                | UNIFORMS                            | 0.00                                | \$17.17                        | 0.00       | 17.17     |
| Desc: UNIFORMS           |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| STATEMENT 11.08.23       | CREDIT ON ACCOUNT                   | 0.00                                | \$-757.32                      | 0.00       | -757.32   |
| Desc: CREDIT ON ACCOUNT  |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| Vendor Total:            |                                     |                                     | 3,214.37                       | 0.00       | 3,214.37  |
| 017868                   | GALVION BALLISTICS LTD              |                                     |                                | 11/09/2023 | 81715     |
| SG00006420               | Ballistic helmet                    | 0.00                                | \$459.32                       | 0.00       | 459.32    |
| Desc: Ballistic helmet   |                                     | Acct: 10-211-326-0000               | HPD -PURCHASE UNIFORMS & CLEAI |            |           |
| Vendor Total:            |                                     |                                     | 459.32                         | 0.00       | 459.32    |
| 019398                   | GRANITE STATE EXTERIOR CLEANING LLC | GRANITE STATE EXTERIOR CLEANING LLC |                                | 11/09/2023 | 81716     |
| INV-0100                 | CLEANING SERVICES                   | 0.00                                | \$721.00                       | 0.00       | 721.00    |

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|-----------|-------------------------------------|-------------------------------------------------|-------------------------------|---------------------------------------|------------|-----------|
| Vendor ID | Vendor Name                         |                                                 |                               |                                       |            |           |
| Detail:   | Invoice No.                         | Invoice Description                             | Cross Fund                    | Invoice Amt                           | Disc. Amt  | Net Amt.  |
|           |                                     |                                                 |                               |                                       |            |           |
|           | Desc: INV-0113                      | Monument cleaning and seal<br>CLEANING SERVICES | Acct: 10-521-318-0000<br>0.00 | PR -CONTRACTED SERVICES<br>\$1,033.00 | 0.00       | 1,033.00  |
|           | Desc:                               | Powerwash cleaning of the building              | Acct: 10-524-318-0000         | PR -CONTRACTED SERVICES               |            |           |
|           |                                     | Vendor Total:                                   |                               | 1,754.00                              | 0.00       | 1,754.00  |
| 019415    | GRANITE TRAFFIC SOLUTIONS LLC       |                                                 |                               |                                       | 11/09/2023 | 81717     |
|           | 1114                                | TRAFFIC CONTROL LIGHT PROSPECT ST               | 0.00                          | \$18,575.00                           | 0.00       | 18,575.00 |
|           | Desc:                               | TRAFFIC CONTROL LIGHT PROSPECT ST               | Acct: 10-314-318-0000         | DPW -CONTRACTED SERVICES              |            |           |
|           |                                     | Vendor Total:                                   |                               | 18,575.00                             | 0.00       | 18,575.00 |
| 019850    | GREEN MOUNTAIN POWER CORP           |                                                 | GREEN MOUNTAIN POWER CORP     |                                       | 11/09/2023 | 81718     |
|           | 89290000002NOV'23                   | HEMLOCK RIDGE                                   | 38.55                         | \$38.55                               | 0.00       | 38.55     |
|           | Desc:                               | HEMLOCK RIDGE                                   | Acct: 50-954-329-0000         | ELECTRICITY                           |            |           |
|           | 98340000003NOV'23                   | A ST PUMP STN                                   | 34.09                         | \$34.09                               | 0.00       | 34.09     |
|           | Desc:                               | A ST PUMP STN                                   | Acct: 60-964-329-0000         | ELECTRICITY                           |            |           |
|           | 98490000001NOV'23                   | ELM/GILLETTE                                    | 49.01                         | \$49.01                               | 0.00       | 49.01     |
|           | Desc:                               | ELM/GILLETTE                                    | Acct: 60-964-329-0000         | ELECTRICITY                           |            |           |
|           | 87700100008NOV'23                   | CHRISTIAN ST                                    | 0.00                          | \$29.67                               | 0.00       | 29.67     |
|           | Desc:                               | CHRISTIAN ST                                    | Acct: 10-314-329-0000         | DPW -ELECTRICITY                      |            |           |
|           | 36340000003NOV'23                   | FROST PARK                                      | 0.00                          | \$24.61                               | 0.00       | 24.61     |
|           | Desc:                               | FROST PARK                                      | Acct: 10-521-329-0000         | PR -ELECTRICITY                       |            |           |
|           | 33490000008NOV'23                   | DEPOT ST SIDEWALK                               | 0.00                          | \$68.45                               | 0.00       | 68.45     |
|           | Desc:                               | DEPOT ST SIDEWALK                               | Acct: 10-314-329-0000         | DPW -ELECTRICITY                      |            |           |
|           | 44390000006NOV'23                   | BILLINGS FARM RD                                | 0.00                          | \$72.22                               | 0.00       | 72.22     |
|           | Desc:                               | BILLINGS FARM RD                                | Acct: 10-314-329-0000         | DPW -ELECTRICITY                      |            |           |
|           | 67700100000NOV'23                   | RT 5 POLE 95 - HWY                              | 0.00                          | \$35.42                               | 0.00       | 35.42     |
|           | Desc:                               | RT 5 POLE 95 - HWY                              | Acct: 10-314-329-0000         | DPW -ELECTRICITY                      |            |           |
|           | 77700100009NOV'23                   | POLE 1 PLEASANTVIEW                             | 0.00                          | \$59.46                               | 0.00       | 59.46     |
|           | Desc:                               | POLE 1 PLEASANTVIEW                             | Acct: 10-314-329-0000         | DPW -ELECTRICITY                      |            |           |
|           |                                     | Vendor Total:                                   |                               | 411.48                                | 0.00       | 411.48    |
| 020190    | GROBE, JONATHAN W.                  |                                                 | JONATHAN W. GROBE             |                                       | 11/09/2023 | 81719     |
|           | 10.25.2023                          | FLAG FOOTBALL                                   | 0.00                          | \$100.00                              | 0.00       | 100.00    |
|           | Desc:                               | FLAG FOOTBALL                                   | Acct: 10-514-318-0000         | PR -CONTRACTED SERVICES               |            |           |
|           |                                     | Vendor Total:                                   |                               | 100.00                                | 0.00       | 100.00    |
| 020212    | GUARINO'S SWIMMING POOL SERVICE INC |                                                 |                               |                                       | 11/09/2023 | 81720     |
|           | 0507254-IN                          | POOL SEASON CLOSURE                             | 0.00                          | \$3,234.50                            | 0.00       | 3,234.50  |
|           | Desc:                               | POOL SEASON CLOSURE                             | Acct: 10-512-318-0000         | PR -CONTRACTED SERVICES               |            |           |
|           |                                     | Vendor Total:                                   |                               | 3,234.50                              | 0.00       | 3,234.50  |
| 020734    | HARRIS COMPUTER CORPORATION         |                                                 | HARRIS COMPUTER CORPORATION   |                                       | 11/09/2023 | 81721     |
|           | TRIXT0002190                        | MUNISMART BASIC TRAINING                        | 0.00                          | \$600.00                              | 0.00       | 600.00    |
|           | Desc:                               | MUNISMART BASIC TRAINING                        | Acct: 10-171-315-0000         | FIN -RECRUITMENT & TRAINING           |            |           |
|           |                                     | Vendor Total:                                   |                               | 600.00                                | 0.00       | 600.00    |
| 021450    | HARTFORD, TOWN OF                   |                                                 | TOWN OF HARTFORD              |                                       | 11/09/2023 | 81722     |
|           | 310020,00406903                     | WATSON ATHLETIC FIELD                           | 0.00                          | \$79.77                               | 0.00       | 79.77     |

