TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, March 19, 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 – 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
III. Local Liquor Control Board (6:05)
  a. Consider the Renewal of Global Montello Group Corp. doing business as: Jiffy Mart #439, 6000 Woodstock Road, Quechee, VT 05701. (2nd Class; Tobacco and Tobacco Endorsement)
  b. Consider the Renewal of: Evans Group of Vermont, Inc. doing business as Evans Expressmart, 1038 N Main St., White River Jct., VT 05001 (2nd Class, Tobacco and Tobacco Substitute Endorsement)
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
  Renewal: Consider the reappointment of Tom McCleary to the Parks & Recreation Commission for a three year term beginning March 19, 2024 and ending March 18, 2027.
  4. Town Manager's Report (6:30)
  Significant Activity Reports Link: https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/475
  5. Board Reports, Motions & Ordinances
    a. Remarks on Hometown Heroes Project (6:40)
    b. CSO Grant Application (6:55)
    c. Discuss Utility Assessment (7:10)
    d. Discuss Retention of VISION Consultant for Revaluation (7:20)
    e. Continued Discussion of Selectboard Liaison Assignments (7:30)
    f. Block Grant for Public Safety Complex Heat Pumps (7:40)
    g. Appointment of Authorized Representatives to Act on Bond Bank Matters (7:50)
    h. Appointment of Authorized Representatives to Act on Water and Wastewater Loans and Grants (7:55)
VII. Commission Reports
VIII. Consent Agenda

Approve Payroll Ending: 3/16/2024
Approve A/P Manifest of: 3/15/2024 & 3/21/2024
Approve Meeting Minutes of: 3/12/2024
Note: Already Approved Selectboard Meetings are: 3/27/2024-workshop 4/2/2024; 4/16/2024 and 4/30/2024

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

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

HARTFORD LIQUOR/TOBACCO LICENSE -ADDITIONAL INFORMATION

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

Incomplete applications will cause delays in processing

Date: _____ Applicant: Global Montello Group Corp.

Doing Business As: Jiffy Mart #439

Mailing Address:
800 South Street, Suite 500, Waltham, MA 02453 6800 Woodstock Rd

Telephone Number(s): (781) 398-4419 E-mail permits@globalp.com

Other Contact Name: (if applicable) _____

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

Eric Slifka, Director - [redacted]

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

None

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

None

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

Global Montello Group Corp.

Licensee's Signature	By: Sean T. Geary, Chief Legal Officer Printed Name	1/2/24 Date
Licensee's Signature	Printed Name	Date

VERMONT

DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID: **DLL - Application - 36997**
Application for: Second Class License
Category of Business: Second Class

Business/ Entity Information

Business/ Entity Name:
Global Montello Group, Corp.

Business Address:
800 South St,
Waltham, Massachusetts 02453

Phone:
781-398-4419

Email:
mpetz@globalp.com

Business ID:
0081128

Entity Type:
Business Corporation

Management Type if LLC:

People Information

- **Person:**
  Global Montello Group Corp.

Business Role:
Business Principal

Business Address:
,
, ,

Phone:

Email:
permits@globalp.com

US Citizen?

Political Position

Name: Global Montello Group Corp.

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Location/ Premises Detail

Location Name:

Do you lease this Premises:

Jiffy Mart #439

Location Address:
6800 Woodstock Road,
Hartford, Vermont 05701

Local Jurisdiction/ Town Clerk:
Hartford

Health License:
Food:9668
Lodging:

Vermont Tax Department:
10013992-008

Education Details

Student Name:
Mark Brocar

Training Completion Date:
Fri Nov 24 00:00:00 GMT 2023

Mode of Training:
DLC Online Training

Type of Training:
Second Class (Off Premise)

Foundational License (if applicable)

License Type:
Second Class

License Number:
LP-020504

Licensee Name:
Jiffy Mart #439

License Status:
License Active - Ready for Renewal

Licensee Address:
6800 Woodstock Road ,
Quechee, Vermont 05701

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-02213	Other	LN-021732
D-02214	Other	LN-021732
D-13036	Other	Global Montello Group, Corp.
D-01127	Other	Global Montello Group, Corp.
D-02213	Other	LN-021732
D-02214	Other	LN-021732

Payment and Acknowledgement

Signed by:
Sean T. Geary, CLO

Date of Submission:
2024-02-07 19:33:35

Local Application Fee:

State of Vermont / DLL Application Fee:
70.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:
false

VERMONT

DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID: DLL - Application - 35051
Application for: Tobacco License
Category of Business: Tobacco

Business/ Entity Information

Business/ Entity Name:
Global Montello Group, Corp.

Business Address:
800 South St,
Waltham, Massachusetts 02453

Phone:
781-398-4419

Email:
mpetz@globalp.com

Business ID:
0081128

Entity Type:
Business Corporation

Management Type if LLC:

People Information

- **Person:**
  Global Montello Group Corp.

Business Role:
Business Principal

Business Address:
,
, ,

Phone:

Email:
permits@globalp.com

US Citizen?

Political Position

Name: Global Montello Group Corp.

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Location/ Premises Detail

Location Name:

Do you lease this Premises:

Jiffy Mart #439

Location Address:
6800 Woodstock Road,
Hartford, Vermont 05701

Local Jurisdiction/ Town Clerk:
Hartford

Health License:
Food:
Lodging:

Vermont Tax Department:

Education Details

Student Name:

Mode of Training:

Training Completion Date:

Type of Training:

Foundational License (if applicable)

License Type:
Tobacco

Licensee Name:
Jiffy Mart #439

Licensee Address:
6800 Woodstock Road ,
Hartford, Vermont 05701

License Number:
LP-020505

License Status:
License Active - Ready for Renewal

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-02213	Other	LN-021732
D-02214	Other	LN-021732
D-01127	Other	Global Montello Group, Corp.
D-02213	Other	LN-021732
D-02214	Other	LN-021732

Payment and Acknowledgement

Signed by:

Date of Submission:
2023-12-28 17:06:19

Local Application Fee:
0

State of Vermont / DLL Application Fee:
110.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:
false

VERMONT

DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID:	**DLL - Application - 37935**
Application for:	Tobacco Substitute Endorsement
Category of Business:	Tobacco

Business/ Entity Information

Business/ Entity Name:
Global Montello Group, Corp.

Business Address:
800 South St,
Waltham, Massachusetts 02453

Phone:
781-398-4419

Email:
mpetz@globalp.com

Business ID:
0081128

Entity Type:
Business Corporation

Management Type if LLC:

Foundational License (if applicable)

License Type:
Tobacco

Licensee Name:
Jiffy Mart #439

Licensee Address:
6800 Woodstock Road ,
Quechee, Vermont 05701

License Number:
LP-020506

License Status:
License Active - Ready for Renewal

License Start Date:
2023-04-30

License End Date:
2024-06-30

Event Contact/s

Person:

Business Role:

Business Address:
,
, ,

Phone:

Email:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Event Premises Details

Location Name:
Jiffy Mart #439

Location Address:
6800 Woodstock Road,
Hartford, Vermont 05701

Local Jurisdiction/ Town Clerk:
Hartford

Start date and time of event

End date and time of event

Approximate Number of Persons Expected

Describe the type of event/ OCP Area:

Documents Attached

Name	Document Type	Assosicated With
D-02213	Other	LN-021732
D-02214	Other	LN-021732
D-13036	Other	Global Montello Group, Corp.
D-01127	Other	Global Montello Group, Corp.
D-02213	Other	LN-021732
D-02214	Other	LN-021732

Payment and Acknowledgement

Signed by:

Date and time of Submission:
2024-02-22 18:05:27

Local Application Fee:
0

State of Vermont / DLL Application Fee:
50.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:
false

Fire Inspection Report

Hartford Fire Department

Inspection 10654

Inspection

Type	Liquor License Inspection
Status	Open/In-progress
Inspector	Alan Beebe
Unit Number	HFM3
Shift	DFM

Scheduled	02/28/2024 00:00	Scheduled	
Inspected On	02/27/2024 09:00		
Finished At	02/27/2024 09:45	Inspection Length	0.75
Next Inspection			

Occupant

Occupant Name	Jiffy Mart
Building Name	Mercantile
Contact Name	Dee Penn
Address	6800 WOODSTOCK RD
City, State and Zip	Quechee, VT 05059-
Phone	

Owner

Owner / Company	Global Montello Group
Contact Name	
Address	800 South Street, Suite 500
City, State and Zip	Waltham, MA 02453-
Phone	

Comments

When the key in the Knox box was checked, it did not work on the main door. Another key is needed for the Knox box.

Violation Summary

Status	Violation	Location
Closed	4.4.3.1 - Unobstructed Egress In every occupied building or structure, means of egress from all parts of the building shall be maintained free and unobstructed. - (Subway) Emergency exit partially blocked by garbage can. Shall be cleared. - (Store) Emergency exit partially blocked with storage materials	
Closed	12.4.1 - Fire Doors and Other Opening Protectives The installation and maintenance of assemblies and devices used to protect openings in walls, floors, and ceilings against the spread of fire and smoke within, into, or out of buildings shall comply with Section 12.4 and NFPA 80, Standard for Fire Doors and Other Opening Protectives. [80:1.1] - Fire Rated door separating upstairs and downstairs requires that it be closed at all times. The door catches on the flooring causing it to remain open when opened all of the way	

Closed	110.26 - Spaces About Electrical Equipment Access and working space shall be provided and maintained about all electrical equipment to permit ready and safe operation and maintenance of such equipment. - (Subway) Electrical panel partially blocked by storage shelving - (Downstairs) Debris in front of electrical panels shall be removed.
Closed	210.8(B) - GFCI Outlets All 125-volt, single-phase, 15- and 20-ampere receptacles installed in the locations specified in 210.8(A)(1) through (10) shall have ground-fault circuit interrupter protection for personnel. ie (Bathroom,Garage,Outdoors,Crawl spaces,Unfinished basements,Kitchen,Sinks,Boathouses,Bathrooms,Laundry Areas) - (Subway) GFCI outlet in back corner does not work. 210.8(B) Other Than Dwelling Units. All single-phase receptacles rated 150 volts to ground or less, 50 amperes or less and three-phase receptacles rated 150 volts to ground or less, 100 amperes or less installed in the following locations shall have ground-fault circuit-interrupter protection for personnel. (1) Bathrooms (2) Kitchens (3) Rooftops Exception: Receptacles on rooftops shall not be required to be readily accessible other than from the rooftop. (4) Outdoors Exception No. 1 to (3) and (4): Receptacles that are not readily accessible and are supplied by a branch circuit dedicated to electric snow-melting, deicing, or pipeline and vessel heating equipment shall be permitted to be installed in accordance with 426.28 or 427.22, as applicable. Exception No. 2 to (4): In industrial establishments only, where the conditions of maintenance and supervision ensure that only qualified personnel are involved, an assured equipment grounding conductor program as specified in 590.6(B)(3) shall be permitted for only those receptacle outlets used to supply equipment that would create a greater hazard if power is interrupted or having a design that is not compatible with GFCI protection. (5) Sinks — where receptacles are installed within 1.8 m (6 ft) from the top inside edge of the bowl of the sink Exception No. 1 to (5): In industrial laboratories, receptacles used to supply equipment where removal of power would introduce a greater hazard shall be permitted to be installed without GFCI protection. Exception No. 2 to (5): For receptacles located in patient bed locations of general care (Category 2) or critical care (Category 1) spaces of health care facilities other than those covered under 210.8(B)(1), GFCI protection shall not be required. (6) Indoor wet locations (7) Locker rooms with associated showering facilities (8)

	Garages, service bays, and similar areas other than vehicle exhibition halls and showrooms (9) Crawl spaces — at or below grade level (10) Unfinished portions or areas of the basement not intended as habitable rooms
Closed	14.14.5.2.1 - Illumination of Exit Signs Every sign required to be illuminated by 14.14.6.3, 14.14.7, and 14.14.8.1 shall be continuously illuminated as required under the provisions of Section 14.12, unless otherwise provided in 14.14.5.2.2. [101:7.10.5.2.1] - (Subway) Emergency lighting does not work near exit - (Dowstairs) Large emergency lighting near desk space is not working
Closed	9.9 - Portable Fire Extinguishers Portable fire extinguishers shall be located, installed, inspected and maintained in accordance with NFPA 1 section 13.6. - (store) Extinguishers shall be readily visible and avaiable for emergency use. Storage in front of the extinguisher needs to be removed.

Tickler History

Date	Type	Inspector	Narrative
02/28/2024	Emailed Notice	Beebe, Alan	An email was sent to str439@globalp.com Message: Dee, Thank you for allowing me to conduct the life safety inspection for your liqour license renewal. Attached is the report from the inspection that was done yesterday. Please let me know if you have any questions and also when things are caught up. I can then stop by for a quick follow-up inspection to close the inspection report out. Thank you Alan Beebe Deuty Fire Marshal Hartford Fire Department 603-359-6418
03/04/2024	Emailed Notice	Beebe, Alan	An email was sent to str439@globalp.com Message: Dee, Before you tear the exhaust hood out in the Subway section of your store, we should first make sure that the oven being used does not require an exhaust hood system to be located above it. Can you send me information on the oven and requirements for the installation? Thank you Alan Beebe Deputy Fire Marshal Hartford Fire Dept. 603-359-6418

Hartford Police Department

Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 2/29/2024

Re: Liquor Licenses

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

Jiffy Mart
6800 Woodstock Rd

Eric Slifka

Choose an item.

Choose an item.

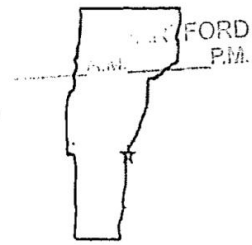
Emails RE-PD 2/14/24

FEB 15 2024

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

HARTFORD LIQUOR/TOBACCO LICENSE -ADDITIONAL INFORMATION

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

Incomplete applications will cause delays in processing

Date: 2/2/24 Applicant: Evans Group of Vermont Inc
Doing Business As: Evans Expressmart
Mailing Address:
PO Box 246 Lebanon NH 03766
Telephone Number(s): 603-448-3400 E-mail BethWhite@Evansgroupinc.com
Other Contact Name: (if applicable) _____

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

Derek Evans [redacted]

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

None

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

7/30/22

6/15/23 - Admin Ticket

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

Licensee's Signature	Printed Name	Date
[signature]	DEREK EVANS	2/7/24
Licensee's Signature	Printed Name	Date

RECEIVED
FEB 08 2024
TOWN OF HARTFORD
_____A.M._____P.M.

VERMONT
DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID: DLL - Application - 37004
Application for: Second Class License
Category of Business: Second Class

Business/ Entity Information

Business/ Entity Name:
Evans Group of Vermont, Inc.

Business Address:
PO BOX 246,
Lebanon, New Hampshire 03766

Phone:
(603) 448-3400

Email:
accounting@evansgroupinc.com

Business ID:
0000984

Entity Type:
Business Corporation

Management Type if LLC:

People Information

- **Person:**
  Beth White

Business Role:
Business Principal

Business Address:
,
, ,

Phone:

Email:
accounting@evansgroupinc.com

US Citizen?

Political Position

Name: Beth White

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Location/ Premises Detail

Location Name:

Do you lease this Premises:

Evans Expressmart

Location Address:
Route 5 & Airport Road,
Hartford, Vermont 05001

Local Jurisdiction/ Town Clerk:
Hartford

Health License:
Food:2454
Lodging:

Vermont Tax Department:
MRT-10022167

Education Details

Student Name:

Training Completion Date:

Mode of Training:

Type of Training:

Foundational License (if applicable)

License Type:
Second Class

License Number:
LP-012550

Licensee Name:
Evans Expressmart

License Status:
License Active - Ready for Renewal

Licensee Address:
Route 5 & Airport Road ,
White River Junction, Vermont 05001

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-03023	Other	LN-016433
D-03024	Other	LN-016433
D-03025	Other	LN-016433
D-03026	Other	LN-016433
D-03023	Other	LN-016433
D-03024	Other	LN-016433
D-03025	Other	LN-016433
D-03026	Other	LN-016433

Payment and Acknowledgement

Signed by:
Beth White

Date of Submission:
2024-02-07 19:50:47

Local Application Fee:

State of Vermont / DLL Application Fee:
70.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:

VERMONT

DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID: DLL - Application - 37015
Application for: Tobacco License
Category of Business: Tobacco

Business/ Entity Information

Business/ Entity Name:
Evans Group of Vermont, Inc.

Business Address:
PO BOX 246,
Lebanon, New Hampshire 03766

Phone:
(603) 448-3400

Email:
accounting@evansgroupinc.com

Business ID:
0000984

Entity Type:
Business Corporation

Management Type if LLC:

People Information

- **Person:**
  Beth White

Business Role:
Business Principal

Business Address:
,
, ,

Phone:

Email:
accounting@evansgroupinc.com

US Citizen?

