



TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, February 6, 2024, 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 (6:00)
- II. Pledge of Allegiance (6:05)
- III. Local Liquor Control Board: None
- IV. Local Cannabis Control Board: None
- V. Order of Agenda (6:10)
- VI. Selectboard
 1. Public Comment (6:12)
 2. Selectboard Comments and Announcements (6:25)
 3. Appointments: Consider the appointment of John Reid to the Planning Commission for a three year term beginning February 6, 2024 and ending February 5, 2027. (6:30)
 4. Town Manager's Report (6:35)
Significant Activity Reports Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/466>
 5. Board Reports, Motions & Ordinances
 - a. Public Hearing No. 2 on Charter Revision Proposal (6:40)
 - b. Report on Activities from the Environmental Sustainability Coordinator (7:40)
 - c. Consider Use of Climate Action Reserve Funds (8:00)
 - d. Community Resiliency Building Program (8:05)
 - e. TIF District Annual Report (8:10)
 - f. Award Contract for Economic Development Consultant (8:20)
 - g. Consider Revised Utility Agreement with VTrans for Water Line Relocation (8:35)
 - h. Appoint Authorized Town Representative for Water/Wastewater Loans/Grants (8:45)
 - i. Discuss Enhanced Town Calendar Proposal (8:55)
- VII. Commission Reports
- VIII. Consent Agenda
 - Approve Payroll Ending: 2/17/2024
 - Approve A/P Manifest of: 2/16/2024 and 2/22/2024
 - Approve Meeting Minutes of: 1/23/2024 and 1/31/2024Already Approved Selectboard Meetings: 2/20/2024; 3/7/2024 Organizational meeting - 3/12/2024 and 3/19/2024.

- 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.

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

ADVISORY BOARD/COMMISSION APPLICATION Application

for ___ appointment(s) or ☒ re-appointment to: Planning Commission

I. APPLICANT DATA:

Name: John H. Reid

Address: [REDACTED], Quechee, VT 05059

Telephone: [REDACTED] Email Address:
[REDACTED]

How long have you been a Hartford resident? 10 years

Are you a United States Citizen? yes Are you a registered voter? yes

II. EDUCATION:

High School: Phillips Academy Year Graduated: 1962

College 1 Yale: Degree Earned: BA Course of Study: History Year: 1969

College 2: Degree Earned: Course of Study: Year:

III. WORK HISTORY:

Please list Employer name Dates of
& address (most recent first) Employment Position held Job duties Partner in law firm Edwards
Angell Palmer & Dodge 1969 – 2011, Hartford CT and Providence RI.

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? 6 Please provide days of the week which you are generally available. Monday-Friday Would you be available for evening meetings? yes

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? I am currently Chair of the Planning Commission

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

Barrinton RI Planning Board

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

Hartford VT Climate Action Steering Team, Resilient Hartford

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? Affordable housing

f. What might some solutions be? Change in zoning regulations

g. Other hobbies/interests: photography

V. REFERENCES: (Please list three)

Name: Telephone: Dana Clauson [REDACTED] 3

Name: Telephone: Jo-Ann Ellis [REDACTED] 3

Name: Telephone: Bruce Riddle [REDACTED]

APPLICANTS SIGNATURE DATE

John H. Reid
11/30/23

Town Manager's Report

February 6, 2024

Bond Hearing

There was a supplemental bond, LOT and charter revision hearing on Monday, February 5, which was jointly held by the Town and the School District. It has been a pleasure working with Superintendent DeBalsi on these hearings.

Town Report

The Town Manager reviewed the Town Report proof with staff and had the printer make some relatively minor revisions. We should soon receive our copies for distribution throughout the Town Hall, DPW and Public Safety Complex, libraries and for Budget & Candidate Night and Town Meeting. We will also, of course, post an electronic copy when it becomes available.

Welcoming and Engaging Community Cohort

The Town Manager has forwarded an important survey to all of the roughly 200 members of staff and boards, commissions and committees. This brief survey was compiled by Abundant Sun and the responses will provide valuable data to the Town of Hartford and to all members of the Welcoming & Engaging Cohort. There has been a solid survey compliance thus far, but there is still roughly two weeks to fill out the survey, so please do so right away.

HCOREI

I am looking forward to joining the folks at HCOREI at their meeting tomorrow night.

Transfer Station Discussion Schedule

Based on discussions with the Selectboard leadership, I am planning to schedule and warn a special selectboard meeting for next Wednesday, February 13 to review the Sanborn Head Transfer Station site assessment and to discuss providing additional guidance to Sanborn Head as they continue their work on a feasibility study. We will still plan on our regularly-scheduled February 20 meeting. This would be the time to raise any objections to this plan.... Any objections?

This proposal was adopted on December 19, 2023 and revised by the Selectboard on January 23, 2024 following a public hearing. This draft supersedes and replaces all prior drafts,

Key: New language is underlined

Language that is removed from the Charter is ~~struck through~~

Title 24 Appendix Chapter 123A is amended to read:

Chapter 123A: Town of Hartford

§ 101 Incorporated

The inhabitants of the Town of Hartford, including the historical, unincorporated Villages of Hartford, West Hartford, Quechee, Wilder, and White River Junction, are a corporate and political body under the name of "Town of Hartford" (herein called "the Town"). As such, inhabitants enjoy all rights, immunities, powers, and privileges and are subject to all the duties and liabilities now appertaining to or incumbent upon them as a municipal corporation. The Hartford School District (herein called "the School District") is the Town school district for the Town of Hartford and shall enjoy all rights, immunities, powers, and privileges and is subject to all the duties and liabilities now appertaining to or incumbent upon it as a State school district.

§ 102 General powers

- (a) All provisions of the Constitution and laws of the State of Vermont relating to towns and town school districts shall apply to the Town and the School District, except as otherwise provided by this charter.
- (b) The Town and School District shall have and enjoy the rights, immunities, powers, and privileges conferred by the Constitution and laws of the State of Vermont and shall also have all implied, necessary, and incidental powers for the discharge of their respective purposes.
- (c) The powers and functions of the Town and School District set forth in this charter shall be in addition to the powers and functions otherwise conferred by the Constitution and laws of the State of Vermont. Nothing in this charter shall be construed as a limitation upon these previously specified powers and functions.
- (d) The Town or School District may acquire real property for any Town or School District purpose, in fee simple or lesser interest or estate, by purchase, gift, devise, or lease, and may sell, lease, hold, manage, and control real property as its interests may require. The Town or School District may further acquire property by condemnation where that authority is granted to towns or school districts by State statutes.
- (e) In this charter, no mention of a particular power shall be construed to be exclusive or to restrict the scope of the powers that the Town or School District would have if the particular power were not mentioned. The Selectboard and the School Board shall operate as separate and independent entities.

RECEIVED

JAN 24 2024

TOWN OF HARTFORD
A.M. 12:09 P.M.

Town Manager's Report

February 6, 2024

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Nothing in this charter shall be interpreted as allowing either one to exercise, inhibit, or infringe upon the rights, powers, or privileges of the other.

§ 103 Particular powers of the Town

In addition to powers otherwise conferred upon it by law, the Town is, for the purpose of promoting the public health, safety, welfare, and convenience, authorized to adopt and enforce ordinances, rules, and regulations concerning any matter or activity permitted by general law, including:

- (1) making and installing local improvements, including curbs, sidewalks, and storm drains in a manner specified by the Town as a condition precedent to the issuance of a building permit;
- (2) regulating the parking, operation, and speed of motor vehicles upon Town and Vermont State aid streets and highways;
- (3) regulating or providing for the storage, accumulation, collection, removal, and disposal of garbage, ashes, rubbish, refuse, and other waste materials, including contracting with third parties for any or all of those services and establishing service rates for those services;
- (4) establishing and maintaining a Police Department and adopting policies pertaining to that Department;
- (5) establishing and maintaining a Fire Department and adopting policies pertaining to that Department;
- (6) establishing and maintaining an ambulance service and adopting policies pertaining to that service;
- (7) establishing and maintaining a Water Department financed by an enterprise fund and adopting policies pertaining to that Department;
- (8) establishing and maintaining a Wastewater Department financed by an enterprise fund and adopting policies pertaining to that Department;
- (9) establishing and maintaining a Highway Department and adopting policies pertaining to that Department;
- (10) regulating the moving of buildings in the streets or public highways of the Town;
- (11) regulating the holding of public meetings in the streets, highways, or on public property of the Town;
- (12) regulating riots, noises, disturbances, and disorderly assembly and adopting pertinent policies;
- (13) establishing and maintaining control of domestic animals within the Town and adopting pertinent policies;
- (14) establishing and maintaining a Financial Services Department;
- (15) establishing and maintaining a Planning and Development Department;
- (16) establishing and maintaining a Park and Recreation Department;
- (17) establishing and maintaining any other proper and lawful Town departments or services as deemed necessary, including the establishment of enterprise funds.

§ 104 Local option tax

The Town of Hartford is authorized to levy a tax of one percent on sales, rooms, meals, and alcoholic beverages, the net proceeds of which are to be deposited in a capital reserve fund until directed otherwise by vote of the Town.

§ 201 Town meeting

(a) Town and School District meeting. All governmental authority for the Town and the School District not vested by law in a particular Town or Town School District officer ultimately rests with Town voters who vote at Town meeting or by Australian ballot. In this tradition, the Hartford annual Town meeting will combine and consider Town and School District matters, and the warnings, meetings, and elections shall be combined.

(b)(1) School and Town Meeting Committee. To augment the statutory responsibilities for the annual Town and School District meetings that are specified to the Town and the School District and their respective officers, there shall be a School and Town Meeting Committee that shall organize, arrange, and provide for the comfort, presentation, publicity, program, refreshments, entertainment, and other nonstatutory aspects of the Town meeting cycle, such as the Warrant Information Night, Budget and Candidates Night meeting and the Town and School District Day meeting.

~~(2) The Town Clerk shall appoint one member for a two-year term.~~ The Selectboard shall appoint one member for a two-year term and one member for a three-year term. The School Board shall appoint one member for a two-year term and one member for a three-year term. No School Board member, Selectboard member, or Town Clerk may serve on the School and Town Meeting Committee. Each appointing body ~~or person~~ shall have the power to remove any incumbent member of the School and Town Meeting Committee appointed by that body ~~or person~~ and shall have the power to appoint a replacement member to serve the unexpired term of any person who is removed or who resigns.

(c) The method for identification and designation of eligible voters in the Town and School District shall be established by the Board of Civil Authority.

(d) Polling places. Locations of annual or special Town or School District meetings for the purpose of election of officers and voting all questions to be decided by Australian ballot shall be established by the Board of Civil Authority.

(e) Meetings; dates; times; votes; ballot.

(1) Warrant Information Night, "Information night" meeting. Prior to Budget and Candidates Night, the Town and School Meeting Committee may call a meeting for the purpose of providing presentations and discussion of items that may be placed on the warrants for Voting Day.

~~(2) Budget and Candidates Night meeting. At 7:00 p.m. - 9~~ On the Monday night in February eight days prior to Voting Day, a Town and School District budget discussion and Candidates Night meeting shall be called for the purpose of:

(A) presentation, explanation of, and citizen comment upon Town and School District budgets;

(B) introduction of candidates, presentations by candidates, and opportunity for citizen questioning of candidates;

(C) any other appropriate informational matters.

~~(2)~~(3) Town and School District Meeting Day. The annual Town and School District floor meetings shall be called and held on the Saturday preceding Voting Day held under subdivision (3) of this subsection, subject to change as provided by general law. The floor meetings shall:

(A) be the venue for any public hearing to be held in advance of Voting Day;

(B) receive the reports of Town and School District officers;

(C) determine the compensation to be paid Town and School District officers for the ensuing year;

(D) serve as the public informational hearing for matters to be considered by Australian ballot; and

(E) conduct other business not determined at Australian ballot election.

~~(3)~~(4) Voting Day. Voting Day shall be on Vermont Town Meeting Day, the first Tuesday in March, at which time any business, budgets, and candidate election involving Australian ballots will be transacted beginning at 7 a.m. until closing at 7 p.m. The Town budget as warned by the Selectboard and the School District budget as warned by the School Board shall be submitted to the electorate at this Town election. A majority vote shall be a simple majority of votes cast in this election. All public questions and all matters relating to the adoption of the Town and School District budgets shall be considered by Australian ballot under this subdivision.

(f) Special Town and School District meetings. A special Town or School District meeting may be called at any time by a majority of the applicable board or by the Town Clerk upon receipt of a petition signed by no fewer than 350 registered voters. A special Town or School District meeting shall be called and warned in accordance with State statute.

(g) Warnings. Warnings for Town ~~or~~ and School District meetings shall be posted on the Town ~~or~~ and School District websites, printed in area newspapers, posted on social media, and posted in at least 12 public places in the Town under a schedule that is in accordance with State statute. The warning shall be signed and recorded by the Town Clerk before it is posted. Budgets and other applicable reports shall be available not later than 10 days prior to the budget informational meeting as established under subdivision (e)(1) of this section.

(h) Presiding officials.

(1) A Moderator shall preside at all Town meeting cycle events, such as Budget and Candidates Night, Town and School District Meeting Day, and any special Town or School District meetings. In the Moderator's absence, the Town Clerk shall appoint a Moderator Pro Tempore to preside for the duration of the meeting.

(2) Town and School District meetings shall be conducted in accordance with State statute, this charter, and Robert's Rules of Order, Newly Revised.

(3) The Town Clerk shall be the presiding official at all Australian ballot elections and, in cooperation with the Board of Civil Authority, shall ensure that all laws related to elections are faithfully observed.

(4) In the absence or a disability of the Town Clerk, should it occur before an election, the Board of Civil Authority shall designate a presiding official for the duration of the election. Should the absence or

disability occur on election day, the Board of Civil Authority shall designate an on-site temporary officer to preside for the duration of the election.

§ 202 Elected officers

(a) Local elected offices to be filled by the Town voters shall be only those articulated by this charter.

(b) Terms for elected officers shall begin officially when the Town Clerk certifies election returns as final and the elected candidates take their oath of allegiance and oath of office as prescribed by State statute.

(c) All officers elected prior to the effective date of this charter shall remain in office until the end of their terms. Those persons in office as of the effective date of this charter whose terms would otherwise expire prior to the next annual meeting shall remain in office until that meeting.

(d) Qualifications for serving in elected Town office:

(1) shall be a resident of the Town;

(2) shall be a registered voter in the Town;

(3) shall hold no other elected Town, School District, or statutorily incompatible office, with the exception of Town Moderator who may be both the Town and School District Moderator;

(4) shall not be a Town or School District employee.

(e) The elected officers of the Town shall be:

(1) seven Selectboard members, elected as set forth in section 203 of this charter;

(2) one Moderator, elected for a ~~one-year term~~ three-year term;

(3) a Town Treasurer, elected for a three-year term;

(4) all other Town officers provided in this charter or State statute.

(f) The elected officers of the School District shall be:

(1) one Moderator, elected for a ~~one-year term~~ three-year term;

(2) five School Board members, elected in accordance with State statute.

(g) The elected Board of Civil Authority shall consist of 15 justices of the peace, elected every two years in accordance with the general law. The Town Clerk shall be the Clerk of the Board of Civil Authority. The duties performed by the Board of Civil Authority shall be in accordance with State statute.

(h) Compensation for elected officers of the Town and School District shall be determined as provided in subdivision 201(e)(2)(C) of this charter.

§ 203 Duties of elected officers

(a) Selectboard.

(1) Terms of office.

(A) There shall be a Selectboard consisting of seven members.

(B) Terms of office shall be as follows:

(i) four members for three years;

(ii) three members for two years.

(C) Members shall serve until successors are elected and qualified.

(D) Members shall be elected at large.

(E) In the event of a death, resignation, change of residence to a location outside the Town, or incapacity of any Selectboard member, the remaining members may appoint a person eligible to fill that position until the next annual or special Town meeting. If the Selectboard is unable to agree upon an interim replacement until the next annual Town meeting, a special election shall be held forthwith to fill the position.

(i) Incapacity shall include the failure by any member of the Selectboard to attend at least 70 percent of the meetings in any 12-month period or missing three consecutive meetings without the consent of the Selectboard.

(ii) In the event of two or more vacancies, an election shall be held forthwith to fill all vacant positions.

(2) Organization.

(A) Forthwith after the election and qualification of the members, the Selectboard shall organize and elect a Chair, Vice Chair, and Clerk by a majority vote of the Board and shall file a certificate of the elections for record in the office of the Town Clerk.

(B) The Chair of the Selectboard, or in his or her absence the Vice Chair, shall preside at all meetings of the Selectboard.

(C) As soon as possible after the election of Chair and Vice Chair, the Selectboard shall fix the time and place of its regular meetings.

(D) The Selectboard shall determine its own rules and orders of business not addressed by this charter.

(E) The presence of four or more members shall constitute a quorum for the purposes of holding a meeting. ~~The affirmative vote of a majority of the members present at a meeting at which a quorum is present shall be necessary to adopt any matter before the Selectboard.~~ The affirmative vote of three members present at a meeting at which a quorum of at least five members are present shall be necessary to exercise authority.

(F) All meetings of the Selectboard shall be open to the public; unless, by an affirmative vote of a majority of members present, the Selectboard shall vote that any particular session shall be an executive session in accordance with State statute.

(G) An official record of the proceedings of the Selectboard shall be kept by its Clerk. The record shall be filed with the office of the Town Clerk and shall be open for public inspection once draft minutes are approved by the Selectboard.

(3) Appointments.

(A) Before any appointments are made, the Selectboard shall compile and publicly post a list of all vacancies.

(B) The Selectboard shall appoint and remove the Town Manager pursuant to section 301 of this charter.

(C) The Selectboard may examine or cause to be examined, with or without notice, the affairs of the Town Manager by having access to all tools used by the Town Manager in performance of his or her duties, including to books, papers, and wireless and electronic records, for information necessary to determine the proper performance of the Town Manager in the performance of his or her duties and responsibilities.

(D) Standing boards, commissions, and authorities to be appointed include:

(i) Business Revolving Loan Fund (five appointed, three years);

(ii) Conservation Commission (seven appointed, four years);

(iii) Design Review Commission (five appointed, three years);

(iv) Energy Commission (seven appointed, three years);

(v) Hartford Housing Authority (five appointed, five years);

(vi) Historic Preservation Commission (five appointed, three years);

(vii) Parks and Recreation Commission (seven appointed, three years);

(viii) Planning Commission (seven appointed, three years);

(ix) Tree Board (five appointed, three years);

(x) Zoning Board of Adjustment (ZBA) (five appointed, three years).

(E) The Selectboard may appoint or dissolve any authorities, boards, commissions, or committees under their purview as authorized by this charter or State statute, excluding the School and Town Meeting Committee established in subsection 201(b) of this charter and any authorities, boards, commissions, or committees created by the General Assembly.

(4) Powers and duties.

(A) General. The Selectboard shall constitute the legislative body of the Town for all purposes required by statute except as otherwise provided in this charter and shall have all powers and authority given to, and perform all duties required of, town legislative bodies or selectboards under the laws of the State of Vermont.

(B) Powers. The Selectboard may:

(i) authorize the expenditure of all Town monies and may:

(I) submit the annual operational budget to the Town Meeting; and

(II) fix the compensation of all officers, appointees, and municipal employees except as otherwise provided in this charter;

(ii) inquire into the conduct of any officer, appointee, commission, or department and investigate any and all Town affairs.

(b) Moderator. The Moderator:

(1) shall perform all duties and responsibilities prescribed by this charter and the State of Vermont;

(2) shall follow Robert's Rules of Order, Newly Revised (RONR) in deliberations and conduct of all meetings;

(3) may be the same individual who presides at Town and School District budget and Candidates Night meeting, annual Town meeting, and special Town and School District meeting.

(c) Town Clerk. The Town Clerk shall be appointed by and shall serve at the pleasure of the Selectboard. The Town Clerk shall perform all duties and responsibilities prescribed by the laws of the State of Vermont and any additional duties set forth in this charter.

(d) Assessor. The Selectboard shall contract with or employ a qualified professional assessor, who need not be a resident of the Town. The Assessor shall have the same powers and responsibilities and shall perform the same functions as prescribed by law for listers and boards of listers.

(e) Trustees of Public Funds. The Selectboard may appoint annually one Trustee of Public Funds if a qualified candidate presents themselves, otherwise these duties shall be assumed by the Town Manager or his or her designee.

(f) All others. Any other elected officials of the Town or School District shall have powers and duties prescribed to that office as specified in the general law.

§ 301 Appointed officers

(a) Town Manager. The Town Manager shall be the chief executive officer of the Town appointed by a majority of the Selectboard. The Town Manager shall be selected with special reference to training, experience, education, and ability to perform the executive and administrative duties of the Manager's office and without reference to his or her political position or persuasion. The Town Manager shall be responsible to the Selectboard for the proper and efficient administration of departments under the Manager's charge as outlined in this charter.

(1) The Town Manager shall be appointed for a period not to exceed three years and may thereafter be appointed for successive terms of not more than three years. The Town Manager shall not simultaneously hold any elective office within the Town nor be employed by the Town in any capacity except as specified in this charter.

(2) The Town Manager need not be a resident of the Town.

(3) Conditions of employment and compensation shall be determined at the time of appointment, and there shall be an annual review of performance and compensation by the Selectboard.

(4) Before entering into the duties of office, the Manager shall be sworn to the impartial and faithful performance thereof with a certificate to that effect to be filed with the Town Clerk.

(5) Removal.

(A) On 90 days' written notice, the Manager may be removed without cause by a majority of the Selectboard so voting at a meeting called for the purpose of voting on removal. During the 90-day period, the Manager may be suspended with pay.

(B) The Selectboard may adopt a resolution stating its intention to remove the Manager and reasons therefore, a copy of which shall be sent to the Manager. The Manager may, within 10 days after notice is sent, request a hearing that shall be held by the Selectboard not less than 10 days nor more than 20 days from the date of the request, after which the Selectboard may dismiss the Manager. If no request for a hearing is filed, the Selectboard may dismiss the Manager immediately. During the period after the resolution of intention is adopted and until the Manager's dismissal, he or she may be suspended with pay.

(C) Termination of benefits will be determined by the Selectboard in conjunction with legal counsel.

(b) Acting Town Manager.

(1) In the event the Town Manager shall be absent from Town for a period of up to two consecutive weeks, he or she may designate an Acting Manager with Selectboard approval who shall exercise the duties of the Manager. The Town Manager may overrule the actions of the Acting Manager.

(2) In the event the Manager is unable to discharge his or her duties or in the event the Manager is suspended or placed on administrative leave, the Selectboard shall appoint an Acting Manager to serve until the Manager is able to assume regular duties or a new Manager is appointed. The Acting Manager appointed to fill a declared vacancy in the office shall have all powers and perform all duties of the Manager. An Acting Manager shall be reviewed within 180 days.

(3) In no case shall a serving Selectboard member act as the Acting Town Manager.

(c) Collector of Delinquent Taxes. These duties shall be assumed by the Town Manager or their designee.

(d) Assistant Town Treasurer. The Town Treasurer may appoint an Assistant Town Treasurer who may be delegated some or all of the powers of the Town Treasurer on a temporary basis by the Town Treasurer upon notice to the Town Manager and the School Superintendent. The Assistant Town Treasurer shall be compensated at the same rate as the Town Treasurer when exercising the powers of the Town Treasurer. In the event the Town Treasurer office becomes vacant, the Assistant Town Treasurer shall become Town Treasurer for the remainder of the term of office.

§ 302 Duties of appointed officers; Town Manager

Town Manager. The duties of the Town Manager shall include:

(1) The Manager shall be the Chief Executive Officer of the Town and shall carry out policies established by the Selectboard to whom the Manager shall report. The Manager shall be responsible to the Selectboard for the proper and efficient administration of departments under the Manager's charge as outlined in this charter.

(2) The Manager is expected to attend all meetings of the Selectboard.

(3) The Manager shall provide to the Selectboard a monthly financial statement.

- (4) The Manager shall make reports as the Selectboard requires or the Manager deems appropriate, or may be required by law or ordinance regarding any and all functions under the Manager's supervision.
- (5) The Manager shall prepare an annual budget, submit it to the Selectboard, and be responsible for its administration after adoption.
- (6) The Manager shall compile for general distribution at the end of each fiscal year a complete report on the finances and administrative activities of the Town for the year.
- (7) The Manager or his or her designee shall be the Collector of Delinquent Taxes.
- (8) The Manager shall keep the Selectboard apprised of the needs of the Town within the scope of the Manager's duties and annually furnish to the Selectboard a long-range projection of capital expenditures.
- (9) The Manager shall examine or cause to be examined, with or without notice, the affairs of any department under the Manager's control or the conduct of any officer or employee thereof. For that purpose, the Manager shall have access to all books, papers, and wireless and electronic records of those departments for the information necessary for the proper performance of his or her duties.
- (10) The Manager shall appoint, upon merit and fitness alone, and, when the Manager deems necessary for the good of the service, suspend or remove any subordinate official, employee, or agent under the Manager's supervision as provided for in this charter. All appointments may be without definite terms unless for provisional, temporary, or emergency service, in which case, terms shall not exceed the maximum periods prescribed by personnel rules and regulations. The Manager may authorize the head of a department or office responsible to the Manager to appoint and remove subordinates in the office or department.
- (11) The Manager, under policies approved by the Selectboard, shall have the exclusive authority to appoint, fix the salaries of, and suspend and remove all officers and employees except those who are elected or who are appointed by the Selectboard.
- (12) The Manager shall direct and supervise the administration of all departments, offices, and agencies of the Town except as otherwise provided by charter or statute.
- (13) The Manager shall keep full and complete records of the Manager's office.
- (14) The Manager shall have oversight of buildings, properties, facilities, repairs thereon, and construction by the Town unless otherwise voted.
- (15) The Manager shall perform other duties that may be required by the Selectboard, bylaws, or ordinance consistent with this charter.
- (16) The Manager may, when advisable and proper, delegate to Town subordinate officers or employees duties conferred on the Manager.
- (17) Neither the Selectboard, any individual member of the Board, nor any of its committees or committee members shall dictate the appointment or discharge of any Town employee by the Manager or in any manner interfere with his or her exercising of judgment in the appointment and discharge of employees in the Town.