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| Bank ID             | Bank Name                             | Payee Name                      | Check Date                       | Check No.      |              |              |
|---------------------|---------------------------------------|---------------------------------|----------------------------------|----------------|--------------|--------------|
| Vendor ID           | Vendor Name                           |                                 |                                  |                |              |              |
| Detail: Invoice No. | Invoice Description                   | Cross Fund                      | Invoice Amt                      | Disc. Amt      | Net Amt.     |              |
|                     | Desc: WATSON ATHLETIC FIELD           | Acct: 10-521-328-0000           | PR -WATER                        |                |              |              |
| 410069,00405994     | WATER-1741 QUECHEE MAIN STREET        | 0.00                            | \$94.66                          | 0.00           | 94.66        |              |
|                     | Desc: WATER-1741 QUECHEE MAIN STREET  | Acct: 10-521-328-0000           | PR -WATER                        |                |              |              |
| 410070,00405993     | 1732 QUECHEE MAIN STR                 | 0.00                            | \$102.94                         | 0.00           | 102.94       |              |
|                     | Desc: 1732 QUECHEE MAIN STR           | Acct: 10-521-328-0000           | PR -WATER                        |                |              |              |
| 410265,00405996     | STATION 2 - WATER                     | 0.00                            | \$347.91                         | 0.00           | 347.91       |              |
|                     | Desc: STATION 2 - WATER               | Acct: 10-221-328-0000           | HFD -WATER                       |                |              |              |
| 410439,00405995     | VILLAGE GREEN                         | 0.00                            | \$110.76                         | 0.00           | 110.76       |              |
|                     | Desc: VILLAGE GREEN                   | Acct: 10-521-328-0000           | PR -WATER                        |                |              |              |
| 411270,00405992     | 142 IZZO PL                           | 123.64                          | \$123.64                         | 0.00           | 123.64       |              |
|                     | Desc: 142 IZZO PL                     | Acct: 65-963-328-0000           | WATER                            |                |              |              |
| 410266,00405997     | STATION 2 - WATER                     | 0.00                            | \$296.91                         | 0.00           | 296.91       |              |
|                     | Desc: STATION 2 - WATER               | Acct: 10-221-328-0000           | HFD -WATER                       |                |              |              |
| 312650,00406904     | WATER - 812 VA CUTOFF                 | 0.00                            | \$1,169.51                       | 0.00           | 1,169.51     |              |
|                     | Desc: WATER - 812 VA CUTOFF           | Acct: 10-221-328-0000           | HFD -WATER                       |                |              |              |
|                     | Desc: WATER - 812 VA CUTOFF           | Acct: 10-211-328-0000           | HPD -WATER                       |                |              |              |
| Vendor Total:       |                                       |                                 | 2,326.10                         | 0.00           | 2,326.10     |              |
| 021500              | HARTFORD SCHOOL, TOWN OF              | TOWN OF HARTFORD SCHOOL         | 11/09/2023                       |                | 81723        |              |
|                     | 2024 TAXES#3                          | FYE 2024 Taxes Payment #3       | 0.00                             | \$1,500,000.00 | 0.00         | 1,500,000.00 |
|                     | Desc: FYE 2024 Taxes Payment #3       | Acct: 10-015-100-0100           | DUE TO SCHOOL DISTRICT - TAXES   |                |              |              |
| Vendor Total:       |                                       |                                 | 1,500,000.00                     | 0.00           | 1,500,000.00 |              |
| 021783              | HAVERSTOCK, JOHN S                    | JOHN S HAVERSTOCK               | 11/09/2023                       |                | 81724        |              |
|                     | OCT'23                                | Transportation Allowance OCT'23 | 0.00                             | \$333.33       | 0.00         | 333.33       |
|                     | Desc: Transportation Allowance OCT'23 | Acct: 10-121-311-0000           | TM -TRAVEL & MEETINGS            |                |              |              |
|                     | NOV'23                                | Transportation Allowance NOV'23 | 0.00                             | \$333.33       | 0.00         | 333.33       |
|                     | Desc: Transportation Allowance NOV'23 | Acct: 10-121-311-0000           | TM -TRAVEL & MEETINGS            |                |              |              |
| Vendor Total:       |                                       |                                 | 666.66                           | 0.00           | 666.66       |              |
| 023122              | HORIZON BUSINESS GROUP, LLC           |                                 | 11/09/2023                       |                | 81725        |              |
|                     | 2210480                               | MED SUPPLIES                    | 0.00                             | \$382.65       | 0.00         | 382.65       |
|                     | Desc: MEDICAL SUPPLIES                | Acct: 10-221-331-0500           | HFD -MEDICAL EQUIPMENT & SUPPL   |                |              |              |
| Vendor Total:       |                                       |                                 | 382.65                           | 0.00           | 382.65       |              |
| 023473              | INGRAM LIBRARY SERVICES LLC           |                                 | 11/09/2023                       |                | 81726        |              |
|                     | 78557461                              | BOOKS                           | 0.00                             | \$15.12        | 0.00         | 15.12        |
|                     | Desc: BOOKS                           | Acct: 10-712-316-0500           | LIB -APPROP - W. HARTFORD LIBRAF |                |              |              |
|                     | 78557462                              | BOOKS                           | 0.00                             | \$154.10       | 0.00         | 154.10       |
|                     | Desc: BOOKS                           | Acct: 10-712-316-0500           | LIB -APPROP - W. HARTFORD LIBRAF |                |              |              |
|                     | 78557463                              | BOOKS                           | 0.00                             | \$11.05        | 0.00         | 11.05        |
|                     | Desc: BOOKS                           | Acct: 10-712-316-0500           | LIB -APPROP - W. HARTFORD LIBRAF |                |              |              |
|                     | 78557464                              | BOOKS                           | 0.00                             | \$10.68        | 0.00         | 10.68        |
|                     | Desc: BOOKS                           | Acct: 10-712-316-0500           | LIB -APPROP - W. HARTFORD LIBRAF |                |              |              |
| Vendor Total:       |                                       |                                 | 190.95                           | 0.00           | 190.95       |              |
| 026759              | LOWERY PROPERTY SERVICES              |                                 | 11/09/2023                       |                | 81727        |              |
|                     | 2354                                  | CLEAN UP SERVICES               | 0.00                             | \$1,650.00     | 0.00         | 1,650.00     |

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|----------------|-------------------------------|-------------------------------------|-------------------------|-------------------------------|------------|-----------|
| Vendor ID      | Vendor Name                   |                                     |                         |                               | Disc. Amt  | Net Amt.  |
| <b>Detail:</b> | Invoice No.                   | Invoice Description                 | Cross Fund              | Invoice Amt                   | Disc. Amt  | Net Amt.  |
|                |                               |                                     |                         |                               |            |           |
|                | Desc:                         | Retention area brush cutting        | Acct: 10-527-318-0000   | PR -CONTRACTED SERVICES       |            |           |
|                | Desc:                         | Kilowatt slop maintenance           | Acct: 10-521-318-0000   | PR -CONTRACTED SERVICES       |            |           |
|                |                               | Vendor Total:                       |                         | 1,650.00                      | 0.00       | 1,650.00  |
| 027380         | LEBANON FORD                  |                                     |                         |                               | 11/09/2023 | 81728     |
|                | 442432                        | PARTS - PD                          | 0.00                    | \$100.00                      | 0.00       | 100.00    |
|                | Desc:                         | PARTS - PD                          | Acct: 10-211-321-0000   | HPD -REPAIRS & MAINT-VEHICLES |            |           |
|                |                               | Vendor Total:                       |                         | 100.00                        | 0.00       | 100.00    |
| 027750         | DEAD RIVER COMPANY            |                                     | DEAD RIVER COMPANY      |                               | 11/09/2023 | 81729     |
|                | 4333626,20077                 | #2 Heating Oil_158 Gallons @ \$3.86 | 614.62                  | \$614.62                      | 0.00       | 614.62    |
|                | Desc:                         | #2 Heating Oil_158 Gallons @ \$3.86 | Acct: 30-971-327-0000   | BUILDING HEAT                 |            |           |
|                |                               | Vendor Total:                       |                         | 614.62                        | 0.00       | 614.62    |
| 027755         | LEONARD, TIMOTHY A            |                                     | TIMOTHY A. LEONARD      |                               | 11/09/2023 | 81730     |
|                | 10.25.2023                    | FLAG FOOTBALL                       | 0.00                    | \$150.00                      | 0.00       | 150.00    |
|                | Desc:                         | FLAG FOOTBALL                       | Acct: 10-514-318-0000   | PR -CONTRACTED SERVICES       |            |           |
|                |                               | Vendor Total:                       |                         | 150.00                        | 0.00       | 150.00    |
| 029010         | MAINE OXY ACETYLENE SUPPLY CO |                                     | MAINE OXY               |                               | 11/09/2023 | 81731     |
|                | 3002778420                    | CO2                                 | 0.00                    | \$158.13                      | 0.00       | 158.13    |
|                | Desc:                         | CO2                                 | Acct: 10-512-318-0000   | PR -CONTRACTED SERVICES       |            |           |
|                | 3002812366                    | CO2                                 | 0.00                    | \$3.00                        | 0.00       | 3.00      |
|                | Desc:                         | CO2                                 | Acct: 10-512-318-0000   | PR -CONTRACTED SERVICES       |            |           |
|                | 3002796326                    | CO2                                 | 0.00                    | \$158.13                      | 0.00       | 158.13    |
|                | Desc:                         | CO2                                 | Acct: 10-512-318-0000   | PR -CONTRACTED SERVICES       |            |           |
|                |                               | Vendor Total:                       |                         | 319.26                        | 0.00       | 319.26    |
| 029815         | MASON, W.B. COMPANY, INC      |                                     | W.B. MASON COMPANY, INC |                               | 11/09/2023 | 81732     |
|                | 242109321                     | PAPER                               | 0.00                    | \$114.10                      | 0.00       | 114.10    |
|                | Desc:                         | PAPER                               | Acct: 10-121-323-0000   | TM -MATERIAL & SUPPLIES       |            |           |
|                | 241929096                     | OFFICE SUPPLIES                     | 0.00                    | \$11.99                       | 0.00       | 11.99     |
|                | Desc:                         | OFFICE SUPPLIES                     | Acct: 10-211-311-0000   | HPD -TRAVEL & MEETINGS        |            |           |
|                | 240312911                     | OFFICE SUPPLIES                     | 0.00                    | \$85.98                       | 0.00       | 85.98     |
|                | Desc:                         | OFFICE SUPPLIES                     | Acct: 10-211-323-0000   | HPD -MATERIAL & SUPPLIES      |            |           |
|                | 241632313                     | OFFICE SUPPLIES                     | 0.00                    | \$149.94                      | 0.00       | 149.94    |
|                | Desc:                         | OFFICE SUPPLIES                     | Acct: 10-211-311-0000   | HPD -TRAVEL & MEETINGS        |            |           |
|                | 241929203                     | OFFICE SUPPLIES                     | 0.00                    | \$80.11                       | 0.00       | 80.11     |
|                | Desc:                         | OFFICE SUPPLIES                     | Acct: 10-211-311-0000   | HPD -TRAVEL & MEETINGS        |            |           |
|                | 241994627                     | TONER                               | 53.65                   | \$64.38                       | 0.00       | 64.38     |
|                | Desc:                         | TONER                               | Acct: 10-325-323-0000   | DPW -MATERIAL & SUPPLIES      |            |           |
|                | Desc:                         | TONER                               | Acct: 30-971-323-0000   | MATERIAL & SUPPLIES           |            |           |
|                | Desc:                         | TONER                               | Acct: 50-955-323-0000   | MATERIAL & SUPPLIES           |            |           |
|                | Desc:                         | TONER                               | Acct: 55-955-323-0000   | MATERIALS & SUPPLIES          |            |           |
|                | Desc:                         | TONER                               | Acct: 60-965-323-0000   | MATERIAL & SUPPLIES           |            |           |
|                | Desc:                         | TONER                               | Acct: 65-965-323-0000   | MATERIALS & SUPPLIES          |            |           |
|                | 242098674                     | PAPER                               | 0.00                    | \$18.49                       | 0.00       | 18.49     |
|                | Desc:                         | PAPER                               | Acct: 10-171-323-0000   | FIN -MATERIAL & SUPPLIES      |            |           |