Political Position

Name: Beth White

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Location/ Premises Detail

Location Name:

Do you lease this Premises:

Evans Expressmart

Location Address:
Route 5 & Airport Road,
Hartford, Vermont 05001

Local Jurisdiction/ Town Clerk:
Hartford

Health License:
Food:2454
Lodging:

Vermont Tax Department:
MRT-10022167

Education Details

Student Name:

Training Completion Date:

Mode of Training:

Type of Training:

Foundational License (if applicable)

License Type:
Tobacco

License Number:
LP-012551

Licensee Name:
Evans Expressmart

License Status:
License Active - Ready for Renewal

Licensee Address:
Route 5 & Airport Road ,
Hartford, Vermont 05001

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-03023	Other	LN-016433
D-03024	Other	LN-016433
D-03025	Other	LN-016433
D-03026	Other	LN-016433
D-03023	Other	LN-016433
D-03024	Other	LN-016433
D-03025	Other	LN-016433
D-03026	Other	LN-016433

Payment and Acknowledgement

Signed by:

Date of Submission:
2024-02-07 20:20:33

Local Application Fee:
0

State of Vermont / DLL Application Fee:
110.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:

VERMONT

DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID:	**DLL - Application - 37018**
Application for:	Tobacco Substitute Endorsement
Category of Business:	Tobacco

Business/ Entity Information

Business/ Entity Name:
Evans Group of Vermont, Inc.

Business Address:
PO BOX 246,
Lebanon, New Hampshire 03766

Phone:
(603) 448-3400

Email:
accounting@evansgroupinc.com

Business ID:
0000984

Entity Type:
Business Corporation

Management Type if LLC:

Foundational License (if applicable)

License Type:
Tobacco

Licensee Name:
Evans Expressmart

Licensee Address:
Route 5 & Airport Road ,
White River Junction, Vermont 05001

License Number:
LP-012552

License Status:
License Active - Ready for Renewal

License Start Date:
2023-04-30

License End Date:
2024-06-30

Event Contact/s

Person:

Business Role:

Business Address:
,
, ,

Phone:

Email:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Event Premises Details

Location Name:
Evans Expressmart

Location Address:
Route 5 & Airport Road,
Hartford, Vermont 05001

Local Jurisdiction/ Town Clerk:
Hartford

Start date and time of event

End date and time of event

Approximate Number of Persons Expected

Describe the type of event/ OCP Area:

Documents Attached

Name	Document Type	Assosicated With
D-03023	Other	LN-016433
D-03024	Other	LN-016433
D-03025	Other	LN-016433
D-03026	Other	LN-016433
D-03023	Other	LN-016433
D-03024	Other	LN-016433
D-03025	Other	LN-016433
D-03026	Other	LN-016433

Payment and Acknowledgement

Signed by:

Date and time of Submission:
2024-02-07 20:22:59

Local Application Fee:
0

State of Vermont / DLL Application Fee:
50.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:
false

Hartford Police Department

Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 2/26/2024

Re: Liquor Licenses

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

Evans Expressmart
1038 N Main St

Derek Evans

Choose an item.

Choose an item.

Fire Inspection Report

Hartford Fire Department

Inspection 10652

Inspection

Type	Liquor License Inspection
Status	Completed/Closed
Inspector	Alan Beebe
Unit Number	HFM3
Shift	DFM

Scheduled	02/28/2024 00:00	Scheduled	
Inspected On	02/27/2024 12:30		
Finished At	02/27/2024 13:00	Inspection Length	0.50
Next Inspection			

Occupant

Occupant Name	Evans Expressmart
Building Name	
Contact Name	
Address	1038 N MAIN ST
City, State and Zip	White River Junction, VT 05001-
Phone	802-295-7463

Owner

Owner / Company	EVANS GROUP INC
Contact Name	
Address	603-448-3400
City, State and Zip	,
Phone	

Comments

Violation Summary

Status	Violation	Location
Closed	4.4.3.1 · Unobstructed Egress In every occupied building or structure, means of egress from all parts of the building shall be maintained free and unobstructed. · Partially blocked exit in back room	Storage Room
Closed	110.26 · Spaces About Electrical Equipment Access and working space shall be provided and maintained about all electrical equipment to permit ready and safe operation and maintenance of such equipment. · Electrical panels require 36" of clearance in front of them.	Storage Room
Closed	9.9 · Portable Fire Extinguishers Portable fire extinguishers shall be located, installed, inspected and maintained in accordance with NFPA 1 section 13.6. · Debris blocking immediate access to extinguisher located next to back door	Storage Room

Tickler History

Date	Type	Inspector	Narrative
02/28/2024	Emailed Notice	Beebe, Alan	An email was sent to wrj@evansgroupinc.com Message: Good morning Ami Attached is the inspection report form yesterdays inspection of your store. Please let me kow when thngs are ready and I will swing in for a quick follow up in order to close this inspection out. Thank you Alan Beebe Deputy Fire Marshal Hartford Fire Dept 603-359-6418
03/11/2024	Emailed Notice	Beebe, Alan	An email was sent to wrj@evansgroupinc.com Message: Good afternoon I am checking in to see if the violations from the inspection on 2/27/2024 have been corrected. If so, I can stop in for a quick follow-up inspection and let the Town know that all violations have been corrected. Please advise Thank you Alan Beebe, Deputy Fire Marshal Hartford Fire Dept 603-359-6418
03/12/2024	Emailed Notice	Beebe, Alan	An email was sent to wrj@evansgroupinc.com Message: Ami, Thank you for correcting the few violations that you had from the Liqour License Life Safety Inspection that was done on 2/27/2024 at the Evans Express Mart. Attached is the closed out report showing all violations have been corrected. I have notified the Town of this status as well Great job! Alan Beebe, Deputy Fire Marshal Hartford Fire Dept 603-359-6418

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: Parks and Recreation Commission

I. APPLICANT DATA:

Name: Thomas McCleary

Address: 176 Forest Hills Ave. White River Jct., VT.

Telephone: (Home) [redacted] (Work) _____ (Other) 8023560890

Email Address: [redacted]

How long have you been a Hartford resident? 35

Are you a registered voter? Yes

II. EDUCATION:

High School: Oneida High School Year Graduated: 1972

College 1: Delhi SUNY Degree Earned: AAS

Course of Study: Vet. Assisting Year: 1974

College 2: Cornell University Degree Earned: ~~1976~~ BS

Course of Study: Ag Year: 1976

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
Department of Veterans Affairs	8/86 - 8/2014	Industrial Hygienist	
		Driver	
		Supply Tech.	

IV. PROFESSIONAL EXPERIENCE:

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

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? would benefit youth mostly and also adults.
Have served on other committees including this one

c. What are your past experiences in Municipal, State or Federal Government? worked for Federal Government for 30 years and served on various committees

d. What civic or social organizations have belonged to and what positions did you hold? Church - numerous duties and functions, coached Kiwanis league youth baseball team.

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? Upgrading parks and recreation facilities in town to meet needs of growing population

f. What might some solutions be? Procuring grants and alternate funding for playground equipment, picnic areas, etc.

g. Other hobbies/interests: hiking, biking, skiing, fishing, fly tying, camping, ice fishing, sailing, swimming, snowshoeing, running, golf, gardening

V. REFERENCES: (Please list three)

Name: Tom Kahl Telephone:

Name: Bruce Lather Telephone:

Name: Mike Townsend Telephone:

James Madden 3/10/24

APPLICANTS SIGNATURE **DATE**

Town Manager's Report

March 19, 2024

Wilder Hydro Dam License Renewal

The public comment period has opened with respect to the renewal by the Federal Energy Regulatory Agency (FERC) of the Wilder Hydro Dam's license to operate. Such a time only occurs every 40 years or so, so the Town would be wise to seek public input and Selectboard approval of Town comments. Toward that end, the Town staff and the Conservation Commission hosted a public outreach effort on Monday, March 18. The Connecticut River Conservancy plans to address the Selectboard on this opportunity at its meeting on April 2.

Selectboard Member Training Opportunities

Brandon Smith and Ida Griesemer enjoyed a tour of the Skating Rink on Saturday with the Environmental Sustainability Coordinator, Dana Clawson—just before ice is removed for the season this week.

The Town Manager will be joining Ida and Brandon (and any other Selectboard members who wish to join us) for a VLCT Training entitled Selectboard Essentials in Fairlee this coming Saturday, March 23 from 9:00 am to 2:30 pm.

VLCT Consultant Dominic Cloud (who also serves as the Town Manager in Saint Albans City) will facilitate a Selectboard workshop on Wednesday, March 27 at 6:00 pm upstairs in Room 317 on Conducting Effective and Efficient Selectboard Meetings.

Finally, kudos to Brandon for signing up for the upcoming VLCT Open Meeting Law seminar in April. We have had several members of Town boards, commissions and committees register, as well.

I am looking forward to getting to know the new members of the Selectboard better and recently began with a lunch meeting with Brandon and will soon have a coffee with Ida. I am also hoping to get together with Sue sometime soon.

Town Manager Activities

The Town Manager had a good discussion with the Town's Economic Development consultant, which will be drafting an updated Town Plan chapter on this topic and he was pleased to attend an Economic Development Forum at the Bugbee Senior Center on March 14 facilitated by the same consultant.

The Town Manager attended a Breakfast on March 18 with the Town's legislative delegation.

On March 28, the Town Manager and DPW leadership will meet Pomfret Selectmen and their Highway Foreman to discuss River Road, which links our two towns. Storms often pound this rural road and it is very expensive to maintain it. Therefore, we will be discussing the possibility of re-classifying this Class 3 road to Class 4 or even a trail, which would greatly reduce the burden to maintain it.

What is the Hometown Heroes Banner Project?

Anytown is Honoring its Service Members and First Responders!

Anytown USA is launching a Hometown Heroes Banner Program as a living tribute for our community to honor past and present members of the Armed Forces, First Responders, and their family members.

If you would like to volunteer, or know of a loved one that you would like to honor, please contact us.

Anytown Township
Anytown Township Street Address
Anytown Township Website Address

Program Contact Person
Program Contact Phone/E-mail

HOMETOWN HEROES BANNER PROGRAM

Learn more about the Hometown Heroes Banner Program at www.hometownheroesbanners.com

The town of Hartford has four military/ veterans facilities

The Town of Hartford also has several veteran's groups:

Post 26, Hartford VT

VFW, Post 2571

White River Jct. chapter of the

DAV
KEEPING OUR PROMISE TO AMERICA'S VETERANS

These banners are to honor those veterans and first responders that have served our nation and community. They've worked and sacrificed with selfless service for us and kept us safe, free, free from tyranny and protected us locally!

This is more than just giving an extra thank you to our local heroes - along with our other downtown beautification projects, this will really enhance our community!

The committee is asking for your support!

HOMETOWN HEROES BANNER PROGRAM™

I move that the select board approves the placement of the Hometown Heroes Banners in our town. The Hometown Heroes Banner Committee will coordinate this placement with the Town of Hartford's Planning and Development Office, Parks and Recreation Department, and the Department of Public Works as well as the town manager. It will also engage with our town's stakeholders.

AGENDA MEMORANDUM
March 19th, 2024
Town Selectboard Meeting Item: 5
Submitted by: Christopher Holzwarth, Project Manager

Subject: **Step II Clean Water State Revolving Fund Loan Application Approval and Alternate Authorized Representative Approval related to Required Combined Sewer Overflow Elimination.**

Background: As you may recall, the board previously accepted Sewer Overflow Elimination and Abatement Grant #06140-2023-ARPA-CSO-05. This grant subsidizes the final engineering services and construction related to implementing the Long-Term Combined Sewer Overflow (CSO) Plan developed in response to the 1272 Order Permit #3-1225.

The grant requires that the final design engineering be contracted through the Step II Clean Water State Revolving Fund (CWSRF) Final Design application/loan process. This process requires the work to be performed by the town's highest ranked water resource engineer (Aldrich & Elliott) as determined by our RFQ process. The cost of the final engineering services is $18,700.

As you may also recall, the board previously agreed to utilize the $200,000 grant towards Phase 1 of the abatement efforts which was estimated by the engineers at a total of $215,000 leaving an anticipated $15,000 shortfall to be locally funded from reserves.

The loan application to be approved and signed is attached as Exhibit A, the executed ARPA Grant Agreement is attached as Exhibit B for reference, and the form to appoint Bryan Gazda as an alternative representative is attached as Exhibit C.

Discussion: Board approval (and signing) of the Step II loan application is required and it is recommended that the board formally appoint Bryan Gazda, Director of Public Works as an Alternative Authorized Representatives for the loan to cover for any possible absence of John Haverstock, Town Manager who is authorized for all SRF loans.

Impact: The estimated project cost for phase 1 is $215,000; the approved grant amount is $200,000 leaving an anticipated shortfall of $15,000 to be paid from reserves. There are adequate operating and reserve funds available for short-term financing of the $200,000 loan.

Recommendation: Approve (and sign) the Step II CWSRF loan application and appoint Bryan Gazda, Director of Public Works as the Authorized Representative to sign any other necessary documents related to Step II CWSRF loan application in any absence of the town manager.

Exhibit A

Water Infrastructure
FINANCING PROGRAMS

VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION | Vermont Bond Bank | VEDA

VERMONT WATER & WASTEWATER REVOLVING LOAN FUNDS

State Revolving Loan Programs

FUNDING APPLICATION

IMPORTANT: Please select the Type of Entity and Loan Type(s) before completing the application. This information is used to set up the rest of the form.
This form MUST be completed electronically, handwritten applications will not be accepted.

Select the Type of Entity this application is for:

- (●) Municipality, Fire District, or other similar entity
- ( ) Homeowners Association, LLC, Proprietorship, 501(c)3 Non-Profit, or other similar entity

LOAN TYPE

This section may be completed by engineer or applicant

A draft Engineering Services Agreement (ESA) must be submitted via ANR Online. Do not submit a draft ESA with this loan application.

This loan will be used for (select all that apply):

- [ ] Step I Drinking Water Loan (Feasibility & Planning)
- [ ] Step II Drinking Water Loan (Final Design)
- [ ] Step III Drinking Water Loan (Construction)
- [ ] Drinking Water Loan Amendment
- [ ] Municipal Source Water Protection Loan
- [ ] Step I Clean Water Loan (Feasibility & Planning)
- [x] Step II Clean Water Loan (Final Design)
- [ ] Step III Clean Water Loan (Construction)
- [ ] Clean Water Loan Amendment
- [ ] CWSRF Interim Financing
- [ ] Pollution Control or ARPA Grant

ANR Online Submission ID from the "Engineering Services Agreement Review and Approval" form:

HQ1-SY0S-91GXA

APPLICANT INFORMATION

This section may be completed by engineer or applicant

LOAN APPLICANT	DATE OF APPLICATION
Town of Hartford	Mar 19, 2024

SYSTEM NAME	WSID NUMBER	WASTEWATER PERMIT NUMBER
Hartford White River Junction		3-1225

MAILING ADDRESS	TOWN	STATE	ZIP+4
173 Airport Road	Hartford	VT	05001 -

PHONE	CELL PHONE	TAX ID	SAM UNIQUE ENTITY ID
(802) 295-9353		036000505	SZNMKKN8CHS4

CONTACT PERSON - AUTHORIZED REPRESENTATIVE

This section may be completed by engineer or applicant

All authorized representatives and any alternate authorized representatives must be members of the owner's governing body or direct employees of the owner and may not be independent contractors working for the owner.

CONTACT NAME	TITLE
John Haverstock	Town Manager

MAILING ADDRESS	TOWN	STATE	ZIP
171 Bridge Street	Hartford	VT	05001

PHONE	CELL PHONE	EMAIL ADDRESS
(802) 295-9353		jhaverstock@hartford-vt.org

ALTERNATE AUTHORIZED REPRESENTATIVE(S) (At least one Alternate Authorized Representative is Required)

This section may be completed by engineer or applicant

AUTHORIZED REPRESENTATIVE NAME	TITLE
Bryan Gazda	Director of Public Works

MAILING ADDRESS	TOWN	STATE	ZIP
171 Bridge Street	Hartford	VT	05001

PHONE	CELL PHONE	EMAIL ADDRESS
(802) 295-3622		bgazda@hartford-vt.org

Add Alternate Representative

ENGINEERING FIRM & REPRESENTATIVE (or Legal Firm and Attorney's Name if this is a Source Protection Loan)

This section may be completed by engineer or applicant

FIRM NAME	CONTACT NAME
Aldrich + Elliott PC	Wayne Elliott

MAILING ADDRESS	TOWN	STATE	ZIP
6 Marketplace, Suite 2	Essex Junction	VT	05452

PHONE	CELL PHONE	EMAIL ADDRESS
(802) 879-7733 X103		welliott@aeengineers.com

LOAN REQUEST

This section may be completed by engineer or applicant

Project Title: CSO Abatement Projects

Total amount requested for this loan: $ 18,700

Total projected project cost: $ 215,000

Please enter details of costs not included in the Engineering Services Agreement that the requested loan amount will cover:

None

Please describe the source(s) of the additional funding needed to cover the difference between the amount requested for this loan and the total projected project cost:

This Step II application is for CSO abatement projects identified in the Long Term Control Plan and construction will be funded using CSO ARPA funds.

Please describe the history of the project:

Please describe who will benefit from the proposed project:

The sewer customers of White River Junction.

Do current and potential customers have alternative sources of water and is the proposed project the best and most cost-effective alternative?