(18) The Manager shall perform other duties consistent with his or her office and this charter as required by the Selectboard, law, ordinance, or mandate.

§ 401 Miscellaneous

(a) Conflict of interest. The Selectboard and the School Board and School Superintendent shall each maintain comprehensive conflict of interest policies that shall apply to their respective Town and School District employees, elected and appointed officials, and committee and board members.

(b) Ethics-responsibilities. Any elected or appointed board, commission, or authority member:

(1) has no legal powers unless acting at a duly warned Board meeting or acting for the Board after it formally grants power to act on its behalf;

(2) shall maintain confidentiality of discussion conducted in executive session and of other privileged information;

(3) shall use a chain of command and avoid making commitments or promises that compromise the Town and School District;

(4) shall work to further public interest, maintain public trust, be open and accessible to the public at large, and maintain leadership of the highest degree without regard for personal gain.

(c) Rights and privileges.

(1) Nothing in this chapter, except as otherwise specifically provided, shall affect or impair rights or privileges of persons who are officers or employees of the Town or School District at the time of its adoption.

(2) Except as specifically provided by this chapter, if at the time this chapter takes effect, an individual holds any elected or appointed office or position which is or can be abolished by or under this chapter, he or she shall continue in the office or position until the term expires.

(d) Severability. If any provision of this charter is for any reason held invalid, that invalidity shall not affect the remaining provisions that can be given effect without the invalid provision. To this end, the provisions of this charter are declared to be severable.

(e) Charter review.

(1) The Selectboard and School Board may appoint a Charter Review Committee of registered voters of the Town to review its charter and recommend changes as the Committee finds necessary or advisable for the purpose of improving the operation of the Town and School District.

(2) The Committee shall submit a written report of recommendations to the Selectboard and School Board not later than one year after the appointment of the Committee.

(3) Recommendations shall be warned for a vote at the next Australian ballot Town meeting.

(4) The Selectboard and School Board shall provide funds for the Committee in their budgets for any year when a Charter Review Committee is appointed.

HARTFORD TOWN CLERK'S OFFICE
This 24 day of January 2024
at 12:09 PM
Received in UK TR 30 Pa 772-783
Therese Stewart Asso Town Clerk



AGENDA MEMORANDUM

February 6, 2024

Town Select Board Meeting Item: 5 b. & c.

Submitted by: Dana Clawson, Environmental Sustainability Coordinator

Subject: Climate Action Plan update & a request to use Climate Action Reserve Funds for electrifying Parks and Recreation equipment.

Background: The Environmental Sustainability Coordinator, members of the Climate Action Steering Team and members of the Hartford Energy Commission have been working hard this past year to meet the goals of the Climate Action Plan. Our areas of focus have at times been the result of the opportunities we have in front of us. Current federal funding through the Bipartisan Infrastructure Act and the Inflation Reduction Act are providing us with the opportunity to get the Wendell A. Barwood Arena and the DPW administrative building in-depth energy audits, the South Main St. parking lot is being assessed for the Electric Vehicle Supply Equipment program to help cover the cost of installing Level 2 Chargers, VTrans is planning to install Level 3 chargers in Hartford as part of the National Electric Vehicle Infrastructure Plan, and Police and Fire building is having heat pumps installed as part of the Energy Efficiency and Conservation Block Grant. All of this is being made possible by current federal funding. In addition to these grants Hartford has also been holding green job trainings in Town, engaged with the community with programs like Window Dressers, and held an energy information fair, etc.

The following implementation grids will give an overview of work that was done in FY 2023 and the work that is currently happening in 2024. Each grid is labeled with it's corresponding year. Hartford had a lot of accomplishments these past year's and it's important to acknowledge that this is the result of the dedicated residents volunteering their time, energy, and skills to mitigate and adapt to climate change.

As part of Hartford's goal to lower the municipalities greenhouse gas footprint we are currently looking to electrify our equipment when acceptable options become available. The Parks and Recreation Department has identified electric maintenance equipment that would help move that Department towards electrification that we believe would be a good use of Climate Action Reserve Funds. Both the Climate Action Steering Team and the Hartford Energy Commission voted in favor of using these funds to purchase electric equipment and I am requesting that the Selectboard make a motion in support of this as well which is required to use funds from the reserve account. I recommend that the following motion or a similar one is made. A copy of the quote Parks and Recreation received for electric equipment can be found after the following CAP update grids.

Motion: "I motion that the Selectboard authorizes the use of up to \$5,000 for the purchase of electric equipment for the Hartford Parks & Recreation Department".

Town of Hartford Climate Action Plan Implementation

FY 2023 Municipal Actions

CAP Strategy & Action	Department & Municipal Action	Explanation	Progress
Municipal Operations MO 2- 1 Establish a policy requiring all municipally owned buildings to be 100% electric (or zero on-site fossil fuel combustion) by 2027.	DPW- 171 Airport Rd Install heat pumps HVAC system at the DPW's main office.	Moving municipal buildings from combustion heating and appliances to high efficiency electric options lower's the carbon footprint of buildings. The boiler at the DPW Main Office is unlikely to last another heating season.	171 Airport Rd was approved for a Municipal Energy Resiliency Program (MERP) Audit on 09/18/23 and will be eligible to apply for a MERP implementation grant in early 2024.
Municipal Operations MO 2- 1 Establish a policy requiring all municipally owned buildings to be 100% electric (or zero on-site fossil fuel combustion) by 2027.	Bugbee Senior's Center Replacing hot water tank that runs off the old boiler a heat pump water heater.	Bugbee Senior Center recently moved to heat pumps, but their hot water is still heated off the old oil boiler. This means the boiler is still running to provide hot water and this is inefficient and expensive.	This has been folded into the Bugbee Center feasibility study.
Municipal Operations MO 2- 1 Establish a policy requiring all municipally owned buildings to be 100% electric (or zero on-site fossil fuel combustion) by 2027.	WRJ Water Treatment Plant Have new operating system created and installed.	Heat pumps at the WRJ Water Treatment Plant are not operating properly, this is believed to be caused by an issue with the virtual operating system. This issue is causing the plant to rely more on their oil boilers during the heating season.	Completed December 2022
Municipal Operations MO 6 Achieve Carbon Neutral Municipal Operations by 2027.	Town Hall Work with UNH Carbon Clinic to track municipal greenhouse gas footprint.	UNH's Carbon Clinic will help assess the green house gas emissions from Town buildings and vehicles and track emission reductions as we adopt more efficient vehicles, appliances, and mechanical systems.	Completed January 2023 SIMAP (greenhouse gas tracking tool) is in the Energy annual budget

Town of Hartford Climate Action Plan Implementation

FY 2023 Municipal Actions Continued

CAP Strategy & Action	Department & Municipal Action	Explanation	Progress
Municipal Operations MO 3- 1 Conduct a municipal fleet Electric Vehicle Transition Plan (EVTP). Effort to identify opportunities for electrifying, right-sizing, and improving overall efficiency of vehicles to meet CAP Goals. Include implementation recommendations to incorporate EV's through right-sizing purchases with a planned vehicle-replacement schedule.	Environmental Sustainability Coordinator Work with Vermont Clean Cities Coalition to do a vehicle inventory and put together a replacement schedule and options for vehicle and equipment replacement.	Vermont Clean Cities Coalition is a University of Vermont program that helps municipalities and public organization develop a plan for fleet replacement with a focus on what more efficient vehicles are available.	Initial report completed 4/27/23
Municipal Operations MO 3- 1 Conduct a municipal fleet Electric Vehicle Transition Plan (EVTP). Effort to identify opportunities for electrifying, right-sizing, and improving overall efficiency of vehicles to meet CAP Goals.	Fire Department As part of the recent ambulance RFP the Fire Department included an idle mitigation system which all respondents included with their bids.	Idle mitigation systems are basically “super batteries” that will run the electronic systems in vehicles that idle a lot such as emergency vehicles. These systems provide enough electricity for the electronic systems to function as normal without the vehicle having to run to charge the alternator. This lowers the emissions created from the vehicle while its idling, cuts down on wear and tear from idling, and saves on gas. These batteries are then charged when the vehicle returns to its garage bay. These systems will also start the vehicle and idle if the battery didn’t have enough electricity to operate the systems.	Idle mitigation system was included in the ambulance RFP but the system would have taken up the space for the fire department’s extraction equipment.

Town of Hartford Climate Action Plan Implementation

FY 2023 Community Actions

CAP Strategy & Action	Organization& Community Action	Explanation	Progress
Buildings and Energy BE 4- 1 Coordinate and promote a residential Solar Group Purchase Campaign annually to help reduce the costs of solar installation through volume purchasing power (goal, 80households annually). Program design to focus on improved equity (residential and commercial) in its implementation and explore strategies to support local small business solar installers such as being set up to enable small installers to collaborate or having a competitive "marketplace" approach with more than one installer to choose from. NOTE: Action may be implemented in combination with the electrification and energy efficiency group purchase program action.	Climate Action Steering Team/ Hartford Energy Commission Organize and implement a “Solarize Hartford” program that will encourage businesses and homeowners to take advantage of the final year, 2023, of a federal tax incentive. As part of the “Solarize Hartford” program members of HEC are also exploring if there are zoning code changes that would make installing PV systems (solar panels) in commercial areas easier.	Solarize campaigns typically identify 2 or 3 local solar installers to work with and provide residents and businesses an opportunity to work with vetted solar companies. Volunteers then work on marketing to homeowners and businesses to make them aware of the advantages of solar and financial incentives that are available. 2023 is the final year of the federal tax incentive for homeowners, if you have a system where construction starts in 2023 you can get 22% of the cost off of your federal tax liability. HEC members are reviewing where the Green Mountain Power lines are that PV systems need to be tied into for Net Metering (selling electricity to the grid), what those area’s are zoned for, and if there are changes to zoning or language that could encourage PV systems in those areas such as pre-designating some of those areas as “preferred sites” for solar.	This morphed into the Energize Upper Valley event held on April 1st, 2023. Because of incentives in the incentives in the Inflation Reduction Act the Hartford Energy Commission decided to hold an event with solar & heat pump contractors, Efficiency Vermont, EV’s and other groups. The event took place at Listen with an EV car show in the Town Hall parking lot. We estimate that about 125 people came to the event.

Town of Hartford Climate Action Plan Implementation

FY 2023 Community Actions

CAP Strategy & Action	Organization & Community Action	Explanation	Progress
Climate Economy CE 2- 1 Develop job training programs focused on building resiliency- solar construction, weatherization, etc. HACTC program focus and apprentice programs. Pair with community retention efforts. Engage with local green jobs training providers to coordinate strategic planning and encourage programs to develop local workforce capacity and assess, train, and place local residents to perform energy retrofits, solar pv installations, and other green improvements.	Hartford Energy Commission in partnership with the Hartland Energy Committee Fundraise, market, and support a Trailblazer training cohort.	A member of the Hartland Energy Committee approached the Hartford Energy Commission about partnering on a Trailblazer training. Trailblazer's offers construction training, including basic solar installation and HVAC, to women ages 16 and up. This training program runs for seven weeks, the first four weeks of the training are in a classroom and workshop and the last three weeks are an internship with a local company. Students can apply for stipends to help with things like childcare and other support they will need to complete the program. Cohorts are typically 12-20 students.	Because of funding in the Bipartisan Infrastructure Act Trailblazers was able to come to Hartford with the support of a \$4,000 grant from Vermont Council on Rural Development and a small donation from the Hartland Unitarian Church. The Hartford Energy Commission also brought Vermont Adult Learning's heat pump training class to the Hartford Area Career and Technology Center, this is a two week training in installing heat pumps, students receive an EPA certification for handling heat pump refrigerant and the OSHA 10 hour certifications. FY 2023: April & June 2023 14 students completed the heat pump training. FY2024 August-September 8 women completed Trailblazers 4 people completed heat pump training 7 women completed both Trailblazers & heat pump training.
Buildings and Energy BE 1- Improve total Community wide residential, commercial, and industrial building energy efficiency by 10% Electricity and 10% Thermal Fuel by 2030.	Hartford Energy Commission Window Dresser's program	Hartford Energy Commission is planning to participate in the Window Dressers program again next year and will continue to focus on providing window inserts to fuel burdened households.	In November of 2022 the Hartford Energy Commission ran a Window Dressers build that provided 33 household with 197 inserts.

Town of Hartford Climate Action Plan Implementation

FY 2024 CAP Actions

CAP Strategy & Action	Department & Municipal Action	Explanation	Progress
Municipal Operations MO 1-2 Conduct energy efficiency audits of all municipal buildings.	DPW 171 Airport Rd/ WABA Both buildings have been approved for Municipal Energy Resilience Program audits.	The Municipal Energy Resilience Program is providing two energy audits of municipal buildings. Both the DPW admin building and the WABA ice rink were approved for Level 2 energy audits. Level 2 audits should provide enough data on energy savings that buildings will be eligible for both future grants and loans.	171 Airport Rd and WABA are awaiting Level 2 energy audits
Municipal Operations MO 2- 1 Establish a policy requiring all municipally owned buildings to be 100% electric (or zero on-site fossil fuel combustion) by 2027.	Bugbee Senior's Center Bugbee Senior Center is electrifying and becoming a more energy efficient building.	Bugbee Senior Center is now heated by heat pumps, will soon have their hot water which runs off the oil boiler replaced with a heat pump hot water heater, and has been approved for a Tesla power wall. The center is also in the middle of having a Feasibility study done to asses both the needs of the center and it's energy efficiency.	Bugbee Senior Center feasibility study is ongoing.
Buildings and Energy BE 1- Improve total Community wide residential, commercial, and industrial building energy efficiency by 10% Electricity and 10% Thermal Fuel by 2030.	Hartford Energy Commission Window Dresser's program	Hartford Energy Commission is planning to participate in the Window Dressers program again next year and will continue to focus on providing window inserts to fuel burdened households.	In October of 2023 the Hartford Energy Commission ran a Window Dressers build that provided 29 households with 201 inserts.
Municipal Operations MO 6 Achieve Carbon Neutral Municipal Operations by 2027.	Town Hall Work with UNH Carbon Clinic to track municipal greenhouse gas footprint.	UNH's Carbon Clinic will help assess the green house gas emissions from Town buildings and vehicles and track emission reductions as we adopt more efficient vehicles, appliances, and mechanical systems.	Needs to be updated annually.

Town of Hartford Climate Action Plan Implementation

FY 2024 CAP Actions

CAP Strategy & Action	Department & Municipal Action	Explanation	Progress
Municipal Operations MO 2- 1 Establish a policy requiring all municipally owned buildings to be 100% electric (or zero on-site fossil fuel combustion) by 2027.	DPW Begin planning for the replacement of the heating system at the White River Junction wastewater facility.	HVAC equipment at the White River Junction wastewater treatment facility was installed in 2010. There are boilers that serve the external buildings and heat pumps serving the main building. The average life expectancy of a heat pump is around 15 years so the heat pumps are coming to an end of their useful life.	Early discussions are happening around what funding is available, incentives, options, and when to move forward with the project.
Buildings and Energy BE 4- 1 Coordinate and promote a residential Solar Group Purchase Campaign annually to help reduce the costs of solar installation through volume purchasing power (goal, 80households annually).	Climate Action Steering Team/ Hartford Energy Commission Organize and implement Energize Upper Valley 2.0, a program that will encourage businesses and homeowners to take advantage of incentives and rebates for efficient HVAC equipment and solar.	Building on the success of Energy Upper Valley in 2023 where we brought local solar and heat pump contractors together with other local experts to meet with homeowners about what kinds of efficient products are available, Energize Upper Valley 2.0 will bring in industry experts to give presentations on solar arrays and heat pumps.	Energize the Upper Valley 2.0 is set to take place on April 6 th .

Town of Hartford Climate Action Plan Implementation

FY 2024 CAP Actions

CAP Strategy & Action	Department & Municipal Action	Explanation	Progress
Transportation and Land Use TL 3-1 Consider charging needs for town residents and businesses as well as consider opportunities to support EV charging for travelers in ways that support community as well as the traveler.	Environmental Sustainability Coordinator Pursuing the Electric Vehicle Supply Equipment (EVSE) Program which will cover roughly half of the \$60,000 cost of installing 7 chargers in the South Main St parking lot.	As part of the South Main St. parking lot redevelopment 9 pedestal have been wired to support the installation of the two existing chargers and an additional 7 of them, each with two ports. At this time GMP still needs to install a power tower and do some additional work before the original chargers can be re-installed. If the site is approved the EVSE program will cover half the cost and GMP would cover another portion of the cost.	Materials have been submitted to see if the site is appropriate for the EVSE program.
Municipal Operations MO 2- 1 Establish a policy requiring all municipally owned buildings to be 100% electric (or zero on-site fossil fuel combustion) by 2027.	Police & Fire Replace heating system in the building with heat pumps using funds from the Energy Efficiency and Conservation Block Grant.	Hartford is eligible for \$75,380 from the Energy Efficiency and Conservation Block grant. Those funds are going to be used to replace the current heating system at the Police & Fire building with heat pumps.	Grant applications are due on April 30 th 2024. A grant requirement is that municipalities coordinate and report to the state, we are currently waiting for Vermont to create a system for us to report to. This needs to be in place before we can apply, but other than that everything on our end is ready.

Town of Hartford Climate Action Plan Implementation

FY 2024 CAP Actions

CAP Strategy & Action	Department and Municipal Action	Explanation	Progress
Buildings and Energy BE 1 Improve Community Wide residential, commercial and industrial energy efficiency by 10% and 10% Thermal Fuel by 2023.	Zoning Environmental Sustainability Coordinator Assist builders with understanding Vermont's Residential Building Energy Standard	Vermont has a Residential Building Energy Standard that builders are supposed to follow that set minimum efficiency standards yet very few builders are aware these standards exist. When builders pull a permit in Hartford they get a full sized red sheet of paper informing of these standards and to be in contact with the Environmental Sustainability Coordinator if they have any questions.	In October Efficiency Vermont provided a 3 hour training on the Residential Building Energy Standard at the Hartford Town Hall, a recording is available. Currently the Environmental Sustainability Coordinator will work with builders to understand the energy standards, options for meeting the standards, and what incentives are available. The ESC will also meet builders on site to do a walk through.
Buildings and Energy BE 1- Improve total Community wide residential, commercial, and industrial building energy efficiency by 10% Electricity and 10% Thermal Fuel by 2030.	Energy Commission The Hartford Energy Commission is exploring the possibility of Thermal Energy Networks.	Thermal Energy Networks (TEN's) are networked geothermal systems that connect multiple buildings and provide ground sourced heating and cooling. Basically you have a closed loop that runs underground, pulls heat from the ground, and run to heat bumps in multiple buildings. These systems have been used for many years in Europe and are an efficient way to provide heating and cooling at reasonable prices.	Members of the Hartford Energy Commission have talked with building owners in the downtown area to make them aware that ground source heat pump is an efficient option. Currently the Court House in White River Junction is having a ground sourced heat pump installed as part of its renovations.
Health and Safety HS 3 Maintain updated plans to address climate risk and impacts.	Environmental Sustainability Coordinator Working to have the Nature Conservancy run their Community Resiliency Program in Hartford.	The Nature Conservancy's Community Resiliency Program is a no cost assessment of the climate related risk and area is facing. The Environmental Sustainability Coordinator is currently coordinating with departments and other stakeholders to participate in this program. We are looking at doing this in the fall of 2024 and before the Town begins working on it's Hazard Mitigation Plan.	The Environmental Sustainability Coordinator will likely come to the Selectboard in the coming months to further explain this program and ask the Selectboard Chair to sign a letter of interest in the Town participating in the program.



4536 Morgan Place
Liverpool, New York
Phone: 1-315-457-0181
Parts Fax: 1-800-950-4342
Office Fax: 1-315-457-0312



Count on it.



892-898 Troy Schenectady Rd
Latham, New York
Phone: 1-518-785-5841
Parts Fax: 1-800-950-4342
Office Fax: 1-518-785-5740



QMS Quote #	
Date:	23-Oct-23
Inquiry Date:	
Prices Subject to Change	Prices Subject to Change
Estimated Delivery:	9-12+ Months
Terms:	
Shipped Via:	Truck
Height of Cut:	
Purchase Order #	
Ship to Zip Code	

To: Customer Name: Town of Hartford (Parks and Rec)
Address: 171 Bridge St
City State Zip: White River Junction VT 05001
Attn: Scott Hausler
Phone: 802-295-5036
Email Contact: shausler@hartford-vt.org

In Response to your inquiry, we submit the following Quotation;
Purchase Orders should list the Vendor as Grassland Equipment & Irrigation Corp.

Salesman	Jim Gernander
Cell Phone	802-236-0611
Email	jgernander@grasslandcorp.com

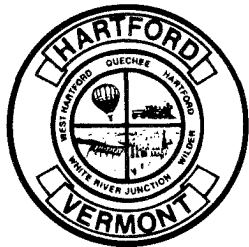
Sourcewell Contract # 031121-TTC

Qty	Model Number	Description	2023 Sugg. Retail Price	Contract Price	Extension
1	22282	60V HD21, Variable Speed, 2-Bail, Zone Start	\$2,290.00	\$1,671.70	\$1,671.70
2	66100	60V PRO Backpack Blower (Bare Tool)	\$449.00	\$327.77	\$655.54
2	66110T	60V PRO String Trimmer (Bare Tool)	\$449.00	\$327.77	\$655.54
4	66810	60V MAX* Flex-Force 10 Ah Battery (Order with Parts)	\$449.99	\$328.49	\$1,313.97
1	66550	60V PRO 6-Pod Charger (12 amp)	\$449.00	\$327.77	\$327.77



1	101-SD	Commercial Set Up and Delivery	\$ 277.47	\$ 277.47	\$277.47
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NOTES		TOTALS	
Delivery Contact Name		Equipment Total @ MSRP	\$6,334.96
Delivery Contact Phone Number		Discount	(\$1,710.44)
Due to the global supply chain, manufacturing lead times may be substantially longer than normal, exceeding 90 Days. Grassland will strive to deliver products in a timely manner, but cannot guarantee lead times. Product pricing for this quote is based off of current manufactures list pricing, which may change prior to delivery. Grassland agrees to maintain the quoted discount percentages in the event MSRP increases. You will be notified of any price changes prior to delivery and may cancel the order without penalty at that		Total Equipment	\$4,624.52
		Toro Protection Plus	\$ -
		Trade Ins	\$ -
		Set Up & Delivery	\$ 277.47
		Wintercab Set Up	
Total			\$4,901.99
Customer Acceptance		Date:	\$4,901.99



TOWN OF HARTFORD

MUNICIPAL OFFICES

171 Bridge Street
White River Junction, Vermont 05001

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

website: www.hartford-vt.org



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

02/06/2024

Adam Whelchel, Ph.D.
The Nature Conservancy
awhelchel@tnc.org

Dear Dr. Whelchel,

On behalf of the Town of Hartford, VT, I, Mike Hoyt, am writing to express interest in being considered for a Community Resilience Building Process offered through the Nature Conservancy's Community Resilience Building program.

If selected, I commit that Hartford will identify a core team of members to fully participate in the planning for the CRB process including a CRB workshop. Our core team will include Hartford's Sustainability Coordinator, members of Hartford Planning & Development Department, Vital Communities and Bugbee Senior Center, given scheduling considerations. In addition, Hartford will complete the pre-workshop Community Characterization Survey with core team members identified prior to the scheduled workshop. In addition, the designated core team will identify and secure the participation of individuals from our community. If selected, Hartford will hold the Community Resilience Building Workshop prior to December 30, 2024.

It is our intent in Hartford to utilize the Community Resilience Building Process outcomes to initiate our Hazard Mitigation Planning and identify other strengths and vulnerabilities Hartford will need to address in the coming years.

Thank you for your consideration of Hartford, VT for receipt of this community-engagement and technical assistance opportunity provided by the Nature Conservancy. Please reach out to Dana Clawson at dclawson@hartford-vt.org with any additional questions.

Sincerely,

Mike Hoyt



AGENDA MEMORANDUM

February 6, 2023

Town Selectboard Meeting Agenda Item: 5. e.

Submitted by Lori Hirshfield, Director of Planning and Development

Subject: Tax Increment Financing District FY 2023 Annual Report to Vermont Economic Progress Council

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

Attached is Hartford's report for FY 2023, July 1, 2022 through June 30, 2023 based on April 1, 2022 Grand List property values and public and private sector activity within the TIF District in FY 2023. A preliminary report was submittal to the State on January 1, 2024 for review. The next step is presentation to the Selectboard and required certifications by February 15, 2024.

Discussion: The following are some highlights of the Report for FY 2023:

- Since the TIF District began in 2011, the total taxable value of properties in the District increased by:
 - o \$35,302,900 (from \$33,557,300) for Municipal values
 - o \$35,174,700 (from 33,514,500) for State Education values
- These increased values generated new tax revenue, of which 75% went into the dedicated TIF District Fund for the TIF District public infrastructure improvements. The total was for FY 2023 was \$723,011 (an increase of \$109,087 from last year):
 - o \$277,243 from Municipal
 - o \$455,769 from State
- The TIF Program enabled the Town to spend \$2,144,930 in FY 2023 on public infrastructure improvements on North Main, South Main, Gates and Currier Streets, and on the reconstruction and expansion of the South Main Street Parking Lot.
- Private investment created a net gain of 10 jobs in the fiscal year.
- It was a very productive year for Town implementation of District infrastructure improvement projects delayed since 2020 from the effects of the Covid pandemic.

Per the attached Certification Form, Rick Vincent, the Town Assessor and I will make the requisite certifications for the Grand List.

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

Proposed Motion: Accept Fiscal Year 2023 TIF Annual Report to the Vermont Economic Progress Council, and authorize the Town Manager to make any minor changes and to sign the Certification Form.