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| Bank ID                                   | Bank Name                         | Payee Name             | Check Date                      | Check No. |          |
|-------------------------------------------|-----------------------------------|------------------------|---------------------------------|-----------|----------|
| Vendor ID                                 | Vendor Name                       |                        |                                 |           |          |
| <b>Detail:</b> Invoice No.                | Invoice Description               | Cross Fund             | Invoice Amt                     | Disc. Amt | Net Amt. |
| 242368702-1                               | OFFICE SUPPLIES                   | 0.00                   | \$285.01                        | 0.00      | 285.01   |
| Desc: Office Supplies                     |                                   | Acct: 10-151-323-0000  | TC -MATERIAL & SUPPLIES         |           |          |
| 242368702-2                               | OFFICE SUPPLIES                   | 0.00                   | \$29.99                         | 0.00      | 29.99    |
| Desc: Office equipment for new position   |                                   | Acct: 10-151-320-0000  | TC -EQUIP OPERATION/MAINT-OFFIC |           |          |
| Vendor Total:                             |                                   |                        | 839.99                          | 0.00      | 839.99   |
| 030240                                    | MCNALL, GLENN A                   | GLENN A MCNALL         | 11/09/2023                      |           | 81733    |
| 1287                                      | Reimbursement                     | 85.00                  | \$85.00                         | 0.00      | 85.00    |
| Desc: Fall Tradeshow 2023 Event Registrat |                                   | Acct: 60-961-311-0000  | TRAVEL & MEETINGS               |           |          |
| Vendor Total:                             |                                   |                        | 85.00                           | 0.00      | 85.00    |
| 030250                                    | MCNALL, KAREN                     | KAREN MCNALL           | 11/09/2023                      |           | 81734    |
| 2023-11                                   | CAR MAKING CLASS 10.25.2023       | 0.00                   | \$102.40                        | 0.00      | 102.40   |
| Desc: CAR MAKING CLASS                    |                                   | Acct: 10-515-318-0000  | PR -CONTRACTED SERVICES         |           |          |
| Vendor Total:                             |                                   |                        | 102.40                          | 0.00      | 102.40   |
| 033400                                    | NEW ENGLAND INSTRUMENT            |                        | 11/09/2023                      |           | 81735    |
| 24829                                     | TROUBLESHOOT INFLUENT FLOW        | 2,527.97               | \$2,527.97                      | 0.00      | 2,527.97 |
| Desc: MAG 5000 Converter Head Replacement |                                   | Acct: 60-961-320-0100  | EQUIP OPERATION/MAINT-GENERAL   |           |          |
| Desc: Service Call/Travel Hours           |                                   | Acct: 60-961-318-0000  | CONTRACTED SERVICES             |           |          |
| 24831                                     | TROUBLESHOOT INFLUENT FLOW        | 588.00                 | \$588.00                        | 0.00      | 588.00   |
| Desc: Work Hours/Travel to Install Replac |                                   | Acct: 60-961-318-0000  | CONTRACTED SERVICES             |           |          |
| Vendor Total:                             |                                   |                        | 3,115.97                        | 0.00      | 3,115.97 |
| 033433                                    | NEW ENGLAND MARINE AND INDUSTRIAL |                        | 11/09/2023                      |           | 81736    |
| 96534                                     | RAFT & PADDLES                    | 0.00                   | \$3,264.00                      | 0.00      | 3,264.00 |
| Desc: RAFT & PADDLES                      |                                   | Acct: 10-221-331-0200  | HFD -TECHNICAL/WATER EQUIPMEN   |           |          |
| Vendor Total:                             |                                   |                        | 3,264.00                        | 0.00      | 3,264.00 |
| 033982                                    | NEW YORK POST                     |                        | 11/09/2023                      |           | 81737    |
| 117943                                    | Recruiting advertising            | 0.00                   | \$1,500.00                      | 0.00      | 1,500.00 |
| Desc: Recruiting advertising              |                                   | Acct: 10-211-312-0000  | HPD -ADVERTISING                |           |          |
| Vendor Total:                             |                                   |                        | 1,500.00                        | 0.00      | 1,500.00 |
| 034925                                    | NORTHEAST RESOURCE RECOVERY ASSC  |                        | 11/09/2023                      |           | 81738    |
| 135363                                    | SCRAP/TRANSPORTATION              | 401.62                 | \$401.62                        | 0.00      | 401.62   |
| Desc: SCRAP/TRANSPORTATION                |                                   | Acct: 30-971-318-0000  | CONTRACTED SERVICES             |           |          |
| Vendor Total:                             |                                   |                        | 401.62                          | 0.00      | 401.62   |
| 035002                                    | CASELLA WASTE MANAGEMENT, INC     | CASELLA WASTE SERVICES | 11/09/2023                      |           | 81739    |
| 9600306162OCT'23                          | TRASH PICK UP - OCT'23 - MAXFIELD | 0.00                   | \$409.97                        | 0.00      | 409.97   |
| Desc: TRASH PICK UP - OCT'23 - MAXFIELD   |                                   | Acct: 10-527-318-0000  | PR -CONTRACTED SERVICES         |           |          |
| 9600291752OCT'23                          | TRASH PICK UP - OCT'23 - WABA     | 0.00                   | \$280.34                        | 0.00      | 280.34   |
| Desc: TRASH PICK UP - OCT'23 - WABA       |                                   | Acct: 10-530-318-0000  | PR -CONTRACTED SERVICES         |           |          |
| 9600004122OCT'23                          | TRASH PICK UP - OCT'23 TH         | 0.00                   | \$263.10                        | 0.00      | 263.10   |
| Desc: TRASH PICK UP - OCT'23 TH           |                                   | Acct: 10-161-318-0000  | TH -CONTRACTED SERVICES         |           |          |
| 9600004148OCT'23                          | TRASH PICK UP - OCT'23 BUGBEE     | 0.00                   | \$296.53                        | 0.00      | 296.53   |