N/A

Please provide a description of the project as it relates to this loan. Include specifications and materials used, water sources, and treatment facilities (attach sheets if necessary):

This CSO abatement project consists of catch basin disconnections located at multiple locations within the sewer service area.

Please include estimated or actual project cost summary/estimate of probable project costs.

Is the Applicant interested in sponsoring a Water Infrastructure Sponsorship Program (WISPr) project?

○ Yes ◉ No

SITE INFORMATION

This section may be completed by engineer or applicant

An attorney's legal opinion may be required regarding the site or sites where the project will be located.
The Facilities Engineering Division's Construction Section will make this determination for the project.

Do you own all land or possess all the easements or rights-of-ways for project sites?

◉ Yes ○ No

ESTIMATED PROJECT SCHEDULE

This section should be completed by the engineer

Estimated Project Initiation Date: Mar 18, 2024

Estimated Project Completion Date: Aug 1, 2024

ESTIMATED SPENDING SCHEDULE OF LOAN PROCEEDS

This section may be completed by engineer or applicant

Quarter	Year	Amount
April - June	2024	$10,000
July - September	2024	$8,700
Add Another Quarter	TOTAL -->	$18,700

REVENUES

This section should be completed by the applicant

What is the Applicant's fiscal year? State Fiscal Year

User Rate Revenue Table

	Current FY - 2	Current FY - 1	Current FY (estimated)	Current FY + 1 (estimated)	Current FY + 2 (estimated)
Amount Billed	$532,518	$612,365	$1,908,143	$487,418	$487,418
Amount Collected	$102,292	$429,952	$1,526,514	$97,484	$341,193
Amount Uncollected/Outstanding	$430,226	$185,413	$381,629	$389,934	$146,225
Estimated Amount of Commercial Revenue					

Does the system use tax revenue to support any utility related activities, including capital projects?

○ Yes ◉ No

EXPENDITURES / SYSTEM OPERATION & MAINTENANCE EXPENSES

This section should be completed by the applicant

Current Fiscal Year O&M Costs (exclusive of debt and reserve fund payments): $1,418,582

Post Project Fiscal Year O&M Costs (exclusive of debt and reserve fund payments): $1,457,712

Please attach a copy of your actual YTD revenue and expenses, and projected budget.

EXPENDITURES / SYSTEM DEBT

This section should be completed by the applicant

What is the applicant's total long-term outstanding debt? $5,349,445

What is the applicant's total annual long-term debt payment? $446,460

Direct Debt

	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4	Current FY + 5
Total Payment						

Long-Term Debt Schedule

Purpose of Long-Term Debt	Direct or Self-Supporting	Year of Maturity	$ Amount Outstanding
See separate attachment			
Add Another Long-Term Debt	Total As of -->		

Does the system have any authorized but unissued debt (excluding the debt requested in this application)?

○ Yes ◉ No

Does the Applicant have any future borrowing plans over the next 5 years?

○ Yes ◉ No

Are there other capital projects in the near term (5 years)?

○ Yes ◉ No

Does the Applicant have an annual or cumulative deficit?

○ Yes ◉ No

Does the Applicant anticipate an increase in revenues as a result of these improvements?

○ Yes ◉ No

Does the Applicant anticipate a reduction in operating expenses as a result of these improvements?

○ Yes ◉ No

What are the economic trends in your service area - jobs, population increases/decreases, housing starts, property values, etc.? For Mobile Home Parks, please provide an occupancy history for the past five (5) years.

Economic and population trends are stable and a town-wide property reevaluation will be undertaking within the next 12-24 months.

List any current or potential connections using greater than 5% of demand or provide a general description of service area.

General service area is the greater White River Junction area to include the villages of Hartford and Wilder.

SYSTEM RESERVE FUNDS

This section should be completed by the applicant

Does the Applicant have any reserve funds?

◉ Yes ○ No

Please describe the reserve fund and what it is used for:

To fund unexpected system repairs.

Is the Applicant actively contributing to reserve funds in accordance with a short-term Asset Replacement Table (START)?

○ Yes ◉ No

What does the Applicant do with surpluses, if any?

Any surpluses would remain in the Enterprise Fund assigned for this WWTF system.

Reserve Funds					
	Current FY	Current FY + 1	Current FY + 2	Current FY + 3	Current FY + 4
Amount Available	$1,661,790				

Financial Documentation & Controls

This section should be completed by the applicant

Please submit 3 years audit financial statements. If not available, submit:
- *3 years statement of revenue and expenditure, AND;*
- *3 years year-ending cash balance (checking, savings, and investment accounts)*

Has anything occurred since the date of your last annual financial report or financial statement that would have a significantly negative effect on your revenues, expenditures, or ability to pay future debt service?

○ Yes ◉ No

Did the Applicant have more than one budget defeat in the last two years?

○ Yes ◉ No

Does the Applicant have any pending litigation in excess of $10,000 on the system and/or the municipality?

○ Yes ◉ No

Does the Applicant offer a retirement plan to its employees (including VMERS)?

◉ Yes ○ No

Please describe your plan, your estimated proportionate share of unfunded pension liability:

If the Applicant has its own retirement plan separate from VMERS, does it have any unfunded pension liabilities?

○ Yes ◉ No

Describe the Applicant's budget control system. Does the Applicant use multi-year forecasting or interim (quarterly or monthly) financial reports to monitor your status?

Are all account records currently maintained for:

Checkbook ◉ Yes ○ No ○ Don't Know By Whom: Town Treasurer

Comments:

Receipts ◉ Yes ○ No ○ Don't Know By Whom: Finance Dept.

Comments:

Disbursements ◉ Yes ○ No ○ Don't Know By Whom: Town Treasurer, Selectboard

Comments:

Deposit Slips ◉ Yes ○ No ○ Don't Know By Whom: Finance Dept.

Comments:

Are bank statements reconciled on a regular basis?

(●) Yes ( ) No ( ) Don't Know By Whom: Finance Director

Comments:

Are bank accounts and ledger balances reconciled on a monthly basis?

(●) Yes ( ) No ( ) Don't Know By Whom: Finance Director

Comments:

Are financial records maintained in a computerized system?

(●) Yes ( ) No ( ) Don't Know By Whom: Finance Dept.

Comments:

Are any financial records maintained in manual form?

( ) Yes (●) No ( ) Don't Know By Whom:

Comments:

Does the applicant maintain separate reporting for this utility?

(●) Yes ( ) No ( ) Don't Know By Whom: Finance Dept.

Comments:

Does someone other than the treasurer receive unopened bank statements and review bank reconciliations?

( ) Yes (●) No ( ) Don't Know By Whom:

Comments:

Does the same individual open the mail and deposit checks?

( ) Yes (●) No ( ) Don't Know By Whom:

Comments:

Does the organization receive payments in cash?

(•) Yes ( ) No ( ) Don't Know By Whom: Finance Dept.

Comments:

Does the Applicant have pre-numbered receipt books for cash payments?

( ) Yes (•) No ( ) Don't Know By Whom:

Comments:

Are checks always written to specified payees and not to cash?

(•) Yes ( ) No ( ) Don't Know By Whom: Town Treasurer/Finance Dept.

Comments:

Are pre-numbered checks used for all bank accounts?

( ) Yes (•) No ( ) Don't Know By Whom:

Comments:

Computer generated.

Are checks written by the same individual who approves payments?

( ) Yes (•) No ( ) Don't Know By Whom:

Comments:

Have there been any changes in authorized signatures during the fiscal year?

(•) Yes ( ) No ( ) Don't Know By Whom: Selectboard

Comments:

Added 2nd authorized signature as recommended by audit firm.

Has a signature stamp ever been used for any account?

(•) Yes ( ) No ( ) Don't Know By Whom:

Comments:

Prints electronically when check is generated.

Is the organization professionally audited by a CPA?

(•) Yes ( ) No ( ) Don't Know By Whom: Mudgett Jennet & Krogh-Wisner PC

Comments:

Does the Authorized Representative assist in the audit planning process?

( ) Yes (•) No ( ) Don't Know By Whom:

Comments:

Is a specific individual responsible for correcting audit findings?

(•) Yes ( ) No ( ) Don't Know By Whom: Town Manager and Finance Director

Comments:

Are regular financial reports prepared for the board?

(•) Yes ( ) No ( ) Don't Know By Whom: Finance Director

Comments:

Are budget to actual reports prepared for each department?

(•) Yes ( ) No ( ) Don't Know By Whom: Finance Director

Comments:

Has the Authorized Representative borrowed money from the utility?

( ) Yes (•) No ( ) Don't Know By Whom:

Comments:

Has the organization had a theft, embezzlement or wire fraud in the last 5 years?

( ) Yes (•) No ( ) Don't Know By Whom:

Comments:

Has the Treasurer or CFO participated in any business which does business with the system/utility?

◉ Yes ○ No ○ Don't Know By Whom: Treasurer

Comments:

CEO of Upper Valley Aquatic Center who receives services from system.

Does the Applicant loan money to employees?

○ Yes ◉ No ○ Don't Know By Whom:

Comments:

Have board members attended financial trainings?

◉ Yes ○ No ○ Don't Know By Whom:

Comments:

Has the Treasurer/CFO attended trainings on recordkeeping?

◉ Yes ○ No ○ Don't Know By Whom:

Comments:

Does the Applicant have written financial policies and procedures?

◉ Yes ○ No ○ Don't Know By Whom:

Comments:

Does each employee have copies of these policies and procedures?

◉ Yes ○ No ○ Don't Know By Whom:

Comments:

KEY PERSONNEL

Please list the names and qualifications of the following key personnel including areas of expertise, years of experience in similar programmatic work, years at current position, and/or any relevant qualifications.

Please include all personnel related to the loan. Authorized Rep, Alternative Authorized Rep(s), Clerk, Board Members, Financial Manager, etc.
Failure to include all key personnel will result in the application being considered incomplete.

NAME: John Haverstock

POSITION (select from the list or enter another value): Town Manager/Administrator

QUALIFICATIONS:

John has been a Town Manager in the Town of Pittsford and now Hartford for several years.

Exhibit A

NAME

Bryan Gazda

POSITION (select from the list or enter another value)

Director of Public Works

QUALIFICATIONS:

25+ years of capital project management

NAME

Christopher Holzwarth

POSITION (select from the list or enter another value)

Project Manager

QUALIFICATIONS:

25+ years of capital project management

Add Another Key Person

ADDITIONAL COMMENTS

Provide any additional comments for your application here:

Certification

The Applicant certifies that it possesses the legal authority to apply for the SRF loan, and to finance and construct the proposed facilities. A resolution, motion, or similar action has been duly adopted or passed as an official act of the Applicant's Legislative Body authorizing the filing of the application. A resolution, motion, or similar action has been duly adopted or passed authorizing the person identified herein as the authorized representative of the Applicant in connection with the project for the purpose of furnishing information, data and documents pertaining to the project as required by the State of Vermont.

Authorization Date: Mar 19, 2024

REPRESENTATIVE SIGNATURE | PRINT NAME

REPRESENTATIVE SIGNATURE | PRINT NAME

REPRESENTATIVE SIGNATURE | PRINT NAME

REPRESENTATIVE SIGNATURE | PRINT NAME

REPRESENTATIVE SIGNATURE | PRINT NAME

Clerk Certification

Clerk Signature Date:

SIGNATURE OF CLERK | PRINT NAME

Authorized Representative Certification

Authorized Representative Signature Date:

SIGNATURE OF AUTHORIZED REPRESENTATIVE | PRINT NAME

Submit completed application and all attachments via the ANR Online website at:
https://anronline.vermont.gov/?formtag=SRFLoanIntake

DocuSign Envelope ID: E17BB8EA-543F-40B9-92FB-D87CE7A0270C

STATE OF VERMONT GRANT AGREEMENT — Part 1-Grant Award Detail — Exhibit B

SECTION I - GENERAL GRANT INFORMATION

[1] Grant #: 06140-2023-ARPA-CSO-05	[2] Original [X]	Amendment # ____
[3] Grant Title: 2023 ARPA Statewide Sewer Overflow Elimination and Abatement		
[4] Amount Previously Awarded: $0.00	[5] Amount Awarded This Action: $200,000.00	[6] Total Award Amount: $200,000.00
[7] Award Start Date: upon signature	[8] Award End Date: 09/30/2026	[9] Subrecipient Award: YES [X] NO [ ]
[10] Supplier #: 0000040704	[11] Grantee Name: Hartford Town Treasurer	
[12] Grantee Address: 171 Bridge St		
[13] City: White River Junction	[14] State: VT	[15] Zip Code: 05001
[16] State Granting Agency: Department of Environmental Conservation		[17] Business Unit: 06140
[18] Performance Measures: YES [X] NO [ ]	[19] Match/In-Kind:	Description:

[20] *If this action is an amendment, the following is amended:*
Amount: [ ] Funding Allocation: [ ] Performance Period: [ ] Scope of Work: [ ] Other: [ ]

SECTION II - SUBRECIPIENT AWARD INFORMATION

[21] Grantee Identifier [UEI] #: EKHJL22F6F26	[22] Indirect Rate: 10 % (Approved rate or de minimis 10%)	[23] FFATA: YES [X] NO [ ]
[24] Grantee Fiscal Year End Month (MM format): 6		[25] R&D: [ ]
[26] Entity Identifier [UEI] Name *(if different than VISION Vendor Name in Box 11)*: Town of Hartford		

SECTION III - FUNDING ALLOCATION

STATE FUNDS

Fund Type	[27] Awarded Previously	[28] Award This Action	[29] Cumulative Award	[30] Special & Other Fund Descriptions
General Fund		$0.00	$0.00	
Special Fund			$0.00	
Global Commitment (non-subrecipient funds)			$0.00	
Other State Funds			$0.00	

FEDERAL FUNDS *(includes subrecipient Global Commitment funds)*

[31] CFDA#	[32] Program Title	[33] Awarded Previously	[34] Award This Action	[35] Cumulative Award	[36] FAIN	[37] Federal Award Date	[38] Total Federal Award
21.027	Coronavirus State and Local Fiscal Recovery Fund		$200,000.00	$200,000.00	SLRFP4407	03/03/2021	$1,049,287,303.00
[39] Federal Awarding Agency:			[40] Federal Award Project Descr:				
				$0.00			
Federal Awarding Agency:			Federal Award Project Descr:				
				$0.00			
Federal Awarding Agency:			Federal Award Project Descr:				
				$0.00			
Federal Awarding Agency:			Federal Award Project Descr:				
				$0.00			
Federal Awarding Agency:			Federal Award Project Descr:				
Total Awarded - All Funds		$0.00	$200,000.00	$200,000.00			

SECTION IV - CONTACT INFORMATION

STATE GRANTING AGENCY	GRANTEE
NAME: Sharon Ellingwood	NAME: Bryan Gazda
TITLE: Grants Specialist	TITLE: Director of Public Works
PHONE: 802-522-7548	PHONE: (802) 295-3622
EMAIL: sharon.ellingwood@vermont.gov	EMAIL: bgazda@hartford-vt.org

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VERMONT

Vermont Department of Environmental Conservation *Agency of Natural Resources*

FFA - STANDARD ARPA GRANT AGREEMENT

1. Parties: This is a Grant Agreement between the State of Vermont, Department of Environmental Conservation (hereinafter called "State"), and the Town of Hartford with principal place of business at 171 Bridge St., White River Junction, VT 05001 (hereinafter called "Subrecipient"). It is the Subrecipient's responsibility to contact the Vermont Department of Taxes to determine if, by law, the Subrecipient is required to have a Vermont Department of Taxes Business Account Number**.**
2. Subject Matter: The subject matter of this Grant Agreement is 2023 ARPA Statewide Sewer Overflow Elimination and Abatement, pursuant to the federal American Rescue Plan Act of 2021 and the U.S. Department of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions, attached hereto. Detailed scope to be provided by the Subrecipient are described in Attachment A.
3. Maximum Amount: In consideration of the scope of work to be performed, the State agrees to pay Subrecipient, in accordance with the payment provisions specified in Attachment B, a sum not to exceed $200,000.00. Attachment B, Payment Provision provides details on how the grantee will be reimbursed. This grant award cannot be used as match for the purpose of obtaining additional federal funds by the subrecipient without written approval from the State.
4. Procurement: The Subrecipient certifies that for any equipment, supplies, and/or services outside of their organization, that they have and will follow their procurement policy.
5. Ownership and Disposition Assets: At the end of the grant term, Subrecipient will retain any pipes, valves, pumps, tanks, or other equipment installed under the grant agreement and described in the scope of work for the same use and intended purpose as outlined in this agreement.
6. Source of Funds: ___ General _X_ Federal ___ Other

$	$200,000.00	$ Fund

   a. For grants funded with federal dollars only.

CFDA Title	Coronavirus State and Local Fiscal Recovery Fund
CFDA Number	21.027
Award Name	American Rescue Plan Act (ARPA) Vermont State Recovery Fund
Award Number	SLFRP4407
Award Year	2021
Federal Granting Agency	US Department of the Treasury
Research and Development Grant?	☐ Yes ☒ No

7. Grant Term: The period of Subrecipient's performance shall begin upon date of execution, signified by the date of signature by the State and end on September 30, 2026.
8. Amendment: No changes, modifications, or amendments in the terms and conditions of this Grant Agreement shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Subrecipient. No amendment will be considered without a detailed justification to support the amendment request. Failure to provide an adequate justification may result in the denial of the request. Any request for an amendment to this agreement must be made in writing at least 30 days prior to the end date of this agreement or the request may be denied.