Attachments:

1. TIF FY 2023 Annual Report
2. TIF District Map
2. Certification of Increment and Annual Report Form



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

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

Reports are due on or before January 1, 2024
Please submit reports to accd.vepctifannualreport@vermont.gov
Please submit GL22 TIF Proceeds Report with the District Annual Report

I. District Information:

Municipality & District	Hartford: White River Jct Downtown	Reporting Period:	July 1, 2022 - June 30, 2023
Name of Person Completing Report	Lori Hirshfield	Grand List Year:	2022
Title	Director, Dept of Planning & Development		
Email Address	lhirshfield@hartford-vt.org		
Telephone	802-295-3075		
Date Report Completed	December 29, 2023		

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

II. TIF District Data:

Base Data (Original Taxable Value)				
Municipal	\$	33,557,300	OTV Total Acres	129.11
Homestead- Education	\$	560,700	OTV Total Parcels	144
Non Residential- Education	\$	32,953,800		
Total Education	\$	33,514,500		
Taxable Values as of April 1				
Municipal	\$	68,860,200		
Homestead- Education	\$	546,800		
Non Residential- Education	\$	68,142,400		
Total Education	\$	68,689,200		
Increase (Decrease) in Taxable Values (auto-calculated)				
Municipal	\$	35,302,900		
Homestead- Education	\$	(13,900)		
Non Residential- Education	\$	35,188,600		
Total Education	\$	35,174,700		
TIF Increment Revenue Retained for Reporting Year				
Municipal	\$	277,243		
Homestead- Education	\$	(167)		
Non Residential- Education	\$	445,936		
Total Education	\$	445,769		
Total TIF Revenue	\$	723,011		
Other TIF Fund Income				
	Source	Education	Municipal	Total
1	Interest Earnings	\$ 5,948	\$ 5,948	\$ 11,897
2	Interest Earnings on Bond Funds			\$ -
3			\$ -	\$ -
4			\$ -	\$ -
5			\$ -	\$ -
	Total:	\$ 5,948	\$ 5,948	\$ 11,897
Changes to Individual Parcels				
	SPAN Number	Describe Change		
1				
2				
3				
4				
5				
6				

Additional Information

TIF Increment Section: Lot Span # 285-090-11713 - In FY 2023 the property owner for Lots 104-132 South Main Street appealed the Grand List (GL) 2022 assessed value, resulting in a reduction in September 2023. Since the deadline for changes to the 2022 GL had passed, adjustments in the property value and final 411 report are reflected in the 2023 GL for FY2024. To document the changes, the Town did a Property Tax Revenue Reconciliation for FY 2023 in September 2023 and reductions in tax revenue and interest are recognized in the Town's FY 2023 Financial statements. These changes will be reported in the FY 2024 TIF Report.

TIF Increment Section: Lot Span # 285-090-12312 - In 2017 a portion (2.30 acres) of Town lot 45-212 within the TIF District was merged with Lot 45-180 (Span #285-090-12311) through a Quitclaim Deed to resolve a disputed boundary. Lot 45-180 is outside the TIF District. Due to an inadvertent error, the transfer of ownership from the

III. Votes and Financing:

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

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

Debt Instruments									
Infrastructure and Debt	Term in Years	Period (ie. 1/1/2016-12/31/2026)	Interest Rate	Principal	Interest	Total	Total Payment for Reporting Period	Remaining Principal Balance	Date approved by voters
Existing Debt:									
1 Prospect Street - General Obligation - Loan Agreement	20	7/1/2014-11/15/2034	Varies	\$ 900,000	\$ 331,831	\$ 1,231,831	\$ 65,118	\$ 540,000	2014
2 Stormwater/Wastewater Improvments - No. Main/Currier/Church Streets				\$ 700,000	\$ -	\$ 700,000	\$ -	\$ -	2016
3 Parking Lot; Currier St Extension; No Main St.- Joe Reed Dr Sidewalk; Gates, No Main, So Main Sts. Engineering	20	8/2/2017-11/1/2037	3.30% Net	\$ 2,126,000	\$ 753,136	\$ 2,879,136	\$ 159,237.47	\$ 1,594,500	2016 Lot, 2017 Other
4 S Main/N Main/Gates Sts Roadway Construction 2019 Vote, 2020 General Obligation Bond Series 3 (Contracts 1 & 2)	20	11/1/2020-11/1/2040	varies	\$ 1,735,000	\$ 369,492	\$ 2,104,492	\$ 113,907.95	\$ 1,561,500	2019
5 S Main/N Main/Gates Sts Water, WW Stormwater Construct. 2019 Vote, CWSRF Loans Steps I,II,III (# RF1-222) (Contract 1)	20	8/1/2022-8/1/2041	2.00%	\$ 657,021	\$ 146,604	\$ 803,625	\$ 40,181.24	\$ 629,980	2019
6 S Main/N Main/Gates Sts Water Construct. 2019 Vote, DWSRF Loans Step III (#RF3-390-3) (Contract 1)	20	10/1/2022-10/1/2041	3.00%	\$ 867,657	\$ 298,747	\$ 1,166,404	\$ 58,320.21	\$ 835,367	2019
7 Town Sq Parking Lot 2020 & Maple St Sidewalk, 2020 Vote in 2021 General Obligation Bond Series 1	20	3/4/2021-11/1/2041	varies	\$ 843,900	\$ 218,704	\$ 1,062,604	\$ 58,123.19	\$ 801,705	2020
8 S Main/N Main/Gates Sts Roadway Construction 2019 Vote, 2022 -1 General Bond (Contract 2 \$578,200); S Main St Pkg Lot Construction 2020 Vote in 2022- 1 Bond (\$1,822,600)	20	2022-2042	2.30%	\$ 2,400,800	\$ 549,930	\$ 2,950,730	\$ 48,736.24	\$ 2,400,800	2019 & 2020
9 S Main/N Main/Gates Sts Water, WW Stormwater Construct. 2019 Vote, CWSRF Loans Steps II,III Contract 2 (RF1-291-3.0 Loan not finalized until construction completed & project closed out in FY2023)	20	10/1/2023-10/12/2042	2.00% admin	\$ 734,150	\$ 163,841	\$ 897,991	\$ -	\$ 734,150	2019
10 S Main/N Main/Gates Sts Water Construct. 2019 Vote, DWSRF Loans Step III Contract 2 (RF3-467-3.0 Loan not finalized until construction completed & project closed out in FY2023)	20	12/1/2023-12/1/2042	2.00% admin	\$ 895,000	\$ 199,705	\$ 1,094,705	\$ -	\$ 895,000	2019
New Debt:									
Example: Main Street Lights - General Obligation Bond	11	1/1/2016-12/31/2025	5.60%	\$ 3,250,000	\$ 500,000	\$ 3,750,000	\$ 340,909	\$ 2,950,000	Date approved by voters

TIF Report Section II – Additional Information

TIF Increment Section: Lot Span # 285-090-11713 - In FY 2023 the property owner for Lots 104-132 South Main Street appealed the Grand List (GL) 2022 assessed value, resulting in a reduction in September 2023. Since the deadline for changes to the 2022 GL had passed, adjustments in the property value and final 411 report are reflected in the 2023 GL for FY2024. To document the changes, the Town did a Property Tax Revenue Reconciliation for FY 2023 in September 2023 and reductions in tax revenue and interest are recognized in the Town's FY 2023 Financial statements. These changes will be reported in the FY 2024 TIF Report.

TIF Increment Section: Lot Span # 285-090-12312 - In 2017 a portion (2.30 acres) of Town lot 45-212 within the TIF District was merged with Lot 45-180 (Span #285-090-12311) through a Quitclaim Deed to resolve a disputed boundary. Lot 45-180 is outside the TIF District. Due to an inadvertent error, the transfer of ownership from the Town to Gates and Dickson was not reflected in the Assessor's Office until 2023. As a result, the Town did not bill taxes on the property for the past 6 years. This error was corrected in FY2023 but not in time to reflect in the 2022 GL and are reflected in the 2023 GL for FY2024. The TIF tax revenue and interest for FY 2018 through FY 2023 are recognized in the Town's Financial statements for FY 2023. Also, consistent with 2023 VT Legislative changes for properties divide by a TIF District line, VEPC determined that the portion of Lot 45-180 in the TIF District would remain within the TIF District and be considered a separate parcel with a separate Span #.

11										
12										
13										
Total					\$ 11,859,528	\$ 3,031,991	\$ 14,891,519	\$ 543,624.55	\$ 9,993,002	

Debt Ceiling Approved by VEPC	13,000,000
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Annual Debt Service	
Principal Paid	\$ 339,576
Interest Paid	\$ 173,555
Fees/Other Costs Paid	\$ 30,494
Total Paid	\$ 543,625

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

- ☒ No
- ☐ Yes, please provide details.

Direct Payments: Enter the total amount of any TIF direct payments made during this period.	\$ 8,773	Date Approved by Voters:	2014, 2016, 2017, 2019, 2020
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Additional Information	
Debts: No payments for loans under Items # 9 and 10 for S Main, N Main and Gates Sts Improvements CWSRF and DWSRF (Contract 2) - Project closeout will be in FY 2024 at which time the final loan repayment schedules will be set. Fees/Other Costs: Include Administrative Fees for CWSRF and DWSRF loans (\$30,493.57).	

IV. Improvements and Funding:

Improvement Expenditures					
Name of Improvement		Of the Total Expenditure listed:		Total Improvement Expenditure for this report period	
		The amount paid with TIF Revenues	The amount paid with Non-TIF Revenues		
Phase 1 (2014)	1	Prospect Street Phases I & II - Reconstruction			
		Reported completed in previous annual report.	\$ -	\$ -	\$0.00
Phase 2 (2016)	2	No Main Church, Currier Sts Phase I (North Main Currier/ Church Street)			
		As noted in previous annual report, proceeding with final engineering and financing through the state RLF in FY 2024. Anticipate construction in FY2025.	\$ -	\$ -	\$ -
	3	Former Miller Auto/Municipal (Legion) Parking Lot and Site Phase I			
		Completed engineering and bid process in FY 2023. Construction initiated in early FY 2024 and anticipate completion in FY 2024. Combined with final section of the Currier Street Extension project noted below.	\$ 4,650	\$ -	\$ 4,650
Phase 3 (2017)	4	South Main, North Main, and Gates Streets: Watermain Engineering & South Main Improvements Phase II: Engineering			
		Please note that in year 2022, VEPC Staff and the Town of Hartford decided to combined South Main, North Main, and Gates Street- Watermain Engineering (\$50,000) and South Main Improvements (\$250,000). In doing so this allows for consistency with expenditure reporting to VEPC. For more information review December 2022 VEPC Board minutes.			
		Engineering services in FY 2023 for the above and below ground improvements were dedicated towards engineering construction management. Project substantially completed in FY 2023.	\$ 66,781	\$ -	\$ 66,781
	5	Currier Street Extension Phases I & II			
		Completion of this final segment of Currier Street needed to be coordinated with the adjoining South Main Street Parking Lot noted above. Completed engineering and bid process in FY 2023. Construction initiated in early FY 2024 and anticipate completion in FY 2024.	\$ 1,946	\$ -	\$ 1,946
	6	North Main Improvements - Sidewalk and Streetscape (Bridge Street to Joe Reed Drive)			
	Completed and reported in previous TIF Report.	\$ -	\$ -	\$ -	
Phase 4 (2019)	7	So Main /No Main/ Gate Streets: Improvements Phase II Construction			
		Substantially completed construction of the second/final segment of this project.	\$ 2,071,553		\$ 2,071,553
Phase 5 (2020)	8	Downtown Park and Parking (Town Square)			
		With anticipated completion of the South Main Street Parking Lot in FY2024, anticipate proceeding with the bidding and construction process for the Town Square Parking Lot in FY2025.	\$ -	\$ -	\$ -
	9	Pine Street Phase IA - Streetscape/sidewalk & utilities incl. stormwater (Maple Street)			
		Construction bids obtained for the sidewalk project in the he public R-O-W along 87 and 101 Maple Street for construction in FY 2024.		\$ -	\$ -

Future Projects Needing Phase Filings	10	Former Miller Auto/Municipal (Legion) Parking Lot and Site Phase II (South Main St Town Parking Lot)			
		Completed engineering and bid process in FY 2023. Construction initiated in early FY 2024 and anticipate completion in FY 2024. Combined with the final segment of Currier Street extension noted above.		\$ -	\$ -
	11	Railroad Row Extension & Parking Phases I & II			
		No activity this period. In 2024 the Town will be reviewing the remaining projects in the TIF District to determine which will be going forward and when.	\$ -	\$ -	\$ -
	12	Pine Street Phase II: Parking lot, streetscape/sidewalk, lighting & utilities incl. stormwater			
		No activity this period. In 2024 the Town will be reviewing the remaining projects in the TIF District to determine which will be going forward and when.	\$ -	\$ -	\$ -
	13	Currier Street			
		No activity this period. In 2024 the Town will be reviewing the remaining projects in the TIF District to determine which will be going forward and when.	\$ -	\$ -	\$ -
	14	Maple & Prospect Street Intersection Improvements			
		No activity this period. In 2024 the Town will be reviewing the remaining projects in the TIF District to determine which will be going forward and when.	\$ -	\$ -	\$ -
	Total		\$ 2,144,931	\$ -	\$2,144,930.55
				Check	\$ 2,144,931

Sources of Non-TIF Revenues		Total Amount Secured for Each Source	Total Amount Spent to Date	Total Amount Spent this Period	Closed
1	Railroad Row - Enhancement Grant (2005/2016)	\$ 50,000	\$ 2,951		X
2	Railroad Row - Town (2005)	\$ 50,000	\$ 4,426		X
3	N. Main St. Sidewalk, Church St. to Bridge St., Engineering - Town (2011)	\$ 4,688	\$ 4,688		X
4	S Main St Sidewalk - Downtown Transportation Grant (2011) Project 1	\$ 74,863	\$ 74,863		X
5	S Main St Sidewalk - Town (2011)	\$ 54,229	\$ 55,236		X
6	S Main St Bus Shelter Grant - Advance Transit (2012)	\$ 34,483	\$ 34,483		X
7	S Main St Bus Shelter - Town Funds (2012)	\$ 7,904	\$ 7,904		X
8	Bridge St Rain Garden - Downtown Transportation Grant (2011) Project 2	\$ 18,874	\$ 18,874		X
9	Bridge St Rain Garden - Town (2013)	\$ 26,897	\$ 26,897		X
10	Gates St East Construction - Downtown Program Transportation Grant (2013)	\$ 100,000	\$ 100,000		X
11	Gates St East - Engineering & Legal for ROW - Town Funds (2014)	\$ 19,112	\$ 19,112		X
12	Gates St East Engineering & Construction - Town Funds (2011/2013)	\$ 110,596	\$ 110,596		X
13	N Main & Currier St Stormwater Analysis - Town Funds (2015)	\$ 40,680	\$ 40,680		X
14	Gates St West Construction - Developer (2015)	\$ 14,149	\$ 14,149		X
15	Prospect St Phase I & II traffic signal at Prospect & Maple Sts - developer (2016)	\$ 161,400	\$ 161,400		X
16	Prospect St Phase I & II-curb and sidewalk on Maple St - NHDOT (2016)	\$ 16,857	\$ 16,857		X
17	Prospect St Phase I & II-curb and sidewalk on Maple St - Vtrans (2016)	\$ 9,900	\$ 9,900		X
18	Gates St East Construction-additional Town funds to complete project (2017)	\$ 4,539	\$ 4,538		X
19	Currier St - VT Sales Tax Reallocation Program (2017)	\$ 305,642	\$ 303,050		□
20	Currier St Extension - Legal fees for construction easements - Town Funds (2017)	\$ 1,886	\$ 1,886		X
21	N. Main, Church & Currier Sts Stormwater Project - Town Funds (2017)	\$ 14,185	\$ 14,185		X
22	Pine St all Phases redevelopment plan EPA Brownfields grant thru TRORC (2019)	\$ 34,000	\$ 34,000		X
23	S Main St Pkg Lot 4 EV charger stations VCDP (\$20,885); GMP (\$12,355) grants	\$ 33,240	\$ 33,240		X
24	S Main , N Main & Gates Sts Contract # CWSRF loan converted to grant (2022)	\$ 52,280	\$ 52,280		□
25		\$ -	\$ -	\$ -	□
26		\$ -	\$ -	\$ -	□
27		\$ -	\$ -	\$ -	□
28		\$ -	\$ -	\$ -	□
Total		\$ 1,240,404	\$ 1,146,194	\$ -	
Non-TIF Revenues Reported under Improvement Expenditures				\$ -	

Related Costs					
	List and describe the related cost(s)	Vendor	The amount paid with Education Revenue	The amount paid with Municipal Revenue	Total Cost for this report period
1	TIF AUP and portion of Town-wide audit.	Mudgett, Jennett & Krogh-Wisner	\$ 2,000	\$ 2,000	\$ 4,000
2	Update of TIF increment projections	White & Burke	\$ 2,387	\$ 2,387	\$ 4,773
3			\$ -	\$ -	\$ -

4			\$ -	\$ -	\$ -
5			\$ -	\$ -	\$ -
		Total	\$ 4,387	\$ 4,387	\$ 8,773
				Check	\$ 8,773
				Check	\$ -

Standard

	Pine Street Redevelopment Phase I: renovation of 9,801 SF of existing commercial, 26,041 SF of new commercial, and 16,000 SF of new residential. Bridge & N Main Gateway redevelopment and renovation.	
1	Pine Street (Block D): New business (Jerm's Home Services) located at 217 Maple Street. For 155 Maple Street, reported in FY 2022 renovation and now reporting increased current value as listed in the April 1, 2022 Grand List. Refer to previous reports for completed Bridge and Main projects.	\$550,400
2	Prospect Place Redevelopment: 4 mixed-use buildings and a 5th building with 40 residential condos. Pine Street Phase II: renovation of 16,252 SF of existing commercial, 5,550 SF of new commercial, 4,500 SF of new residential.	
	Prospect Place Redevelopment (Block A): When the redevelopment began, anticipated 5 phases which became 3 phases as the project proceeded. Phases 1 and 2 were completed and reported previously. Pine Street (Block C): Renovation at 87 and 101 Maple Street underway in FY 2023 and completion anticipated in FY 2024.	\$ -
3	Main Street Renaissance: Redevelopment of former car dealership parking area into four-story, mixed-use building. Gates East & S Main St Redevelopment: mixed-use residential and commercial development.	
	Main Street Renaissance Phase I (Block J) completed and previously reported. South Main Street Apts (Block I): New construction of 69 units of market rate housing and 3000 SF of commercial space completed in FY 2022 - assessed value as of April 1, 2022 Grand List included now in this annual report (Note: This reflects the appealed reduced value from \$8,846,100 which will be reflected in the 2023 GL and FY2024 TIF Report). Construction of brewery expansion and new tasting bar and restaurant began in FY 2023 with completion anticipated in FY2024.	\$ 6,253,304
4	Prospect Place Redevelopment Phase II. Northern Stage: new, 45k SF theater main stage w/320 seats, 3/4 thrust stage educational theater that is 99 seat flexible black box, lobby with café/bar, classrooms, rehearsal halls and admin offices.	
	Prospect Place Redevelopment Phase II (Block A) and Northern Stage New Theater (Block H) previously completed and reported. Although the theater has non-profit exempt status, the theater has brought significant new business activity into the TIF District.	\$ -
5	Listen Development/Maple Street: commercial redevelopment and new residential. Main Street Renaissance Phase II. Pine Street Redevelopment Phase III.	
	Listen Development (Block E) previously completed and reported. Main Street Renaissance Phase II completed with Phase I, and previously completed and reported. Pine Street Redevelopment (Phase III): 93 Pine Street conversion into elementary school completed in FY 2023 and assessed value as of April 1, 2023 will be reported in FY 2024 TIF Report.	\$ -
6	Northern Hospitality Phase I: Complete redevelopment of existing hotel, theater, and mixed-use, three-story building that encompasses one complete city block.	
	Northern Hospitality Phase I (Block G): Partial redevelopment of first floor completed and reported previously (2018). Property owner pursuing remaining redvelopment plans.	\$ -
7	Prospect Place Phase III. Northern Stage Phase II. Northern Hospitality Phase II.	
	Prospect Place Phase III (Block A): Construction began on remaining lot for 42 units of multifamily affordable and workforce housing. Completion anticipated in FY 2024. Northern Hospitality Phase II (Block G): Property owner pursuing remaining redevelopment plans.	\$ -
8	Bridge & N Main Street Gateway Phase II: renovate 11,879 SF of existing commercial and 4,625 SF of existing residential, and add 25,274 SF of new residential in multiple mixed use buildings.	
	Bridge and Main Phase II (Block F): Other development previously completed and reported. No other activity this reporting period.	\$ -
Total		\$ 6,803,704

Additional Information

Mandated

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

Identify Source/Method for Obtaining Jobs Information

Town permit information, and direct inquiries to businesses.

Vermont Firms						
Name of Vermont Firm		Total amount of work performed		Name of Vermont Firm		Total amount of work performed
1	Mudget, Jennett & Krogh-Wisner	\$ 4,000		11		
2	White & Burke	\$ 4,773		12		\$ -
3	Nott's Excavating	\$ 1,896,596		13		\$ -
4	Aldrich & Elliot	\$ 238,344		14		\$ -
5	McNeal, Leddy & Shehan	\$ 256		15		\$ -
6	DuBois & King	\$ 6,596		16		\$ -
7				17		\$ -
8				18		\$ -
9				19		\$ -
10				20		\$ -
				Total Amount of Work Performed		\$ 2,150,565

Additional Information**TIF District Specific**

Transportation Enhancements

The substantial completion of the planned transportation improvements in FY 2023 are critical to meeting the everyday pedestrian and vehicular accessibility and safety needs in a core section of the TIF District.

Brownfield
No activity this period.

Housing Changes (optional)			
	Affordable Housing	Market Rate Housing	Total
New	0	0	0
Eliminated	0	0	0
Net Total	0	0	0

Unforeseen Events: Please describe any unforeseen events (such as flooding) that have impacted the TIF District, its improvement projects, or private developments. Also detail how the municipality is working through those challenges.
FY 2023 represented another strong year in completing Town infrastructure projects delayed by the effects of the COVID 19 pandemic. Planned private sector investment is slowly and cautiously coming back as well. To address these issues, the Town sought and received legislative support for two year extensions to incur TIF debt and collect tax increment.

Current TIF District Activity: Please provide details regarding FY24 activities. This can include updates regarding specific projects, potential substantial change requests, etc.
In FY 2024 the Town will be pursuing a Substantial Change Request to enable the use of underspent TIF voter approved projects for other voter approved projects that came in higher than anticipated. This authorization was obtained by the voters at the time of the respective bond approvals and the Substantial Change will codify this authorization in the VEPC approved plan. FY 2024 anticipated activities for public and real property projects are detailed in other sections of this report.

ATTACHMENT C
Hartford Proposed TIF District
April 5, 2011

The map displays the Hartford Proposed TIF District, divided into several colored zones and individual lots. The zones are labeled A through J. The lots are numbered, often with suffixes indicating sub-lots. The map includes street names such as Hartford Ave, North Main St, and various railroad lines. The zones are color-coded: A (red), B (light blue), C (blue), D (yellow), E (dark blue), F (pink), G (light blue), H (orange), I (purple), and J (light orange). The map also shows a river on the right side and a railroad line on the left side.

CERTIFICATION OF INCREMENT AND ANNUAL REPORT

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

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

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

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

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

Signature of Assessor or Lister

>>

Name:

Title

Date

Signature of 2nd Party Reviewer

>>

Name:

Title

Date

SECTION 2: Certification of Annual Report

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

Date report presented to the municipal legislative body:

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

Signature of Authorizing Official*

>>

Name:

Title

Date

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



AGENDA MEMORANDUM

February 6, 2024

Town Selectboard Meeting Item: 5.f.

Submitted By: Lori Hirshfield, Director of Planning & Development

Matt Osborn, Town Planner

Subject: Economic Development Consultant to Update the Town Plan - Contract Award

Background: The Economic Development Chapter of the Town Plan was last updated in 2002 and is in need of updating. In November 2022, the Selectboard authorized staff to apply for a Vermont Municipal Planning Grant to hire a consultant to assist with the update. The Town was awarded a grant of \$18,000 in April, 2023. On November 27, 2023, the Request for Proposals (RFP) was released. It was posted on the Town website, Vermont Business Registry and Bid System website, the Bids@PWXPRESS website, and the Northern New England Chapter of the American Planning Association website. It was advertised in the *Valley News* twice and in the *Burlington Free Press*. . The RFP also was sent to a list of consultants provided by the Vermont Agency of Commerce and Community Development as well as to the Vermont Planners Association List Serv and the Northern New England Chapter of the American Planning Association List Serv.

Discussion: On January 8, 2024, the Town received one proposal from Better City in the amount of \$30,000. We reviewed the proposal and two work samples: *The City of Bangor (ME) Economic Development Strategic Plan* and the *Leesburg (VA) Economic Development Strategic Plan*. We also reviewed Better City's website and saw several plans for communities similar to Hartford. On January 26th, we interviewed Better City and then contacted references. We were impressed by what we read and heard. We recommend hiring Better City for the following reasons:

- Well-written proposal and excellent work samples.
- Does economic development work throughout the US and has worked in numerous rural communities, and in New England including Maine and Massachusetts.
- The three team members working on the project (one of which is located in Boston) interviewed extremely well. We like their emphasis on data collection, analysis (numerical insights) and collaborative process. They work hard to incorporate diverse participation in a community. Their core mission is impact and a focus on solid recommendations that can be implemented. They like to be challenged and provide fresh perspectives. .

Financial Impact: The project will be partially funded by the \$18,000 Vermont Municipal Planning Grant, with the remaining \$12,000 coming from existing encumbered funds.

Recommendation: Award the bid to Better City in the amount of \$30,000 to update the Economic Development Chapter of the Town Plan, and authorize the Town Manager to execute a contract and other actions necessary to complete the project.