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| Vendor ID                  | Vendor Name                               |                       |                               |           |           |
| <b>Detail:</b> Invoice No. | Invoice Description                       | Cross Fund            | Invoice Amt                   | Disc. Amt | Net Amt.  |
|                            |                                           |                       |                               |           |           |
|                            | Desc: TRASH PICK UP - OCT'23 BUGBEE       | Acct: 10-421-318-0000 | SEN -CONTRACTED SERVICES      |           |           |
|                            | Vendor Total:                             |                       | 1,249.94                      | 0.00      | 1,249.94  |
| 035050                     | NORTHERN NURSERIES INC                    |                       | 11/09/2023                    |           | 81740     |
| 172875                     | SUPPLIES                                  | 0.00                  | \$507.50                      | 0.00      | 507.50    |
|                            | Desc: SUPPLIES                            | Acct: 10-521-323-0000 | PR -MATERIAL & SUPPLIES       |           |           |
| 172842                     | SOIL                                      | 0.00                  | \$256.00                      | 0.00      | 256.00    |
|                            | Desc: Material for Lyman and Town Hall gr | Acct: 10-521-323-0000 | PR -MATERIAL & SUPPLIES       |           |           |
|                            | Vendor Total:                             |                       | 763.50                        | 0.00      | 763.50    |
| 036697                     | PARSONS ENVIRONMENT                       | JP MORGAN CHASE       | 11/09/2023                    |           | 81741     |
| 74,85738                   | INSPECTIONS                               | 0.00                  | \$2.26                        | 0.00      | 2.26      |
|                            | Desc: INSPECTIONS                         | Acct: 10-321-321-0000 | DPW -REPAIRS & MAINT-VEHICLES |           |           |
| 12933,89706                | INSPECTIONS                               | 0.00                  | \$2.26                        | 0.00      | 2.26      |
|                            | Desc: INSPECTIONS                         | Acct: 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES |           |           |
|                            | Vendor Total:                             |                       | 4.52                          | 0.00      | 4.52      |
| 037450                     | PIKE INDUSTRIES INC                       |                       | 11/09/2023                    |           | 81742     |
| 1256999                    | STONE                                     | 0.00                  | \$334.96                      | 0.00      | 334.96    |
|                            | Desc: STONE                               | Acct: 10-311-323-0000 | DPW -MATERIAL & SUPPLIES      |           |           |
|                            | Vendor Total:                             |                       | 334.96                        | 0.00      | 334.96    |
| 037551                     | PITNEY BOWES BANK INC                     | PITNEY BOWES BANK INC | 11/09/2023                    |           | 81743     |
| OCT'23                     | POSTAGE                                   | 1,143.63              | \$1,979.29                    | 0.00      | 1,979.29  |
|                            | Desc: Postage                             | Acct: 10-121-322-0000 | TM -POSTAGE                   |           |           |
|                            | Desc: Postage                             | Acct: 10-171-322-0000 | FIN -POSTAGE                  |           |           |
|                            | Desc: Postage                             | Acct: 10-151-322-0000 | TC -POSTAGE                   |           |           |
|                            | Desc: Postage                             | Acct: 10-511-322-0000 | PR -POSTAGE                   |           |           |
|                            | Desc: Postage                             | Acct: 10-622-322-0000 | PDZ -POSTAGE                  |           |           |
|                            | Desc: Postage                             | Acct: 10-175-322-0000 | DEL -POSTAGE                  |           |           |
|                            | Desc: Postage                             | Acct: 10-174-322-0000 | ASE -POSTAGE                  |           |           |
|                            | Desc: Postage                             | Acct: 50-955-322-0000 | POSTAGE                       |           |           |
|                            | Desc: Postage                             | Acct: 55-955-322-0000 | POSTAGE                       |           |           |
|                            | Desc: Postage                             | Acct: 60-965-322-0000 | POSTAGE                       |           |           |
|                            | Desc: Postage                             | Acct: 65-965-322-0000 | POSTAGE                       |           |           |
|                            | Desc: Postage                             | Acct: 10-171-322-0000 | FIN -POSTAGE                  |           |           |
|                            | Vendor Total:                             |                       | 1,979.29                      | 0.00      | 1,979.29  |
| 038340                     | PREFERRED CONTRACTORS, INC                |                       | 11/09/2023                    |           | 81744     |
| I4379-2                    | RINK SEAL                                 | 0.00                  | \$7,540.63                    | 0.00      | 7,540.63  |
|                            | Desc: EMERGENCY RINK SEAL                 | Acct: 10-530-318-0000 | PR -CONTRACTED SERVICES       |           |           |
|                            | Desc: EMERGENCY RINK SEAL                 | Acct: 10-530-318-0000 | PR -CONTRACTED SERVICES       |           |           |
|                            | Desc: EMERGENCY RINK SEAL                 | Acct: 10-530-318-0000 | PR -CONTRACTED SERVICES       |           |           |
| I4379-1                    | RINK SEAL                                 | 0.00                  | \$5,089.37                    | 0.00      | 5,089.37  |
|                            | Desc: Emergency repair of rink floor      | Acct: 10-530-318-0000 | PR -CONTRACTED SERVICES       |           |           |
|                            | Vendor Total:                             |                       | 12,630.00                     | 0.00      | 12,630.00 |
| 039510                     | RC CLEANING LLC                           | RC CLEANING LLC       | 11/09/2023                    |           | 81745     |

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| Bank ID        | Bank Name                           |                                   |                                  |                                 |            |           |
|----------------|-------------------------------------|-----------------------------------|----------------------------------|---------------------------------|------------|-----------|
| Vendor ID      | Vendor Name                         |                                   | Payee Name                       |                                 | Check Date | Check No. |
| <b>Detail:</b> | Invoice No.                         | Invoice Description               | Cross Fund                       | Invoice Amt                     | Disc. Amt  | Net Amt.  |
|                |                                     |                                   |                                  |                                 |            |           |
|                | 171                                 | CLENAING - LIB                    | 0.00                             | \$318.28                        | 0.00       | 318.28    |
|                | Desc:                               | CLENAING - LIB                    | Acct: 10-524-318-0000            | PR -CONTRACTED SERVICES         |            |           |
|                | 169                                 | CLEANING SERVICES                 | 0.00                             | \$2,876.51                      | 0.00       | 2,876.51  |
|                | Desc:                               | Town Hall Cleaning                | Acct: 10-161-318-0000            | TH -CONTRACTED SERVICES         |            |           |
|                | Vendor Total:                       |                                   |                                  | 3,194.79                        | 0.00       | 3,194.79  |
|                |                                     |                                   |                                  |                                 |            |           |
| 039710         | REED TRUCK SERVICES INC             |                                   | SG REED TRUCK SERVICES INC,      |                                 | 11/09/2023 | 81746     |
|                | 23500                               | H-6 REPAIRS                       | 0.00                             | \$934.73                        | 0.00       | 934.73    |
|                | Desc:                               | H-6_Repair/Maintenance            | Acct: 10-321-321-0000            | DPW -REPAIRS & MAINT-VEHICLES   |            |           |
|                | 23376                               | Electronic Control Module for H-1 | 0.00                             | \$4,423.10                      | 0.00       | 4,423.10  |
|                | Desc:                               | Electronic Control Module for H-1 | Acct: 10-321-321-0000            | DPW -REPAIRS & MAINT-VEHICLES   |            |           |
|                | 23597                               | PARTS                             | 0.00                             | \$61.31                         | 0.00       | 61.31     |
|                | Desc:                               | PARTS                             | Acct: 10-321-321-0000            | DPW -REPAIRS & MAINT-VEHICLES   |            |           |
|                | Vendor Total:                       |                                   |                                  | 5,419.14                        | 0.00       | 5,419.14  |
|                |                                     |                                   |                                  |                                 |            |           |
| 039991         | RESPONDER TOGETHER NH               |                                   |                                  |                                 | 11/09/2023 | 81747     |
|                | HEIGHES 2024                        | ICISF Registered class 2024       | 0.00                             | \$150.00                        | 0.00       | 150.00    |
|                | Desc:                               | ICISF Registered class 2024       | Acct: 10-221-315-0000            | HFD -RECRUITMENT & TRAINING     |            |           |
|                | Colburn 2024                        | ICISF Registered class 2024       | 0.00                             | \$150.00                        | 0.00       | 150.00    |
|                | Desc:                               | ICISF Registered class 2024       | Acct: 10-221-315-0000            | HFD -RECRUITMENT & TRAINING     |            |           |
|                | Vendor Total:                       |                                   |                                  | 300.00                          | 0.00       | 300.00    |
|                |                                     |                                   |                                  |                                 |            |           |
| 041450         | SABIL & SONS, INC                   |                                   | SABIL & SONS, INC                |                                 | 11/09/2023 | 81748     |
|                | 45336                               | TANK STRAP                        | 0.00                             | \$37.71                         | 0.00       | 37.71     |
|                | Desc:                               | TANK STRAP                        | Acct: 10-321-321-0000            | DPW -REPAIRS & MAINT-VEHICLES   |            |           |
|                | 45335                               | OIL FILTER                        | 21.07                            | \$21.07                         | 0.00       | 21.07     |
|                | Desc:                               | OIL FILTER                        | Acct: 60-961-321-0000            | REPAIRS & MAINT-VEHICLES        |            |           |
|                | 45318                               | FILTERS                           | 108.29                           | \$108.29                        | 0.00       | 108.29    |
|                | Desc:                               | FILTERS                           | Acct: 60-961-321-0000            | REPAIRS & MAINT-VEHICLES        |            |           |
|                | Vendor Total:                       |                                   |                                  | 167.07                          | 0.00       | 167.07    |
|                |                                     |                                   |                                  |                                 |            |           |
| 041466         | SADOWSKI, PAUL E                    |                                   | PAUL E. SADOWSKI                 |                                 | 11/09/2023 | 81749     |
|                | 10.24.2023                          | Soccer official                   | 0.00                             | \$500.00                        | 0.00       | 500.00    |
|                | Desc:                               | Soccer Official                   | Acct: 10-514-318-0000            | PR -CONTRACTED SERVICES         |            |           |
|                | Vendor Total:                       |                                   |                                  | 500.00                          | 0.00       | 500.00    |
|                |                                     |                                   |                                  |                                 |            |           |
| 041735         | SCHWAAB INC                         |                                   |                                  |                                 | 11/09/2023 | 81750     |
|                | 4382979                             | OFFICE EQUIPMNT - NEW POSITION    | 0.00                             | \$89.49                         | 0.00       | 89.49     |
|                | Desc:                               | OFFICE EQUIPMNT - NEW POSITION    | Acct: 10-151-320-0000            | TC -EQUIP OPERATION/MAINT-OFFIC |            |           |
|                | Vendor Total:                       |                                   |                                  | 89.49                           | 0.00       | 89.49     |
|                |                                     |                                   |                                  |                                 |            |           |
| 042720         | SIRCHIE AQUISITION COMPANY, LLC     |                                   | SIRCHIE ACQUISITION COMPANY, LLC |                                 | 11/09/2023 | 81751     |
|                | 0616371-IN                          | EVIDENCE TAPE                     | 0.00                             | \$120.14                        | 0.00       | 120.14    |
|                | Desc:                               | Sirchie- Evidence Tape            | Acct: 10-211-323-0000            | HPD -MATERIAL & SUPPLIES        |            |           |
|                | Vendor Total:                       |                                   |                                  | 120.14                          | 0.00       | 120.14    |
|                |                                     |                                   |                                  |                                 |            |           |
| 043315         | NATIONAL CENTER FOR SAFETY INITIATI |                                   |                                  |                                 | 11/09/2023 | 81752     |