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

10. Fiscal Year: The Subrecipient's fiscal year starts January 1 and ends December 31.

11. Attachments: This Grant consists the following attachments that are incorporated herein:
    Attachment A – Scope of Work to be Performed
    Attachment B – Budget and Payment Provisions
    Attachment C – Standard State Provisions for Contracts and Grants
    Attachment D – Other Grant and Contract Provisions
    Attachment E – State Fiscal Recovery Quarterly Project Report Template
    Attachment F – State Fiscal Recovery Fund (SFR) Program Assurances
    Attachment G – Terms and Conditions for Federal Subrecipients
    Attachment H – ARPA CSO Grant Post-Award Form for Project Selection

Legal Name and Unique Entity Identifier (UEI) on File with the www.sam.gov (1):

Town of Hartford	EKHJL22F6F26
Print Legal Name	UEI (2)

Did this business or organization (the legal entity to which the UEI provided belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) $25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?*:

☐ Yes ☒ No

If yes, please list the top five highest paid senior executive salaries that are not available to the public:

WE, THE UNDERSIGNED PARTIES, AGREE TO BE BOUND BY THIS GRANT.

STATE OF VERMONT

By: DocuSigned by: 5546EA1F221A478...

Commissioner

Dept of Environmental Conservation

Date: 12/21/2023

SUBRECIPIENT

By: DocuSigned by: Bryan Gazda 1C6CFF4348D0472...

Name: (Print) Bryan Gazda

Title: Director, Dept. of Public Works

Date: 12/21/2023

DS SC

Attachment A
Scope of Work to be Performed

Part or All of the Scope May be Sub-Granted

1. Project Overview: This project can involve any of the following: planning, design, construction of combined sewer overflow (CSO) abatement projects found in the Long Term Control Plan (LTCP) dated May 2021 and included in the State Fiscal Year 2023 Clean Water State Revolving Fund (CWSRF) Project Priority List.

Table 1: SFR Program Information

SFR Program	Infrastructure
SFR Expenditure Category	5.4 Clean Water: Combined Sewer Overflows
SFR Project Name	Catch Basin Disconnections and Green Stormwater Infrastructure
SFR Project ID No.	ANR-6140892205-010
Primary Place of Performance	85 North Main St., Hartford, VT 05001
National Pollutant Discharge Elimination System (NPDES) Permit # (if applicable)	VT0101010
Public Water System ID # (if applicable)	N/A
Median Household Income for Service Area	$61,139.00
Lowest Quintile Income for Service Area	$12,986.00

2. Statement of Need: Sewer overflows occur in wastewater collection systems that are either co-mingled with stormwater collection systems or are subject to excessive stormwater water infiltration. During heavy rains, the additional stormwater entering the pipes can overwhelm the capacity of the wastewater facility to process the water. Abating combined or sanitary sewer overflows (jointly termed CSOs) is expensive, takes time, and typically requires multiple iterative projects before adequate abatement or elimination is achieved. Hartford's LTCP outlines a need of $255,000 to address their CSO within the sewer system.

3. Population Served: To maintain transparency and reliability, and avoid disparity, the latest census population for the municipality is reported as the "population served". The 2020 Census for the Town of Hartford is 10,686 people.

4. Scope of Work: Subrecipient shall ensure the following are completed as deemed necessary by the CSO Technical Project Manager dependent on State Revolving Fund (SRF) Project Steps to be funded with ARPA Grant dollars:
   - **a. Project Selection**
     - i. Select project from LTCP dated May 2021. A downloadable copy of the Subrecipient's LTCP can be found here:
     - ii. https://anrweb.vt.gov/DEC/IronPIG/DownloadFile.aspx?DID=193373&DVID=0
     - iii. Complete and submit the ARPA CSO Grant Post-Award Form for Project Selection (Attachment H) to identify projects selected.
   - **b. Step 1 – Preliminary Engineering and Planning**

Project shall follow the CWSRF Preliminary Engineering and Planning process. Deliverables shall follow the Step 1 process outlined on the Water Infrastructure Financing Program webpage: https://dec.vermont.gov/water-investment/water-financing/srf/srfstep1
Subrecipient shall ensure the completion of the following:

i. Provide information and reports to receive Facility Plan Approval from the State.
    1. Preliminary Engineering Report (PER) or LTCP Addendum if needed
    2. Environmental Review
        a. Vermont Division of Historic Preservation Review

c. Step 2 – Final Design

Project shall follow the CWSRF Final Design process. Deliverables shall follow the Step 2 process outlined on the Water Infrastructure Financing Program webpage: https://dec.vermont.gov/water-investment/water-financing/srf/srfstep2
Subrecipient shall ensure the completion of the following:

i. Provide Design Plans and Specifications for any projects to be funded wholly or in part with these grant dollars:
    1. Meeting Agenda, Submittals, Minutes & draft construction documents
    2. Final Design Plans
        a. 30% Preliminary Alignments, Layouts, Hydraulic Profiles, Standard Notes
        b. 60% Profiles, Elevations, Completed Alignments, Layouts, and Hydraulic Profiles, Standard Details
        c. 90% Final Profiles, Elevations, Alignments, Layouts, and all Details.
        d. Final stamped and signed by a Vermont Registered Professional Engineer
    3. Technical Specifications
        a. 30% Table of Contents
        b. 60% Standard Technical Specifications
        c. 90% Specialty Technical Specifications
        d. Final stamped and signed by a Vermont Registered Professional Engineer
    4. Contract Documents
        a. 90% Draft EJCDC Front End Documents
        b. Final, documents ready to bid, complete with dates for meetings and bids coordinated and accepted by the State Construction Engineer.
    5. Project Cost Summary at 90% Design
ii. Obtain required State Permitting
iii. Final Design Plans shall be used to determine reporting metrics for construction on the ARPA CSO Grant Post-Award Form for Project Selection (Attachment H).

d. Step 3 – Construction

Project shall follow the CWSRF Construction process. Deliverables following the Step 3 process outlined on the Water Infrastructure Financing Program webpage: https://dec.vermont.gov/water-investment/water-financing/srf/srfstep2
Subrecipient shall ensure the completion of the following:

i. Progress will be tracked with quarterly grant reporting and the monthly invoicing tracked as a percentage of dollars spent.
ii. Bid project through a public bidding process using Engineers Joint Contract Documents Committee (EJCDC) 2013 or 2018 front end documents, the Vermont Bid Systems, and per Vermont SRF Guidance Document 25. https://anrweb.vt.gov/DEC/IronPIG/DownloadFile.aspx?DID=129141&DVID=0
iii. Construct the project per the plans and specifications, as submitted and approved under Step 2.
iv. Provide Project Closeout Documentation.
    1. Updated (or new if it does not exist) Operations & Maintenance Manual for CSO projects with mechanical equipment

2. Water Quality Analysis reports for projects which are directly part of a wastewater treatment facility

e. Project Reporting

i. During each Step, progress will be tracked on each project with submission of:

1. Ensure submission of updated ARPA CSO Grant Post-Award Form for Project Selection (Attachment H) at the onset of each new Step.
2. Ensure submission of SFR Quarterly Project Report (Attachment E)
3. Ensure submission of monthly invoicing tracked as a percentage of dollars spent

Table 1. Milestone and Deliverables schedule per identified project if more than one:

	#	Milestone	Deliverable	Due Date
Project Implementation	1	Step 1 – Preliminary Engineering and Planning	A. Submit PER or LTCP Addendum B. Submit Environmental Review	
	2	Step 2 – Final Design	A. Submit Final Design Plans and Specifications B. Submit or certify all required permitting has been obtained C. Submit EJCDC Front End Documents	
	3	Step 3 – Construction	1. Bid Phase Please submit the following items: A. Copy of Bid Advertisement B. Right-of-way (ROW) Certificate C. Copy of any Addenda D. Recommendation for Award E. Certified Bid Tab F. Updated "Vermont SRF Standard Project Cost Summary Form" with Bid Information G. Notice of Award H. Executed contract agreement with successful bidder I. Notice to Proceed J. Preconstruction Meeting and Meeting Minutes 2. Construction Phase Please submit the following items: A. Placement of Clean Water Project Sign B. Contractor's Monthly Pay Requests C. Engineer's Monthly Pay Requests D. Monthly Progress Meetings and Meeting Minutes E. Updated Monthly PCS Statement F. Any Change Orders G. Signed Substantial Completion Certificate and Punch List 3. Project Conclusion a. Submit Close-out Documents: 1. Record Drawings 2. Testing Results	

			3. Signed Release of Liens 4. Updated (or new if it does not exist) Operations & Maintenance Manual -if applicable 5. Engineer's or Designer's Installation Certification 6. Water Quality Analysis – if applicable 7. Compliance with all mitigation measures identified in the Environmental Review, permit conditions, and contract requirements 8. Balancing Change Order 9. Final Completion Certificate 10. Project Receipts Received and Approved b. Return of Clean Water Project Sign	9/30/2026
	4	Reporting-Programmatic:	a. Attachment H – ARPA CSO Grant Post-Award Form for Project Selection	Submitted for each project at selection. An updated form shall be submitted at the onset of each step.
	5	Reporting – ARPA Quarterly Progress Tracking	a. SFR Quarterly Progress Report (Attachment E)	Due 5 days after the close of each quarter (December 31st, March 31st, June 30th, September 30th) for the life of the agreement
Final Reporting	6.	Final Reporting	a. Final ARPA Reporting	Submit SFR Quarterly Progress Report (Section 1 of Attachment E) and Annual Performance Measure Information (Section 3 of Attachment E) with final invoice

* Due dates for interim deliverables can be extended upon written approval by the State.

5. Results: At the completion of the projects, Subrecipient installs the projects in accordance with the approved plans and specifications, and any approved change orders or addenda. The mandatory quarterly performance will measure the following performance measures:

1.Performance Measure: Final Designs Complete
2. Performance Measure: Percent completion by dollars spent
3. Performance Measure: Linear feet of pipe installed

6. Evaluation: During design, we will track progress with the quarterly reporting. During the construction phase the monthly pay requests from the contractor to the Subrecipient will show the itemized costs, which include the percent of completion by dollars spent. Based on the specific project, this will also include linear feet of pipe installed, catch basins removed from combined system, or volume of storage provided. Programmatically, we will also track the number of Long-Term Control Plan Projects completed.

7. Equity Impact: This project will help build a just, equitable, and sustainable COVID-19 recovery by assisting Hartford with the financial costs of implementing the projects in the Long Term Control Plan as required under the Hartford 1272 Order for CSO overflow events. This funding will allow for the project to be built while keeping the costs off the sewer rate payers. These efforts help to reduce pollutants in the surface waters of Vermont.

8. Reporting:
    a. Subrecipient is required to submit quarterly progress reports for the quarters ending December 31, March 31, June 30, and September 30 on a template provided by the State (Attachment E) by the 5th day after the end of each quarter. A separate report shall be completed for each Long-Term Control Plan Project receiving ARPA funds.
    b. Subrecipient shall submit Final ARPA Reporting with the final invoice. The final report shall consist of SFR Quarterly Progress Report (Section 1 of Attachment E) and Annual Performance Measure Information (Section 3 of Attachment E)."

9. Other Requirements.
    a. Subrecipient will own and operate and maintain (in good condition) the Project for its useful life (or cause it to be so operated and maintained).
    b. Subrecipient will establish, adjust and maintain rates and charges at levels adequate to maintain sufficient revenues to operate and maintain (in good condition) the Project.
    c. Subrecipient shall seek written pre-approval from the State for minor modifications to construction element locations due to variations in terrain or budget. The scope and site plans in this Agreement portray an ideal situation. Minor adjustments which result in an equivalent end product shall be allowed following State approval.
    d. Subrecipient shall install and return a Clean Water Project Sign during construction. Vermont DEC requires the use of a Clean Water Project sign for all clean water projects:
        i. Find guidelines for Clean Water Project Signs at: https://dec.vermont.gov/sites/dec/files/DEC-CWIP_CleanWaterProjectSignsGuidance_FINAL.pdf
        ii. Additional sign information: https://dec.vermont.gov/sites/dec/files/wsm/erp/docs/2017-09-05%20Clean-Water-Sign-Plan%20Final.pdf
    e. When bidding contracts using Federal funds, the Subrecipient must consider applicable Federal procedures for solicitation and award and required contract clauses. The basic authority for the Federal requirements, the Federal Office of Management and Budget's "Uniform Guidance", is 2 CFR Part 200. https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1

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Attachment B

Payment Provisions

1. This grant is a performance-based grant with cost reimbursable payment terms. Payments made to the Subrecipient by the State are based on the submittal of invoices not more than monthly and the inclusion of a date range in which activities on this grant were undertaken. Subrecipient is required to keep documentation of all expenses reported to the State on the invoice, and are required to submit those documents with each invoice. The State reserves the right to ask for expense documentation upon request. Invoices must be submitted on the Clean Water State Revolving Fund Request for Reimbursement of Expenses Form

2. The State will measure sufficient progress by examining the performance required under the workplan in conjunction with the milestone schedule, the time remaining for performance within the project period and/or the availability of funds necessary to complete the project. The State may terminate the assistance agreement for failure to ensure reasonable completion of the project within the project period.

3. Risk-Based Assessment:
   Risk Level: High

Risk Level	Monitoring Requirements
High	- Subrecipient is required to submit quarterly progress reports. Progress report must include: summary of progress made on deliverables within reporting timeframe, milestone status updates, technical/cost/schedule issues encountered, and work planned for next period.

   a. These monitoring requirements are required deliverables even when not listed explicitly in the deliverables table in Attachment A.

   b. If you are required to have a Single Audit , you are to report to the State, the audit, findings, Management Response Letter including corrective actions within 9 months after the end of your fiscal year.

4. Final Payment: Final payment will be paid upon receipt and satisfactory review of all deliverables, as described in the scope of work, a final financial report documenting expenditure of 100% of grant funds, and where appropriate, documentation of required match.

5. The Subrecipient shall:
   ☐ Maintain a copy of all receipts on file for review upon request by the State,
   ☒ Include a copy of all receipts for costs requested for reimbursement.
   ☐ Other:

6. Other Provisions
   a. Pre-award costs starting March 3, 2021, are allowable under this agreement as determined by the Grant Manager and as related to the scope of work in Attachment A.
   b. All invoices must be received within 90 days after the end date of this agreement. Any invoices received after 90 days may not be honored.
   c. Subrecipient is conferred blanket approval from the State to execute any subgrant or subcontracts associated with this Agreement and related amendments according to Attachment C, #19. As part of the procurement process, the Subrecipient must verify and document that none of its subcontractors/subgrantees are listed on the federal debarment list located at https://sam.gov/content/home or the State debarment list maintained by the Vermont Buildings and General Services (BGS) and located at: https://bgs.vermont.gov/purchasing-contracting/debarment. Both the name of the entity and name of the primary point of contact must be checked.

7. Payment requests must be submitted on the Payment Request Form at the following link: https://anrweb.vt.gov/DEC/IronPIG/DownloadFile.aspx?DID=169995&DVID=0

8. Submit completed forms to: anr.srfpayments@vermont.gov

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ATTACHMENT C: STANDARD STATE PROVISIONS FOR CONTRACTS AND GRANTS
REVISED DECEMBER 4, 2023

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

2. Entire Agreement: This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect. Where an authorized individual is either required to click-through or otherwise accept, or made subject to, any electronic terms and conditions to use or access any product or service provided hereunder, such terms and conditions are not binding and shall have no force or effect. Further, any terms and conditions of Party's invoice, acknowledgment, confirmation, or similar document, shall not apply, and any such terms and conditions on any such document are objected to without need of further notice or objection.

3. Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial: This Agreement will be governed by the laws of the State of Vermont without resort to conflict of laws principles. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State regarding its performance under this Agreement. Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.

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

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

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

7. Defense and Indemnity:

A. The Party shall defend the State and its officers and employees against all third-party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any

such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits.

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

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

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

8. Insurance: During the term of this Agreement, Party, at its expense, shall maintain in full force and effect the insurance coverages set forth in the Vermont State Insurance Specification in effect at the time of incorporation of this Attachment C into this Agreement. The terms of the Vermont State Insurance Specification are hereby incorporated by reference into this Attachment C as if fully set forth herein. A copy of the Vermont State Insurance Specification is available at: https://aoa.vermont.gov/Risk- Claims-COI. (version: November 1, 2023)

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

10. False Claims Act: Any liability to the State under the Vermont False Claims Act (32 V.S.A. § 630 et seq.) shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

11. Whistleblower Protections: The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority, or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

12. Use and Protection of State Information:

A. As between the State and Party, "State Data" includes all data received, obtained, or generated by the Party in connection with performance under this Agreement. Party acknowledges that certain State Data to which the Party may have access may contain information that is deemed confidential by the State, or which is otherwise confidential by law, rule, or practice, or otherwise exempt from disclosure under the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq. ("Confidential State Data").