AGENDA MEMORANDUM

February 6, 2024

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

Submitted by: Christopher Holzwarth, Project Manager

Subject: State of Vermont Agency of Transportation Utility Relocation Agreements

Background: The State of Vermont, Agency of Transportation is conducting a bridge improvement project at the US Route 4 bridge crossing the Quechee Gorge. The Town of Hartford maintains a water main attached to the bridge. We are required to relocate or adjust the infrastructure as necessary to accommodate the improvements at our expense. The project is more accurately described below.

- [Hartford \(Quechee\) NH 020-2\(45\)](#)

Project Location: The bridge is located on US Route 4 over the Ottauquechee River approximately 3.6 miles east of the junction with VT Route 12 South in Taftsville.

Project Description: This is a historic state-owned bridge located over the Quechee Gorge that has been designated a "Forever Bridge". Due to the construction costs for a replacement of this high value structure along with its highly significant historic value, preservation of the existing bridge is desired to keep it in service as long as possible.

The structure is a 3-Hinge Steel Deck Arch constructed in 1911 and reconstructed in 1972 and 1989. It is approximately 285 feet in length and 41 feet wide. The bridge deck is in 'good' condition while the superstructure and substructure are in 'fair' and 'satisfactory' condition respectively.

VTrans evaluated several preventative maintenance options to preserve and extend the service life of the bridge in an engineering study completed in January of 2018. The study assessed the proposed design criteria for lane and shoulder widths, safety criteria, and historic requirements. The report recommended several preventative maintenance measures that will be implemented, including:

1. Cleaning and painting the steel arch members.
2. Replacement of deteriorated steel members.
3. Bridge joint repair or replacement.

Continued

4. Bearing rehabilitation/replacement.
5. A deck membrane and pave application.
6. Widening of the existing Sidewalks – New concrete sidewalks and facias.
7. Partial deck replacement to the approximate limits of the 1972 deck and sidewalk reconstruction.
8. Silane application to the substructures and new concrete sidewalks and facias.
9. Slope stabilization.

The preventative maintenance project will also include suicide mitigation considerations/retrofits as discussed in the “Quechee Gorge Bridge Safety Issues: Suicide Prevention Alternatives” report to the Vermont Legislature dated January 10, 2017.

Affected Utility: The water main crossing the bridge must be held in place with temporary structural means as deteriorated steel members are replaced and large portions of the bridge on which the hangers for the water main relied upon are not available.

Proposed Unit Cost: The Vermont Agency of Transportation has provided an agreement (Contract No. UT0238) attached as Exhibit A with a cost of \$165,000 which is to supersede a previous out-of-date agreement. The previous agreement for \$25,000 and attached as Exhibit B was prepared during a previous bidding attempt that was not successful.

Discussion: The town’s responsibility to pay for this relocation or adjustment is set by State statute.

Maintaining the integrity of the water main under the bridge decking is complicated both in terms of engineering and executing. Contemplated alternatives such as laying a temporary water main along the narrow space available on the surface were deemed not safe and highly disruptive to the construction and public’s use of the limited available roadway and pedestrian space by staff.

Impact: The total cost to the Quechee Water System (Fund 55) is \$165,000 to be split over three equal yearly payments of \$55,000 with funding anticipated from GL #55-954-318-000 or reserves.

Recommendation: It is the staff’s recommendation that the Selectboard authorize the Town Manager to execute the agreement numbered UT0238.

Exhibit A

**STATE OF VERMONT
SUPPLEMENTARY AGREEMENT #1**

OWNER: Town of Hartford
 PROJECT NUMBER: Hartford- Queeche NH 020-2(45)
 EXPENDITURE ACCOUNT/SUBJOB NO.: 0202045-300
 CONTRACT NUMBER: UT0238

UTILITY SUPPLEMENTARY AGREEMENT #1 TO AGREEMENT DATED OCTOBER 14,2020 BETWEEN THE TOWN OF HARTFORD AND VERMONT AGENCY OF TRANSPORTATION

PROJECT: HARTFORD-QUEECHE NH 020-2 (45)

THE FOLLOWING REVISION FROM THAT SHOWN ON THE UTILITY AGREEMENT IS RECOMMENDED.

REVISION #1: INCREASE OF CONSTRUCTION COSTS ASSOCIATED WITH THE SUPPORT OF EXISTING WATER FACILITIES ATTACHED TO THE BRIDGE.

	<u>OWNER</u>	<u>STATE</u>
QUANTITY & COST AS PER AGREEMENT	\$25,000.00	\$0
QUANTITY & COST AS PER PROPOSED REVISION	\$165,000.00	\$0
ADDITIONAL COST OR SAVINGS IN COST	+\$140,000.00	+\$0

REASON FOR REVISION: #1 INCREASE DUE TO BID COST FOR THE SUPPORT OF WATER FACILITIES OWNED BY THE TOWN OF HARTFORD.

REVISION: #2 ADDITIONAL LANGUAGE TO BE ADDED TO INCLUDE A PAYMENT PLAN WITH THE TOWN OF HARTFORD.

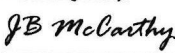
REASON FOR REVISION: #2 TOWN OF HARTFORD REQUESTED A PAYMENT PLAN TO REIMBURSE THE STATE FOR THE REMAINING BILLED AMOUNTS FOR CONSTRUCTION COSTS PERTAINING TO THE SUPPORT OF TOWN-OWNED WATER FACILITIES.

PAYMENT: THE TOWN OF HARTFORD WILL HAVE THREE (3) YEARS AFTER THE FINAL INVOICE FOR WATER LINE CONSTRUCTION IS RECEIVED TO REIMBURSE THE STATE FOR THE REMAINING BALANCE OF ALL CONSTRUCTION, AND CONSTRUCTION INSPECTION/QUALITY CONTROL COSTS.

	<u>OWNER</u>	<u>STATE</u>
QUANTITY & COST AS PER AGREEMENT	\$25,000.00	\$0
QUANTITY & COST AS PER PROPOSED REVISION	\$165,000.00	\$0
ADDITIONAL COST OR SAVINGS IN COST	+\$140,000.00	+\$0

EXCEPT AS MODIFIED BY THIS AND ANY PREVIOUS SUPPLEMENTAL AGREEMENT ALL OTHER PROVISIONS OF THE ORIGINAL AGREEMENT EXECUTED OCTOBER 14, 2020, SHALL REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.

RECOMMENDED FOR APPROVAL:

DocuSigned by:

5081540A-00364F8
PROJECT MANAGER

DocuSigned by:

36DCE20F-6306456
CHIEF OF RIGHT-OF-WAY

APPROVED 12/12/2023

This agreement shall be binding upon the successors and assigns of the respective parties hereto:

IN WITNESS WHEREOF, the parties to this agreement have executed the same this day _____, the STATE, by its Secretary of Transportation, and the OWNER by its authorized agent.

IN WITNESS WHEREOF:

OWNER:

BY: _____
(AUTHORIZED AGENT)

(TITLE)

STATE OF VERMONT
AGENCY OF TRANSPORTATION

BY: _____
SECRETARY OF TRANSPORTATION

**STATE OF VERMONT
AGENCY OF TRANSPORTATION
UTILITY RELOCATION AGREEMENT**

**OWNER: Town of Hartford
PROJECT NUMBER: Hartford (Quechee) NH 020-2(45)
EXPENDITURE ACCOUNT/SUBJOB NO.: 0202045-300
CONTRACT NUMBER: UT0238**

THIS AGREEMENT, made and concluded by and between the State of Vermont, acting through its Agency of Transportation, hereinafter referred to as the STATE, and the Town of Hartford, duly organized and existing in the State of Vermont with its principal business office at 171 Bridge Street, White River Junction, Vermont 05001 hereinafter referred to as the OWNER;

WITNESSETH:

WHEREAS, the STATE has programmed a highway project identified as Hartford (Quechee) NH 020-2(45) which shall provide certain highway improvements on U.S. Route 4 (Bridge 61) in the Town of Hartford; and

WHEREAS, it is evident that adjustment to, and/or replacement of, the OWNER's facilities, hereinafter referred to as RELOCATION WORK, are required by proposed construction of said highway improvements.

THE STATE AND THE OWNER MUTUALLY AGREE:

Scope of the Work

That the RELOCATION WORK, estimates of which are attached hereto and made a part hereof, consists of:

- a. Preliminary engineering to be accomplished for the OWNER by the STATE acting through its design consultant, described as follows:

N/A

- b. Right-of-way acquisition (easements, rights of entry, etc.), described as follows:

Right of way not necessary for construction.

- c. Construction work to be accomplished by the OWNER described as follows:

N/A

- d. Construction work to be accomplished for the OWNER by the STATE acting through its highway prime contractor, described as follows:

Temporarily support the existing water main attached to the bridge during construction and then reattaching the permanent supports after construction is completed.

- e. Quality control and on-the-job inspection of the work described in paragraph (d) above, by the OWNER or a representative employed by the OWNER:

TBD

Payment

- a. Cost components of the estimates, noted in Scope of Work, are allocated and itemized:

	OWNER'S COST	STATE'S COST	TOTAL COST
PRELIMINARY ENGINEERING	\$0.00	\$0.00	\$0.00
RIGHT-OF-WAY CONSTRUCTION WORK BY OWNER	T/B/D	\$0.00	T/B/D
CONSTRUCTION WORK BY STATE	\$25,000.00	\$0.00	\$25,000.00
QUALITY CONTROL	T/B/D	\$0.00	T/B/D
TOTALS	\$25,000.00	\$0.00	\$25,000.00

- b. The OWNER will reimburse the STATE for actual cost in accordance with Title 23, Code of Federal Regulations, Chapter 1, Part 645.117. Cost estimated to be \$25,000.00.

c. Increases in the scope and cost of the RELOCATION WORK shall be authorized by a supplemental agreement initiated by the OWNER by submitting to the STATE, in writing, an itemized estimate and justification of the additional costs claimed.

Effective Dates

The following dates shall be authorized dates for charges of the RELOCATION WORK. Costs and expenses incurred prior to these dates are not eligible for reimbursement.

- a. Preliminary engineering and right-of-way investigation was authorized as of April 9, 2018.
- b. Right-of-way acquisition is not needed for the project.
- c. Following execution of this agreement, the STATE will establish a date, in writing, after which the OWNER will be authorized to incur construction, quality control and inspection costs. If not otherwise determined, the effective date shall be the date of execution of this agreement.

Termination

That upon completion of the RELOCATION WORK and final payment of any money due under the terms of this agreement, this agreement shall terminate and become void. Upon termination of the agreement, the relationship between the STATE and the OWNER with respect to the OWNER's facilities shall be in accordance with applicable State and Federal laws and regulations governing the operation of Utility Facilities.

THE STATE AGREES:

That, acting through its highway prime contractor, it shall perform the RELOCATION WORK described in the "Scope of Work" section (d) in accordance with the plans and specifications.

That the OWNER has the right to delete any or all of the proposed RELOCATION WORK and perform the work with its own forces.

That it shall require the highway construction project to be prosecuted at all times with reasonable care in accordance with the Standard Specifications for Construction, as

modified by such special provisions as may be attached to the highway construction contract.

That the OWNER and its agents shall be granted access within the limits of the highway construction projects at all times during the life of the project for the purpose of quality control, operating, maintaining, relocating or reconstructing its facilities.

That the OWNER shall be notified at least twenty-four (24) hours in advance of a planned interruption to the normal usage of the OWNER's facilities.

THE OWNER AGREES:

That the plans for the RELOCATION WORK are based on standards which conform to or exceed the minimum requirements of all applicable National, State and Local codes and regulations and that the OWNER is solely responsible for the operation and maintenance of utility facilities covered by or completed under this agreement in conformity with such standards.

To provide quality control and on-the-job inspection of materials and construction methods used in the RELOCATION WORK described in the "SCOPE OF WORK", at no cost to the STATE, and to save the STATE free and harmless from any responsibility therefore, except where the STATE shall disregard written exceptions filed with the STATE by the inspector for the OWNER.

To notify the STATE of any substantial changes in the scope or character of the RELOCATION WORK as soon as the need for such change becomes apparent.

To maintain in good and safe condition its facilities located within the project limits and to repair any property damage resulting from such maintenance to the satisfaction of the STATE.

To accept facilities constructed in the RELOCATION WORK described in the "Scope of Work" section (b) immediately upon completion and demonstrated capability of the system to function as intended.

This agreement shall be binding upon the successors and assigns of the respective parties hereto:

IN WITNESS WHEREOF, the parties to this agreement have executed the same this day October 14, 2020 the STATE, by its Secretary of Transportation, and the OWNER by its authorized agent.

IN WITNESS WHEREOF:

Dana Livingston

OWNER:

TOWN OF HARTFORD, VT

Sherry A. West 1/31/2021

SHERRY A. WEST
Notary Public, State of Vermont
Commission No. 157.0000375

BY:

[Signature]
(AUTHORIZED AGENT)

Interim Town Mgr.
(TITLE)

STATE OF VERMONT
AGENCY OF TRANSPORTATION

BY

SECRETARY OF TRANSPORTATION

APPROVED AS TO FORM:

Dated: August 28, 2020

E-SIGNED by Sven Fedorow
on 2020-08-28 14:43:04 GMT

ASSISTANT ATTORNEY GENERAL

CONSTRUCTION CONDITIONS

1. All communications between the OWNER, highway contractors, and any other parties having an interest in the highway construction contract shall be via the STATE's representative on the project, the Resident Engineer.

2. BUY AMERICA PROVISIONS

Buy America provisions, in accordance with Title 23, United States Code, Section 313 and Title 23, Code of Federal Regulations, Section 635.410 apply to the RELOCATION WORK covered by this Utility Relocation Agreement. All steel and iron products permanently incorporated into Federal-Aid projects shall be products that have been entirely manufactured within the United States. All manufacturing processes of the steel or iron material in a product (i.e., smelting and any subsequent process which alters the steel material's physical form or shape or changes its chemical composition) must occur within the United States to be considered of domestic origin. This includes processes such as rolling, extending, machining, bending, grinding, drilling and coating. Buy America requirements of Titles 23, Code of Federal Regulations, Section 635.410 are applicable to all Federal-Aid highway construction projects. The OWNER shall provide the UTILITY COORDINATION UNIT with a written certification prior to performing any RELOCATION WORK pursuant to this Utility Relocation Agreement, confirming that only domestic steel and/or iron products will be used by OWNER for this project. Documentation Records proving this certification must be maintained by the OWNER for three (3) years after final payment under this agreement is made. This Buy America Certification may be subject to audit and may be used in any proceeding under the False Claims Act, Title 18, United States Code, Section 1020 and Title 23 Code of Federal Regulations, Section 635.119. Further, failure to comply with any Buy America requirements may jeopardize reimbursement of the RELOCATION WORK.

3. All logs, trees, underbrush, slash, etc. resulting from clearing operations associated with relocation work shall be burned or otherwise disposed of by the OWNER or its agents, as directed by the Engineer.

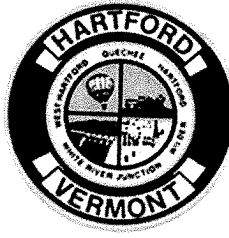
4. Any burning associated with construction activities or maintenance operations performed under this agreement shall not use tires or similar manufactured products as ignition material. The OWNER is responsible for procuring all permits or rights necessary for such disposal.

5. Abandoned, unused or junk materials associated with the Relocation Work shall be disposed of by the OWNER in a manner approved by the Engineer, except that abandoned underground facilities shall become the property of the highway contractor, and may not be acquired by the OWNER or the STATE.

6. Material disturbed by the placement of underground facilities which will ultimately be located beneath the highway sub-grade shall be compacted as required by the highway construction contract and in a manner approved by the Engineer.

7. Maintenance of utility plants located within operational limited - access highway facilities must be conducted from outside the limited - access facility where it is reasonably possible to do so.

8. Project signing and traffic control shall be in conformance with the MUTCD, Agency of Transportation Standard E-119 and any additional signing or traffic control deemed necessary by the Agency of Transportation. (MUTCD available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.)



AGENDA MEMORANDUM

January 9, 2024 2/6/2024

Town Selectboard Meeting Item: 5.76 h.

Submitted by: Christopher Holzwarth, Project Manager

Subject: State of Vermont Agency of Transportation Utility Relocation Agreements

Background: The State of Vermont, Agency of Transportation is conducting a bridge improvement project at the US Route 4 bridge crossing the Quechee Gorge. The Town of Hartford maintains a water main attached to the bridge. We are required to relocate or adjust the infrastructure as necessary to accommodate the improvements at our expense. The project is more accurately described below.

- Hartford (Quechee) NH 020-2(45)

Project Location: The bridge is located on US Route 4 over the Ottauquechee River approximately 3.6 miles east of the junction with VT Route 12 South in Taftsville.

Project Description: This is a historic state-owned bridge located over the Quechee Gorge that has been designated a "Forever Bridge". Due to the construction costs for a replacement of this high value structure along with its highly significant historic value, preservation of the existing bridge is desired to keep it in service as long as possible.

The structure is a 3-Hinge Steel Deck Arch constructed in 1911 and reconstructed in 1972 and 1989. It is approximately 285 feet in length and 41 feet wide. The bridge deck is in 'good' condition while the superstructure and substructure are in 'fair' and 'satisfactory' condition respectively.

VTrans evaluated several preventative maintenance options to preserve and extend the service life of the bridge in an engineering study completed in January of 2018. The study assessed the proposed design criteria for lane and shoulder widths, safety criteria, and historic requirements. The report recommended several preventative maintenance measures that will be implemented, including:

1. Cleaning and painting the steel arch members.
2. Replacement of deteriorated steel members.
3. Bridge joint repair or replacement.

Continued

4. Bearing rehabilitation/replacement.
5. A deck membrane and pave application.
6. Widening of the existing Sidewalks – New concrete sidewalks and facias.
7. Partial deck replacement to the approximate limits of the 1972 deck and sidewalk reconstruction.
8. Silane application to the substructures and new concrete sidewalks and facias.
9. Slope stabilization.

The preventative maintenance project will also include suicide mitigation considerations/retrofits as discussed in the “Quechee Gorge Bridge Safety Issues: Suicide Prevention Alternatives” report to the Vermont Legislature dated January 10, 2017.

Affected Utility: The water main crossing the bridge must be held in place with temporary structural means as deteriorated steel members are replaced and large portions of the bridge on which the hangers for the water main relied upon are not available.

Proposed Unit Cost: The Vermont Agency of Transportation has provided an agreement (Contract No. UT0238) attached as Exhibit A with a cost of \$165,000 which is to supersede a previous out-of-date agreement. The previous agreement for \$25,000 and attached as Exhibit B was prepared during a previous bidding attempt that was not successful.

Discussion:

The town’s responsibility to pay for this relocation or adjustment is set by State statute.

Maintaining the integrity of the water main under the bridge decking is complicated both in terms of engineering and executing. Contemplated alternatives such as laying a temporary water main along the narrow space available on the surface were deemed not safe and highly disruptive to the construction and public’s use of the limited available roadway and pedestrian space by staff.

Impact:

The total cost to the Quechee Water System (Fund 55) is \$165,000 to be split over three equal yearly payments of \$55,000 with funding anticipated from GL #55-954-318-000 or reserves.

Recommendation:

It is the staff’s recommendation that the Selectboard authorize the Town Manager to execute the agreement numbered UT0238.

Exhibit A

**STATE OF VERMONT
SUPPLEMENTARY AGREEMENT #1**

**OWNER: Town of Hartford
PROJECT NUMBER: Hartford- Queeche NH 020-2(45)
EXPENDITURE ACCOUNT/SUBJOB NO.: 0202045-300
CONTRACT NUMBER: UT0238**

UTILITY SUPPLEMENTARY AGREEMENT #1 TO AGREEMENT DATED OCTOBER 14,2020 BETWEEN THE TOWN OF HARTFORD AND VERMONT AGENCY OF TRANSPORTATION

PROJECT: HARTFORD-QUEECHE NH 020-2 (45)

THE FOLLOWING REVISION FROM THAT SHOWN ON THE UTILITY AGREEMENT IS RECOMMENDED.

REVISION #1: INCREASE OF CONSTRUCTION COSTS ASSOCIATED WITH THE SUPPORT OF EXISTING WATER FACILITIES ATTACHED TO THE BRIDGE.

	<u>OWNER</u>	<u>STATE</u>
QUANTITY & COST AS PER AGREEMENT	\$25,000.00	\$0
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REASON FOR REVISION: #1 INCREASE DUE TO BID COST FOR THE SUPPORT OF WATER FACILITIES OWNED BY THE TOWN OF HARTFORD.

REVISION: #2 ADDITIONAL LANGUAGE TO BE ADDED TO INCLUDE A PAYMENT PLAN WITH THE TOWN OF HARTFORD.

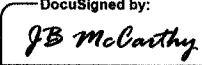
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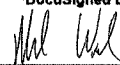
PAYMENT: THE TOWN OF HARTFORD WILL HAVE THREE (3) YEARS AFTER THE FINAL INVOICE FOR WATER LINE CONSTRUCTION IS RECEIVED TO REIMBURSE THE STATE FOR THE REMAINING BALANCE OF ALL CONSTRUCTION, AND CONSTRUCTION INSPECTION/QUALITY CONTROL COSTS.

	<u>OWNER</u>	<u>STATE</u>
QUANTITY & COST AS PER AGREEMENT	\$25,000.00	\$0
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EXCEPT AS MODIFIED BY THIS AND ANY PREVIOUS SUPPLEMENTAL AGREEMENT ALL OTHER PROVISIONS OF THE ORIGINAL AGREEMENT EXECUTED OCTOBER 14, 2020, SHALL REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.

RECOMMENDED FOR APPROVAL:

DocuSigned by:

5081540-6396460
PROJECT MANAGER

DocuSigned by:

5081540-6396460
CHIEF OF RIGHT-OF-WAY

APPROVED 12/12/2023

This agreement shall be binding upon the successors and assigns of the respective parties hereto:

IN WITNESS WHEREOF, the parties to this agreement have executed the same this day _____, the STATE, by its Secretary of Transportation, and the OWNER by its authorized agent.

IN WITNESS WHEREOF:

OWNER:

BY: _____
(AUTHORIZED AGENT)

(TITLE)

STATE OF VERMONT
AGENCY OF TRANSPORTATION

BY: _____
SECRETARY OF TRANSPORTATION

**STATE OF VERMONT
AGENCY OF TRANSPORTATION
UTILITY RELOCATION AGREEMENT**

**OWNER: Town of Hartford
PROJECT NUMBER: Hartford (Quechee) NH 020-2(45)
EXPENDITURE ACCOUNT/SUBJOB NO.: 0202045-300
CONTRACT NUMBER: UT0238**

THIS AGREEMENT, made and concluded by and between the State of Vermont, acting through its Agency of Transportation, hereinafter referred to as the STATE, and the Town of Hartford, duly organized and existing in the State of Vermont with its principal business office at 171 Bridge Street, White River Junction, Vermont 05001 hereinafter referred to as the OWNER;

WITNESSETH:

WHEREAS, the STATE has programmed a highway project identified as Hartford (Quechee) NH 020-2(45) which shall provide certain highway improvements on U.S. Route 4 (Bridge 61) in the Town of Hartford; and

WHEREAS, it is evident that adjustment to, and/or replacement of, the OWNER's facilities, hereinafter referred to as RELOCATION WORK, are required by proposed construction of said highway improvements.

THE STATE AND THE OWNER MUTUALLY AGREE:

Scope of the Work

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- a. Preliminary engineering to be accomplished for the OWNER by the STATE acting through its design consultant, described as follows:

N/A

- b. Right-of-way acquisition (easements, rights of entry, etc.), described as follows:

Right of way not necessary for construction.

- c. Construction work to be accomplished by the OWNER described as follows:

N/A

- d. Construction work to be accomplished for the OWNER by the STATE acting through its highway prime contractor, described as follows:

Temporarily support the existing water main attached to the bridge during construction and then reattaching the permanent supports after construction is completed.

- e. Quality control and on-the-job inspection of the work described in paragraph (d) above, by the OWNER or a representative employed by the OWNER:

TBD

Payment

- a. Cost components of the estimates, noted in Scope of Work, are allocated and itemized:

	OWNER'S COST	STATE'S COST	TOTAL COST
PRELIMINARY ENGINEERING	\$0.00	\$0.00	\$0.00
RIGHT-OF-WAY CONSTRUCTION WORK BY OWNER	T/B/D	\$0.00	T/B/D
CONSTRUCTION WORK BY STATE	\$25,000.00	\$0.00	\$25,000.00
QUALITY CONTROL	T/B/D	\$0.00	T/B/D
TOTALS	\$25,000.00	\$0.00	\$25,000.00

- b. The OWNER will reimburse the STATE for actual cost in accordance with Title 23, Code of Federal Regulations, Chapter 1, Part 645.117. Cost estimated to be \$25,000.00.

c. Increases in the scope and cost of the RELOCATION WORK shall be authorized by a supplemental agreement initiated by the OWNER by submitting to the STATE, in writing, an itemized estimate and justification of the additional costs claimed.

Effective Dates

The following dates shall be authorized dates for charges of the RELOCATION WORK. Costs and expenses incurred prior to these dates are not eligible for reimbursement.

- a. Preliminary engineering and right-of-way investigation was authorized as of April 9, 2018.
- b. Right-of-way acquisition is not needed for the project.
- c. Following execution of this agreement, the STATE will establish a date, in writing, after which the OWNER will be authorized to incur construction, quality control and inspection costs. If not otherwise determined, the effective date shall be the date of execution of this agreement.

Termination

That upon completion of the RELOCATION WORK and final payment of any money due under the terms of this agreement, this agreement shall terminate and become void. Upon termination of the agreement, the relationship between the STATE and the OWNER with respect to the OWNER's facilities shall be in accordance with applicable State and Federal laws and regulations governing the operation of Utility Facilities.

THE STATE AGREES:

That, acting through its highway prime contractor, it shall perform the RELOCATION WORK described in the "Scope of Work" section (d) in accordance with the plans and specifications.

That the OWNER has the right to delete any or all of the proposed RELOCATION WORK and perform the work with its own forces.