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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.  |
| 39210                                     | BACKGROUND CHECK                   | 0.00                  | \$45.00                         | 0.00      | 45.00     |
| Desc: BACKGROUND CHECK                    |                                    | Acct: 10-514-315-0000 | PR -RECRUITMENT & TRAINING      |           |           |
| Desc: BACKGROUND CHECK                    |                                    | Acct: 10-121-323-0000 | TM -MATERIAL & SUPPLIES         |           |           |
| Vendor Total:                             |                                    |                       | 45.00                           | 0.00      | 45.00     |
| 044220                                    | STERICYCLE, INC                    |                       | 11/09/2023                      |           | 81753     |
| 8005101758                                | MED DISPOSAL                       | 0.00                  | \$30.32                         | 0.00      | 30.32     |
| Desc: MED DISPOSAL                        |                                    | Acct: 10-221-331-0500 | HFD -MEDICAL EQUIPMENT & SUPPLI |           |           |
| Vendor Total:                             |                                    |                       | 30.32                           | 0.00      | 30.32     |
| 044560                                    | STRATUS TELECOM LLC                |                       | 11/09/2023                      |           | 81754     |
| 14832                                     | FAX SERVICE NOV'23                 | 0.00                  | \$99.81                         | 0.00      | 99.81     |
| Desc: FAX SERVICE NOV'23                  |                                    | Acct: 10-121-324-0000 | TM -TELEPHONE                   |           |           |
| Desc: FAX SERVICE NOV'23                  |                                    | Acct: 10-221-324-0000 | HFD -TELEPHONE                  |           |           |
| Desc: FAX SERVICE NOV'23                  |                                    | Acct: 10-211-324-0000 | HPD -TELEPHONE                  |           |           |
| Desc: FAX SERVICE NOV'23                  |                                    | Acct: 10-271-324-0000 | DISP -TELEPHONE                 |           |           |
| Vendor Total:                             |                                    |                       | 99.81                           | 0.00      | 99.81     |
| 045300                                    | TASCO SECURITY, INC                |                       | 11/09/2023                      |           | 81755     |
| 173165                                    | ALARM MONITORING                   | 484.88                | \$484.88                        | 0.00      | 484.88    |
| Desc: ALARM MONITORING                    |                                    | Acct: 30-971-318-0000 | CONTRACTED SERVICES             |           |           |
| Vendor Total:                             |                                    |                       | 484.88                          | 0.00      | 484.88    |
| 046000                                    | TI-SALES INC                       |                       | 11/09/2023                      |           | 81756     |
| INV0163600                                | SUPPLIES                           | 3,992.44              | \$3,992.44                      | 0.00      | 3,992.44  |
| Desc: LMI RPM Maint Kit, & Neptune Meters |                                    | Acct: 50-954-323-0000 | MATERIAL & SUPPLIES             |           |           |
| Desc: LMI RPM Maint Kit & Neptune Meters  |                                    | Acct: 55-954-323-0000 | MATERIALS & SUPPLIES            |           |           |
| Desc: Chlorine Tablets                    |                                    | Acct: 50-952-340-0000 | CHEMICALS                       |           |           |
| Desc: Chlorine Tablets                    |                                    | Acct: 55-953-340-0000 | CHEMICALS                       |           |           |
| Vendor Total:                             |                                    |                       | 3,992.44                        | 0.00      | 3,992.44  |
| 046460                                    | TRI-COUNTY CONTRACTORS SUPPLY, INC |                       | 11/09/2023                      |           | 81757     |
| 280076                                    | Buffalo Turbine Model BT-CPTO Debr | 0.00                  | \$13,398.00                     | 0.00      | 13,398.00 |
| Desc: Buffalo Turbine Model BT-CPTO Debr  |                                    | Acct: 10-311-323-0000 | DPW -MATERIAL & SUPPLIES        |           |           |
| Vendor Total:                             |                                    |                       | 13,398.00                       | 0.00      | 13,398.00 |
| 047190                                    | USABBLUEBOOK                       | USABBLUEBOOK          | 11/09/2023                      |           | 81758     |
| INV00175103                               | SUPPLIES                           | 157.08                | \$157.08                        | 0.00      | 157.08    |
| Desc: SUPPLIES                            |                                    | Acct: 60-961-323-0000 | MATERIAL & SUPPLIES             |           |           |
| INV00171759                               | SUPPLIES                           | 211.19                | \$211.19                        | 0.00      | 211.19    |
| Desc: SUPPLIES                            |                                    | Acct: 60-961-323-0000 | MATERIAL & SUPPLIES             |           |           |
| INV00178574                               | SUPPLIES                           | 138.90                | \$138.90                        | 0.00      | 138.90    |
| Desc: SUPPLIES                            |                                    | Acct: 60-961-323-0000 | MATERIAL & SUPPLIES             |           |           |
| Vendor Total:                             |                                    |                       | 507.17                          | 0.00      | 507.17    |
| 047715                                    | UPPER VALLEY HUMANE SOCIETY        |                       | 11/09/2023                      |           | 81759     |
| 1093                                      | ANNUAL CONTRACT                    | 0.00                  | \$4,500.00                      | 0.00      | 4,500.00  |
| Desc: ANNUAL CONTRACT                     |                                    | Acct: 10-211-318-0000 | HPD -CONTRACTED SERVICES        |           |           |