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B. With respect to State Data, Party shall:

i. take reasonable precautions for its protection;

ii. not rent, sell, publish, share, or otherwise appropriate it; and

iii. upon termination of this Agreement for any reason, Party shall dispose of or retain State Data if and to the extent required by this Agreement, law, or regulation, or otherwise requested in writing by the State.

C. With respect to Confidential State Data, Party shall:

i. strictly maintain its confidentiality;

ii. not collect, access, use, or disclose it except as necessary to provide services to the State under this Agreement;

iii. provide at a minimum the same care to avoid disclosure or unauthorized use as it provides to protect its own similar confidential and proprietary information;

iv. implement and maintain administrative, technical, and physical safeguards and controls to protect against any anticipated threats or hazards or unauthorized access or use;

v. promptly notify the State of any request or demand by any court, governmental agency or other person asserting a demand or request for Confidential State Data so that the State may seek an appropriate protective order; and

vi. upon termination of this Agreement for any reason, and except as necessary to comply with subsection B.3 above in this section, return or destroy all Confidential State Data remaining in its possession or control.

D. If Party is provided or accesses, creates, collects, processes, receives, stores, or transmits Confidential State Data in any electronic form or media, Party shall utilize:

i. industry-standard firewall protection;

ii. multi-factor authentication controls;

iii. encryption of electronic Confidential State Data while in transit and at rest;

iv. measures to ensure that the State Data shall not be altered without the prior written consent of the State;

v. measures to protect against destruction, loss, or damage of State Data due to potential environmental hazards, such as fire and water damage;

vi. training to implement the information security measures; and

vii. monitoring of the security of any portions of the Party's systems that are used in the provision of the services against intrusion.

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

F. Party shall notify the State within twenty-four hours after becoming aware of any unauthorized destruction, loss, alteration, disclosure of, or access to, any State Data.

G. State of Vermont Cybersecurity Standard Update: Party confirms that all products and services provided to or for the use of the State under this Agreement shall be in compliance with State of Vermont Cybersecurity Standard Update in effect at the time of incorporation of this Attachment C into this Agreement. The State of Vermont Cybersecurity Standard Update prohibits the use of certain branded products in State information systems or any vendor system, and a copy is available at: https://digitalservices.vermont.gov/cybersecurity/cybersecurity-standards-and-directives

H. In addition to the requirements of this Section 12, Party shall comply with any additional requirements regarding the protection of data that may be included in this Agreement or required by law or regulation.

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

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

15. Offset: The State may offset any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any offset of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided in 32 V.S.A. § 3113.

16. Taxes Due to the State: Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.

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

18. Child Support: (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, Party is not under an obligation to pay child support or is in good standing with respect to or in full compliance with a plan to pay any and all child support payable under a support order. Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

19. Sub-Agreements: Party shall not assign, subcontract, or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and

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liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.

In the case this Agreement is a contract with a total cost in excess of $250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54), as amended by Section 17 of Act No. 142 (2010) and by Section 6 of Act No. 50 (2011).

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

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

21. Regulation of Hydrofluorocarbons: Party confirms that all products provided to or for the use of the State under this Agreement shall not contain hydrofluorocarbons, as prohibited under 10 V.S.A. § 586.

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

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

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

25. Force Majeure: Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lockouts) ("Force Majeure"). Where Force Majeure is asserted, the nonperforming party must prove that it made all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially

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fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

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

27. Termination:

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

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

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

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

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

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

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

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

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expends $750,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.

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

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

32. Requirements Pertaining Only to State-Funded Grants:

A. Certification Regarding Use of State Funds: If Party is an employer and this Agreement is a State-funded grant in excess of $1,000, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party's employee's rights with respect to unionization.

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

(End of Standard Provisions)

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ATTACHMENT D – OTHER GRANT AND CONTRACT PROVISIONS

Risk Management approval required for modification of Attachment C.8 insurance clause.
☐YES ☒NO RISK Approved: N/A

VERMONT STATE INSURANCE SPECIFICATION- REVISED NOVEMBER 1, 2023

1. **Applicability and Definitions.**
   a. This Specification applies to providers of goods or services under a contract or grant (either is "the Agreement") for the State of Vermont and is incorporated, whether directly or by reference, into the Agreement.
   b. "Party" shall mean the Contractor or Grantee as stated in the Agreement.

2. **Operation of this Specification.**
   a. Before commencing work under the Agreement, the Party must provide certificates of insurance to show that each and all of the minimum insurance coverages listed below, which are or may be applicable, are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State throughout the term of this Agreement.
   b. The State does not warrant that the coverages and limits listed in this document or otherwise required for the Agreement are adequate to cover and protect the interests of the Party for the Party's operations. These are solely minimums that have been established to protect the interests of the State.
   c. It is the Party's responsibility to timely ask the State and seek clarification if Party is uncertain of any particular application of any provision.

3. **Additional coverages or amounts required although not stated in this Specification.**
   In many circumstances, the Party is required by the State to have insurance coverages in addition to those stated in this Specification, or to have higher limits or terms for listed coverages beyond what is required in this Specification. Those additional requirements may be stated in the Agreement or in other attachments or exhibits to the Agreement. It is the Party's responsibility to meet such additional requirements in the manner and according to the terms stated for coverages listed in this Specification.

4. ***General Liability and Property Damage:*** With respect to all operations performed under the Agreement, the Party shall carry general liability insurance having all major divisions of coverage including, but not limited to:
   a. Premises - Operations
   b. Products and Completed Operations
   c. Personal Injury Liability
   d. Contractual Liability
   e. The policy shall be on an occurrence form and limits shall not be less than:
      i. $1,000,000 Each Occurrence
      ii. $2,000,000 General Aggregate
      iii. $1,000,000 Products/Completed Operations Aggregate
      iv. $1,000,000 Personal & Advertising Injury

f. If the performance of the Agreement involves construction, then:
   i. a "per project" aggregate endorsement is required; and
   ii. completed operations coverage must be carried for three years post project completion.

5. ***Automotive Liability:*** If motor vehicles will be or are used in connection with the Agreement, the Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than $500,000 combined single limit. For Contracts involving construction or when performance under the Contract would require a commercial or other specialized driver's license, limits shall not be less than $1,000,000. When performance includes interstate commerce or transport of hazardous products or materials regulated by the Federal Motor Carrier Administration and set forth in 49 C.F.R. § 387.9, the coverage shall include the MCS-90 endorsement.

6. ***Umbrella or Excess Liability***: For Contracts involving construction, or when performance under the Contract would require a commercial or other specialized driver's license, the Party shall carry umbrella or excess liability insurance covering over the underlying general and automotive liability policies. Coverage shall be on an occurrence form and limits shall not be less than $1,000,000 per occurrence, $1,000,000 general aggregate, unless higher limits are required by the State of Vermont. This requirement need not be met if the Party's applicable underlying coverages meet or exceed $2,000,000.

7. ***Additional Insured:***
   a. The General Liability, Property Damage, and Umbrella/Excess coverages required for performance of the Agreement shall include the State of Vermont and its agencies, departments, officers, and employees as Additional Insureds using ISO forms CG2010 and CG2037 or their equivalents.
   b. If performance of the Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers, and employees as Additional Insureds.
   c. If third-party cyber liability coverage is required, such coverage shall include the State of Vermont and its agencies, departments, officers, and employees as Additional Insureds.
   d. Additional Insured coverage shall be primary and non-contributory with any other insurance and self-insurance and shall include a waiver of subrogation in favor of the State of Vermont.

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

9. ***Professional Liability Insurance:***
   Whenever the performance of the Agreement is to involve any of: (a) licensed professional services, such as, but not limited to, attorneys, medical providers, financial professionals like accountants or actuaries, architects, engineers, management consultants, and providers of services requiring occupational licenses; (b) technology professional services; or (c) when otherwise required by the Agreement, the Party shall procure and maintain professional liability insurance for any and all services performed under the Agreement, with minimum coverage of $1,000,000 per claim, or such higher minimum so provided.
   Party shall maintain such professional liability insurance for a period of two years following completion of services under the Agreement.

10. ***Cyber Liability and Breach Response Insurance Coverage:***
When the Party's performance involves hosting confidential State data, or services in or on State information technology systems where confidential State data may reside, the Party shall have and maintain cyber liability and breach response insurance coverage at no less than $1,000,000 per claim, $2,000,000 aggregate. Such policy shall expressly provide, but not be limited to, coverage for losses arising from the following:

a. unauthorized use of or access to: computer systems (including mobile devices), servers, client's data, or software;

b. defense of any regulatory action involving a breach of privacy;

c. failure to protect the confidential or proprietary information (personal and commercial information) and intellectual property from unauthorized disclosure or unauthorized access;

d. failure to adequately protect physical security of servers and systems including from cyber terrorism;

e. the costs for: notification (whether or not required by statute), credit file or identity monitoring, identity restoration, public relations, or legal experts;

f. third-party liability;

g. cyber extortion and cyber terrorism; and

h. no exclusion for actual or alleged breaches of professional services agreements associated with the above.

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

OTHER GRANT AND CONTRACT PROVISIONS

12. For contracts awarded over $200,000 for maintenance, construction, or improvement project shall provide that all construction employees working on the project shall be paid not less than mean prevailing wage published periodically by the Vermont Department of Labor in its occupational employment and wage survey plus an additional fringe benefit of 42 and one-half percent of wage, as calculated by the current Vermont prevailing wage survey.

13. For projects over $10 million, the following is required to be reported to the State with Quarterly Project Reports, as applicable:
    a. A recipient may provide a certification that, for the relevant project, all laborers and mechanics employed by contractors and subcontractors in the performance of such project are paid wages at rates not less than those prevailing, as determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the "Davis Bacon Act"), for the corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the State (or the District of Columbia) in which the work is to be performed, or by the appropriate State entity pursuant to a corollary State prevailing-wage-in-construction law (commonly known as "baby Davis Bacon Acts"). If such certification is not provided, a recipient must provide a project employment and local impact report detailing:
        i. The number of employees of contractors and sub-contractors working on the project;
        ii. The number of employees of contractors and sub-contractors working on the project;
        iii. The number of employees on the project hired directly and hired through a third party;
        iv. The wages and benefits of workers on the project by classification; and
        v. Whether those wages are at rates less than those prevailing.[1] Recipients must maintain sufficient records to substantiate this information upon request.
    b. A recipient may provide a certification that a project includes a project labor agreement, meaning a pre-hire collective bargaining agreement consistent with section 8(f) of the National Labor Relations Act (29 U.S.C. 158(f)). If the recipient does not provide such certification, the recipient must provide a project workforce continuity plan, detailing:

[1] As determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the "Davis-Bacon Act"), for the corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the State (or the District of Columbia) in which the work is to be performed.

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i. How the recipient will ensure the project has ready access to a sufficient supply of appropriately skilled and unskilled labor to ensure high-quality construction throughout the life of the project;
ii. How the recipient will minimize risks of labor disputes and disruptions that would jeopardize timeliness and cost-effectiveness of the project; and
iii. How the recipient will provide a safe and healthy workplace that avoids delays and costs associated with workplace illnesses, injuries, and fatalities;
iv. Whether workers on the project will receive wages and benefits that will secure an appropriately skilled workforce in the context of the local or regional labor market; and
v. Whether the project has completed a project labor agreement.

c. Whether the project prioritizes local hires.

d. Whether the project has a Community Benefit Agreement, with a description of any such agreement

e. State and Local Fiscal Recovery Funds (SLFRF) funds may be used to acquire real and personal property, supplies, and equipment. Except for property, supplies, or equipment acquired using revenue loss funds, recipients must follow the applicable provisions of the Uniform Guidance regarding property standards (2 CFR 200.310-316. During the period of performance, a recipient may use property, supplies, or equipment purchased or improved with SLFRF funds for a purpose other than the purpose for which it was purchased or improved if such other purpose is also consistent with the eligible use requirements. If a recipient changes the use of an asset to an ineligible use or sells the asset prior to the end of the period of performance, then the recipient must follow the disposition procedures in the Uniform Guidance. See 2 CFR 200.311, 200.313, 200.314, and 200.315. After the period of performance, the property, supplies, or equipment must be used consistent with the purpose for which it was purchased or improved or for any other eligible purpose in the same category as the purpose reported to Treasury as of the final reporting period. Recipients are responsible for being able to substantiate their determinations on whether the use of an asset is authorized and maintain a record of that determination in accordance with the requirements set forth in the financial assistance agreement accepted in connection with their award. Recipients are not required to seek or obtain the approval of Treasury prior to changing the use within the parameters of the authorized purpose.

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ATTACHMENT E – STATE FISCAL RECOVERY (SFR) QUARTERLY PROJECT REPORT TEMPLATE

Name: Town of Hartford
Contact Completing Report: Click or tap here to enter text.
Report Date: Click or tap here to enter text.
Grant Project: 2023 ARPA Statewide Sewer Overflow Elimination and Abatement
Grant ID: 06140-2023-ARPA-CSO-05
Quarter End Date: Click or tap here to enter text.

Quarterly Information Collected Every Quarter	
Projected/Actual Construction Start Date (month/year):	Click or tap here to enter text.
Projected/Actual Initiation of Operations Date (month/year):	Click or tap here to enter text.
Project Status:	Click or tap here to enter text.

Risk-Based Information **High Risk:** Collected Every Quarter	
Summary of progress made on deliverables within reporting timeframe.	Click or tap here to enter text.
Milestone status updates	Click or tap here to enter text.
Technical/cost/schedule issues encountered	Click or tap here to enter text.
Work planned for next period	Click or tap here to enter text.

Annual Performance Measure Information Collected Quarter ending on March 31st	
1.Performance Measure: Final Designs Complete	
2. Performance Measure: Percent completion by dollars spent	
3. Performance Measure: Linear feet of pipe installed	

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ATTACHMENT F – STATE FISCAL RECOVERY FUND PROGRAM ASSURANCES

An authorized signatory of Subrecipient must attest to the following by checking the box next to the statement and signing this document.

☒ 1. I have the authority to request payment from the State of Vermont. I am requesting payment for costs incurred in connection with section 602 of the Social Security Act, as amended by section 9901 of the American Rescue Plan Act, Public Law No. 117-2 (March 11, 2021) ("section 602").

☒ 2. As required by federal law, the SFR will only be used for approved economic support or costs incurred during the period that begins on March 3, 2021 and December 31, 2024, in response to the COVID-19 public health emergency and its negative economic impacts.

☒ 3. Subrecipient will report on incurred expenses and/or losses, in a form and at a frequency prescribed by the State of Vermont and will cooperate with the State of Vermont in creating and retaining appropriate documentation to demonstrate that the proposed uses meet the requirements of section 602.

☒ 4. To the extent that actual expenditures or demonstrated need is less than the total award amount, Subrecipient agrees to return the balance of unspent funds to the State of Vermont. If the United States Department of the Treasury recoups funds from the State of Vermont based on a determination that these award funds were used in a manner not in compliance with section 602, Subrecipient agrees that the State of Vermont may recover funds from Subrecipient by reducing future funding in State budgets.

☒ 5. Subrecipient must repay the award or portion of the award to the Vermont Agency of Natural Resources, Department of Environmental Conservation if: any funds received were issued in error; are based on incorrect representations made to the Vermont Agency of Natural Resources, Department of Environmental Conservation; or any costs forming the basis of an award under this program are covered by other federal funds or federally forgiven loans received by Subrecipient. I agree that the final determination of whether there has been a duplication of benefits and the amount to be repaid, if any, will be made by the Vermont Agency of Natural Resources, Department of Environmental Conservation.

☒ 6. Subrecipient has applied for FEMA-Public Assistance funding first for all FEMA-eligible expenses before applying to this grant. Subrecipient will only use this grant to cover expenses that are not eligible for FEMA-Public Assistance reimbursement.

☒ 7. Subrecipient shall maintain and make available to the State of Vermont and/or United States Department of the Treasury, upon request, all documents and financial records sufficient to establish compliance with section 602. Records and supporting documentation must be maintained for a period of five years after all funds have been expended or returned to Treasury, whichever is later. Records to support compliance with subsection 602 may include, but are not limited to, copies of the following:

a. General ledger and subsidiary ledgers used to account for (a) the receipt of SFR payments and (b) the disbursements from such payments to meet eligible expenses related to the public health emergency due to COVID-19;
b. Budget records;
c. Payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the public health emergency due to COVID-19;
d. Receipts of purchases made related to addressing the public health emergency due to COVID-19;

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e. Contracts and subcontracts entered into using SFR payments and all documents related to such contracts;
f. Grant agreements and grant subaward agreements entered into using SFR payments and all documents related to such awards;
g. All documentation of reports, audits, and other monitoring of contractors, including subcontractors, and grant recipient and subrecipients;
h. All documentation supporting the performance outcomes of contracts, subcontracts, grant awards, and grant recipient subawards;
i. All internal and external email/electronic communications related to use of SFR payments; and
j. All investigative files and inquiry reports involving SFR payments.

☒ 8. To the best of my knowledge, neither Subrecipient nor Subrecipient 's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds.

☒ 9. Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether a Single Audit is required for the prior fiscal year. If a Single Audit is required, Subrecipient will submit a copy of the audit report to the State of Vermont within 9 months. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends $750,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F.