That it shall require the highway construction project to be prosecuted at all times with reasonable care in accordance with the Standard Specifications for Construction, as

modified by such special provisions as may be attached to the highway construction contract.

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This agreement shall be binding upon the successors and assigns of the respective parties hereto:

IN WITNESS WHEREOF, the parties to this agreement have executed the same this day October 14, 2020 the STATE, by its Secretary of Transportation, and the OWNER by its authorized agent.

IN WITNESS WHEREOF:

Lena Livingston

OWNER:

TOWN OF HARTFORD, VT

Sherry A. West 1/31/2021
SHERRY A. WEST
Notary Public, State of Vermont
Commission No. 157.0000375

BY: *[Signature]*
(AUTHORIZED AGENT)

Interim Town Mgr.
(TITLE)

STATE OF VERMONT
AGENCY OF TRANSPORTATION

BY _____
SECRETARY OF TRANSPORTATION

APPROVED AS TO FORM:

Dated: August 28, 2020

E-SIGNED by Sven Fedorow
on 2020-08-28 14:43:04 GMT

ASSISTANT ATTORNEY GENERAL

CONSTRUCTION CONDITIONS

1. All communications between the OWNER, highway contractors, and any other parties having an interest in the highway construction contract shall be via the STATE's representative on the project, the Resident Engineer.

2. BUY AMERICA PROVISIONS

Buy America provisions, in accordance with Title 23, United States Code, Section 313 and Title 23, Code of Federal Regulations, Section 635.410 apply to the RELOCATION WORK covered by this Utility Relocation Agreement. All steel and iron products permanently incorporated into Federal-Aid projects shall be products that have been entirely manufactured within the United States. All manufacturing processes of the steel or iron material in a product (i.e., smelting and any subsequent process which alters the steel material's physical form or shape or changes its chemical composition) must occur within the United States to be considered of domestic origin. This includes processes such as rolling, extending, machining, bending, grinding, drilling and coating. Buy America requirements of Titles 23, Code of Federal Regulations, Section 635.410 are applicable to all Federal-Aid highway construction projects. The OWNER shall provide the UTILITY COORDINATION UNIT with a written certification prior to performing any RELOCATION WORK pursuant to this Utility Relocation Agreement, confirming that only domestic steel and/or iron products will be used by OWNER for this project. Documentation Records proving this certification must be maintained by the OWNER for three (3) years after final payment under this agreement is made. This Buy America Certification may be subject to audit and may be used in any proceeding under the False Claims Act, Title 18, United States Code, Section 1020 and Title 23 Code of Federal Regulations, Section 635.119. Further, failure to comply with any Buy America requirements may jeopardize reimbursement of the RELOCATION WORK.

3. All logs, trees, underbrush, slash, etc. resulting from clearing operations associated with relocation work shall be burned or otherwise disposed of by the OWNER or its agents, as directed by the Engineer.

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6. Material disturbed by the placement of underground facilities which will ultimately be located beneath the highway sub-grade shall be compacted as required by the highway construction contract and in a manner approved by the Engineer.

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8. Project signing and traffic control shall be in conformance with the MUTCD, Agency of Transportation Standard E-119 and any additional signing or traffic control deemed necessary by the Agency of Transportation. (MUTCD available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.)

FW: TOH Selectborad Agenda for 01/09/2024 - DRAFT

John Haverstock <jhaverstock@hartford-vt.org>

Thu 1/4/2024 9:23 AM

To: Melinda Brooks <mbrooks@hartford-vt.org>

 1 attachments (14 KB)

Proposed Selectboard Development Calendar Cycle.pdf;

Melinda,

Please add this email and attached document to the packet you are putting together, right behind the Selectboard Calendar.

Thanks.

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

From: Kim Souza <ksouza@hartford-vt.org>

Sent: Wednesday, January 3, 2024 9:45 PM

To: John Haverstock <jhaverstock@hartford-vt.org>; Michael Hoyt <mhoyt@hartford-vt.org>

Cc: Ally Tufenkjian <atufenkjian@hartford-vt.org>

Subject: Re: TOH Selectborad Agenda for 01/09/2024 - DRAFT

Hi John.

I'm wondering if the agenda item regarding the Selectboard Meeting Calendar could include the draft and discussion of other proposed calendar items (see attached).

Even if it's not formally adopted, I think this could be a good opportunity for the board to discuss what types of topics that could be 'institutionalized' in to a regular annual cycle. These would be things like listening sessions, Town Manager evaluations, board trainings and joint School & Selectboard meetings.

Thanks for your consideration!

Best,
Kim

Kim Souza
she|her|hers
Member, Hartford Selectboard
Hartford, Vermont
ksouza@hartford-vt.org

Proposed Selectboard Development Calendar Cycle

Month	Meeting Topic/Action/Committee
January	Budget Cycle Selectboard Listening Session Hartford Library Sister Cities Committee Update
February	Selectboard Listening Session Quechee Library HCOREI Quarterly Update 1 CAST/Climate Advisory Committee Update
March	Begin Facilitated Town Manager Evaluation Process Board Development Training Planning Commission Committee Update
April	Issue Town Manager Evaluations Board Development Training Zoning Board of Adjustment Committee Update
May	HCOREI Quarterly Update 2 Joint School & Selectboard Engagement HHS Auditorium Tree Board Committee Update
June	Board Development Training Parks & Recreation Committee Update
July	Board Development Training Resilient Hartford Committee Update
August	Selectboard Listening Session West Hartford Library HCOREI Quarterly Update 3 Housing & Homelessness Committee Update Committee Liaisons Solicit Budget Requests from Committees
September	Selectboard Listening Session Wilder Library Energy Commission Committee Update
October	Budget Cycle Historic Preservation Committee Update Committee budget requests due by all Committees
November	Budget Cycle HCOREI Quarterly Update 4 Hartford Business Revolving Loan Fund Committee Update
December	Budget Cycle Design Review Committee Update

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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.
10-0300	Christian Street Cemetery					
009028	CEMETERY SOLUTIONS, LLC				2/02/2024	107
01-11-2024	4 sets of corner stones for CSS		0.00	\$763.20	0.00	763.20
Desc:	4 sets of corner stones for CSS	Acct:	10-341-318-0100	CEM -Christian St Cemetery - Contractor		
Vendor Total:				763.20	0.00	763.20
10-0300	AMERICAN RECOVERY FUNDS			Bank Total:		763.20
25-0121	AMERICAN RECOVERY FUNDS					
044606	STUDIO NEXUS ARCHITECTS & PLANNERS				2/02/2024	2003
2312.07	PROJ#1 FEASABILITY - BUGBEE-DEC'23		0.00	\$4,713.00	0.00	4,713.00
Desc:	PROJ#1 FEASABILITY - BUGBEE-DEC'23	Acct:	25-985-121-0112	ARPA - Bugbee - Building Assessment		
Vendor Total:				4,713.00	0.00	4,713.00
046200	TOWNLINE EQUIPMENT SALES INC				2/02/2024	2004
ES24105	SNOW PUSHER/BACKDRAG/EDGE KIT		0.00	\$4,580.00	0.00	4,580.00
Desc:	SNOW PUSHER/BACKDRAG/EDGE KIT	Acct:	25-985-121-0102	ARPA - Parks/Rec - Skid Steer		
Vendor Total:				4,580.00	0.00	4,580.00
25-0121	GENERAL FUND - MASCOMA			Bank Total:		9,293.00
FUND 1 0	GENERAL FUND - MASCOMA					
001170	AIRGAS, INC.	AIRGAS USA, LLC			2/02/2024	90221
914535562	MED O2		0.00	\$103.18	0.00	103.18
Desc:	MED O2	Acct:	10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
9145993335	MED O2		0.00	\$57.64	0.00	57.64
Desc:	MED O2	Acct:	10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
9145903923	MED O2		0.00	\$72.77	0.00	72.77
Desc:	MED O2	Acct:	10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
9145903924	MED O2		0.00	\$42.64	0.00	42.64
Desc:	MED O2	Acct:	10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
9145952657	MED O2		0.00	\$59.83	0.00	59.83
Desc:	MED O2	Acct:	10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
Vendor Total:				336.06	0.00	336.06
001645	ALLIANCE MECHANICAL INC.	ALLIANCE GROUP INC.			2/02/2024	90222
069458	SERVICE CALL		0.00	\$773.50	0.00	773.50
Desc:	Called for 1st floor woman's room,	Acct:	10-161-321-0000	TH -REPAIRS & MAINT		
069705	SERVICE CALL: LEAKING COIL VENT		314.63	\$314.63	0.00	314.63
Desc:	SERVICE CALL: LEAKING COIL VENT	Acct:	65-963-321-0100	REPAIRS & MAINT - BUILDING		
CM230332	SERVICE CALL IZZO PLACE		1,190.00	\$1,190.00	0.00	1,190.00
Desc:	SERVICE CALL IZZO PLACE	Acct:	65-963-318-0000	CONTRACTED SERVICES		
CM230334	Proactive Maintenance Agreement_319		1,190.00	\$1,190.00	0.00	1,190.00
Desc:	Proactive Maintenance Agreement_319	Acct:	60-961-318-0000	CONTRACTED SERVICES		
Desc:	Proactive Maintenance Agreement_319	Acct:	60-961-318-0000	CONTRACTED SERVICES		
Vendor Total:				3,468.13	0.00	3,468.13
001650	ALLEN ENGINEERING POOLS AND SPAS				2/02/2024	90223

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112-504699-01	STERNPAC	18,472.80	\$18,472.80	0.00	18,472.80
Desc: STERNPAC		Acct: 65-963-340-0000	CHEMICALS		
112-504737-01	POLYMER	6,675.00	\$6,675.00	0.00	6,675.00
Desc: Polymer for Treatment_WRJ WWTP		Acct: 60-961-340-0000	CHEMICALS		
112-504744-01	CHLORINE	3,604.00	\$3,604.00	0.00	3,604.00
Desc: Chlorine_Liquid Bulk \$3.60/Gal		Acct: 50-952-340-0000	CHEMICALS		
Vendor Total:			28,751.80	0.00	28,751.80
002260	AMERICAN TOWER CORPORATION		2/02/2024		90224
4485871	Crafts Hill Tower Rental	0.00	\$2,080.00	0.00	2,080.00
Desc: Crafts Hill Tower Rental		Acct: 10-271-320-0100	DISP -EQUIP OPERATION-COMMUNIC		
Vendor Total:			2,080.00	0.00	2,080.00
002956	ASTRONAUT SECURITY TECHNOLOGIES LL		2/02/2024		90225
1793A	Camera project tie-off (Public Safe	0.00	\$1,428.93	0.00	1,428.93
Desc: Camera project tie-off (Public Safe		Acct: 10-221-324-0000	HFD -TELEPHONE		
1793B	Camera project tie-off	0.00	\$2,600.07	0.00	2,600.07
Desc: Camera project tie-off		Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
1832	MISC ELECTRICAL HARDWARE	0.00	\$1,650.00	0.00	1,650.00
Desc: Security Systems Service		Acct: 10-211-320-0100	HPD -EQUIP OPERATION/COMMUNIC.		
Vendor Total:			5,679.00	0.00	5,679.00
004850	BEN'S UNIFORMS INC.		2/02/2024		90226
112663	FF BADGES	0.00	\$976.88	0.00	976.88
Desc: FF BADGES		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Vendor Total:			976.88	0.00	976.88
006100	BMO FINANCIAL GROUP		2/02/2024		90227
Cooney 12/28-31/23	Cooney, Scott - FD	0.00	\$22.13	0.00	22.13
Desc: Amazon - Trash Bags		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
Delisle 12/28-31/23	Delisle, Jeremy - DPW	189.98	\$1,924.44	0.00	1,924.44
Desc: Amazon - Web Cam		Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: Amazon - Web Cam		Acct: 30-974-323-0000	MATERIAL & SUPPLIES		
Desc: Amazon - Web Cam		Acct: 50-955-323-0000	MATERIAL & SUPPLIES		
Desc: Amazon - Web Cam		Acct: 55-955-323-0000	MATERIALS & SUPPLIES		
Desc: Amazon - Web Cam		Acct: 60-965-323-0000	MATERIAL & SUPPLIES		
Desc: Amazon - Web Cam		Acct: 65-965-323-0000	MATERIALS & SUPPLIES		
Desc: Staples - Returned Web Cam		Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: Element - Switch		Acct: 60-965-323-0000	MATERIAL & SUPPLIES		
Desc: HarbourFreight- Welding Equipment		Acct: 10-321-323-0000	DPW -MATERIAL & SUPPLIES		
Kelley 12/28-31/23	Kelley, Constance - PD	0.00	\$75.00	0.00	75.00
Desc: KeeneState-State Job Fair Fee		Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
Sheldon 12/28-31/23	Sheldon, Gregory - PD	0.00	\$86.82	0.00	86.82
Desc: Staples - Office Supplies		Acct: 10-211-330-0000	HPD -OFFICE EQUIPMENT		
Vendor Total:			2,108.39	0.00	2,108.39
006950	N. A. MANOSH		2/02/2024		90228
43652	SLUDGE HAULING	1,920.00	\$1,920.00	0.00	1,920.00

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	Desc:	SLUDGE HAULING	Acct: 65-963-318-0000	CONTRACTED SERVICES		
43853		SLUDGE HAULING	1,920.00	\$1,920.00	0.00	1,920.00
	Desc:	SLUDGE HAULING	Acct: 65-963-318-0000	CONTRACTED SERVICES		
44224		SLUDGE HAULING	1,920.00	\$1,920.00	0.00	1,920.00
	Desc:	SLUDGE HAULING	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:				5,760.00	0.00	5,760.00
006995	R.C. BRAYSHAW & COMPANY, INC		R.C. BRAYSHAW & COMPANY, INC		2/02/2024	90229
84249-P	ESTIMATED POSTAGE TOWN MEETING		0.00	\$1,234.59	0.00	1,234.59
	Desc:	ESTIMATED POSTAGE TOWN MEETING	Acct: 10-115-101-0600	BC -TOWN MEETING COMMITTEE		
L116618	Dog Licensing Reminder Postcard		0.00	\$164.00	0.00	164.00
	Desc:	Dog Licensing Reminder Postcard	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
L116756	Early Voting Postcard printing & ma		0.00	\$1,131.00	0.00	1,131.00
	Desc:	Early Voting Postcard printing & ma	Acct: 10-131-312-0000	TC -ADVERTISING		
L116756-P	POSTAGE - VOTING POST CARD MAILING		0.00	\$2,253.82	0.00	2,253.82
	Desc:	Postage for Early/Absentee postcard	Acct: 10-151-322-0000	TC -POSTAGE		
Vendor Total:				4,783.41	0.00	4,783.41
007760	BURLINGTON COMMUNICATIONS				2/02/2024	90230
BCS14262	CABLE HEAD SPEAKER		0.00	\$496.00	0.00	496.00
	Desc:	CABLE HEAD SPEAKER	Acct: 10-221-320-0100	HFD -EQUIP OPERATION-COMMUNIC.		
Vendor Total:				496.00	0.00	496.00
008650	CARGILL, INCORPORATED				2/02/2024	90231
2909034902	DEICER SALT		0.00	\$5,370.92	0.00	5,370.92
	Desc:	DEICER SALT	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES		
2909040648	DEICER SALT		0.00	\$2,807.72	0.00	2,807.72
	Desc:	DEICER SALT	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES		
2909057758	DEICER		0.00	\$6,424.78	0.00	6,424.78
	Desc:	DEICER SALT	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES		
2909064791	DEICER SALT		0.00	\$1,970.83	0.00	1,970.83
	Desc:	DEICER SALT	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES		
2909070903	DEICER SALT		0.00	\$26,906.25	0.00	26,906.25
	Desc:	DEICER SALT	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES		
Vendor Total:				43,480.50	0.00	43,480.50
008775	CAI TECHNOLOGIES				2/02/2024	90232
18672	TAX MAP MAINTENANCE		0.00	\$925.00	0.00	925.00
	Desc:	TAX MAP MAINTENANCE	Acct: 10-174-323-0000	ASE -MATERIAL & SUPPLIES		
Vendor Total:				925.00	0.00	925.00
008852	CCR SALES AND SERVICE, LLC				2/02/2024	90233
70206	SERVICE SPARK PLUG		0.00	\$81.55	0.00	81.55
	Desc:	SERVICE SPARK PLUG	Acct: 10-521-320-0000	PR -EQUIP OPERATION & MAINT		
Vendor Total:				81.55	0.00	81.55
009580	CHAPPELL TRACTOR SALES INC				2/02/2024	90234
P17397	Zig Zag for H-3		0.00	\$530.10	0.00	530.10

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	Desc: Zig Zag for H-3	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	Vendor Total:		530.10	0.00	530.10
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M	2/02/2024		90235
4180452731	MATS	0.00	\$47.44	0.00	47.44
	Desc: MATS	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
4180452764	DRY CLEANING	0.00	\$44.22	0.00	44.22
	Desc: DRY CLEANING	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
4180452799	UNIFORMS	0.00	\$95.51	0.00	95.51
	Desc: UNIFORMS	Acct: 10-325-326-0000	DPW -UNIFORMS		
4180733379	UNIFORMS	14.57	\$14.57	0.00	14.57
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4181152591	MATS	0.00	\$47.44	0.00	47.44
	Desc: MATS	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
4181152609	DRY CLEANING	0.00	\$44.22	0.00	44.22
	Desc: DRY CLEANING	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
4181152674	UNIFORMS	0.00	\$95.51	0.00	95.51
	Desc: UNIFORMS	Acct: 10-325-326-0000	DPW -UNIFORMS		
4181441027	UNIFORMS	14.57	\$14.57	0.00	14.57
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
	Vendor Total:		403.48	0.00	403.48
010420	COATES, THOMAS	THOMAS COATES	2/02/2024		90236
FEB'24	REIMBURSEMENT	229.75	\$229.75	0.00	229.75
	Desc: Ret Reimb Feb24	Acct: 65-963-418-0100	RETIRE HEALTH INSURANCE		
	Vendor Total:		229.75	0.00	229.75
012665	DANIELS, WANDA	WANDA DANIELS	2/02/2024		90237
FEB'24	REIMBURSEMENT	0.00	\$229.17	0.00	229.17
	Desc: Ret Reimb feb24	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
	Vendor Total:		229.17	0.00	229.17
013200	DEAN, DAVID	DAVID DEAN	2/02/2024		90238
FEB'24	REIMBURSEMENT	0.00	\$411.83	0.00	411.83
	Desc: Ret reimb feb24	Acct: 10-530-418-0100	PR -RETIREE HEALTH INSURANCE		
	Vendor Total:		411.83	0.00	411.83
013390	DEGANGE SOUND SOLUTIONS, LLC		2/02/2024		90239
2284	SOUND FOR WARRANT MEETING 1.18.23	0.00	\$675.00	0.00	675.00
	Desc: SOUND FOR WARRANT MEETING 1.18.23	Acct: 10-115-101-0600	BC -TOWN MEETING COMMITTEE		
	Vendor Total:		675.00	0.00	675.00
013551	DELISLE, TERRY M	TERRY M DELISLE	2/02/2024		90240
FEB'24	REIMBURSEMENT	0.00	\$281.35	0.00	281.35
	Desc: Ret Reimb feb24	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
	Vendor Total:		281.35	0.00	281.35

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013575	DELL MARKETING L.P.			2/02/2024	90241	
10697952378	DOCK STATION	0.00	\$462.78	0.00	462.78	
Desc: DOCK STATION		Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI			
10704237110	DELL 27 MONITOR - ADMIN DPW	362.65	\$435.18	0.00	435.18	
Desc: DELL 27 MONITOR - ADMIN DPW		Acct: 50-955-330-0000	OFFICE EQUIPMENT			
Desc: DELL 27 MONITOR - ADMIN DPW		Acct: 55-955-330-0000	OFFICE EQUIPMENT			
Desc: DELL 27 MONITOR - ADMIN DPW		Acct: 10-325-330-0000	DPW -OFFICE EQUIPMENT			
Desc: DELL 27 MONITOR - ADMIN DPW		Acct: 30-971-330-0000	OFFICE EQUIPMENT			
Desc: DELL 27 MONITOR - ADMIN DPW		Acct: 60-965-330-0000	OFFICE EQUIPMENT			
Desc: DELL 27 MONITOR - ADMIN DPW		Acct: 65-965-330-0000	OFFICE EQUIPMENT			
Vendor Total:			897.96	0.00	897.96	
013680	DESORCIE EMERGENCY PRODUCTS,LLC	DESORCIE EMERGENCY PRODUCTS LLC		2/02/2024	90242	
19119	AIR TANK	0.00	\$1,904.00	0.00	1,904.00	
Desc: AIR TANK		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES			
Vendor Total:			1,904.00	0.00	1,904.00	
014447	DUFRESNE GROUP			2/02/2024	90243	
18258	QUECHEE BOX #7170024.4 95%	1,234.50	\$1,234.50	0.00	1,234.50	
Desc: QUECHEE BOX #7170024.4 95%		Acct: 72-325-325-0530	Town Highway Structures Program #BC1			
Vendor Total:			1,234.50	0.00	1,234.50	
015001	EAGLE POINT GUN/T.J.MORRIS&SON			2/02/2024	90244	
149091	AMMO	0.00	\$2,200.00	0.00	2,200.00	
Desc: Ammo		Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING			
Vendor Total:			2,200.00	0.00	2,200.00	
015090	EASTERN ANALYTICAL, INC			2/02/2024	90245	
272950	QUE WW SAMPLING	210.00	\$210.00	0.00	210.00	
Desc: QUE WW SAMPLING		Acct: 65-964-318-0000	CONTRACTED SERVICES			
Vendor Total:			210.00	0.00	210.00	
015375	ELECTRICAL INSTALLATIONS, INC			2/02/2024	90246	
S2327001	LOGMEIN ANNUAL SUBSCRIPTION	450.00	\$450.00	0.00	450.00	
Desc: LOGMEIN ANNUAL SUBSCRIPTION		Acct: 50-952-324-0000	TELEPHONE			
Vendor Total:			450.00	0.00	450.00	
015500	ENDYNE, INC			2/02/2024	90247	
476401	TESTING	205.00	\$205.00	0.00	205.00	
Desc: TESTING		Acct: 60-961-318-0000	CONTRACTED SERVICES			
476538	TESTING	20.00	\$20.00	0.00	20.00	
Desc: TESTING		Acct: 50-954-318-0000	CONTRACTED SERVICES			
476684	TESTING	20.00	\$20.00	0.00	20.00	
Desc: TESTING		Acct: 50-954-318-0000	CONTRACTED SERVICES			
476759	TESTING	90.00	\$90.00	0.00	90.00	
Desc: TESTING		Acct: 60-961-318-0000	CONTRACTED SERVICES			
475567	TESTING	220.00	\$220.00	0.00	220.00	
Desc: TESTING		Acct: 60-961-318-0000	CONTRACTED SERVICES			

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	476016	TESTING	90.00	\$90.00	0.00	90.00
	Desc: TESTING		Acct: 60-961-318-0000	CONTRACTED SERVICES		
	476259	TESTING	18.00	\$18.00	0.00	18.00
	Desc: TESTING		Acct: 55-954-318-0000	CONTRACTED SERVICES		
	Vendor Total:			663.00	0.00	663.00
016080	CONSOLIDATED COMMUNICATIONS			2/02/2024		90248
	11833807752JAN'24	WRJ WATER TANK	367.14	\$367.14	0.00	367.14
	Desc: WRJ WATER TANK		Acct: 50-952-324-0000	TELEPHONE		
	122569096956JAN'24	RECYCLING CENTER	61.18	\$61.18	0.00	61.18
	Desc: RECYCLING CENTER		Acct: 30-971-324-0000	TELEPHONE		
	12615510982JAN'24	QUECHEE WATER	112.86	\$112.86	0.00	112.86
	Desc: QUECHEE WATER		Acct: 55-953-324-0000	TELEPHONE		
	13444320594JAN'24	RADIO CIRCUITS	0.00	\$752.79	0.00	752.79
	Desc: Radio Circuits		Acct: 10-271-320-0100	DISP -EQUIP OPERATION-COMMUNIC		
	Vendor Total:			1,293.97	0.00	1,293.97
016390	FASTENAL COMPANY			2/02/2024		90249
	NHWES99651	STOCK SUPPLIES	0.00	\$100.07	0.00	100.07
	Desc: STOCK SUPPLIES		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	Desc: STOCK SUPPLIES		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	Vendor Total:			100.07	0.00	100.07
016540	FERGUSON ENTERPRISES, INC		FERGUSON WATERWORKS #591 #576	2/02/2024		90250
	1201188	MATERIALS	240.34	\$240.34	0.00	240.34
	Desc: MATERIALS		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Vendor Total:			240.34	0.00	240.34
017110	FISHER AUTO PARTS, INC			2/02/2024		90251
	301-175760	PARTS	0.00	\$14.95	0.00	14.95
	Desc: Hose Parts		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
	301-175762	PARTS	0.00	\$21.07	0.00	21.07
	Desc: C3		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	301-176092	PARTS	0.00	\$90.07	0.00	90.07
	Desc: C3		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	301-176257	PARTS	0.00	\$56.40	0.00	56.40
	Desc: AMB 2		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
	301-177394	PARTS	0.00	\$45.50	0.00	45.50
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	301-177508	PARTS	0.00	\$83.94	0.00	83.94
	Desc: FORESTRY		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	301-177651	PARTS	0.00	\$181.93	0.00	181.93
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	301-177732	PARTS	195.56	\$195.56	0.00	195.56
	Desc: PARTS		Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
	301-178219	PARTS	0.00	\$13.00	0.00	13.00
	Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	301-178316	PARTS	22.82	\$22.82	0.00	22.82