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| Bank ID        | Bank Name                          |                                   | Payee Name                         |                                  | Check Date | Check No. |
|----------------|------------------------------------|-----------------------------------|------------------------------------|----------------------------------|------------|-----------|
| Vendor ID      | Vendor Name                        |                                   | Payee Name                         |                                  | Check Date | Check No. |
| <b>Detail:</b> | Invoice No.                        | Invoice Description               | Cross Fund                         | Invoice Amt                      | Disc. Amt  | Net Amt.  |
|                |                                    |                                   |                                    |                                  |            |           |
| Vendor Total:  |                                    |                                   |                                    | 4,500.00                         | 0.00       | 4,500.00  |
| 048185         | VALLEY IMAGING & AWARDS            |                                   |                                    |                                  | 11/09/2023 | 81760     |
| 21232          | DESK NAME PLATE                    |                                   | 0.00                               | \$10.40                          | 0.00       | 10.40     |
|                | Desc:                              | DESK NAME PLATE                   | Acct: 10-151-320-0000              | TC -EQUIP OPERATION/MAINT-OFFIC  |            |           |
| Vendor Total:  |                                    |                                   |                                    | 10.40                            | 0.00       | 10.40     |
| 048300         | VALLEY NEWS                        |                                   | VALLEY NEWS                        | 11/09/2023                       |            | 81761     |
| 125911,4429551 | SB AGENDA 10.17.23                 |                                   | 0.00                               | \$225.00                         | 0.00       | 225.00    |
|                | Desc:                              | SB AGENDA 10.17.23                | Acct: 10-111-312-0000              | SB -ADVERTISING                  |            |           |
| 125911,4430227 | SB AGENDA 11.07.2023               |                                   | 0.00                               | \$174.60                         | 0.00       | 174.60    |
|                | Desc:                              | SB AGENDA 11.07.2023              | Acct: 10-111-312-0000              | SB -ADVERTISING                  |            |           |
| 125977,4429930 | AD PLANNING COMMISSION 11.13.2023  |                                   | 0.00                               | \$396.00                         | 0.00       | 396.00    |
|                | Desc:                              | AD PLANNING COMMISSION 11.13.2023 | Acct: 10-622-312-0000              | PDZ -ADVERTISING                 |            |           |
| 125911,4430007 | SB AGENDA 10.31.23                 |                                   | 0.00                               | \$226.80                         | 0.00       | 226.80    |
|                | Desc:                              | SB AGENDA 10.31.23                | Acct: 10-111-312-0000              | SB -ADVERTISING                  |            |           |
| Vendor Total:  |                                    |                                   |                                    | 1,022.40                         | 0.00       | 1,022.40  |
| 050090         | VERMONT LEAGUE OF CITIES AND TOWNS |                                   | VERMONT LEAGUE OF CITIES AND TOWNS | 11/09/2023                       |            | 81762     |
| 3898           | TRAINING                           |                                   | 0.00                               | \$10.00                          | 0.00       | 10.00     |
|                | Desc:                              | Cannabis Board Training-Clerk     | Acct: 10-151-311-0000              | TC -TRAVEL & MEETINGS            |            |           |
| Vendor Total:  |                                    |                                   |                                    | 10.00                            | 0.00       | 10.00     |
| 050100         | VERMONT LEAGUE OF CITIES AND TOWNS |                                   |                                    | 11/09/2023                       |            | 81763     |
| 1913           | FY'24 REG MEMBERSHIP DUES          |                                   | 0.00                               | \$15,201.00                      | 0.00       | 15,201.00 |
|                | Desc:                              | FY'24 REG MEMBERSHIP DUES         | Acct: 10-121-313-0000              | TM -MEMBERSHIP DUES              |            |           |
| Vendor Total:  |                                    |                                   |                                    | 15,201.00                        | 0.00       | 15,201.00 |
| 050250         | VERMONT LEAGUE OF CITIES AND TOWNS |                                   | VERMONT LEAGUE OF CITIES AND TOWNS | 11/09/2023                       |            | 81764     |
| P02852023 E13  | 2023 TORO MOWER INS                |                                   | 0.00                               | \$230.00                         | 0.00       | 230.00    |
|                | Desc:                              | 2023 TORO MOWER INS               | Acct: 10-521-418-0000              | PR -PROPERTY & LIABILITY INSURAN |            |           |
| P02852023 E12  | 2014 FORD AMB INS                  |                                   | 0.00                               | \$-211.00                        | 0.00       | -211.00   |
|                | Desc:                              | 2014 FORD AMB INS                 | Acct: 10-221-418-0000              | HFD -PROPERTY & LIABILITY INSURA |            |           |
| Vendor Total:  |                                    |                                   |                                    | 19.00                            | 0.00       | 19.00     |
| 053040         | WHITE RIVER CAR WASH               |                                   |                                    | 11/09/2023                       |            | 81765     |
| 09.30.2023     | CAR WASH SEP'23                    |                                   | 0.00                               | \$232.00                         | 0.00       | 232.00    |
|                | Desc:                              | CAR WASH SEP'23                   | Acct: 10-211-321-0000              | HPD -REPAIRS & MAINT-VEHICLES    |            |           |
| Vendor Total:  |                                    |                                   |                                    | 232.00                           | 0.00       | 232.00    |
| 053150         | SWISH WHITE RIVER LTD              |                                   |                                    | 11/09/2023                       |            | 81766     |
| W589152        | TOILET PAPER                       |                                   | 0.00                               | \$99.85                          | 0.00       | 99.85     |
|                | Desc:                              | Swish - Toilet Paper              | Acct: 10-271-323-0000              | DISP -MATERIAL & SUPPLIES        |            |           |
|                | Desc:                              | Swish - Toilet Paper              | Acct: 10-211-323-0000              | HPD -MATERIAL & SUPPLIES         |            |           |
| Vendor Total:  |                                    |                                   |                                    | 99.85                            | 0.00       | 99.85     |
| 053650         | WILSON TIRE INC                    |                                   |                                    | 11/09/2023                       |            | 81767     |

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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.  |
|           | 533348                                    | TIRES                               | 0.00                               | \$773.00                              | 0.00       | 773.00    |
|           | Desc: TIRES                               |                                     | Acct: 10-211-321-0000              | HPD -REPAIRS & MAINT-VEHICLES         |            |           |
|           | 532368                                    | TIRES                               | 0.00                               | \$733.00                              | 0.00       | 733.00    |
|           | Desc: TIRES                               |                                     | Acct: 10-211-321-0000              | HPD -REPAIRS & MAINT-VEHICLES         |            |           |
|           | 532566                                    | TIRES                               | 0.00                               | \$733.00                              | 0.00       | 733.00    |
|           | Desc: TIRES                               |                                     | Acct: 10-211-321-0000              | HPD -REPAIRS & MAINT-VEHICLES         |            |           |
|           | Vendor Total:                             |                                     |                                    | 2,239.00                              | 0.00       | 2,239.00  |
| 059941    | ROY REFRIGERATION, LLC                    |                                     |                                    | 11/09/2023                            |            | 81768     |
|           | 10311                                     | BRAD SERVICE LABOR                  | 0.00                               | \$369.09                              | 0.00       | 369.09    |
|           | Desc: BRAD SERVICE LABOR                  |                                     | Acct: 10-312-318-0000              | DPW -CONTRACTED SERVICES              |            |           |
|           | Vendor Total:                             |                                     |                                    | 369.09                                | 0.00       | 369.09    |
| 060110    | NATIONAL - METER                          |                                     | NATIONAL BUSINESS TECHNOLOGIES LLC | 11/09/2023                            |            | 81769     |
|           | IN576485                                  | METER-COPIER-OCT'23                 | 74.24                              | \$147.69                              | 0.00       | 147.69    |
|           | Desc: METER-COPIER-OCT'23 DPW V1178       |                                     | Acct: 10-325-330-0000              | DPW -OFFICE EQUIPMENT                 |            |           |
|           | Desc: METER-COPIER-OCT'23 DPW V1178       |                                     | Acct: 50-955-330-0000              | OFFICE EQUIPMENT                      |            |           |
|           | Desc: METER-COPIER-OCT'23 DPW V1178       |                                     | Acct: 55-955-330-0000              | OFFICE EQUIPMENT                      |            |           |
|           | Desc: METER-COPIER-OCT'23 DPW V1178       |                                     | Acct: 60-965-330-0000              | OFFICE EQUIPMENT                      |            |           |
|           | Desc: METER-COPIER-OCT'23 DPW V1178       |                                     | Acct: 65-965-330-0000              | OFFICE EQUIPMENT                      |            |           |
|           | Desc: METER-COPIER-OCT'23 - TC V1179      |                                     | Acct: 10-151-318-0000              | TC -CONTRACTED SERVICES               |            |           |
|           | IN575504                                  | METER COPIER - OCT 2023             | 0.00                               | \$414.31                              | 0.00       | 414.31    |
|           | Desc: METER COPIER - OCT 2023 - PLANN     |                                     | Acct: 10-622-323-0000              | PDZ -MATERIAL & SUPPLIES              |            |           |
|           | Desc: METER COPIER - OCT 2023 - FD        |                                     | Acct: 10-221-320-0000              | HFD -EQUIP OPERATION/MAINT-OFFI       |            |           |
|           | Desc: METER COPIER - OCT 2023 - REC       |                                     | Acct: 10-511-318-0000              | PR -CONTRACTED SERVICES               |            |           |
|           | Desc: METER COPIER - OCT 2023 - PD        |                                     | Acct: 10-211-320-0000              | HPD -EQUIP OPERATION/MAINT-OFFI       |            |           |
|           | Desc: METER COPIER - OCT 2023 - FIN       |                                     | Acct: 10-171-323-0000              | FIN -MATERIAL & SUPPLIES              |            |           |
|           | Desc: METER COPIER - OCT 2023 - TM        |                                     | Acct: 10-121-318-0000              | TM -CONTRACT SERVICES                 |            |           |
|           | Desc: METER COPIER - OCT 2023 - VALUATIO  |                                     | Acct: 10-174-318-0000              | ASE -CONTRACTED SERVICES              |            |           |
|           | Vendor Total:                             |                                     |                                    | 562.00                                | 0.00       | 562.00    |
| 060305    | SANTANDER LEASING LLC                     |                                     | SANTANDER BANK, N.A.               | 11/09/2023                            |            | 81770     |
|           | 7642457                                   | SIMULCAST MOTOROLA REPEATER         | 0.00                               | \$25,125.30                           | 0.00       | 25,125.30 |
|           | Desc: SIMULCAST MOTOROLA REPEATER PRINCIP |                                     | Acct: 10-912-542-0013              | TM -Lease P- Simulcast #002-0026562-( |            |           |
|           | Desc: SIMULCAST MOTOROLA REPEATER INTREST |                                     | Acct: 10-912-542-0022              | TM -Lease I- Simulcast #002-0026562-0 |            |           |
|           | Vendor Total:                             |                                     |                                    | 25,125.30                             | 0.00       | 25,125.30 |
| 500765    | NORTHWOODS EXCAVATING INC                 |                                     |                                    | 11/09/2023                            |            | 81771     |
|           | 18939-B                                   | Old River Road Drainage Improvement | 0.00                               | \$11,135.50                           | 0.00       | 11,135.50 |
|           | Desc: Old River Road Drainage Improvement |                                     | Acct: 10-311-318-0000              | DPW -CONTRACTED SERVICES              |            |           |
|           | 18939-A                                   | Old River Road Drainage Improvement | 0.00                               | \$33,406.50                           | 0.00       | 33,406.50 |
|           | Desc: Old River Road Drainage Improvement |                                     | Acct: 10-311-318-0000              | DPW -CONTRACTED SERVICES              |            |           |
|           | Vendor Total:                             |                                     |                                    | 44,542.00                             | 0.00       | 44,542.00 |
| 500894    | SECURSHRED                                |                                     | SECURSHRED                         | 11/09/2023                            |            | 81772     |
|           | 438262                                    | SHREDDING                           | 0.00                               | \$24.00                               | 0.00       | 24.00     |
|           | Desc: SHREDDING                           |                                     | Acct: 10-211-318-0000              | HPD -CONTRACTED SERVICES              |            |           |
|           | 439410                                    | SHREDDING SERVICES                  | 0.00                               | \$24.00                               | 0.00       | 24.00     |