☒10. Subrecipient will submit reports as required by the State of Vermont, Agency of Administration, and/or Vermont Agency of Natural Resources, Department of Environmental Conservation.

☒11. The Vermont Agency of Natural Resources, Department of Environmental Conservation may share the information on this federal award with other Vermont state agencies, and other Vermont agencies can share information with Vermont Agency of Natural Resources, Department of Environmental Conservation for the purpose of verifying Subrecipient's eligibility for this or another award or stimulus payment related to the COVID-19 pandemic.

☒12. Subrecipient authorizes the State of Vermont to share data relevant to this award with the U.S. Department of Treasury, including but not limited to previously submitted W-9 data that is related to this award.

☒13. All of Subrecipient's tax returns are completed and filed through the date of application filing.

☒14. Subrecipient complies with local, state and federal labor laws.

☒15. Subrecipient is in good standing with the Vermont Secretary of State.

☒16. I attest, under penalty of perjury, that all information provided on this form is true and accurate. I understand that the State of Vermont will rely on this certification as a material representation in making this federal award. Further, I understand that intentional misrepresentation of information is fraud and may subject me or my organization to disqualification from receiving further benefits, administrative penalties, and criminal prosecution.

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☒17. Subrecipient understands that, if Federal guidance on the regulations of the State Fiscal Recovery Fund change, it may change the terms of this award.

☒18. Subrecipient certifies that for contracts awarded over $200,000 for maintenance, construction, or improvement project shall provide that all construction employees working on the project shall be paid not less than mean prevailing wage published periodically by the Vermont Department of Labor in its occupational employment and wage survey plus an additional fringe benefit of 42 and one-half percent of wage, as calculated by the current Vermont prevailing wage survey.

☒19. Subrecipient certifies that that they will require any subcontractors or subgrantees to also certify that for contracts awarded over $200,000 for maintenance, construction, or improvement project shall provide that all construction employees working on the project shall be paid not less than mean prevailing wage published periodically by the Vermont Department of Labor in its occupational employment and wage survey plus an additional fringe benefit of 42 and one-half percent of wage, as calculated by the current Vermont prevailing wage survey.

Printed Name: Bryan Gazda

Authorized Signature: DocuSigned by: Bryan Gazda 1C6CFF4348D0472...

Title: Director, Dept. of Public Works

Organization Name: Town of Hartford, VT

Date: 12/21/2023

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ATTACHMENT G - TERMS AND CONDITIONS FOR FEDERAL SUBRECIPIENTS - U.S. DEPARTMENT OF THE TREASURY CORONAVIRUS STATE FISCAL RECOVERY FUND AWARD

1. Use of Funds.
    a. Participant understands and agrees that the funds disbursed under this award may only be used in compliance with section 602 of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
    b. Participant will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.

2. Reporting. Participant agrees to comply with any reporting obligations established by Treasury as they relate to this award.

3. Maintenance of and Access to Records
    a. Participant shall maintain records and financial documents sufficient to evidence compliance with section 602 of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
    b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Participant in order to conduct audits or other investigations.
    c. Records shall be maintained by Participant for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.

4. Conflicts of Interest. Participant understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Participants must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

5. Compliance with Applicable Law and Regulations
    a. Participant agrees to comply with the requirements of section 602 of the Act, regulations adopted by Treasury pursuant to section 602 of the Act, and guidance issued by Treasury regarding the foregoing. Participant also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Participant shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
    b. Federal regulations applicable to this award include, without limitation, the following:
        i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
        ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
        iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170 pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.

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iv. OMB Guidelines to Agencies on Government wide Debarment and Suspension (Non procurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.

v. Participant Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.

vi. Government wide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.

vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.

viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.

ix. Generally applicable federal environmental laws and regulations.

c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:

i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;

iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;

iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and

v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

6. Remedial Actions. In the event of Participant's noncompliance with section 602 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 602 of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 602 of the Act.

7. Hatch Act. Participant agrees to comply, as applicable, with requirements of the Hatch Act (U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.

8. False Statements. Participant understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.

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9. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Participant] by the U.S. Department of the Treasury."

10. Debts Owed the Federal Government.

a. Any funds paid to Participant (1) in excess of the amount to which Participant is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 602 of the Act and have not been repaid by Participant shall constitute a debt to the federal government.

b. Any debts determined to be owed the federal government must be paid promptly by Participant. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Participant knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

11. Disclaimer

a. The United States expressly disclaims any and all responsibility or liability to Participant or third persons for the actions of Participant or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.

b. The acceptance of this award by Participant does not in any way establish an agency relationship between the IFA, United States and Participant.

12. Protections for Whistleblowers.

a. In accordance with 41 U.S.C. § 4712, Participant may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.

b. The list of persons and entities referenced in the paragraph above includes the following:

i. A member of Congress or a representative of a committee of Congress;
ii. An Inspector General;
iii. The Government Accountability Office;
iv. A Treasury employee responsible for contract or grant oversight or management;
v. An authorized official of the Department of Justice or other law enforcement agency;
vi. A court or grand jury; or
vii. A management official or other employee of Participant, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.

c. Participant shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

13. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Participant should encourage its contractors to adopt and enforce on-the- job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

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14. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Participant should encourage its employees and contractors to adopt and enforce policies that ban text messaging while driving, and Participant should establish workplace safety policies to decrease accidents caused by distracted drivers.

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Place saver for Attachment H – ARPA CSO Grant Post-Award Form for Project Selection

Water Infrastructure
FINANCING PROGRAMS

CLEAN WATER STATE REVOLVING FUND (CWSRF)
DRINKING WATER STATE REVOLVING FUND (DWSRF)

Exhibit C

Appointment of Alternative Authorized Representative

♦♦♦

AGENDA MEMORANDUM
March 19, 2024
Town Selectboard Meeting Item: 2025 Reval Contracts –
Utility Appraiser & Reappraisal Monitor
Submitted by: Rick Vincent, Assessor

Subject: **Presentation of Utility Appraiser Proposals and Revaluation Monitor Proposal**

Background: The Assessor's office received proposals from three Utility Appraisers for valuation of the Wilder Dam and the Dewey's Mill Dam. The original request was to include the valuation the Transmission and Distribution lines, but that is no longer necessary due to recent legislation at the State level. The Assessor's office also received a proposal from Norm Bernaiche to assist the Town in monitoring the 2025 revaluation project being performed by Tyler Technologies. Norm is very familiar with the Vision CAMA software and can assist the Assessor and Tyler with the generation of proper reports out of the CAMA system.

Discussion: **1)** A comparison chart for the Utility Appraiser proposals is attached. You will see a wide range in prices between the three companies. I will provide more details during the meeting. I have confidence in all three companies but Bryan Fogg's proposal is the best option for the Town, in my opinion.

2) The proposal by Norm Bernaiche for the 2025 Revaluation Monitoring work is attached. I recommend that the Town contract with Norm Bernaiche to perform the monitoring work during the Revaluation process.

Impact: **$27,000 for the Bryan Fogg Utility appraisal contract. $10,000 for the Norm Bernaiche monitoring contract. Funds to be withdrawn from the Revaluation budget.**

Recommended Motions: 1) Motion to accept the Bryan Fogg Utility Appraisal proposal of $27,000 as part of the 2025 town-wide reappraisal project.

2) Motion to accept the Norm Bernaiche proposal of $10,000 to act as a consultant for the 2025 townwide reappraisal project and authorize the Town Manager to sign the associated contract with Norm Bernaiche.

Attachments: 2025 Utility Valuation Proposals Comparison Sheet, Norm Bernaiche Monitor Proposal, Norm Bernaiche Monitor Contract

2025 Utility Valuation Proposals
Town of Hartford, Vt.
Comparisons

Service Provider	Bryan Fogg LLC	Sansoucy Associates		Federal Appraisal LLC
BID Type	Wilder & Dewy's Mill Dams	Wilder Dam & T&D	Wilder And Dewey's Mill Dam	Wilder Dam
Total cost	$27,000	$22,,800/Year for 5 Years ($114,000 total)	$18,800/Year for 5 Years ($94,000 total)	$35,000
Informal Case Review	unlimited	unlimited		
BCA/grievance appeal	Price includes local Abatement process	Price includes local Abatement process		$425/Hour
Litigation support, formal case review and strategy	$300/Hour	$325/Hour		$425/Hour
Pretrials, Interrogatory development, depositions, report writing and trials	$300/Hour	$325/Hour		$425/Hour
State Board and Superior Court	$300/Hour	$325/Hour		
Bonding	No	No	No	No

Additional Notes	Bryan Fogg LLC is contracted with State of Vt to value Transmission & Distribution lines.	Cost to value Wilder Dam is shared with City of Lebanon, N.H.	

Normand Bernaiche
Property Tax Assessing Consultant
PO Box 642
Charlestown NH 03603

Proposal for Professional Assessment Consulting

February 06, 2024
Richard Vincent, Assessor
Town of Hartford, VT
171 Bridge Street
Hartford Municipal Building
White River Junction, VT 05001

Dear Rick,

I am pleased to offer my services to assist you in overseeing an all-important and necessary revaluation in 2025 for the Town of Hartford, Vermont. I have close to 40 years of experience in the assessing field and presently am the Director of Assessing for the Town of Hanover, NH. I am proficient with the Vision Cama system and am considered a power user. I have performed most of my own revaluations throughout my career without the assistance of outside consultants. Completing a revaluation with another set of eyes is a preferred method for protecting the Town and guiding the company in this endeavor. Specifically, I believe my experience with Vision will assist Tyler Technologies in performing their reappraisal as they appear to be a competent group but a through understanding of the software is very important.

Scope of Services

I propose to meet with you and the company (Tyler Technologies) to review their process and workplan for completing this project before the project begins. This would include their approach to developing land and building values and how those values will be implemented, calibrated, and reviewed within the Vision Cama system. Subsequent progress meetings will take place at regular intervals and the consultant will report in writing to both the Town and the Company as to the outcomes. Any suggestions or improvements will be made in writing to both parties. It is the Town's ultimate responsibility to hold the company accountable to these recommendations/suggestions according to the contract.

During the revaluation process the consultant will review the work plan and progress of the company according to the approved plan and report back to the Town. The consultant with review the requirements of the contract during the revaluation to ensure compliance with the terms and conditions set out in the contract. Important factors to review are detection of sales chasing during the process and consistent application of adjustments and factors between sale properties and non-sale properties also known as "unsold property test". This can be detected using the advanced features of the Vision Cama System and intimate knowledge of the underlying assessment database. I will also offer ways to clean up the database and offer systemic changes to make the assessment process more efficient.

I am proposing to perform this valuable service for the entirety of the project for $10,000. This would be based on 4 equal payments of $2,500, the first due upon a signing of a more formal consulting agreement. The others due at equal intervals during the project with the last one due upon the town receiving the results of the 2025 revaluation from the company.

If this is acceptable to You and the Town, I can put together a more formal contract for your review and acceptance. I look forward to working with you on this project. I have attached my resume for your review. Please let me know if you have any questions or concerns.

All My Best,

Norm Bernaiche CNHA
Assessing Consultant

Normand G. Bernaiche
P O Box 642
Charlestown, NH 03603
(603) 313-8824

Work History

Town of Hanover, NH 03/01/2020-Present
Director of Assessing, responsible for a grand list of over $4,000,000,000 including training, providing expert testimony and regular interaction with Dartmouth College who is the largest taxpayer in town. Early in employment completed a board ordered NH Board of Tax and Land Appeals Revaluation under the supervision of the NH Department of Revenue

Town of Enfield, NH 1988-2023
Contract Assessor for the Town of Enfield where I have represented several different Town Managers and Selectboards.

Towns of Newbury, New London and Sunapee, NH 09/01/2005 –
06/28/2012, 12/15/2012-02/28/2020
Tri-Town Assessor, responsible for a Grand List of $3,000,000,000 including administration, appraisal, training, defense of values, and interpretation of law. Established this program as the first inter-municipal assessment program in the state of NH.

City of Keene, NH 07/01/2012-
12/15/2012
City Assessor and Chairman of the Board of Assessors, responsible for a professional staff of 3.

City of Lebanon, NH 11/1993 - 10/2005
City Assessor, responsible for a Grand List of some $1,500,000,000 including administration, appraisal, training, defense of values, and interpretation of law.

City of Claremont, NH 02/1990 - 11/1993
City Assessor, responsible for a Grand List of some $490,000,000 including administration, appraisal, training, defense of values, and interpretation of law.

MMC Inc., Chelmsford, MA 01/1989 - 12/1990
Project Manager and Senior Appraiser, responsible for full revaluations in six New Hampshire towns and one Vermont town in a two-year period. All were completed within the specified timeframe and six of seven were on or below budget.

New England Quest Appraisal Services, Claremont, NH 01/1988 - 01/1989
President and Co-Founder of Real Estate Appraisal Co. serving Vermont and New Hampshire. Duties included training, marketing, billing, and review of all appraisal staff.

Global Appraisal Services, Bedford, NH 05/1986 - 01/1988
Review appraiser, performing appraisals for various types of properties. Responsible for establishing Global's first satellite office.

United Appraisal Company, East Hartford, CT 1984 - 1986
Review appraiser, performing town-wide revaluations throughout New England.

MMC, Inc. aka McGee & Megan, Chelmsford, MA 1983 - 1984

Performing data collection in Wells, ME and S. Portland, ME

Certifications

Certified New Hampshire Assessor — 33 Years

Expert Witness Merrimack, Grafton & Sullivan Counties, NH & NH BTLA

DRA Certified Appraisal Supervisor which includes the ability to read deeds, interpret financial statements, supervise all subordinates in the assessment process, advise boards and commissions on the assessment process, complete in-house revaluations, and defend those values before Superior Court Judges and the New Hampshire Board of Tax and Land Appeals

Past member of NHAAO ethics committee — 4 years

State Statutes Instructor — 32 years

Real Estate Assessment Education

Central Maine Vocational Technical Institute (Auburn, ME) — 1981-1983
Degree received: Associates of Applied Science in Property Tax Assessment Technology
Related courses: Three Approaches to Value; Real Estate Law
Industrial Appraisal; Mapping and Maintenance
Drafting; Building Cost Theory

Participated in internship with Auburn, ME Assessing Office

SREA Course 101, Concord, NH — 1987

SREA HP 12c calculator seminar; SREA Introduction of Income Capitalization; IAAO Course II Income Approach; SREA Land Development Seminar — 1988

IAAO Course 302, Mass Appraisal of Income Property — 1990

IAAO Course 3, Narrative Appraisal Writing, — 1991

IAAO Course 612, Fundamentals of Assessment Ratio Studies — 1992

Appraisal of Utilities and Railroads — 1993

IAAO Course 305, CAMA Modeling — 1994

USPAP Course; IAAO Ethics Course — 1995

Integrating GIS and CAMA — 1997

IAAO Course 400, Assessment Administration — 2008

USPAP Update; IAAO Ethics Course Update	2019
NH Division of Forest and Lands Forestry Class; NH DRA Excel for Assessors	2011
NHAAO/DRA 1 day update class	2019
Appraising High End and Difficult Properties (Maine Municipal Assessors)	2014
Primex Supervisor's Academy (2.3 CEU's)	2018
Various seminars and workshops through NHMA, NHAAO, Vision Appraisal, NRAAO	

Affiliations

Former State Representative, International Association of Assessing Officials

Past President, Director, New Hampshire Association of Assessing Officials

NH Municipal Association – Appointed to Committee on Government Affairs (Past Member)

State of New Hampshire Current Use Advisory Board (Active), Appointed by the Governor

NHAAO-Lawton B. Chandler Award Winner 2005, 2019 NHAAO President's Choice Award

Past President-Northeast Association of Assessing Officials 2020-2021(Richard Prendergast Lifetime Achievement Award)

PROFESSIONAL SERVICES AGREEMT
Between Normand G. Bernaiche and the Town of Hartford, Vermont

AGREEMENT effective this 1st day of March 2024, by and between the Town of Hartford, Vermont, with its principal place of business located at 171 Bridge St, White River Junction, VT 05001 (hereinafter referred to as "CLIENT") and Normand G. Bernaiche, with its principal place of business located at PO Box 642 Charlestown, NH 03603 (hereinafter referred to as "CONSULTANT").

WHEREAS CONSULTANT provides assessing services, and;

WHEREAS CLIENT wishes to procure assessing services;

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein and for other good and valuable consideration. receipt of which is hereby acknowledged, CLIENT and CONSULTANT have entered into this AGREEMENT in accordance with the terms and conditions contained herein:

1. **Term:** The term of this AGREEMENT shall be for a project beginning on March 01, 2024 and to run through the completion of scheduled revaluation in 2025.

2. **Termination:** This AGREEMENT may be terminated by either party for any reason upon thirty (30) day notice or immediately for cause. Cause which shall be defined as breach of any term of this AGREEMENT. Upon termination, payment shall be due for any work performed as of the date of termination.

3. **Scope of Services: CONSULTANT hereby AGREES to provide services in the field of assessing.** This engagement is described in a Proposal for Professional Assessment Consulting dated February 06, 2024 and delivered to Richard Vincent, Assessor for the Town of Hartford via email.