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	Desc: PARTS		Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc: PARTS		Acct: 55-954-321-0000	REPAIRS & MAINT - VEHICLES		
301-178353	PARTS		0.00	\$24.85	0.00	24.85
	Desc: FLOW PARTS		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Vendor Total:				750.09	0.00	750.09
017301	FOGG'S LUMBER AND HARDWARE			2/02/2024		90252
242084/6	MATERIALS		26.99	\$26.99	0.00	26.99
	Desc: MATERIALS		Acct: 50-955-323-0000	MATERIAL & SUPPLIES		
	Desc: MATERIALS		Acct: 55-955-323-0000	MATERIALS & SUPPLIES		
243008/6	MATERIALS		15.98	\$15.98	0.00	15.98
	Desc: MATERIALS		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
Vendor Total:				42.97	0.00	42.97
017850	GALLS, LLC			2/02/2024		90253
01.06.2024	STATEMENT	UNIFORMS	0.00	\$52.95	0.00	52.95
	Desc: UNIFORMS		Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
	Desc: UNIFORMS		Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
	Desc: CREDIT ON ACCOUNT	GALLS	Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
Vendor Total:				52.95	0.00	52.95
019390	GRAINGER			2/02/2024		90254
9976572371	MATERIALS		106.26	\$106.26	0.00	106.26
	Desc: MATERIALS		Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
Vendor Total:				106.26	0.00	106.26
019430	GRAPHIC CONTROLS LLC			2/02/2024		90255
2695579	FLOW CHARTS		389.50	\$389.50	0.00	389.50
	Desc: FLOW CHARTS		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
	Desc: FLOW CHARTS		Acct: 60-962-323-0000	MATERIALS & SUPPLIES		
Vendor Total:				389.50	0.00	389.50
019552	GREATER UPPER VALLEY SOLID		GREATER UPPER VALLEY SOLID	2/02/2024		90256
HRTFD 7/23	7/22/2023 Hazardous Waste Event		15,493.38	\$15,493.38	0.00	15,493.38
	Desc: 7/22/2023 Hazardous Waste Event		Acct: 30-971-318-0100	CONTRACTED SERVICES - HHW		
Vendor Total:				15,493.38	0.00	15,493.38
019850	GREEN MOUNTAIN POWER CORP		GREEN MOUNTAIN POWER CORP	2/02/2024		90257
67303200009JAN'24	78 MURPHYS RD		372.10	\$372.10	0.00	372.10
	Desc: 78 MURPHYS RD		Acct: 65-964-329-0000	ELECTRICITY		
67399084366JAN'24	120 LESLE DR PAV B		0.00	\$467.66	0.00	467.66
	Desc: 120 LESLE DR PAV B		Acct: 10-528-329-0000	PR -ELECTRICITY		
71013200002JAN'24	WHITMAN BROOK		395.94	\$395.94	0.00	395.94
	Desc: WHITMAN BROOK		Acct: 65-964-329-0000	ELECTRICITY		
74713200009JAN'24	WOODSTOCK RD		0.00	\$38.59	0.00	38.59
	Desc: WOODSTOCK RD		Acct: 10-314-329-0000	DPW -ELECTRICITY		
74872200006JAN'24	LAKE PINNEO WATER WELL		1,774.74	\$1,774.74	0.00	1,774.74
	Desc: LAKE PINNEO WATER WELL		Acct: 55-953-329-0000	ELECTRICITY		

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74972200005JAN'24	WHEELOCK RD SEC 2	27.09	\$27.09	0.00	27.09	
Desc: WHEELOCK RD SEC 2		Acct: 55-954-329-0000	ELECTRICITY			
77303200008JAN'24	LAKE PINNEO WW	122.02	\$122.02	0.00	122.02	
Desc: LAKE PINNEO WW		Acct: 65-964-329-0000	ELECTRICITY			
80082200009JAN'24	NOYES LN	420.80	\$420.80	0.00	420.80	
Desc: NOYES LN		Acct: 55-954-329-0000	ELECTRICITY			
84443200005JAN'24	WATERMAN HL	0.00	\$45.28	0.00	45.28	
Desc: WATERMAN HL		Acct: 10-314-329-0000	DPW -ELECTRICITY			
84964606663APR'23	45 HIGHLAND AVE - WABA	0.00	\$-798.64	0.00	-798.64	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663AUG'23	45 HIGHLAND AVE - WABA	0.00	\$-4,933.46	0.00	-4,933.46	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663DEC'23	45 HIGHLAND AVE - WABA	0.00	\$8,524.14	0.00	8,524.14	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663JAN'24	45 HIGHLAND AVE - WABA	0.00	\$9,036.55	0.00	9,036.55	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663JUL'23	45 HIGHLAND AVE - WABA	0.00	\$-4,920.18	0.00	-4,920.18	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663JUN'23	45 HIGHLAND AVE - WABA	0.00	\$-6,267.29	0.00	-6,267.29	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663MAY'23	45 HIGHLAND AVE - WABA	0.00	\$-5,618.18	0.00	-5,618.18	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663NOV'23	45 HIGHLAND AVE - WABA	0.00	\$9,014.44	0.00	9,014.44	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663OCT'23	45 HIGHLAND AVE - WABA	0.00	\$2,507.84	0.00	2,507.84	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
84964606663SEP'23	45 HIGHLAND AVE - WABA	0.00	\$-4,955.20	0.00	-4,955.20	
Desc: 45 HIGHLAND AVE - WABA		Acct: 10-530-329-0000	PR -ELECTRICITY			
87303200007JAN'24	QUECHEE HARTLAND RD	250.73	\$250.73	0.00	250.73	
Desc: QUECHEE HARTLAND RD		Acct: 65-964-329-0000	ELECTRICITY			
91624000005JAN'24	SOLID WASTE	41.95	\$41.95	0.00	41.95	
Desc: SOLID WASTE		Acct: 30-971-329-0000	ELECTRICITY			
01013200009JAN'24	1299 QUE MAIN ST	467.86	\$467.86	0.00	467.86	
Desc: 1299 QUE MAIN ST		Acct: 65-964-329-0000	ELECTRICITY			
02624000002JAN'24	SOLID WASTE FACILITY	493.85	\$493.85	0.00	493.85	
Desc: SOLID WASTE FACILITY		Acct: 30-971-329-0000	ELECTRICITY			
04013200003JAN'24	BENTLEY RD	67.61	\$67.61	0.00	67.61	
Desc: BENTLEY RD		Acct: 65-964-329-0000	ELECTRICITY			
08303200003JAN'24	DEWEY FAM RD	188.31	\$188.31	0.00	188.31	
Desc: DEWEY FAM RD		Acct: 65-964-329-0000	ELECTRICITY			
09732000006JAN'24	319 LATHAM WORKS	11,506.68	\$11,506.68	0.00	11,506.68	
Desc: 319 LATHAM WORKS		Acct: 60-961-329-0000	ELECTRICITY			
11013200008JAN'24	HENDEE WAY	104.25	\$104.25	0.00	104.25	
Desc: HENDEE WAY		Acct: 65-964-329-0000	ELECTRICITY			
13414587553JAN'24	120 LESLE DR PAV A	0.00	\$726.94	0.00	726.94	
Desc: 120 LESLE DR PAV A		Acct: 10-528-329-0000	PR -ELECTRICITY			
18303200002JAN'24	142 IZZO PL WOODSTOCK	2,769.02	\$2,769.02	0.00	2,769.02	
Desc: 142 IZZO PL WOODSTOCK		Acct: 65-963-329-0000	ELECTRICITY			

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21257439196JAN'24	HILLSIDE RD	0.00	\$258.34	0.00	258.34	
Desc: HILLSIDE		Acct: 10-221-329-0000	HFD -ELECTRICITY			
23490000009JAN'24	200 CRANBERRY	5,647.91	\$5,647.91	0.00	5,647.91	
Desc: 200 CRANBERRY		Acct: 50-952-329-0000	ELECTRICITY			
27333200007JAN'24	ALDEN PARTRIDGE RD	63.89	\$63.89	0.00	63.89	
Desc: ALDEN PARTRIDGE RD		Acct: 65-964-329-0000	ELECTRICITY			
27762000001JAN'24	262 N MAIN ST - SENIOR CTR	0.00	\$1,473.98	0.00	1,473.98	
Desc: 262 N MAIN ST - SENIOR CTR		Acct: 10-421-329-0000	SEN -ELECTRICITY / GAS			
33833000004JAN'24	MAXFIELD	129.71	\$129.71	0.00	129.71	
Desc: MAXFIELD		Acct: 60-964-329-0000	ELECTRICITY			
38035000009JAN'24	OLCOTT COMMERCE PARK	359.81	\$359.81	0.00	359.81	
Desc: OLCOTT COMMERCE PARK		Acct: 60-964-329-0000	ELECTRICITY			
39135140109JAN'24	120 LESLE DR PAV C	0.00	\$258.57	0.00	258.57	
Desc: 120 LESLE DR PAV C		Acct: 10-528-329-0000	PR -ELECTRICITY			
39424000006JAN'24	PUBLIC SAFETY	0.00	\$2,124.36	0.00	2,124.36	
Desc: PSB		Acct: 10-221-329-0000	HFD -ELECTRICITY			
Desc: PSB		Acct: 10-211-329-0000	HPD -ELECTRICITY			
41082200001JAN'24	291 SUGAR HILL	361.58	\$361.58	0.00	361.58	
Desc: 291 SUGAR HILL		Acct: 55-954-329-0000	ELECTRICITY			
43382200004JAN'24	EASTMAN HILL	275.28	\$275.28	0.00	275.28	
Desc: EASTMAN HILL		Acct: 55-954-329-0000	ELECTRICITY			
44926000009JAN'24	STREET LIGHTS	0.00	\$2,312.04	0.00	2,312.04	
Desc: STREET LIGHTS		Acct: 10-314-329-0000	DPW -ELECTRICITY			
48832000003JAN'24	ARBORETUM LN	63.60	\$63.60	0.00	63.60	
Desc: ARBORETUM LN		Acct: 60-964-329-0000	ELECTRICITY			
48933200007JAN'24	VILLAGE GREEN BALOON FEST	0.00	\$24.37	0.00	24.37	
Desc: VILLAGE GREEN BALOON FEST		Acct: 10-521-329-0000	PR -ELECTRICITY			
49424000005JAN'24	VA CUTOFF WTR	35.04	\$35.04	0.00	35.04	
Desc: VA CUTOFF WTR		Acct: 50-954-329-0000	ELECTRICITY			
53833000002APR'23	MUNICIPAL BUILDING	0.00	\$-812.05	0.00	-812.05	
Desc: MUNICIPAL BUILDING		Acct: 10-161-329-0000	TH -ELECTRICITY			
53833000002AUG'23	MUNICIPAL BUILDING	0.00	\$-631.52	0.00	-631.52	
Desc: MUNICIPAL BUILDING		Acct: 10-161-329-0000	TH -ELECTRICITY			
53833000002DEC'23	MUNICIPAL BUILDING	0.00	\$2,337.99	0.00	2,337.99	
Desc: MUNICIPAL BUILDING		Acct: 10-161-329-0000	TH -ELECTRICITY			
53833000002JAN'24	MUNICIPAL BLDG	0.00	\$2,890.52	0.00	2,890.52	
Desc: MUNICIPAL BLDG		Acct: 10-161-329-0000	TH -ELECTRICITY			
53833000002JUL'23	MUNICIPAL BUILDING	0.00	\$-544.02	0.00	-544.02	
Desc: MUNICIPAL BUILDING		Acct: 10-161-329-0000	TH -ELECTRICITY			
53833000002JUN'23	MUNICIPAL BUILDING	0.00	\$-1,639.03	0.00	-1,639.03	
Desc: MUNICIPAL BUILDING		Acct: 10-161-329-0000	TH -ELECTRICITY			
53833000002MAY'23	MUNICIPAL BUILDING	0.00	\$-1,502.75	0.00	-1,502.75	
Desc: MUNICIPAL BUILDING		Acct: 10-161-329-0000	TH -ELECTRICITY			
53833000002NOV'23	MUNICIPAL BUILDING	0.00	\$1,261.91	0.00	1,261.91	
Desc: MUNICIPAL BUILDING		Acct: 10-161-329-0000	TH -ELECTRICITY			
53833000002OCT'23	MUNICIPAL BLDG	0.00	\$-58.49	0.00	-58.49	
Desc: MUNICIPAL BLDG		Acct: 10-161-329-0000	TH -ELECTRICITY			
67003200002JAN'24	WILLAR RD	0.00	\$309.99	0.00	309.99	

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	Desc: STATION 2	Acct: 10-221-329-0000	HFD -ELECTRICITY		
53833000002SEP'23	MUNICIPAL BUILDING	0.00	\$-703.23	0.00	-703.23
	Desc: MUNICIPAL BUILDING	Acct: 10-161-329-0000	TH -ELECTRICITY		
57303200000JAN'24	HIGH ST	919.39	\$919.39	0.00	919.39
	Desc: HIGH ST	Acct: 65-964-329-0000	ELECTRICITY		
62592200000JAN'24	WOODSTOCK RD	0.00	\$175.96	0.00	175.96
	Desc: WOODSTOCK RD	Acct: 10-314-329-0000	DPW -ELECTRICITY		
62713200004JAN'24	WOODSTOCK RD HEAT	24.37	\$24.37	0.00	24.37
	Desc: WOODSTOCK RD HEAT	Acct: 55-954-329-0000	ELECTRICITY		
65590000009JAN'24	DEPOT ST	1,243.28	\$1,243.28	0.00	1,243.28
	Desc: DEPOT ST	Acct: 60-962-329-0000	ELECTRICITY		
	Vendor Total:		38,532.24	0.00	38,532.24
020400	HACH COMPANY			2/02/2024	90258
13885266	CHEMICALS	213.22	\$213.22	0.00	213.22
	Desc: CHEMICALS	Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
	Vendor Total:		213.22	0.00	213.22
021500	HARTFORD SCHOOL, TOWN OF	TOWN OF HARTFORD SCHOOL		2/02/2024	90259
2024 TAXES#4	FYE 2024 Taxes Payment #4	0.00	\$4,500,000.00	0.00	4,500,000.00
	Desc: FYE 2024 Taxes Payment #4	Acct: 10-015-100-0100	DUE TO SCHOOL DISTRICT - TAXES		
	Vendor Total:		4,500,000.00	0.00	4,500,000.00
022703	HILL, MARY	MARY HILL		2/02/2024	90260
FEB'24	REIMBURSEMENT	0.00	\$343.48	0.00	343.48
	Desc: Ret Reimb Feb 24	Acct: 10-151-418-0100	TC -Retirees		
	Vendor Total:		343.48	0.00	343.48
024335	ISUN, INC			2/02/2024	90261
INV-ISI-001905	SOLAR ARRAY JAN'24	1,682.36	\$1,682.36	0.00	1,682.36
	Desc: January 2024 solar electricity	Acct: 65-963-329-0000	ELECTRICITY		
	Vendor Total:		1,682.36	0.00	1,682.36
025229	KEELING, SIMON	SIMON KEELING		2/02/2024	90262
01.04.2024	REIMBURSEMENT	0.00	\$150.00	0.00	150.00
	Desc: Forensic Photography Course	Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
	Vendor Total:		150.00	0.00	150.00
025600	KENNEY, RICHARD	RICHARD KENNEY		2/02/2024	90263
FEB'24	REIMBURSEMENT	575.48	\$575.48	0.00	575.48
	Desc: Ret reimb Feb24	Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
	Vendor Total:		575.48	0.00	575.48
026040	KOFILE, INC	KOFILE, INC		2/02/2024	90264
INV-KT-013926	RECORDING SUPPLIES	0.00	\$3,503.99	0.00	3,503.99
	Desc: Recording supplies	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
	Vendor Total:		3,503.99	0.00	3,503.99

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027380	LEBANON FORD				2/02/2024	90265
45018318	PARTS		0.00	\$134.66	0.00	134.66
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
45018746	PARTS		0.00	\$87.52	0.00	87.52
Desc: AMB 19		Acct: 10-221-321-0200		HFD -REPAIRS & MAINT EMS VEHICLI		
Vendor Total:				222.18	0.00	222.18
027402	LEBANON, CITY OF		CITY OF LEBANON		2/02/2024	90266
DEC'23	Tipping Fees_12/01/23 - 12/31/23		4,374.39	\$4,374.39	0.00	4,374.39
Desc: Tipping Fees_12/01/23 - 12/31/23		Acct: 30-974-318-0000		CONTRACTED SERVICES		
Vendor Total:				4,374.39	0.00	4,374.39
027403	LEBANON, CITY OF		CITY OF LEBANON		2/02/2024	90267
DEC'23	Grit Disposal_12/01/23 - 12/31/23		6,307.63	\$6,307.63	0.00	6,307.63
Desc: Grit Disposal_12/01/23 - 12/31/23		Acct: 60-961-318-0000		CONTRACTED SERVICES		
Vendor Total:				6,307.63	0.00	6,307.63
027849	LEWIS, WILLIAM J.		WILLIAM J. LEWIS		2/02/2024	90268
FEB'24	REIMBURSEMENT		0.00	\$746.78	0.00	746.78
Desc: Ret reimb Feb24		Acct: 10-221-418-0100		HFD -RETIREE HEALTH INSURANCE		
Vendor Total:				746.78	0.00	746.78
028500	LUNDRIGAN, SHAWN		SHAWN LUNDRIGAN		2/02/2024	90269
FEB'24	REIMBURSEMENT		0.00	\$345.56	0.00	345.56
Desc: Ret reimb feb24		Acct: 10-211-418-0100		HPD -RETIREE HEALTH INSURANCE		
Vendor Total:				345.56	0.00	345.56
028848	MADISON NATIONAL LIFE INSURANCE CO,				2/02/2024	90270
1602447	LIFE INS FEB 2024		304.87	\$2,409.19	0.00	2,409.19
Desc: Life and AD&D Ins		Acct: 10-121-240-0000		TM -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-151-240-0000		TC -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-171-240-0000		FIN -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-174-240-0000		ASE -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-175-240-0000		DEL -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-181-240-0000		IT -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-211-240-0000		HPD -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-221-240-0000		HFD -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-271-240-0000		DISP -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-312-240-0000		DPW -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-325-240-0000		DPW -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-511-240-0000		PR -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-514-240-0000		PR -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-530-240-0000		PR -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-621-240-0000		PDZ -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 10-622-240-0000		PDZ -LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 30-975-240-0000		LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 50-954-240-0000		LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 50-955-240-0000		LIFE INSURANCE		
Desc: Life and AD&D Ins		Acct: 55-955-240-0000		LIFE INSURANCE		

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Vendor ID	Vendor Name		Payee Name		Check Date	Check No.
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc:	Life and AD&D Ins	Acct:	60-961-240-0000	LIFE INSURANCE	
	Desc:	Life and AD&D Ins	Acct:	60-965-240-0000	LIFE INSURANCE	
	Desc:	Life and AD&D Ins	Acct:	65-963-240-0000	LIFE INSURANCE	
	Desc:	Life and AD&D Ins	Acct:	65-965-240-0000	LIFE INSURANCE	
	Vendor Total:			2,409.19	0.00	2,409.19
028850	MAGEE OFFICE EQUIPMENT INC.			2/02/2024		90271
	C-01609710	COPIER LEASE	0.00	\$448.00	0.00	448.00
	Desc:	Wide Format Copier 2/23/24-5/23/24	Acct:	10-151-318-0000	TC -CONTRACTED SERVICES	
	Vendor Total:			448.00	0.00	448.00
029815	MASON, W.B. COMPANY, INC		W.B. MASON COMPANY, INC		2/02/2024	90272
	244087532	OFFICE SUPPLIES	0.00	\$91.37	0.00	91.37
	Desc:	OFFICE SUPPLIES	Acct:	10-121-323-0000	TM -MATERIAL & SUPPLIES	
	244177835-B	5000 ENVELOPES	0.00	\$117.08	0.00	117.08
	Desc:	5000 ENVELOPES	Acct:	10-171-323-0000	FIN -MATERIAL & SUPPLIES	
	243853520	10000 ENVELOPES W/WW BILLING	692.27	\$692.27	0.00	692.27
	Desc:	10000 ENVELOPES W/WW BILLING	Acct:	50-955-323-0000	MATERIAL & SUPPLIES	
	Desc:	10000 ENVELOPES W/WW BILLING	Acct:	55-955-323-0000	MATERIALS & SUPPLIES	
	Desc:	10000 ENVELOPES W/WW BILLING	Acct:	60-965-323-0000	MATERIAL & SUPPLIES	
	Desc:	10000 ENVELOPES W/WW BILLING	Acct:	65-965-323-0000	MATERIALS & SUPPLIES	
	243894905	OFFICE SUPPLIES	0.00	\$212.81	0.00	212.81
	Desc:	Office Supplies	Acct:	10-151-323-0000	TC -MATERIAL & SUPPLIES	
	243941845	BARCODE SCANNER	0.00	\$204.99	0.00	204.99
	Desc:	Barcode Scanner	Acct:	10-131-323-0000	TC -MATERIALS & SUPPLIES	
	244129391	OFFICE SUPPLIES	0.00	\$37.75	0.00	37.75
	Desc:	OFFICE SUPPLIES	Acct:	10-530-323-0000	PR -MATERIAL & SUPPLIES	
	244133836	TONER - CANNON	0.00	\$154.27	0.00	154.27
	Desc:	TONER - CANNON	Acct:	10-171-323-0000	FIN -MATERIAL & SUPPLIES	
	244177835-A	5000 ENVELOPES	0.00	\$189.42	0.00	189.42
	Desc:	5000 ENVELOPES	Acct:	10-171-323-0000	FIN -MATERIAL & SUPPLIES	
	244220880	OFFICE SUPPLIES	0.00	\$213.02	0.00	213.02
	Desc:	OFFICE SUPPLIES	Acct:	10-121-323-0000	TM -MATERIAL & SUPPLIES	
	Vendor Total:			1,912.98	0.00	1,912.98
029886	MAYFIELD, WILLIAM BRETT		WILLIAM BRETT MAYFIELD		2/02/2024	90273
	01-18-2024	YOUTH KARATE	0.00	\$252.00	0.00	252.00
	Desc:	YOUTH KARATE	Acct:	10-514-318-0000	PR -CONTRACTED SERVICES	
	Vendor Total:			252.00	0.00	252.00
029915	MAZIARZ, PETER D		PETER D MAZIARZ		2/02/2024	90274
	01.31.2024	REIMBURSEMENT	0.00	\$241.49	0.00	241.49
	Desc:	Duffle Bag	Acct:	10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI	
	Desc:	Wool Thermal Base Layer	Acct:	10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI	
	Desc:	Handcuff Keys (2)	Acct:	10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI	
	Desc:	Wool Thermal Base Layer	Acct:	10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI	
	Vendor Total:			241.49	0.00	241.49

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
031691	MOORE LAW ENFORCEMENT ADVISORY GI		2/02/2024		90275
01.11.2024	TRAINING COURSE	0.00	\$398.00	0.00	398.00
Desc: Recruitment and Retention Roundtabl		Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
Vendor Total:			398.00	0.00	398.00
031955	MUNICIPAL EMERGENCY SERVICES,INC	MUNICIPAL EMERGENCY SERVICES,INC	2/02/2024		90276
IN1991099	UNIFORMS	0.00	\$220.00	0.00	220.00
Desc: UNIFORMS		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: UNIFORMS		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
IN1988456	UNIFORMS	0.00	\$312.41	0.00	312.41
Desc: WINTER JACKET		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
IN1989179	UNIFORMS	0.00	\$990.00	0.00	990.00
Desc: JOB SHIRT - POLOS		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: PANTS		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
IN1989707	UNIFORMS	0.00	\$345.30	0.00	345.30
Desc: PANTS		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
IN1992489	UNIFORMS	0.00	\$71.00	0.00	71.00
Desc: POLO		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Vendor Total:			1,938.71	0.00	1,938.71
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	2/02/2024		90278
FEB'24 RETIREES	RETIREES HEALTH INS - FEB'24	3,256.68	\$11,137.59	0.00	11,137.59
Desc: Retirees Health Ins		Acct: 10-121-418-0100	TM -RETIREE HEALTH INSURANCE		
Desc: Retirees Health Ins		Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE		
Desc: Retirees Health Ins		Acct: 10-174-418-0100	ASE -RETIREE HEALTH INSURANCE		
Desc: Retirees Health Ins		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
Desc: Retirees Health Ins		Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
Desc: Retirees Health Ins		Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
Desc: Retirees Health Ins		Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
Desc: Retirees Health Ins		Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	2/02/2024		90279
JAN'24 RETIREES	HEALTH INS JAN'24	3,256.68	\$11,309.09	0.00	11,309.09
Desc: Healthcare for Retirees		Acct: 10-121-418-0100	TM -RETIREE HEALTH INSURANCE		
Desc: Healthcare for Retirees		Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE		
Desc: Healthcare for Retirees		Acct: 10-174-418-0100	ASE -RETIREE HEALTH INSURANCE		
Desc: Healthcare for Retirees		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
Desc: Healthcare for Retirees		Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
Desc: Healthcare for Retirees		Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
Desc: Healthcare for Retirees		Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
Desc: Healthcare for Retirees		Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	2/02/2024		90277
JAN'24	HEALTH INS	23,421.76	\$147,177.36	0.00	147,177.36
Desc: Health Insurance		Acct: 10-121-220-0000	TM -HEALTH INSURANCE		
Desc: Health Insurance		Acct: 10-151-220-0000	TC -HEALTH INSURANCE		
Desc: Health Insurance		Acct: 10-171-220-0000	FIN -HEALTH INSURANCE		
Desc: Health Insurance		Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE		
Desc: Health Insurance		Acct: 10-174-220-0000	ASE -HEALTH INSURANCE		
Desc: Health Insurance		Acct: 10-181-220-0000	IT -HEALTH INSURANCE		
Desc: Health Insurance		Acct: 10-211-220-0000	HPD -HEALTH INSURANCE		