Report Date: 11/09/23  
1:10PM

**Payment Manifest**  
**by Vendor ID**  
**Town of Hartford**  
Check Date: 11/09/2023 - 11/09/2023

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| Bank ID             | Bank Name                        | Payee Name            | Check Date                     | Check No.    |              |
|---------------------|----------------------------------|-----------------------|--------------------------------|--------------|--------------|
| Vendor ID           | Vendor Name                      |                       |                                |              |              |
| Detail: Invoice No. | Invoice Description              | Cross Fund            | Invoice Amt                    | Disc. Amt    | Net Amt.     |
|                     |                                  |                       |                                |              |              |
| Desc:               | SHREDDING SERVICES               | Acct: 10-325-318-0000 | DPW -CONTRACT SERVICES         |              |              |
| Vendor Total:       |                                  |                       | 48.00                          | 0.00         | 48.00        |
| 502527              | TECH VAR                         |                       | 11/09/2023                     |              | 81773        |
| 6C214E62-0010       | Barracuda 1 year renewal         | 0.00                  | \$6,995.98                     | 0.00         | 6,995.98     |
| Desc:               | Barracuda 1 year renewal         | Acct: 10-181-318-0000 | IT -CONTRACTED SERVICES        |              |              |
| Vendor Total:       |                                  |                       | 6,995.98                       | 0.00         | 6,995.98     |
| 502911              | LIN, DAN                         | DAN LIN               | 11/09/2023                     |              | 81774        |
| 863253              | REFUND - LEARN TO SKATE          | 0.00                  | \$75.00                        | 0.00         | 75.00        |
| Desc:               | REFUND - LEARN TO SKATE          | Acct: 10-514-325-0000 | PR -REFUNDS                    |              |              |
| Vendor Total:       |                                  |                       | 75.00                          | 0.00         | 75.00        |
| 502912              | HAMPTON, LUCY                    | LUCY HAMPTON          | 11/09/2023                     |              | 81775        |
| 863292              | REFUND - SEWING CLUB             | 0.00                  | \$95.00                        | 0.00         | 95.00        |
| Desc:               | REFUND - SEWING CLUB             | Acct: 10-514-325-0000 | PR -REFUNDS                    |              |              |
| Vendor Total:       |                                  |                       | 95.00                          | 0.00         | 95.00        |
|                     |                                  |                       |                                |              |              |
| FUND 1 0            | HRA / FSA / DCR                  | Bank Total:           |                                | 1,814,034.91 |              |
| FUND 1 0 HRA        | HRA / FSA / DCR                  |                       |                                |              |              |
| 032103              | MVP HEALTH - HRA / DCRA          |                       | 11/09/2023                     |              | 1057         |
| 10.21.2023          | DCRA/FSA/HRA 09.10.23-10.21.2023 | 5,182.49              | \$19,710.15                    | 0.00         | 19,710.15    |
| Desc:               | DCRA 09.10.23-10.21.2023         | Acct: 10-012-200-0520 | SECTION 125 DEPENDENT CARE ACC |              |              |
| Desc:               | FSA 09.10.23-10.21.2023          | Acct: 10-012-200-0510 | SECTION 125 HEALTH CARE ACCT   |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-121-225-0000 | TM -HRA/CHOICECARE CARD        |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-171-225-0000 | FIN -HRA/CHOICECARE CARD       |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-211-225-0000 | HPD -HRA/CHOICECARE CARD       |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-211-418-0100 | HPD -RETIREE HEALTH INSURANCE  |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-221-225-0000 | HFD -HRA/CHOICECARE CARD       |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-221-418-0100 | HFD -RETIREE HEALTH INSURANCE  |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-271-225-0000 | DISP -HRA/CHOICECARE CARD      |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-311-225-0000 | DPW -HRA/CHOICECARE CARD       |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-325-225-0000 | DPW -HRA/CHOICECARE CARD       |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-325-418-0100 | DPW -RETIREE HEALTH INSURANCE  |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-511-225-0000 | PR -HRA/CHOICECARE CARD        |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 10-521-418-0100 | PR -RETIREE HEALTH INSURANCE   |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 30-975-225-0000 | HRA/CHOICECARE CARD            |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 50-954-225-0000 | HRA/CHOICECARE CARD            |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 55-955-225-0000 | HRA/CHOICECARE CARD            |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 60-965-225-0000 | HRA/CHOICECARE CARD            |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 65-963-225-0000 | HRA/CHOICECARE CARD            |              |              |
| Desc:               | HRA 09.10.23-10.21.2023          | Acct: 65-965-225-0000 | HRA/CHOICECARE CARD            |              |              |
| Vendor Total:       |                                  |                       | 19,710.15                      | 0.00         | 19,710.15    |
|                     |                                  |                       |                                |              |              |
| FUND 1 0 HRA        | Bank Total:                      |                       | 19,710.15                      |              |              |
|                     |                                  |                       |                                |              |              |
| Holdback Total      |                                  |                       |                                |              | 2,049,868.85 |
| Batch Totals:       |                                  | 0.00                  | 82,560.07                      | 0.00         | 2,132,428.92 |

Report Date: 11/09/23  
1:10PM

**Payment Manifest**  
**by Vendor ID**  
**Town of Hartford**

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User: florentina  
ReportAPINHDPmtByDate

Check Date: 11/09/2023 - 11/09/2023

| Bank ID                    | Bank Name           | Payee Name | Check Date  | Check No. |
|----------------------------|---------------------|------------|-------------|-----------|
| Vendor ID                  | Vendor Name         |            |             |           |
| <b>Detail:</b> 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  
\_\_\_\_\_ JOHN HAVERSTOCK  
\_\_\_\_\_ GAIL OSTROUT  
\_\_\_\_\_ JOSEPH MAJOR





## TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, October 31, 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; Ally Tufenkjian, Member; John Haverstock; Lana Livingston; Joe Major; Scott Cooney; Lynn Bohi; Katie Williams; Don Kollisch; Will Adler; Kyle Katz;

**Zoom:** Rocket, Member; Dan Fraser, Vice-Chair

**JAM Link:** [https://www.youtube.com/watch?v=PyFptP8\\_9SQ](https://www.youtube.com/watch?v=PyFptP8_9SQ)

- I. Call to Order the Selectboard Meeting by Chair Mike Hoyt at 6:01PM.
  - II. Pledge of Allegiance was recited.
  - III. Local Liquor Control Board: None
  - IV. Local Cannabis Control Board: None
- Order of Agenda: Chair, Mike Hoyt announced that the Selectboard will continue to read the hybrid meeting script at the beginning of each meeting and that they will take votes by roll when a member is remote and our vote is not unanimous.

*The suggestion that an item be added to acknowledge that the Selectboard received an Open Meeting Law complaint. A vote to ratify the "pay above grade" agreement was entered with Gail Ostrout and Paula Nulty. This has been rescheduled until the next regular meeting so that more detail on the money paid out will be included.*

### V. Selectboard

#### 1. Public Comment

Heidi Duto, WRJ, called in to ask the Selectboard about the money being paid to Gail Ostrout and Paula Nulty. A more precise report will be made available later.

Mike Morris, from Hartford, called in to note that the reception for the Town Manager was made public with a very short notice of 48 hours. He thinks this is not fair to the public.

#### 2. Selectboard Comments and Announcements

Kim Souza attended a public safety event that the State sponsored. It was about regional emergency medical services in Vermont. It was very informational.

Mary Erdei received an informational notice from VLCT announcing a large amount of grants available for climate and environmental issues. Ally Tufenkjian wished everyone a Happy Halloween to all that are celebrating. Also, she wanted to thank the different Town departments

for making all the Halloween events safe for people to attend. And to all the community events as well.

Rocket thanked all the departments for a successful Halloween celebration. He also had a meeting with John Haverstock and is confident that things will now move forward. He also addressed the issue of the reception for John and the short notice of the event. They, the Selectboard, can do better.

Lannie Collins— shout out to all the crews that are working for the Town of Hartford. Many projects are being taken care of. Looking forward to South Main St. parking lot being completed.

Mike Hoyt acknowledged that it is Halloween but also the birthday of John Keats, 1795. A romantic poet. His “Ode to Autumn” is seasonally appropriate.