   The scope of work will involve providing assistant and consultation with contract review and compliance, guidance to revaluation company on Vision Software, and assistance to assessor in having a working productive relationship with the revaluation company throughout the life of the project with the goal of having an acceptable product upon conclusion of the project.

   The purpose of this engagement is to complete the revaluation in a professional like manner.

4. **Compensation: C**ompensation for these services in the field of assessing, CLIENT hereby agrees to pay CONSULTANT $10,000. The payment schedule shall be as described in the proposal being 4 equal payments of $2,500. The first due upon signing of the contract, the second due August 1, 2024, third due January 1, 2025 and final payment due June 25, 2025 (completion of revaluation).

   4.1. CONSULTANT shall provide any documents requested by Town for the purpose of issuing payment prior to payment of the first invoice. CONSULTANT shall provide invoices for payment on the intervals set forward above. Failure of CONSULTANT to provide this information may result in non-payment without penalty to the Town.

4.2 Town will have thirty (15) days to pay from the date of each invoice before such invoice will be considered overdue. Payments that are more than fifteen (15) days overdue will accrue interest at an annual interest rate of 5 percent until paid.

4.3 Upon Town's second failure to timely make payments CONSULTANT may elect to stop work until the Town becomes current in their payments or to cancel the contract for cause. Any work stoppages made by CONSULTANT as a result of nonpayment will not relieve the responsibility of CLIENT to pay any outstanding invoices in full, including interest for overdue payments.

4.4. CLIENT shall reimburse CONSULTANT for any reasonable expenses incurred, including but not limited to: third-party distribution costs for mailings, report production, and other expenses, provided that CLIENT has pre-approved CONSULTANT's making of the expenditure in writing. CONSULTANT will provide CLIENT with best available estimate of cost of these extraordinary expenses prior to CLIENT's approval. Any additional expenses such as those above shall be billed separately and shall be due-within 15 days of submission of an invoice.

4.5. To the extent the CONSULTANT incurs costs on CLIENT'S behalf and with CLIENT's prior written consent, those costs will be billed to CLIENT at cost without mark-up.

4.6. At the expiration of this AGREEMENT, all outstanding reasonable and approved in advance expenses incurred by the CONSULTANT shall be reimbursed by CLIENT within 15 days of submission of a final invoice.

5. **Modification**: The terms and responsibilities set forth in AGREEMENT may only be altered following efforts at bilateral renegotiation held in good faith between CONSULTANT and CLIENT. Any such modification to the terms and responsibilities must be set forth in writing and signed by both the CONSULTANT and the CLIENT.

6. **Confidential Information**: CONSULTANT and CLIENT agree that CONSULTANT will NOT have access to certain confidential and proprietary information of CLIENT. If there is an accidental disclosure of information that would be considered confidential and/or exempt from disclosure under Vermont's Right to Know Law , the Client shall notify the Consultant immediately and they will return and permanently delete any such information.

7. Independent Contractor Disclaimer of Joint Venture, Partnership, and Agency:

7.1. Independent Contractor: CONSULTANT'S relationship with CLIENT shall be that of an independent contractor. The employees, procedures, equipment, and facilities used by CONSULTANT shall at all times, be under its exclusive direction and control. Nothing in this Agreement shall be construed to designate CONSULTANT, or any of its employees, agents or subcontractors, as employees, agents, joint ventures or partners of CLIENT. CONSULTANT's principals, officers, agents, employees, personnel, contractors and subcontractors are not employees or agents of CLIENT within the meaning or application of any federal, state or local law, rule or regulation, including without limitation, laws rules and regulations regarding or related to unemployment benefits, workers' compensation, labor, or taxes of any kind. CONSULTANT shall assume sole and exclusive responsibility for the payment of wages and

all applicable taxes and insurance for its employees and shall require the same of any contractor or subcontractor it retains in connection with this Agreement.

7.2 Disclaimer of Joint Venture, Partnership, and Agency: This Agreement shall not be interpreted or construed to create an association, joint venture, or partnership between the parties or to impose any partnership obligation or liability upon either party. Neither party shall have any right, power or authority to enter into any agreement or undertaking for, or act on behalf of, or to act as or be an agent of representative of, or to otherwise bind, the other party unless explicitly contracted to do so.

8. This AGREEMENT will be governed by the Laws of Vermont and any dispute shall be submitted to the superior court in the County of Windsor, Vermont.

9. This AGREEMENT, which may be executed in a number of counterparts, shall be become effective upon signature of both parties.

IN WITNESS WHEREOF, the parties hereto have duly executed this AGREEMENT on the day, month and year below.

_____
Normand G. Bernaiche
Assessing Consultant

Date _____

_____
John Haverstock
Town Manager, Hartford, VT

Date_____

5.e.

Lana Livingston

From: Michael Hoyt
Sent: Wednesday, March 13, 2024 11:20 AM
To: John Haverstock
Cc: Lana Livingston; Kim Souza
Subject: Re: Committee liaisons

That looks right to me.

From: John Haverstock <jhaverstock@hartford-vt.org>
Sent: Wednesday, March 13, 2024 9:30 AM
To: Michael Hoyt <mhoyt@hartford-vt.org>
Cc: Lana Livingston <llivingston@hartford-vt.org>; Kim Souza <ksouza@hartford-vt.org>
Subject: FW: Committee liaisons

Hi Mike,

Does this jibe with your tally from last night?

Thanks.

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

From: Lana Livingston <llivingston@hartford-vt.org>
Sent: Wednesday, March 13, 2024 9:22 AM
To: John Haverstock <jhaverstock@hartford-vt.org>
Subject: Committee liaisons

Attached.

Thank you,

Lana Livingston

Lana Livingston
Administrative Assistant to the Town Manager
Town of Hartford
171 Bridge Street
White River Junction, VT 05001
P (802) 295-9353 (X 217)
F (802) 295-6382

Town of Hartford - Liaison Assignments

Boards, Committees & Commissions	2024 Liaisons	Meeting Day	Meeting Time	Staff Contact
Aquatics Center Oversight Committee	Sue Buckholz			None
Conservation Commission	Mary Erdei	1st Monday of the Month	7:00 PM	Matt Osborn
Design Review Committee	Brandon Smith	Thursday: see specific schedule	5:00 PM	Jo-Ann Ells
Energy Commission and Climate Action Steering Team (sub comm of the Energy Commission)	Ida Griesemer Mike Hoyt	4th Thursday OTM 2nd Wednesday OTM	5:00 PM	Dana Clawson
Hartford Business Revolving Loan	Sue Buckholz	Qrtly1st Wed. of Mo.	8:30 AM	Lori Hirshfield
Hartford Committee On Racial Equity & Inclusion (HCOREI - 2 seats)	**Applications Required** • Received: Mary Erdei • Received: Kim Souza	Wednesday	6:00 PM	None
Hartford Community Coalition	Lannie Collins	3rd Wed. every other Month beg. 9.15.21	4:30 PM	Scott Hausler
Hartford Tree Board	Ida Griesemer	Wednesday	6:00 PM	Scott Hausler
Historic Preservation Commission	Lannie Collins	3rd Wednesday of the Month	5:00 PM	Matt Osborn
Hartford Committee on Housing and Homelessness	**Applications Required** • Received: Brandon Smith	3rd Thursday of the Month	6:00 PM	Lori Hirshfield
Parks & Recreation Commission	Sue/Mary ??	2nd Thursday of the Month	5:30 PM	Scott Hausler
Planning Commission	Kim Souza	Monday: see specific schedule	6:00 PM	Jo-Ann Ells
Resilient Hartford	Ida Griesemer	4th Wed of the Month	5:00 PM	Matt Osborn
School Board	Liaison: Mike Hoyt 1st Alternate: Kim Souza 2nd Alternate: Mary Erdei	2nd & 4th Wednesday of the Month	7:00 PM	None
Sister Cities	Mike Hoyt	4th Tuesday of the Month	5:00 PM	None
Zoning Board of Adjustment	Lannie Collins	Wednesday: see specific schedule	6:30 PM	Jo-Ann Ells
Upper Valley Leadership Committee	Town Manager/ SB Chair			None

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 X appointment(s) or ___re-appointment to: HCOREI

I. APPLICANT DATA:

Name: Mary M Erdei
Address: [redacted]
WRJ, VT 05001
Telephone: (Home)_____ (Work)_____ (Other) [redacted]
Email Address: [redacted]
How long have you been a Hartford resident? 4 years
Are you a registered voter? yes

II. EDUCATION:

High School: Mercy High, Omaha, NE Year Graduated: 1968
College 1: Iowa State Univ; Ames, IA Degree Earned: B.S.
Course of Study: English/Philosophy/Education Year: 1972
College 2: Dartmouth College; Hanover, NH Degree Earned: M.A.
Course of Study: Humanities (Eng/History) Year: 1982

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
Upper Valley Schools & Residents	2009 – 2017	Garden Educator (Sub)	Teaching/Landscaping Garden
– Kearsarge Regional HS – Springfield, VT Public HS – Hanover High School – Proctor Academy – Cathedral H.S.	1973 – 2009	English/History Teacher & Dept Chair	Teaching, Managing, Supervising

* Peace Corps Volunteer
Micronesia 1972-73

IV. PROFESSIONAL EXPERIENCE:

a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.
(c) Would you be available for evening meetings? (a) 3-4 nights/month
(b) Monday, Wed, Thursday
(c) yes, except on Tuesdays, where I serve on the Select board

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? #1. To further the mission and goals of HCOPEI
#2. As a parent of a minority race child and a "sister" to an Indigenous college student, I have seen & experienced racism play out; I bring IDEALVT skills to my ongoing life skills & experiences (present)

c. What are your past experiences in Municipal, State or Federal Government? *
Municipal/State as Educators; *Municipal as Selectboard Member Hartford
Federal as a Peace Corps Volunteer
* Current VT state/municipal member of IDEAL VT

d. What civic or social organizations have belonged to and what positions did you hold?
Alumni (Dartmouth); Emerge VT; Board member of UU Church's Council
Biodiversity Committee in Hanover, NH; Osher Mem
(SB) Board liaison for Conservation Com & Parks & Rec C

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? Training in ongoing example of microaggresions and/or DEI can play a role in society at large just as well as in town businesses and municipal departments

f. What might some solutions be? Education — Education — Education.. Both education and opportunities for discussion, including support for this via public libraries

g. Other hobbies/interests: Gardening, raising healthy pets, hiking, biking, traveling

V. REFERENCES: (Please list three)

Name: Joe Major Telephone: [redacted]

Name: Ally Tufenkjian Telephone: [redacted]

Name: Lynn Bohi Telephone: [redacted]

Mary Ne Esdei
APPLICANTS SIGNATURE

02/25/2024
DATE

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

ADVISORY BOARD/COMMISSION APPLICATION

Application for X appointment(s) or ___ re-appointment to: Hartford Committee on Racial Equity & Inclusion (HCOREI) Selectboard Liaison Position

I. APPLICANT DATA:

Name: Kim Souza

Address: PO Box 663, White River Junction, VT 05001

Telephone: (Home)_____ (Work) _____ (Other) [redacted]

Email Address: [redacted]

How long have you been a Hartford resident? 17 Years

Are you a registered voter? Yes

II. EDUCATION:

High School: Mascoma High School Year Graduated: 1987

College 1: Hesser College Degree Earned: AS

Course of Study: Business Year: 1989

College 2: _____ Degree Earned: _____

Course of Study: _____ Year: _____

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
Revolution	2002-Present	Co-Owner	Management
Winged Victory	1990-2002	Senior VP	Management

IV. PROFESSIONAL EXPERIENCE:

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

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

I would like to support HCOREI's work in continuing to advocate for efforts that make Hartford an exemplary community where everyone who lives works and visits can feel welcome and included in our town and school district.

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

Selectboard, Vermont Saves, Advisory Board, Town Manager Search Committee, Police Chief Search Committee, HCOREI Liaison

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

Upper Valley Response Team, Mutual Aid Coordinator; COVER Home Repair, Board Member; Showing Up fo Racial Justice (SURJ), Steering Team; Upper Valley Leadership, Panelist

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?

Communication. Lacking a communications strategy, members of the public can find it difficult to access the reliable information necessary to ensure trust and transparency in our local government and the town's operations.

f. What might some solutions be?

Funding a communications position is a great start! Establishing an effective framework for public relations and adequate sharing of reliable information will increase transparency around the town's work resulting in a well-informed community, and, in turn, improve the level of trust overall.

g. Other hobbies/interests:

Sewing, Reading, Thrifting

V. REFERENCES: (Please list three)

Name: State Senator, Rebecca White Telephone: [redacted]

Name: Matt Bucy Telephone: [redacted]

Name: Mary Gannon Telephone: [redacted]

Kim Souza
APPLICANTS SIGNATURE

03.13.2024
DATE

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

ADVISORY BOARD/COMMISSION APPLICATION

Application for ✓ appointment(s) or ___ re-appointment to: Housing and Homelessness Committee

I. APPLICANT DATA:

Name: Brandon Smith
Address: [redacted] VT 05001

Telephone: (Home)_____ (Work)_____ (Other) Cell [redacted]
Email Address: [redacted]
How long have you been a Hartford resident? 2 years
Are you a registered voter? yes

II. EDUCATION:

High School: Washington Senior High School Year Graduated: 2005

College 1: Cedarville University Degree Earned: _____
Course of Study: Communications Year: 2007 - 2009

College 2: Columbia College Chicago Degree Earned: _____
Course of Study: Science Journalism Year: 2009 - 2011

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
(please see appended resume)			

03/10/2020

IV. PROFESSIONAL EXPERIENCE:

a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available. Would you be available for evening meetings? For this committee, I would meet whenever necessary. I saw that in the past, it has met on the 3rd Thursday of the month. I have requested to move my conflict — steering committee for the upper val

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? Helping housing to be more accessible to all, whether owners or renters (and hopefully helping more renters become owners) has been my career motivation since 2020. My knowledge of production and energy efficiency could be of use. "Building science and beer" meetup.

c. What are your past experiences in Municipal, State or Federal Government? My current selectboard service is my first role in any government, aside from lifeguarding, for five years as a teen, at my hometown city pool!

d. What civic or social organizations have belonged to and what positions did you hold? I help run the aforementioned Building Science meetup. As a young man I was part of the local Rotary chapter. I've been a member of the professional society "Investigative Reporters and Editors" since ~2008.

e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions? The cost of building is too high; I see it from "the inside." Folks are allowed to rent for $2400/month but not pay a $900/month mortgage (ie, restrictions on financing.) And landlords have been found to be colluding via software, elsewhere, so the FTC is now investigating.

f. What might some solutions be? A possible "panel" production facility that could be used by local carpenters. Efforts to help residents repair their credit, and working directly with local banks to boost accessibility, and potentially with materials suppliers to create a line of "basic" building goods on which the margin is lower.

g. Other hobbies/interests: Woodworking, science fiction TV, cooking, keeping up with current events, occasionally fielding journalism inquiries from sources.

V. REFERENCES: (Please list three)

Name: Ethan Cole Telephone: [redacted]

Name: Ally Tufenkjian Telephone: [redacted]

Name: Ian O'Donnell Telephone: [redacted]

[redacted] 3-13-24

APPLICANTS SIGNATURE DATE

03/10/2020

BRANDON SMITH

Former journalist, current manager of high-performance building projects

hey@brandonsmith.com brandonsmith.com/about (7[redacted]

PROFESSIONAL EXPERIENCE

Earthshare Construction. Home builder, Lebanon, NH Sept 2023–present

Serve as Production Coordinator

- For this 13-year-old firm in the Upper Valley, which won Efficiency Vermont's "Best of the best" award for an energy-efficient house in 2022, I perform the majority of project management tasks for the company's several projects in construction & several in development.
- Earthshare is structured such that the owner serves as *project manager* for all projects, double-checking things and answering questions, while two *production coordinators* (myself included) accomplish the leg work of a PM role: developing projects with clients; creating estimates (lead carpenters offer input on labor estimates); creating construction schedules using Gantt software; ordering materials; scheduling subcontractors; tracking progress and change orders; keeping and issuing meeting minutes; and keeping an organized record of all project information.
- Since summer 2022 I have helped the Upper Valley be more nerdy about building science and new technologies, as part of the steering committee of the local chapter of "BS and Beer."

Alger Brook Design Build. Home builder/design firm, Thetford, VT Sept 2022–Aug 2023

Served as Project Manager

- Managed all aspects of residential builds with budgets from $100,000 to $2.1 million. Produced four detailed project estimates, scopes of work, contracts, and construction schedules, working largely in database suite "Smartsheet." Worked with teams of carpenters to implement these projects, on time and on budget, subject to change orders, which I also managed.
- Found a new client for the firm and brought her into the sales pipeline for a house build.
- Attended several building conferences and training courses to earn certifications as a lead safe supervisor, BPI energy auditor, and project manager with HELM Construction management.

Bensonwood. Home builder/design firm, Walpole, NH Sept 2020–Apr 2022

Served as a Timber Framer, working often in CAD and on institutional mass timber projects.