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Vendor ID	Vendor Name	Payee Name		Check Date		Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
	Desc: Health Insurance	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-221-220-0000	HFD -HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-312-220-0000	DPW -HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-325-220-0000	DPW -HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-511-220-0000	PR -HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-514-220-0000	PR -HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-530-220-0000	PR -HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-530-418-0100	PR -RETIREE HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-622-220-0000	PDZ -HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 10-622-418-0100	PDZ -Retiree Health Insurance			
	Desc: Health Insurance	Acct: 30-975-220-0000	HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 50-954-220-0000	HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 50-955-220-0000	HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 55-955-220-0000	HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 60-961-220-0000	HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 65-963-220-0000	HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 65-963-220-0000	HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 65-965-220-0000	HEALTH INSURANCE			
	Desc: Health Insurance	Acct: 65-965-220-0000	HEALTH INSURANCE			
FEB'24B	HEALTH INS FEB'24 - DIS	0.00	\$10,520.80	0.00		10,520.80
	Desc: MVP Healthcare FEB24 - DIS	Acct: 10-271-220-0000	DISP -HEALTH INSURANCE			
FEB'24	HEALTH INS FEB'24	23,421.76	\$147,177.36	0.00		147,177.36
	Desc: MVP Healthcare	Acct: 10-121-220-0000	TM -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-151-220-0000	TC -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-171-220-0000	FIN -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-174-220-0000	ASE -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-181-220-0000	IT -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-211-220-0000	HPD -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-221-220-0000	HFD -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-312-220-0000	DPW -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-325-220-0000	DPW -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-511-220-0000	PR -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-514-220-0000	PR -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-530-220-0000	PR -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-530-418-0100	PR -RETIREE HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-622-220-0000	PDZ -HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 10-622-418-0100	PDZ -Retiree Health Insurance			
	Desc: MVP Healthcare	Acct: 30-975-220-0000	HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 50-954-220-0000	HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 50-955-220-0000	HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 55-955-220-0000	HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 60-961-220-0000	HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE			
	Desc: MVP Healthcare	Acct: 60-965-220-0000	HEALTH INSURANCE			

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Vendor ID	Vendor Name		Payee Name				
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
	Desc:	MVP Healthcare	Acct:	65-963-220-0000	HEALTH INSURANCE		
	Desc:	MVP Healthcare	Acct:	65-965-220-0000	HEALTH INSURANCE		
	Desc:	MVP Healthcare	Acct:	65-965-220-0000	HEALTH INSURANCE		
JAN'24B		HEALTH INS JAN'24		0.00	\$10,520.80	0.00	10,520.80
	Desc:	Health Insurance JAN'24 - DIS	Acct:	10-271-220-0000	DISP -HEALTH INSURANCE		
Vendor Total:					337,843.00	0.00	337,843.00
033190	NEW ENGLAND ASSOC OF				2/02/2024		90280
01.19.2024		2024 DUES		0.00	\$100.00	0.00	100.00
	Desc:	2024 Membership Dues	Acct:	10-211-313-0000	HPD -MEMBERSHIP DUES		
Vendor Total:					100.00	0.00	100.00
034700	NORTH EASTERN RESCUE VEHICLES, INC				2/02/2024		90281
P11292		PARTS		0.00	\$52.49	0.00	52.49
	Desc:	PARTS	Acct:	10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Vendor Total:					52.49	0.00	52.49
034800	NORTHEAST DELTA DENTAL				2/02/2024		90282
FEB'24		DENTAL INS FEB'24		1,218.26	\$8,604.33	0.00	8,604.33
	Desc:	Dental	Acct:	10-121-230-0000	TM -DENTAL		
	Desc:	Dental	Acct:	10-151-230-0000	TC -DENTAL		
	Desc:	Dental	Acct:	10-171-230-0000	FIN -DENTAL		
	Desc:	Dental	Acct:	10-174-230-0000	ASE -DENTAL		
	Desc:	Dental	Acct:	10-175-230-0000	DEL -DENTAL		
	Desc:	Dental	Acct:	10-181-230-0000	IT -DENTAL		
	Desc:	Dental	Acct:	10-211-230-0000	HPD -DENTAL		
	Desc:	Dental	Acct:	10-211-230-0000	HPD -DENTAL		
	Desc:	Dental	Acct:	10-271-230-0000	DISP -DENTAL		
	Desc:	Dental	Acct:	10-312-230-0000	DPW -DENTAL		
	Desc:	Dental	Acct:	10-325-230-0000	DPW -DENTAL		
	Desc:	Dental	Acct:	10-511-230-0000	PR -DENTAL		
	Desc:	Dental	Acct:	10-514-230-0000	PR -DENTAL		
	Desc:	Dental	Acct:	10-530-230-0000	PR -DENTAL		
	Desc:	Dental	Acct:	10-621-230-0000	PDZ -DENTAL		
	Desc:	Dental	Acct:	10-622-230-0000	PDZ -DENTAL		
	Desc:	Dental	Acct:	30-975-230-0000	DENTAL		
	Desc:	Dental	Acct:	50-954-230-0000	DENTAL		
	Desc:	Dental	Acct:	50-955-230-0000	DENTAL		
	Desc:	Dental	Acct:	55-955-230-0000	DENTAL		
	Desc:	Dental	Acct:	60-961-230-0000	DENTAL		
	Desc:	Dental	Acct:	60-965-230-0000	DENTAL		
	Desc:	Dental	Acct:	65-963-230-0000	DENTAL		
	Desc:	Dental	Acct:	65-965-230-0000	DENTAL		
Vendor Total:					8,604.33	0.00	8,604.33
034925	NORTHEAST RESOURCE RECOVERY ASSC				2/02/2024		90283
136472		SCRAP/TRANSPORTATION		478.36	\$478.36	0.00	478.36
	Desc:	SCRAP/TRANSPORTATION	Acct:	30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:					478.36	0.00	478.36

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
035000	NORTHEAST WASTE SERVICES	CASELLA WASTE SYSTEMS		2/02/2024	90284
0886462	MSW/COMPOST/CLEAN WOOD	5,214.43	\$5,214.43	0.00	5,214.43
Desc:	MSW Transport_12/01/23 - 12/31/23	Acct: 30-974-318-0000	CONTRACTED SERVICES		
Desc:	Compost/Clean Wood_12/01/23 - 12/31	Acct: 30-971-318-0000	CONTRACTED SERVICES		
0886511	CURBSIDE RECYCLING	19,593.94	\$19,593.94	0.00	19,593.94
Desc:	Curbside Recycling_12/01/2023 - 12/	Acct: 30-931-318-0000	CONTRACTED SERVICES		
Vendor Total:			24,808.37	0.00	24,808.37
037450	PIKE INDUSTRIES INC			2/02/2024	90285
1264478	July 2023 FEMA Event_Taftsville Riv	7,741.36	\$7,741.36	0.00	7,741.36
Desc:	July 2023 FEMA Event_Taftsville Riv	Acct: 12-500-311-0001	STORM 7.9.23 MATERIALS - 311		
Vendor Total:			7,741.36	0.00	7,741.36
037751	PONZONI, JOAN	JOAN M. PONZONI		2/02/2024	90286
FEB'24	REIMBURSEMENT	274.78	\$343.48	0.00	343.48
Desc:	Ret Reimb feb24	Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb Feb 24	Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb feb24	Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb feb24	Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb Feb 24	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
Vendor Total:			343.48	0.00	343.48
039250	RADIO NORTH GROUP INC			2/02/2024	90287
24145841	Programming Cable	0.00	\$216.00	0.00	216.00
Desc:	Programming Cable	Acct: 10-211-320-0100	HPD -EQUIP OPERATION/COMMUNIC.		
Vendor Total:			216.00	0.00	216.00
039710	REED TRUCK SERVICES INC	SG REED TRUCK SERVICES INC,		2/02/2024	90288
24448	MATERIALS	0.00	\$395.48	0.00	395.48
Desc:	MATERIALS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
24561	MATERIALS	0.00	\$484.86	0.00	484.86
Desc:	MATERIALS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:			880.34	0.00	880.34
040075	R.H. SCALES CO, INC	R.H. SCALES CO, INC		2/02/2024	90289
6-117991	PARTS	0.00	\$247.97	0.00	247.97
Desc:	FORESTRY	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Vendor Total:			247.97	0.00	247.97
040250	RICHARD ELECTRIC, INC.			2/02/2024	90290
50298	SERVICE CALL: BAD DIMMER	0.00	\$238.89	0.00	238.89
Desc:	SERVICE CALL: BAD DIMMER	Acct: 10-151-331-0000	TC -DEPARTMENT EQUIPMENT		
50342	SERVICE CALL: FLOOR OUTLET	0.00	\$1,350.46	0.00	1,350.46
Desc:	SERVICE CALL: FLOOR OUTLET	Acct: 10-151-320-0000	TC -EQUIP OPERATION/MAINT-OFFIC		
Vendor Total:			1,589.35	0.00	1,589.35
040375	RICKER, ALLYN	ALLYN RICKER		2/02/2024	90291

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Vendor ID	Vendor Name				Disc. Amt	Net Amt.
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	FEB'24	REIMBURSEMENT	0.00	\$660.87	0.00	660.87
	Desc:	Ret Reimb feb24	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
	Vendor Total:			660.87	0.00	660.87
040378	RIDGELINE DEFENSE LLC			2/02/2024		90292
	1001-B	RMD4 PACKAGE RFP HARTFORD VT	0.00	\$7,368.50	0.00	7,368.50
	Desc:	RMD4 PACKAGE RFP HARTFORD VT	Acct: 10-211-331-0000	HPD -DEPARTMENT EQUIPMENT		
	1001-A	RMD4 PACKAGE RFP HARTFORD VT	0.00	\$16,490.89	0.00	16,490.89
	Desc:	RMD4 PACKAGE RFP HARTFORD VT	Acct: 10-211-331-0000	HPD -DEPARTMENT EQUIPMENT		
	Desc:	RMD4 PACKAGE RFP HARTFORD VT	Acct: 10-211-331-0000	HPD -DEPARTMENT EQUIPMENT		
	Desc:	RMD4 PACKAGE RFP HARTFORD VT	Acct: 10-211-331-0000	HPD -DEPARTMENT EQUIPMENT		
	1001-C	RMD4 PACKAGE RFP HARTFORD VT	0.00	\$6,058.53	0.00	6,058.53
	Desc:	RMD4 PACKAGE RFP HARTFORD VT	Acct: 10-211-331-0000	HPD -DEPARTMENT EQUIPMENT		
	Desc:	RMD4 PACKAGE RFP HARTFORD VT	Acct: 10-211-331-0000	HPD -DEPARTMENT EQUIPMENT		
	Vendor Total:			29,917.92	0.00	29,917.92
040425	RIESEBERG, HUNTER		RIESEBERG, HUNTER	2/02/2024		90293
	FEB'24	REIMBURSEMENT	126.70	\$362.00	0.00	362.00
	Desc:	Ret Reimb 2/24	Acct: 10-121-418-0100	TM -RETIREE HEALTH INSURANCE		
	Desc:	Ret Reimb 2/24	Acct: 30-975-418-0100	RETIREE HEALTH INSURANCE		
	Desc:	Ret Reimb 2/24	Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
	Desc:	Ret Reimb 2/24	Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
	Desc:	Ret Reimb 2/24	Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
	Desc:	Ret Reimb 2/24	Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
	Vendor Total:			362.00	0.00	362.00
040490	RITLAND, THOMAS		THOMAS RITLAND	2/02/2024		90294
	FEB'24	REIMBURSEMENT	0.00	\$722.42	0.00	722.42
	Desc:	Ret Reimb Feb 24	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
	Vendor Total:			722.42	0.00	722.42
040751	ROGERS, LARRY		LARRY ROGERS	2/02/2024		90295
	FEB'24	REIMBURSEMENT	164.90	\$164.90	0.00	164.90
	Desc:	Ret reimb feb24	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
	Vendor Total:			164.90	0.00	164.90
041450	SABIL & SONS, INC		SABIL & SONS, INC	2/02/2024		90296
	45741	PARTS	0.00	\$219.59	0.00	219.59
	Desc:	PARTS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	45795	PARTS	0.00	\$87.91	0.00	87.91
	Desc:	PARTS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	Vendor Total:			307.50	0.00	307.50
041478	SAFETY-KLEEN SYSTEMS, INC			2/02/2024		90297
	93587250	FUEL	0.00	\$106.45	0.00	106.45
	Desc:	FUEL SURCHARGE	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	Desc:	FUEL SURCHARGE	Acct: 10-211-321-0000	HPD -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:				106.45	0.00	106.45
041652	SCHAAL ENGINEERING, P.C.			2/02/2024		90298
MAY'23-JAN'24	NEW TOH SIGN & LED MESSAGE BOARD		0.00	\$2,156.00	0.00	2,156.00
Desc:	NEW TOH SIGN & LED MESSAGE BOARD	Acct:	10-161-331-0000	TH -DEPARTMENT EQUIPMENT		
Vendor Total:				2,156.00	0.00	2,156.00
043426	FIRSTLIGHT FIBER	FIRSTLIGHT FIBER		2/02/2024		90299
16278064	TELEPHONES		1,191.33	\$5,406.61	0.00	5,406.61
Desc:	Telephones	Acct:	10-211-324-0000	HPD -TELEPHONE		
Desc:	Telephones	Acct:	10-221-324-0000	HFD -TELEPHONE		
Desc:	Telephones	Acct:	10-271-324-0000	DISP -TELEPHONE		
Desc:	Telephones	Acct:	10-121-324-0000	TM -TELEPHONE		
Desc:	Telephones	Acct:	10-151-324-0000	TC -TELEPHONE		
Desc:	Telephones	Acct:	10-171-324-0000	FIN -TELEPHONE		
Desc:	Telephones	Acct:	10-174-324-0000	ASE -TELEPHONE		
Desc:	Telephones	Acct:	10-181-324-0000	IT -TELEPHONE		
Desc:	Telephones	Acct:	10-511-324-0000	PR -TELEPHONE		
Desc:	Telephones	Acct:	10-622-324-0000	PDZ -TELEPHONE		
Desc:	Telephones	Acct:	10-530-324-0000	PR -Telephone		
Desc:	Telephones	Acct:	50-952-324-0000	TELEPHONE		
Desc:	Telephones	Acct:	60-961-324-0000	TELEPHONE		
Desc:	Telephones	Acct:	30-971-324-0000	TELEPHONE		
Desc:	Telephones	Acct:	65-963-324-0000	TELEPHONE		
Desc:	Telephones	Acct:	60-962-324-0000	TELEPHONE		
Desc:	Telephones	Acct:	10-321-324-0000	DPW -TELEPHONE		
Desc:	Telephones	Acct:	10-325-324-0000	DPW -TELEPHONE		
Vendor Total:				5,406.61	0.00	5,406.61
044100	STATELINE SPORTS,LLC			2/02/2024		90300
6867	SKATE LACES		0.00	\$12.00	0.00	12.00
Desc:	SKATE LACES	Acct:	10-530-323-0000	PR -MATERIAL & SUPPLIES		
Vendor Total:				12.00	0.00	12.00
044220	STERICYCLE, INC			2/02/2024		90301
8006020612	MED DISPOSAL		0.00	\$30.32	0.00	30.32
Desc:	MED DISPOSAL	Acct:	10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
Vendor Total:				30.32	0.00	30.32
044560	STRATUS TELECOM LLC			2/02/2024		90302
15895	FAX SERVICE FEB'24		0.00	\$99.81	0.00	99.81
Desc:	FAX SERVICE FEB'24	Acct:	10-121-324-0000	TM -TELEPHONE		
Desc:	FAX SERVICE FEB'24	Acct:	10-221-324-0000	HFD -TELEPHONE		
Desc:	FAX SERVICE FEB'24	Acct:	10-211-324-0000	HPD -TELEPHONE		
Desc:	FAX SERVICE FEB'24	Acct:	10-271-324-0000	DISP -TELEPHONE		
Vendor Total:				99.81	0.00	99.81
045300	TASCO SECURITY, INC			2/02/2024		90303
175086	SERVICE CALL ALARMS		0.00	\$600.00	0.00	600.00

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Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Service Call_173	Airport Alarm Syst	Acct: 10-321-318-0000	DPW -CONTRACTED SERVICES		
175028		SERVICE CALL: KEYPAD BUGBEE	0.00	\$425.00	0.00	425.00
	Desc: SERVICE CALL: KEYPAD BUGBEE		Acct: 10-421-321-0100	SEN -REPAIRS & MAINT-BUILD & GRC		
	Vendor Total:			1,025.00	0.00	1,025.00
045390	TAX-EXEMPT LEASING CORP.			2/02/2024		90304
	2024 DUMP TRUCK H5	2024 DUMP TRUCK H5 - HV507 INTERN	0.00	\$31,454.58	0.00	31,454.58
	Desc: International HV507 SFA Dump Trk (H		Acct: 10-912-542-0025	TM -Lease P -DPW Truck H5		
	2024 DUMP TRUCK H5 -	2024 DUMP TRUCK H5 - HV507 INTERN	0.00	\$2,503.67	0.00	2,503.67
	Desc: International HV507 SFA Dump Trk (H		Acct: 10-912-542-0025	TM -Lease P -DPW Truck H5		
	Vendor Total:			33,958.25	0.00	33,958.25
045484	TELEPHONE & NETWORK TECHNOLOGIES			2/02/2024		90305
	845121	TELEPHONE - NEW POSITION	0.00	\$299.00	0.00	299.00
	Desc: TELEPHONE - NEW POSITION		Acct: 10-151-320-0000	TC -EQUIP OPERATION/MAINT-OFFIC		
	Vendor Total:			299.00	0.00	299.00
046000	TI-SALES INC			2/02/2024		90306
	INV0166325	METERS	1,382.98	\$1,382.98	0.00	1,382.98
	Desc: Meter, flange kits and gaskets		Acct: 50-954-323-0000	MATERIAL & SUPPLIES		
	Desc: Meter, flange kits and gaskets		Acct: 55-954-323-0000	MATERIALS & SUPPLIES		
	INV0165160	METERS	3,768.01	\$3,768.01	0.00	3,768.01
	Desc: Meter Washers, adapters, meters		Acct: 50-954-323-0000	MATERIAL & SUPPLIES		
	Desc: Meter Washers, adapters, meters		Acct: 55-954-323-0000	MATERIALS & SUPPLIES		
	Vendor Total:			5,150.99	0.00	5,150.99
046068	TIP TOP TIRE, LLC			2/02/2024		90307
	50378	INSPECTION & LIGHT	81.99	\$81.99	0.00	81.99
	Desc: INSPECTION & LIGHT		Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc: INSPECTION & LIGHT		Acct: 55-954-321-0000	REPAIRS & MAINT - VEHICLES		
	Vendor Total:			81.99	0.00	81.99
046950	TWIN STATE SAND AND GRAVEL CO			2/02/2024		90308
	112424	SAND	89.73	\$6,280.78	0.00	6,280.78
	Desc: Winter Sand		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES		
	Desc: SAND		Acct: 50-954-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:			6,280.78	0.00	6,280.78
047075	TWO RIVERS-OTTAUQUECHEE REGION CO			2/02/2024		90309
	24-52	Municipal Roads_Grant in Aid Suppor	0.00	\$1,045.21	0.00	1,045.21
	Desc: Municipal Roads_Grant in Aid Suppor		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
	Vendor Total:			1,045.21	0.00	1,045.21
047190	USABBLUEBOOK		USABBLUEBOOK	2/02/2024		90310
	INV00256357	DIPPER	128.95	\$128.95	0.00	128.95
	Desc: DIPPER		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
	INV00250078	BATTERIES	69.45	\$69.45	0.00	69.45
	Desc: BATTERIES		Acct: 65-963-323-0000	MATERIALS & SUPPLIES		

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INV00253571	CHEMICALS	123.23	\$123.23	0.00	123.23	
Desc: CHEMICALS		Acct: 60-961-340-0000	CHEMICALS			
INV00245812	FILTERS	425.75	\$425.75	0.00	425.75	
Desc: FILTERS		Acct: 65-963-323-0000	MATERIALS & SUPPLIES			
INV00249880	FILTERS	156.00	\$156.00	0.00	156.00	
Desc: FILTERS		Acct: 65-963-323-0000	MATERIALS & SUPPLIES			
INV00259018	BRACKET	195.00	\$195.00	0.00	195.00	
Desc: BRACKET		Acct: 65-963-323-0000	MATERIALS & SUPPLIES			
INV00243584	BUFFER PACK	178.81	\$178.81	0.00	178.81	
Desc: BUFFER PACK		Acct: 60-961-323-0000	MATERIAL & SUPPLIES			
Vendor Total:			1,277.19	0.00	1,277.19	
047200	UNITED RENTALS (NORTH AMERICA), INC			2/02/2024	90311	
227743990-001	Conex Storage Container	0.00	\$5,375.00	0.00	5,375.00	
Desc: Conex Storage Container		Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN			
Desc: Conex Storage Container		Acct: 10-211-331-0000	HPD -DEPARTMENT EQUIPMENT			
Vendor Total:			5,375.00	0.00	5,375.00	
047297	UNITED STATES POSTAL SERVICE			2/02/2024	90312	
01.17.2024	POSTAGE	0.00	\$200.00	0.00	200.00	
Desc: POSTAGE		Acct: 10-221-322-0000	HFD -POSTAGE			
Desc: POSTAGE		Acct: 10-211-322-0000	HPD -POSTAGE			
Vendor Total:			200.00	0.00	200.00	
048185	VALLEY IMAGING & AWARDS			2/02/2024	90313	
21319	AWARD PLATE	0.00	\$63.00	0.00	63.00	
Desc: AWARD PLATE		Acct: 10-121-340-0000	TM -EMPLOYEE AWARDS BANQUET			
Vendor Total:			63.00	0.00	63.00	
048300	VALLEY NEWS	VALLEY NEWS		2/02/2024	90314	
123440,433614 jan	2024 POSITIONS FOR VOTERS	0.00	\$163.35	0.00	163.35	
Desc: 2024 POSITIONS FOR VOTERS		Acct: 10-131-312-0000	TC -ADVERTISING			
125911,4432429	SB AGENDA 02.06.2024	0.00	\$212.40	0.00	212.40	
Desc: SB AGENDA 02.06.2024		Acct: 10-111-312-0000	SB -ADVERTISING			
125911,4432277	WARNING TO HTFD VOTERS	0.00	\$99.00	0.00	99.00	
Desc: WARNING TO HTFD VOTERS		Acct: 10-111-312-0000	SB -ADVERTISING			
125717,4431924	DEPUTY FIRE MARSHAL	0.00	\$108.50	0.00	108.50	
Desc: JOB AD		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING			
Vendor Total:			583.25	0.00	583.25	
048310	VALLEY TURF SERVICES			2/02/2024	90315	
1493	Watson Park turf damage	0.00	\$5,750.00	0.00	5,750.00	
Desc: Watson Park turf damage		Acct: 10-521-417-0018	PR - EXTRAORDINARY EXP			
Vendor Total:			5,750.00	0.00	5,750.00	
048617	VERMONT ELEVATOR INSPECTION			2/02/2024	90316	
38192	INSPECTIONS	0.00	\$100.00	0.00	100.00	
Desc: INSPECTION		Acct: 10-221-321-0100	HFD -REPAIRS & MAINT-BUILDING			

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	Desc:	INSPECTION	Acct:	10-211-321-0100	HPD -REPAIRS & MAINT-BUILDING	
Vendor Total:				100.00	0.00	100.00
050090	VERMONT LEAGUE OF CITIES AND TOWNS		VERMONT LEAGUE OF CITIES AND TOWNS		2/02/2024	90317
	MAC2023-0481	Town Manager Recruitment Services	12,500.00	\$15,000.00	0.00	15,000.00
	Desc:	Town Manager Recruitment Services	Acct:	10-121-318-0005	TM -Contract Services - Town Manager	
	Desc:	Town Manager Recruitment Services	Acct:	30-975-315-0111	Recruitment - Town Manager	
	Desc:	Town Manager Recruitment Services	Acct:	50-955-315-0111	Recruitment - Town Manager	
	Desc:	Town Manager Recruitment Services	Acct:	55-955-315-0111	Recruitment - Town Manager	
	Desc:	Town Manager Recruitment Services	Acct:	60-965-315-0111	Recruitment - Town Manager	
	Desc:	Town Manager Recruitment Services	Acct:	65-965-315-0111	Recruitment - Town Manager	
Vendor Total:				15,000.00	0.00	15,000.00
051942	VISION GOVERNMENT SOLUTIONS		VISION GOVERNMENT SOLUTIONS		2/02/2024	90318
	111108	CAMA SOFTWARE 2024	0.00	\$9,837.00	0.00	9,837.00
	Desc:	CAMA SOFTWARE 2024	Acct:	10-174-318-0000	ASE -CONTRACTED SERVICES	
Vendor Total:				9,837.00	0.00	9,837.00
051943	VISION SERVICE PLAN		VISION SERVICE PLAN		2/02/2024	90319
	FEB'24	VISION INS FEB'24	0.00	\$1,944.80	0.00	1,944.80
	Desc:	VISION INS FEB'24	Acct:	10-012-300-0225	ACCRUED VISION INSURANCE PAYAI	
Vendor Total:				1,944.80	0.00	1,944.80
053150	SWISH WHITE RIVER LTD				2/02/2024	90320
	W601556	CLEANING SUPPLIES	163.10	\$163.10	0.00	163.10
	Desc:	CLEANING SUPPLIES	Acct:	60-961-323-0000	MATERIAL & SUPPLIES	
	W601554	CLEANING SUPPLIES	54.90	\$54.90	0.00	54.90
	Desc:	CLEANING SUPPLIES	Acct:	60-961-323-0000	MATERIAL & SUPPLIES	
Vendor Total:				218.00	0.00	218.00
053650	WILSON TIRE INC				2/02/2024	90321
	536002	SEVICE	0.00	\$738.00	0.00	738.00
	Desc:	Scheduled Maintenance PD5	Acct:	10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES	
	536001	SEVICE	0.00	\$783.00	0.00	783.00
	Desc:	Scheduled Maintenance PD4	Acct:	10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES	
	Desc:	SEVICE	Acct:	10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES	
Vendor Total:				1,521.00	0.00	1,521.00
054150	WISDOM & POWER LLC				2/02/2024	90322
	DEC'23	SOLAR ARRAY DEC'23	1,965.11	\$1,965.11	0.00	1,965.11
	Desc:	December solar electricity	Acct:	50-952-329-0000	ELECTRICITY	
	SEP-OCT'23	SOLAR ARRAY SEP-OCT'23	3,930.22	\$3,930.22	0.00	3,930.22
	Desc:	September & October 2023 solar elec	Acct:	50-952-329-0000	ELECTRICITY	
Vendor Total:				5,895.33	0.00	5,895.33
054160	WITMER PUBLIC SAFETY, INC				2/02/2024	90323
	INV393071	UNIFORMS	0.00	\$39.00	0.00	39.00
	Desc:	PPE HELMET FRONTS	Acct:	10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN	