3. Appointments:

- a. **Selectboard Member, Ally Tufenkjian made the motion to Appoint Kyle Katz to the Resilient Hartford Committee for a three-year term beginning October 31, 2023 and ending October 30, 2026. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.**
- b. **Selectboard Member, Lannie Collins made the motion to Re-Appoint Mary Hutchins to the Conservation Commission for a four-year term beginning October 31, 2023 and ending October 30, 2027. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**

4. Town Manager's Report

Orientation

Since my last report, I have continued meeting with community stakeholders and

members of a growing support network in and out of Town. I have met with Peter Gregory of Two Rivers Regional Planning Commission, toured The Haven with Michael Redmond and Board member Joe Major. I learned a lot about Hartford's history (with promises of more to come) from John Clerkin and David Briggs in separate discussions. I have also met with School Superintendent, Tom Debalsi. I will soon be meeting with Dennis Brown. I have planned a tour of the Advanced Transit facility. I still need to have one-on-one discussion meetings with Selectboard members Hoyt and Erdei.

Paula and Lana Medical Leaves

It appears, after further consultations, that HR Director and my Executive Assistant, Paula Nulty, may be able to perform some work remotely as she convalesces from medical procedures. Lana and Paula have planned for their absences and worked with staff to assure coverage of key functions.

Significant Activity Reports Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/459>

5. Board Reports, Motions & Ordinances

- a. Fire Chief Vehicle Purchase  
Selectboard Member, Lannie Collins made the motion to authorize the Town Manager to purchase a 2023 Chevy Tahoe from Colonial Municipal Group for an amount not to exceed \$70,000 and authorize the purchase of the vehicle and associated equipment be paid from the Fire Reserve account. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.
- b. Community Nurse Discussion by Scott Cooney, Town of Hartford Fire Chief and Kate Williams, Community Nurse in Hartland, VT and Don Kollisch, MD, Chair of the Community Nurse Connection.
- c. Discuss Charter Revision Process  
The Selectboard wants to move forward with this and it will be put on the November 14<sup>th</sup> regular meeting agenda of the Selectboard.
- d. Budget Overview by Town Manager, John Haverstock  
The Selectboard had suggestions of what they would like the format of the draft budget to be to aid in their understanding and process. Town Manager, John Haverstock will look into this with finance director, Gail Ostrout.
- e. Community Safety Assessment Proposal Selection – discussion. The Vendor will be selected after the Executive Session. This will be discussed during the Executive Session later in this meeting.
- f. Application to Join Welcoming Community Cohort  
This is moved to the next meeting on November 7<sup>th</sup>. John Haverstock will ask if a Department Head would like to serve on this.

## VI. Commission Reports

### **Ally Tufenkjian**

#### Hartford Committee on Racial Equity & Inclusion (HCOREI):

-Appointed a new Chair, long time committee member Pat Autilio. Thank you to Pat for stepping into this role.

-Last week, HCOREI sent the Selectboard their FY25 budget recommendations, including funding for policy management, a Public Information Officer, the annual Juneteenth celebration, training for Selectboard and Staff, the Community Safety Review, and further discussion on increasing Selectboard compensation.

-Lebanon's DEI Commission is open to having a quarterly joint meeting with HCOREI and other Upper Valley equity committees; HCOREI will keep pursuing avenues for collaboration.

-One committee vacancy.

#### Hartford Committee on Housing & Homelessness:

-Corrine Yonce from the Champlain Valley Office of Economic Development (CVOEC) shared an overview of resources they provide municipal housing committees, including toolkits and workshops.

-There will be a community meeting on November 9th, 6:30 PM at the Bugbee Senior Center to present a final draft of the Town Plan Housing Chapter.

-The committee is helping consider possibilities for a Town Housing Development Program, a pilot project focused on increasing ADU's and Missing Middle Housing.

-Two committee vacancies.

Resilient Hartford:

-One committee vacancy

### **Kim Souza**

The Design Review Committee met October 26<sup>th</sup> and approved a design review application from Northern Stage for 3 multi-unit dwellings on Gates Street in White River Junction. The application was a somewhat scaled back version of what had been put forth in a preliminary presentation in 2022. The committee approved the project unanimously and recommended that it move forward to the Planning Commission for their consideration.

- VII. Consent Agenda: Selectboard Clerk, Kim Souza made the motion to accept the Consent Agenda. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 10/28/2023

Approve A/P Manifest of: 10/27/2023 and 11/2/2023

Approve Meeting Minutes of: 10/17/2023

**Approved Selectboard Meetings are: 11/7; 11/14; 11/21 & 11/28/2023**

- VIII. Executive Session: 8:40PM**

**Selectboard Member, Ally Tufenkjian made the motion to move to find that premature general public knowledge of Selectboard deliberations over competing Safety Reviews consultants will clearly place the Town at a substantial disadvantage. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**

**Selectboard Member, Mary Erdei made the motion to move that we enter executive session to discuss the competing Safety Review consultant proposals, under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed. All members were present.**

**Selectboard Member, Ally Tufenkjian made the motion to close the Executive Session. Selectboard Member, Mary Erdei seconded the motion at 9:22PM. All were in favor (6) and the motion passed. Dan Fraser Absent.**

**MOTION: Selectboard Clerk, Kim Souza made the motion that the Town of Hartford hire the firm, Strategy Matters, to conduct a Community Safety Review Study at the quoted cost of \$30,000 in accordance with the RFP process and to authorize the Town Manager to enter into the contract and notify all consultants of the board's decision. Selectboard Member, Mary Erdei seconded the motion. All 6 were in favor and the motion passed. Dan Fraser Absent.**

- IX. Adjourn the Selectboard Meeting: Selectboard Member, Lannie Collins made the motion to adjourn the meeting at 9:25PM. Selectboard Member, Mary Erdei seconded the motion. All 6 were in favor and the motion passed. Dan Fraser Absent.**

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Kim Souza, Clerk

Meeting on October 31, 2023



**TOWN OF HARTFORD  
SELECTBOARD AGENDA  
MINUTES**

Tuesday, November 7, 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; Ally Tufenkjian, Member; John Haverstock; Lana Livingston; Scott Cooney; Scott Hausler; Gail Ostrout; Steve Backman.

**Zoom:** Dan Fraser, Vice-Chair; Rocket, Member

**JAM Link:** [Hartford Selectboard 11/07/2023 - YouTube](#)

- I. Call to Order the Selectboard Meeting at 6:01pm by Chair, Mike Hoyt
- II. Pledge of Allegiance recited and led by Fire Chief, Scott Cooney
- III. Order of Agenda – there were no changes to the order of the agenda.
- IV. Selectboard
  1. Public Comments - none
  2. Budget Review (Information Only)
    - a. Fire FY25 Proposed Budget Presentation by Fire Chief Scott Cooney.  
Link: [https://www.hartford-vt.org/DocumentCenter/View/9774/Hartford-Fire-FY-25-Budget\\_FINAL](https://www.hartford-vt.org/DocumentCenter/View/9774/Hartford-Fire-FY-25-Budget_FINAL)
    - b. Parks and Recreation FY25 Proposed Budget Presentation by Parks & Recreation Department Director, Scott Hausler.  
Link: <https://www.hartford-vt.org/DocumentCenter/View/9775/FY25-Budget-Presentation-FINAL-11223>
  3. Application to Join Welcoming Community Cohort

**Background:** Recruitment has begun for the Welcoming and Engaging Communities Cohort 2.0. VLCT & Abundant Sun have agreed to include municipal department heads, as well as town administrators and members of governing bodies. They will accept up to three people per city/town this time around.

**Motion:** Selectboard Member, Ally Tufenkjian made the motion:  
That the Selectboard approve the letter of interest in participating in the 2023 VCLT Welcoming and Engaging Communities Cohort.  
and  
That the Selectboard delegate Kim Souza, Clerk, to complete and submit the application for participation in the 2023 VCLT Welcoming and Engaging Communities Cohort.  
and  
That the Selectboard approve participation in the VLCT Cohort by Town Manager, John Haverstock, Selectboard Member, Kim Souza and Deputy Police Chief, Connie Kelley if the program application is accepted by the VLCT Equity Committee.



Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

**V. Consent Agenda: None**

**Executive Session:** Review attorney-client communications and status of this legal matter.

**Motion 1:** At 7:50PM Selectboard Member, Mary Erdei made the motion that to find that there are two pending legal matters involving the Town and premature general public knowledge would clearly place the Town and/or other persons at a substantial disadvantage. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

**Motion 2:** Selectboard Member, Mary Erdei made the motion that we go into executive session to discuss attorney-client communications made for the purpose of providing professional legal services, as set forth in 1 V.S.A. Sec. 313(a)(1)(F). Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Selectboard Member, Ally Tufenkjian moved to exit executive session at 8:18PM. 2<sup>nd</sup> by Selectboard Member, Mary Erdei. 6 in favor. The motion passed. (Rocket absent)

Selectboard Member, Ally Tufenkjian moved that the Selectboard approve and sign a recommended letter written by Town Attorney, Brian Monaghan, in a confidential employment matter. 2<sup>nd</sup> by Selectboard Member, Mary Erdei. 6 in favor. The motion passed. (Rocket absent)

**VI. Adjourn the Selectboard Meeting**

Selectboard Member, Lannie Collins moved to adjourn the meeting at 8:20PM. Selectboard Member, Mary Erdei seconded the motion. 6 in favor. The motion passed. (Rocket absent)

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Selectboard Clerk, Kim Souza  
November 7, 2023 meeting