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INV393068	UNIFORMS		0.00	\$85.98	0.00	85.98
Desc:	PPE HELMET FRONTS	Acct: 10-221-331-0100		HFD -FIRE SUPPRESSION EQUIPMEN		
Vendor Total:				124.98	0.00	124.98
054600	WOOD, JOHN G. JR	JOHN G. WOOD JR		2/02/2024		90324
FEB'24	REIMBURSEMENT		0.00	\$164.90	0.00	164.90
Desc:	Ret reimb feb24	Acct: 10-221-418-0100		HFD -RETIREE HEALTH INSURANCE		
Vendor Total:				164.90	0.00	164.90
059772	SHARPENING SHED INC. (THE)	THE SHARPENING SHED INC		2/02/2024		90325
22175	ZAMBONI KNIFE		0.00	\$41.00	0.00	41.00
Desc:	ZAMBONI KNIFE	Acct: 10-530-318-0000		PR -CONTRACTED SERVICES		
Vendor Total:				41.00	0.00	41.00
059847	COUTERMARSH, TOM	TOM COUTERMARSH		2/02/2024		90326
FEB'24	REIMBURSEMENT		916.80	\$916.80	0.00	916.80
Desc:	Ret Reimb JFeb24	Acct: 50-955-418-0100		RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb feb24	Acct: 55-955-418-0100		RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb feb24	Acct: 60-965-418-0100		RETIREE HEALTH INSURANCE		
Desc:	Ret Reimb feb24	Acct: 65-965-418-0100		RETIREE HEALTH INSURANCE		
Vendor Total:				916.80	0.00	916.80
059882	CARY, SANDRA	SANDRA CARY		2/02/2024		90327
2024-6	REIMBURSEMENT - AMAZON		0.00	\$141.65	0.00	141.65
Desc:	REIMBURSEMENT - AMAZON	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF		
Vendor Total:				141.65	0.00	141.65
060110	NATIONAL - METER	NATIONAL BUSINESS TECHNOLOGIES LLC		2/02/2024		90328
IN592388	METER-COPIER - JAN'24		99.00	\$206.55	0.00	206.55
Desc:	METER-COPIER- JAN'24 DPW V1178	Acct: 10-325-330-0000		DPW -OFFICE EQUIPMENT		
Desc:	METER-COPIER- JAN'24 DPW V1178	Acct: 50-955-330-0000		OFFICE EQUIPMENT		
Desc:	METER-COPIER- JAN'24 DPW V1178	Acct: 55-955-330-0000		OFFICE EQUIPMENT		
Desc:	METER-COPIER- JAN'24 DPW V1178	Acct: 60-965-330-0000		OFFICE EQUIPMENT		
Desc:	METER-COPIER- JAN'24 DPW V1178	Acct: 65-965-330-0000		OFFICE EQUIPMENT		
Desc:	METER-COPIER-NOV'23 - TC V1179	Acct: 10-151-318-0000		TC -CONTRACTED SERVICES		
IN591546	METER COPIER - 12.29.23-01.28.24		0.00	\$243.32	0.00	243.32
Desc:	METER COPIER - JAN 2024 - PLANN	Acct: 10-622-323-0000		PDZ -MATERIAL & SUPPLIES		
Desc:	METER COPIER - JAN 2024 - FD	Acct: 10-221-320-0000		HFD -EQUIP OPERATION/MAINT-OFFI		
Desc:	METER COPIER - JAN 2024 - REC	Acct: 10-511-318-0000		PR -CONTRACTED SERVICES		
Desc:	METER COPIER - JAN 2024 - FIN	Acct: 10-171-323-0000		FIN -MATERIAL & SUPPLIES		
Desc:	METER COPIER - JAN 2024 TM	Acct: 10-121-318-0000		TM -CONTRACT SERVICES		
Desc:	METER COPIER - JAN 2024 - VALUATIO	Acct: 10-174-318-0000		ASE -CONTRACTED SERVICES		
Vendor Total:				449.87	0.00	449.87
060111	NATIONAL - LEASES	NATIONAL BUSINESS TECHNOLOGIES		2/02/2024		90329
81853841	LEASE COPIER - JAN'24 - STN2		0.00	\$59.25	0.00	59.25
Desc:	LEASE COPIER - JAN'24 - STN2	Acct: 10-221-320-0000		HFD -EQUIP OPERATION/MAINT-OFFI		
Vendor Total:				59.25	0.00	59.25

Report Date: 2/01/24
2:23PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 2/02/2024 - 2/02/2024

Page: 23
User: florentina

ReportAPINHDD_PmtByDate

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.
060124	GREEN MAPLE, LLC		GREEN MAPLE, LLC		2/02/2024	90330
128057	SOLAR ARRAY OCT'23		6,083.38	\$25,886.73	0.00	25,886.73
Desc:	October 2023 solar electricity	Acct:	10-530-329-0000	PR -ELECTRICITY		
Desc:	October 2023 solar electricity	Acct:	10-161-329-0000	TH -ELECTRICITY		
Desc:	October 2023 solar electricity	Acct:	10-221-329-0000	HFD -ELECTRICITY		
Desc:	October 2023 solar electricity	Acct:	10-211-329-0000	HPD -ELECTRICITY		
Desc:	October 2023 solar electricity	Acct:	10-271-329-0000	DISP -ELECTRICITY		
Desc:	October 2023 solar electricity	Acct:	55-953-329-0000	ELECTRICITY		
Desc:	October 2023 solar electricity	Acct:	60-962-329-0000	ELECTRICITY		
Desc:	October 2023 solar electricity	Acct:	10-421-329-0000	SEN -ELECTRICITY / GAS		
Desc:	October 2023 solar electricity	Acct:	30-971-329-0000	ELECTRICITY		
Desc:	October 2023 solar electricity	Acct:	65-964-329-0000	ELECTRICITY		
160057	SOLAR ARRAY DEC'23		1,399.77	\$5,956.50	0.00	5,956.50
Desc:	December 2023 solar electricity	Acct:	10-530-329-0000	PR -ELECTRICITY		
Desc:	December 2023 solar electricity	Acct:	10-161-329-0000	TH -ELECTRICITY		
Desc:	December 2023 solar electricity	Acct:	10-221-329-0000	HFD -ELECTRICITY		
Desc:	December 2023 solar electricity	Acct:	10-211-329-0000	HPD -ELECTRICITY		
Desc:	December 2023 solar electrcity	Acct:	10-271-329-0000	DISP -ELECTRICITY		
Desc:	December 2023 solar electricity	Acct:	55-953-329-0000	ELECTRICITY		
Desc:	December 2023 solar electricity	Acct:	60-962-329-0000	ELECTRICITY		
Desc:	December 2023 solar electricity	Acct:	10-421-329-0000	SEN -ELECTRICITY / GAS		
Desc:	December 2023 solar electricity	Acct:	30-971-329-0000	ELECTRICITY		
Desc:	December 2023 solar electricity	Acct:	65-964-329-0000	ELECTRICITY		
176057	SOLAR ARRAY - JAN'24		1,866.37	\$7,942.00	0.00	7,942.00
Desc:	January 2024 solar electricity	Acct:	10-530-329-0000	PR -ELECTRICITY		
Desc:	January 2024 solar electricity	Acct:	10-161-329-0000	TH -ELECTRICITY		
Desc:	January 2024 solar electricity	Acct:	10-221-329-0000	HFD -ELECTRICITY		
Desc:	January 2024 solar electricity	Acct:	10-211-329-0000	HPD -ELECTRICITY		
Desc:	January 2024 solar electricity	Acct:	10-271-329-0000	DISP -ELECTRICITY		
Desc:	January 2024 soalr electricity	Acct:	55-953-329-0000	ELECTRICITY		
Desc:	January 2024 solar electricity	Acct:	60-962-329-0000	ELECTRICITY		
Desc:	January 2024 solar electricity	Acct:	10-421-329-0000	SEN -ELECTRICITY / GAS		
Desc:	January 2024 solar electricity	Acct:	30-971-329-0000	ELECTRICITY		
Desc:	January 2024 solar electricity	Acct:	65-964-329-0000	ELECTRICITY		
Vendor Total:				39,785.23	0.00	39,785.23
500387	EXECUSUITE, LLC				2/02/2024	90331
30500	RENT - FEB'23		0.00	\$400.00	0.00	400.00
Desc:	RENT - FEB'23	Acct:	10-121-318-0600	TM -CONTRACT SERVICES - PARKING		
Vendor Total:				400.00	0.00	400.00
500477	CALEA				2/02/2024	90332
INV42496	MEMBERSHIP		0.00	\$3,978.00	0.00	3,978.00
Desc:	Annual Membership	Acct:	10-211-318-0000	HPD -CONTRACTED SERVICES		
Vendor Total:				3,978.00	0.00	3,978.00
500660	JP PEST SERVICE				2/02/2024	90333
3713116	MONTHLY CONTRACT FEE		0.00	\$88.00	0.00	88.00
Desc:	MONTHLY CONTRACT FEE	Acct:	10-161-318-0000	TH -CONTRACTED SERVICES		

Report Date: 2/01/24
2:23PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 2/02/2024 - 2/02/2024

Page: 24
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name					
Vendor ID	Vendor Name		Payee Name		Check Date	Check No.
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:				88.00	0.00	88.00
500894	SECURSHRED		SECURSHRED		2/02/2024	90334
	446613	SHREDDING	0.00	\$24.00	0.00	24.00
	Desc: SHREDDING		Acct: 10-325-318-0000		DPW -CONTRACT SERVICES	
Vendor Total:				24.00	0.00	24.00
500952	PRIMMER PIPER EGGLESTON & CRAMER P				2/02/2024	90335
	B04982-00013-277495	LEGAL: LINE OF CREDIT	0.00	\$88.50	0.00	88.50
	Desc: LEGAL: LINE OF CREDIT		Acct: 10-141-318-0000		LEG -CONTRACTED SERVICES	
Vendor Total:				88.50	0.00	88.50
502921	BARRETT, RALPH & SUSAN		BARRETT RALPH & SUSAN		2/02/2024	90336
	2024	BOA TAX REIMBURSEMENT	0.00	\$727.77	0.00	727.77
	Desc: BOA TAX REIMBURSEMENT		Acct: 10-003-100-0000		CURRENT TAXES RECEIVABLE	
Vendor Total:				727.77	0.00	727.77
FUND 1 0				Bank Total:		5,257,761.66
Holdback Total						5,267,817.86
Batch Totals:			0.00	224,823.98	0.00	5,492,641.84

____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, January 23, 2024, 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; Greg Sheldon; Tom Howell; Dana Clawson; Paulette Osborne; Colin Butler; MaryKay Brown; Dennis Brown; Will Adler; Danny Brzozowski; Joie Finley; Rebecca Clarke; Brandon Smith; Maeve; Jordyn Fitch; Paul Hyson; Jeff Arnold; David Briggs; Peggy Adams; Lynn Bohi; Tim Fariel; Laura Cooney; Allison Litten; John Haffner; CHlco Eldridge

Zoom: Lana Livingston; Dan Fraser, Vice-Chair; Rocket, Member; Heidi Duto; FX Flinn; Eric Krauss; Mishelle Boleski; Gail Ostrout.

JAM Link: <https://www.youtube.com/watch?v=z0W4CdDQQZc>

- I. Call to Order the Selectboard Meeting by Chair, Mike Hoyt at 6:00 PM.
- II. Pledge of Allegiance was recited and led by Town Manager, John Haverstock.
- III. Local Liquor Control Board: None
- IV. Local Cannabis Control Board: None
- V. Order of Agenda: Item 5.k. is tabled until the next meeting.
- VI. Selectboard

1. Public Comment: the full comments from the citizens can be found on the JAM link noted above.

Paulette Osborne from Hartford spoke to the Selectboard about a comment the Lannie Collins made at the last meeting. She supports the event and said it would be a positive experience for everyone. She was upset over the bomb threats and believes in "live and let live."

Joie Finley from the Main St. Museum spoke to the Selectboard about the cancelled performance of Drag Story Hour and the performers have agreed to come back to do their performance.

Jordyn Fitch works in WRJ with the youth and supports the Drag Story Hour for all.

Danny Brzozowski commented on the comments from the last meeting by Mr. Collins and supports the Drag Story Hour.

John Haffner from Wilder spoke to the Selectboard and supports the Drag Story Hour. He attended and enjoyed the show with his family until they were evacuated.

Val Warner from Quechee supports the Drag Story Hour. He opposes Lannie Collins's comments and said bomb threats are scary.

CHlco Eastridge from WRJ supports the Drag Story Hour. He said threats of violence are wrong.

Brandon Smith from WRJ, also running for Selectboard in March, Supports programs like the Drag Story Hour.

Steven Pomije from WRJ says diversity is a good thing in our community.

David Briggs, WRJ, shared plans for the downtown renovations and expansion of the Hotel Cooledge/Gates Street Block.

Jeff Arnold, Wilder, supports the Sales Tax and asked if funds could be used toward School District expenses.

Colin Butler, Hartford, supports the Drag Story Hour.

Heidi Duto, WRJ said that everyone should be respectful for all.

2. Selectboard Comments and Announcements

Mary Erdie thanked Public Works for plowing the last storm. She also thanked Dillon Walsh for helping at the IDEAL VT meeting held at Town Hall. Also, Dana Clawson who helped with the temperature in the conference room.

Kim Souza encouraged Lannie Collins to reach out to the people that commented tonight about his comment made at the last meeting. She was in a similar situation and found it very positive to do so.

Ally Tufenkjian thanked everyone that came out to the meeting tonight.

Rocket thanked DPW for their work. He is sorry he is on Zoom tonight – he isn't feeling well. He thinks not responding to the citizen comments when they are made might be something the Board should adopt. He thanked Joe Major and Esme Cole for the February 20th event on housing. He also asked about the status of the power doors for Bugbee Sr. Center. They asked for them a while ago.

Lannie Collins said he represents all citizens including the faith-based community. He opposes all bomb. threats.

3. Appointments: None

4. Town Manager's Report, January 23, 2024

Town Manager's Office

The Town's HR Director and Executive Assistant to the Town Manager, Paula Nulty, has been working remotely for several weeks and will continue do so through the end of this week and will be unable to work in any capacity until April. Lana Livingston has returned half-time and the hope is that her office hours will increase over time as her recovery continues.

Bugbee Senior Center

Following a meeting with Town Staff (Gail Ostrout, Scott Hausler, Dana Clawson and the Town Manager in November), the Architects from Studio Nexus met to update the leadership of the Bugbee Senior Center in December. The architects will continue their work and update the Selectboard at a future date.

Welcoming and Engaging Community Cohort

The Town's application to once again participate in the Welcoming and Engaging Community Cohort has been accepted and the Town Manager, Lt. Commander Connie Kelley and Selectboard member Kim Souza attended a kick-off session on January 9 at the VLCT offices in Montpelier.

Center for Cartoon Studies

A big "thank you" to Michelle Ollie for giving the Town Manager an excellent and informative tour of the Center for Cartoon Studies. It was great to see the campus and meet staff and several students.

Selectboard Structures Training

This is a reminder that Dominic Cloud will lead a Selectboard workshop devoted on the topic of Selectboard structures and committee liaison assignments on January 31st.

Significant Activity Reports Link:

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/465>

5. Board Reports, Motions & Ordinances

- a. **Public Hearing No. 1 on Charter Revision Proposal**
Selectboard Clerk, Kim Souza made the motion to recess the Selectboard Meeting and Opened the Public Hearing. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

The revised Charter was presented. The full comments from the citizens can be found on the JAM link noted above.

Dennis Brown said the sales tax would harm retailers.

Jeff Arnold said he supports a sales tax. The LOT now averages \$250-300k. He suggested that the sales taxes to be given to the schools. Last time we did not lose any businesses. 1% is minimal.

Tim Fariel does not support the sales tax.

Colin Butler questioned the process. It is unclear what the LOT is going to be. There needs to be more research before going forward. He opposes the sales tax.

Mary Kay Brown concerning the rental housing regulation she supports the just cause language. The current proposal is not helpful as it is already in the State Laws.

Lynn Bohi was the cochair of the Charter Review Committee. She explained the Quorum as a majority section.

Richard Kip Miller, long time business/land owner. He asked Kim Souza what she meant as "retail". She responded that it is the same as the State rules.

FX Flinn spoke to the philosophy of town governance. We are a town meeting based town as opposed to a city government. He listed the proposals that the Charter committee put in the charter for review by the selectboard. Many of those items have been taken off the current one being reviewed tonight.

Colin Butler responded that there has been info put out for the public already about the current proposed charter.

Michelle Boleski suggested that the Selectboard pause the process. This affects the School Board as well and they should be in on the conversation. The process and the procedure is confusing and bad timing. The businesses need feedback. Maybe a new committee needs to be formed.

Erik Krauss agreed with FX Flinn's analysis however believes that there is inadequate information as no experts had input.

Public Hearing No. 2 will be on February 6, 2024.

Selectboard Member, Lannie Collins made the motion to close the Public Session at 9:25pm. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard Chair, Mike Hoyt reopened the Selectboard Meeting.

- b. Consider Modifying Charter Revision Proposal
Modifications to the presented Charter were discussed.

Selectboard Clerk, Kim Souza made the motion that the Selectboard table the decision to put the Charter until the November 2024 Ballot. Selectboard member, Ally Tufenkjian seconded the motion. 3 vote yes (Souza, Rocket, Tufenkjian), 4 voted no (Hoyt, Erdei, Fraser, Collins) – the motion failed.

Selectboard Member, Lannie Collins made the motion to strike 103(17) from the Charter. Selectboard Member, Rocket seconded the motion. 6 voted yes, 1 (Souza) voted no. The motion passed.

Selectboard Clerk, Kim Souza made the motion to strike the words “or person” from 201(b)(2). Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Selectboard Member, Mary Erdei made the motion to approve several modifications that were discussed. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Mike Hoyt – clarifying language.

- 301(d) Asst. Town Treasurer change to Town Manager and School Superintendent
- The Assistant Town Treasurer shall be compensated at the same rate as the Town Treasurer when exercising the powers of the Town Treasurer.
- 401(c) (2) leave this in – Rights and Privileges.
- 201e (1) Adding “prior to Budget and Candidates Night”
- 203 (2) E Duties of elected officers: Change to “The affirmative vote of three members present at a meeting at which a quorum of at least five members are present shall be necessary to exercise authority.”

- c. Review, Revise and Adopt FY2025 General Fund Budget
The WARNING FOR ANNUAL TOWN & SCHOOL DISTRICT MEETING DAY 2024 and The WARNING FOR ANNUAL TOWN MEETING 2024 were presented and discussed.

Selectboard Member, Mary Erdei made the motion that the Selectboard approve of the fiscal year 2025 General Fund budget totaling \$21,655,825.44 to be funded with \$3,152,042.92 in non-tax revenue, \$2,000,000 from the Unassigned Fund balance and \$16,503,782.52 to be raised by taxes. Selectboard Clerk, Kim Souza seconded the motion. 6 voted yes, 1 voted no (Collins). The motion passed.

Selectboard Clerk, Kim Souza made the motion That the Selectboard approve of the fiscal year 2025 Solid Waste Fund budget totaling \$881,652.47 to be funded with \$647,000.00 of revenue. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

Selectboard Member, Ally Tufenkjian made the motion to approve the That the Selectboard approve of the fiscal year 2025 White River Water Fund budget totaling \$1,293,874.20, to be funded with \$1,294,803.00 of revenue. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

Selectboard Member, Lannie Collins made the motion That the Selectboard approve of the fiscal year 2025 Quechee Water Fund budget totaling

\$532,600.53 to be funded with \$515,000.00 of revenue. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Selectboard Member, Mary Erdei made the motion That the Selectboard approve of the fiscal year 2025 White River Wastewater Fund budget totaling \$1,944,171.94 to be funded with \$1,968,186.00 of revenue. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard Member, Lannie Collins made the motion That the Selectboard approve of the fiscal year 2025 Quechee Wastewater Fund budget totaling \$1,257,709.07 to be funded with \$1,224,737.00 of revenue. Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Other: (Ally Tufenkjian) Town and School Meeting Agenda and the Annual Town Meeting Warning. The amount of dependent care reimbursement is \$20 not \$15.

Selectboard Clerk, Kim Souza made the motion that the Selectboard approve the Warning for the Annual Town Meeting 2024. Selectboard Member, Ally Tufenkjian seconded the motion. 7 were in favor the motion passed.

Selectboard Member, Ally Tufenkjian made the motion approve the language for the Warning for the Annual Town and School District Meeting Day for 2024 with the following revision for #3. Selectboard Members eligible to receive a dependent care reimbursement in the amount of \$20.00 per hour for meeting attendance. Selectboard Clerk, Kim Souza seconded the motion. 6 voted yes, 1(Collins) voted no. The motion passed.

- d. Discuss Sister City Committee Trip
Selectboard Clerk, Kim Souza made the motion to authorize the Town Manager to fund the Sister City Committee not to exceed \$4,000 separated from the part by the Bryne Foundation Fund Raising money. Selectboard Member, Ally Tufenkjian seconded the motion. 5 were in favor, 1 voted no (Collins), 1 abstained (Fraser) and the motion passed.
- e. Report on Activities from Environmental Sustainability Coordinator **Tabled.**
- f. Consider Use of Climate Action Reserve Funds **Tabled**
- g. Consider Police Department Request to Purchase Rifles
Selectboard Member, Lannie Collins made the motion to award the bid to Ridgeline Outfitters LLC (4 Bud Way, Suite 19, Nashua, NH 03063 int eh amount of \$29,917.92. Selectboard Member, Mary Erdei seconded the motion. 6 were in favor, 1voted no (Tufenkjian) and the motion was passed.
- h. Consider Revised Utility Agreement with VTrans Water Line Relocation **Tabled**
- i. Consider Dump Truck Bid Award Revision
Selectboard Member, Lannie Collins made the motion to Authorize the Town Manager to sign Tax-Exempt Leasing Corporation's Exhibits A-I, and other related documents for the financing of a new 6-wheel dump truck to replace dump truck H5. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

- j. Authorize Additional Signatory for Town Bank Account
Selectboard Member, Mary Erdei made the motion to add the Selectboard Chair to the Town of Hartford bank Account. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.
- k. Discuss Improved Access to Town Policies and Ordinances **Tabled**
- l. Review and Approve Select Board 2024 Meeting Calendar
Selectboard Clerk, Kim Souza made the motion to approve the 2024 Meeting Calendar, Selectboard member, Mary Erdei seconded the motion. All were in favor and the motion passed.

VII. Commission Reports

Mary Erdei, Selectboard Liaison

Two vacancies on Parks and Recreation.

After dubious weather beginnings for winter, the cold weather has established that the fishing derby at Dewey will occur. And the Red Zone 5 k race will also occur on Superbowl Saturday. The 2024 calendar was discussed and adopted. The ice rink over the Christmas holidays set a record for number of skaters, perhaps due to lack of skiing in the area. And the Zamboni has a new charger that was paid for through an insurance claim. Lastly, a survey is close to completion for public input on determining if there is a desire for a new community center and any input from the public on meeting these needs of the community and its residents.

Hartford Committee on Racial Equity & Inclusion (HCOREI): Ally Tufenkjian

-Julia Lau, Hartford School District Equity Coordinator, shared the impressive work that she is doing in collaboration with principals, teachers, and students in our school district. She asked for some feedback on school district initiatives she is working on and is excited to collaborate more with the committee. We are very lucky to have Julia!

-Our Town Manager, John Haverstock, will be attending the February 7th HCOREI meeting to learn more about its work.

-One Committee vacancy

VIII. Consent Agenda: Approve Payroll Ending: 1/20/2024

Selectboard Clerk, Kim Souza made the motion to accept the Consent agenda. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

Approve A/P Manifest of: 1/19/2024 and 1/25/2024

Approve Meeting Minutes of: 1/9/2024

Note: Approved Selectboard Meetings: 2/6/2024, 2/20/2024

IX. Adjourn the Selectboard Meeting

Selectboard Clerk, Kim Souza made the motion to closed the meeting at 11:30PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

TOWN OF HARTFORD SELECTBOARD MINUTES

Wednesday, January 31, 2024, 6:00pm

Hartford Town Hall, 171 Bridge Street,

White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Michael Hoyt, Chair; Kim Souza, Clerk; Lannie Collins, Member; Mary Erdei, Member; Rocket, Member; Ally Tufenkjian, Member; John Haverstock; Dominic Cloud; Joyce Perkins.

- I. Call to Order the Selectboard Meeting by Chair, Mike Hoyt at 6:01 pm.
- II. Pledge of Allegiance was recited and led by John Haverstock
- III. Order of Agenda: There were no changes to the order of agenda.
- IV. Selectboard
 - 1. Public Comments: None
 - 2. Selectboard Comments:
Kim Souza thanked everyone for attending.
Rocket welcomed Dominic Cloud.
 - 3. Workshop to Discuss Committee Structure and Selectboard Liaisons: VLCT Consultant, Dominic Cloud led a discussion about the Town's lack of current policy regarding Selectboard members serving as members and/or liaisons on Town boards, commissions and committees. Cloud discussed the approach other Vermont municipalities have taken and discussed a draft policy that the Town of Hartford might wish to modify and adopt. Following extended discussion, Cloud stated that he planned to produce a revised draft policy for possible Selectboard adoption at its meeting of February 20, 2024.
- V. Adjourn the Selectboard Meeting
Selectboard Clerk, Ally Tufenkjian made the motion to adjourn the meeting at 7:42 PM. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

Kim Souza, Clerk
January 31, 2024