- After spending summer 2020 as a student at Yestermorrow design-build school, I joined Bensonwood, learning production of structural wood buildings and mass timber construction
- Assisted building nearly 30 projects, running the gamut from 800-square-foot cabins to a resort/spa/condo building; the corporate headquarters of biotech firm Adimab; and a new science building at Wellesley College.
- Received the OSHA 10-hour certification.
- Selected to succeed the timber finishes department head.

Open Markets Institute. Think tank, Washington, DC Feb 2020–May 2020

- For this anti-monopoly think tank, I researched a type of middleman in the medical supply chain called group purchasing organizations. Working on contract, I was able to show with some

certainty that a sweet deal Congress made for these middlemen has allowed them to profit wildly at the expense of consumer healthcare costs.

Washington Post. Newsroom, Washington, DC Mar 2020–May 2020

- When I noticed that cities and states' reporting of deaths from Covid-19 didn't match well with deaths being reported by local coroner's and medical examiner's offices, I brought the discrepancy to editors at the Post. Ultimately, I helped develop a research methodology that the Post used to show politicians sometimes vastly underestimated deaths in their areas early in the pandemic.

University instructorships. Various institutions. Jan 2016–Present

- Have taught journalism workshops and multi-day class engagements at more than 20 institutions, for undergraduate and graduate students, in FOIA, source protection, and general reportage.
- Continuing teaching relationships with journalism schools at Northwestern University, University of Maryland, Ithaca College, and DePauw University.

ProPublica. Newsroom, New York, NY Jan 2019–June 2019

- Conducted research toward an investigative project of my genesis, on a part-time contract. The project used FOIA extensively.

The Trailhead Outdoor Journey Cooperative. Washington, DC Oct 2017–Dec 2019

Founded this small business/sole proprietorship with hopes of expanding

- This business rented camping gear to those who didn't have have the space, time, or money to buy, store, maintain, or prepare gear for outdoor adventures. For most people going camping, using Trailhead was far cheaper than acquiring their own gear. Saw glowing coverage in the Washington Post and newsletter 7:30DC. Closed the business due to need for further capital.

The Capitol Forum. Newsroom, Washington, DC Feb–July 2017

An investigative newsletter read by regulators. Served as correspondent and FOIA expert.

- Uncovered evidence of public companies behaving in ways that violate laws or rules, or could otherwise land them with government sanctions or lawsuits.
- Provided FOIA expertise and wrote the organization's request boilerplate to educate responders on their duty under the law as concerns exemptions we anticipate.
- Taught courses for attorneys in the U.S. and Europe about the most misused FOIA exemptions. My courses qualified for "continuing legal education" credit with their respective bar associations

Independent Journalism. Chicago, IL July 2012–Jan 2017

- Filed a successful FOIA lawsuit to expose the cover-up of the killing of teen Laquan McDonald. This resulted in the ouster of Chicago's police chief and what the U.S. DOJ called the largest civil rights investigation it had ever undertaken.
- Met with several members of Congress and their office staff, following litigation and a series of columns, to discuss police interaction and constituent concerns.
- Published articles in the following outlets: The Chicago Tribune, The Guardian (US & UK), Daily Beast, Al Jazeera America, In These Times, Chicago Reader, Green Building & Design

Springfield News-Sun. Newsroom, Springfield, OH June 2011–June 2012

- General assignment reporter. Wrote stories on corporate pollution, public health crises, school

lunch nutrition, and government transparency. Assigned to cover Springfield City Hall. Assisted the joint newspaper and television "I-Team" on two investigations spanning 17 Ohio counties.

Wilmington News-Journal. Newsroom, Wilmington, OH May 2008–Aug 2009

- Editorial assistant and contributing writer. Wrote original projects, including a three-part investigation into local pollution. Reported on state and local meetings of public bodies, their deliberation, and outcomes.

Record-Herald. Newsroom, Washington Court House, OH May 2006–Aug 2007

- Editorial Assistant. Also reported & wrote breaking news, features, columns, and editorials.

AWARDS AND HONORS

DePauw University Pulliam Center for Contemporary Media, 2019
Named 2019 Kilgore Counsellor, funded by Dow Jones in memory of Bernard Kilgore

Ithaca College Park Center for Independent Media, 2016
I.F. Stone Award for Outstanding Achievement in Independent Media

Freedom of the Press Foundation, 2016
Transparency for Police Fund Award

National Lawyers Guild, 2016
People's Law Award

McCormick Fellowship, 2014
New England Center for Investigative Reporting

Associated Press Society of Ohio, 2011
Second place winner for Investigative Reporting

Brown Publishing Company, 2007
First place winner for Editorial Writing

EDUCATION

Columbia College Chicago. Chicago, IL Aug 2009–May 2011
Pursued Bachelor of Arts in Science Journalism

Cedarville University. Cedarville, OH Aug 2007–May 2009
Pursued Bachelor of Arts in Communications

AGENDA MEMORANDUM
March 19, 2024
Town Selectboard Meeting Item: 5f
Submitted by: Dana Clawson, Environmental Sustainability Coordinator

Subject: Energy Efficiency and Conservation Block Grant

Background: Hartford has been awarded $75,380 through the Energy Efficiency and Conservation Block Grant. Funds were awarded to the 10 largest municipalities in Vermont, which includes Hartford. Early last summer installing heat pumps in the areas of the Public Safety Building that were not already serviced by heat pumps was identified as a good use of these funds.

About this project:

-The Public Safety Building, located at 812 VA Cut Off Rd., serves both the Hartford Fire Department and the Hartford Police Department.

-Most of the Fire Department's space is already served by heat pumps, installing heat pumps in the rest of the main building's conditioned space will further electrify the building while helping Hartford meet its climate goals.

- This project will need to go out to bid, but we have received a preliminary quote from a vendor of $85,000 for installing heat pumps in the main conditioned building that is currently served by a boiler.

-The plan is for the garage bays and two offices on the far side of the garage to transition to heat pumps in the coming years.

-Municipalities can receive these funds either as a grant or as vouchers (reimbursements) for equipment or services. Hartford will be applying for the voucher program, the grant program is onerous and the Department of Energy recommends the voucher program for communities receiving less than $250,000.

Discussion: Are there questions or concerns about the electrification of the Public Safety Building or the Energy Efficiency and Conservation Grant?

Recommended Motion: "I motion that the Selectboard vote in favor of the Town of Hartford submitting their application for the Energy Efficiency and Conservation Block Grant and put those funds, totaling $75,380, towards electrifying the heating and cooling system at the Public safety building."

3/19 Agenda

John Haverstock
Joseph Major
Michael Hoyt
Kim Souza

9. Debt (continued):

Long-term (continued) -

Business-type activities - notes from direct borrowings (continued):

General obligation note, Vermont Municipal Bond Bank - RF1-291, interest at 2%, no admin fee, annual payments of $2,410, (based on current borrowings), due October 2043.	448,894
General obligation note, Vermont Municipal Bond Bank - RF3-467 interest at 2%, no admin fee, annual payments of $759, (based on current borrowings), due December 2042.	732,451
	$ 11,458,560

Long-term debt activity for the year ended June 30, 2023, was as follows:

	Balance July 1, 2022	Additions	Retirements	Balance June 30, 2023	Due Within One Year
Governmental activities -					
Notes from direct borrowings:					
1 VMBB - 2012 Series 1	$ 624,374	$ -	$ 56,761	$ 567,613	$ 56,761
2 VMBB - 2017 Series 4	3,693,000	-	307,750	3,385,250	307,750
3 VMBB - 2014 Series 3	585,000	-	45,000	540,000	45,000
4 VMBB - 2014 Series 3	3,185,000	-	245,000	2,940,000	245,000
5 VMBB - 2017 Series 3	1,700,800	-	106,300	1,594,500	106,300
6 VMBB - 2020 Series 2	1,648,250	-	86,750	1,561,500	86,750
7 VMBB - 2021 Series 1	843,900	-	42,195	801,705	42,195
8 VMBB - 2021 Series 1	3,177,000	-	158,850	3,018,150	158,850
9 VMBB - 2022 Series 1	578,200	-	-	578,200	28,910
10 VMBB - 2022 Series 1	1,822,600	-	-	1,822,600	91,130
Financed purchases:					
Zamboni	88,107	-	20,361	67,746	21,434
Ladder truck	580,589	-	75,563	505,026	77,898
Parks & Recreation van	28,910	-	6,439	22,471	6,938
Softball field lighting	126,728	-	11,517	115,211	12,087
REALice system	23,394	-	7,480	15,914	7,794
Toro Groomer	15,049	-	4,736	10,313	5,011
Simulcast radio system	313,013	-	40,583	272,430	41,889
2023 International truck	-	179,450	40,039	139,411	31,968
	19,033,914	179,450	1,255,324	17,958,040	1,373,665

3/19/24 Agenda

John Haverstock
Joseph Major
Michael Hoyt
Kim Souza

9. Debt (continued):

Long-term (continued) -

	Balance July 1, 2022	Additions	Retirements	Balance June 30, 2023	Due Within One Year
Business-type activities -					
Notes from direct borrowings:					
RF3-069	646,540	-	154,540	492,000	159,177
AR1-006	358,543	-	32,745	325,798	33,399
AR1-099	4,175,095	-	343,101	3,831,994	349,963
AR1-041	2,965,111	-	243,667	2,721,444	248,540
RF3-329	1,392,216	-	69,069	1,323,147	71,141
RF1-188	34,838	-	-	34,838	3,484
RF1-202	6,275	-	1,569	4,706	1,569
RF1-222	657,021	-	27,041	629,980	27,582
RF3-390	867,657	-	32,290	835,367	33,259
RF1-271	76,001	1,940	-	77,941	-
RF1-291	39,403	409,491	-	448,894	-
RF3-467	12,403	720,048	-	732,451	-
	11,231,103	1,131,479	904,022	11,458,560	928,114
	$ 30,265,017	$ 1,310,929	$ 2,159,346	$ 29,416,600	$ 2,301,779

Debt service requirements to maturity are as follows:

	Governmental Activities Notes from Direct Borrowings		Business-type Activities Notes from Direct Borrowings	
	Principal	Interest	Principal	Interest
Year ending June 30,				
2024	$ 1,373,665	$ 515,011	$ 928,114	$ 229,700
2025	1,382,152	464,397	997,831	232,230
2026	1,376,956	419,742	1,098,341	209,659
2027	1,351,875	392,796	867,999	186,556
2028	1,318,837	352,480	886,430	168,125
2029-2033	6,031,500	1,164,188	4,683,122	549,736
2034-2038	3,458,425	392,147	1,222,254	185,667
2039-2043	1,664,630	85,464	703,638	51,603
2044-2048	-	-	70,831	1,417
	$ 17,958,040	$ 3,786,225	$ 11,458,560	$ 1,814,693

In the event that the Town is in default on their payment obligations issued from the VMBB, the State Treasurer has the ability to intercept State funding until the default is cured.

Bank ID / Vendor ID	Bank Name / Vendor Name	Payee Name	Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt / Disc. Amt	Net Amt.
25-8050	**Town Office Renovation**			
049750	VERMONT DISPLAY INC	VERMONT DISPLAY INC	3/15/2024	1003
24-025	ELECTRONIC SIGN & CONTROLS TH	0.00	$24,000.00 / 0.00	24,000.00
Desc: ELECTRONIC SIGN & CONTROLS TH		Acct: 25-985-100-8050	Town Office Renovation	
	Vendor Total:		24,000.00 / 0.00	24,000.00
25-8050	**PARKS - REC RESTRICTED**	**Bank Total:**		**24,000.00**
25-8055	**PARKS - REC RESTRICTED**			
049750	VERMONT DISPLAY INC	VERMONT DISPLAY INC	3/15/2024	2003
23-093	TIME CLOCK & CONSOLE - WABA	0.00	$1,425.00 / 0.00	1,425.00
Desc: TIME CLOCK & CONSOLE - WABA		Acct: 25-985-511-0001	P & R Restricted - Covered Bridge	
	Vendor Total:		1,425.00 / 0.00	1,425.00
501002	ECHO COMMUNICATIONS, INC		3/15/2024	2004
39654	2024 SPRING BROCHURE	0.00	$750.00 / 0.00	750.00
Desc: 2024 SPRING BROCHURE		Acct: 25-985-511-0004	P & R Restricted - Members Advantage	
	Vendor Total:		750.00 / 0.00	750.00
25-8055	**GENERAL FUND - MASCOMA**	**Bank Total:**		**2,175.00**
FUND 1 0	**GENERAL FUND - MASCOMA**			
000870	ADVANCE AUTO PARTS	ADVANCED AUTO PARTS	3/15/2024	90626
6084405903664	PARTS	0.00	$49.94 / 0.00	49.94
Desc: PARTS AMB 22		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI	
Desc: PARTS AMB 22		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI	
6084406015202	FILTERS/PARTS	0.00	$112.98 / 0.00	112.98
Desc: FILTERS/PARTS		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES	
6084406015203	RETURNED PARTS	0.00	$-47.16 / 0.00	-47.16
Desc: RETURNED PARTS		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES	
	Vendor Total:		115.76 / 0.00	115.76
000884	ADVANCED ELECTRONIC DESIGN, INC		3/15/2024	90627
8277457	TABLET	0.00	$316.69 / 0.00	316.69
Desc: TABLET		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES	
	Vendor Total:		316.69 / 0.00	316.69
001170	AIRGAS, INC.	AIRGAS USA, LLC	3/15/2024	90628
9147104902	OXYGEN/ACETYLENE	0.00	$146.26 / 0.00	146.26
Desc: OXYGEN/ACETYLENE		Acct: 10-321-323-0000	DPW -MATERIAL & SUPPLIES	
	Vendor Total:		146.26 / 0.00	146.26
001246	AARON, ANNA	ANNA AARON	3/15/2024	90629
03.11.2024	LEARN TO SKATE LESSESONS	0.00	$300.00 / 0.00	300.00
Desc: LEARN TO SKATE LESSESONS		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES	
	Vendor Total:		300.00 / 0.00	300.00

Bank ID / Vendor ID	Bank Name / Vendor Name	Payee Name	Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
001303	ALDRICH + ELLIOTT, PC		3/15/2024	90630
22019.001,82007	WRJ CSO ABATEMENT - FEB'24	1,189.16	$1,189.16	0.00	1,189.16
Desc: WRJ CSO Abatement_Grant Reimburseab	Acct: 60-964-540-0000	RF1-271-1 CSO Plan Services			
Desc: WRJ CSO Abatement_WRJ Collection Sy	Acct: 60-964-318-0000	CONTRACTED SERVICES			
	Vendor Total:		1,189.16	0.00	1,189.16
001645	ALLIANCE MECHANICAL INC.	ALLIANCE GROUP INC.	3/15/2024	90631
M231427	Maintenance_319 Latham Works Lane_Q	4,375.00	$4,375.00	0.00	4,375.00
Desc: Maintenance_319 Latham Works Lane_Q	Acct: 60-961-318-0000	CONTRACTED SERVICES			
	Vendor Total:		4,375.00	0.00	4,375.00
001650	ALLEN ENGINEERING POOLS AND SPAS		3/15/2024	90632
112-504863-01	CHLORINE	3,693.50	$3,693.50	0.00	3,693.50
Desc: Chlorine_Water Treatment Plant	Acct: 50-952-340-0000	CHEMICALS			
112-504878-01	POLYMER	6,715.00	$6,715.00	0.00	6,715.00
Desc: Polymer for Treatment	Acct: 60-961-340-0000	CHEMICALS			
	Vendor Total:		10,408.50	0.00	10,408.50
001670	ALTA CONSTRUCTION EQUIPMENT		3/15/2024	90633
SP6/33612	SHIPPING FEES	0.00	$35.00	0.00	35.00
Desc: Shipping/Handing	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
SP6/33795	PARTS	0.00	$155.09	0.00	155.09
Desc: H-122 Element, Transmission, O-Ring	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
SP6/33611	PARTS	0.00	$1,074.76	0.00	1,074.76
Desc: H-122_Filters, O-Rings, Engine Fuel	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
	Vendor Total:		1,264.85	0.00	1,264.85
001801	AMAZON CAPITAL SERVICES, INC		3/15/2024	90634
16LF-HC1T-F9C7	Sign holders,folders, coffee machin	0.00	$199.45	0.00	199.45
Desc: Sign holders,folders, coffee machin	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
1M6M-HY46-CFR3	Privacy screening and logo	0.00	$97.86	0.00	97.86
Desc: Privacy screening and logo	Acct: 10-211-321-0100	HPD -REPAIRS & MAINT-BUILDING			
1PD1-QWXX-7VXM	DRONE LIGHT/MEMORY CARDS/CHARGERS/L	0.00	$219.60	0.00	219.60
Desc: DRONE LIGHT/MEMORY CARDS/CHARGERS/L	Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING			
1TGP-RM6X-7PGR	Ink Pads for DBS Presentation	0.00	$27.08	0.00	27.08
Desc: Ink Pads for DBS Presentation	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
1TGP-RM6X-7PGR -	BRDRC MINI 3	0.00	$29.47	0.00	29.47
Desc: BRDRC MINI 3	Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING			
	Vendor Total:		573.46	0.00	573.46
002065	AMERICAN FAMILY LIFE ASSURANCE	AFLAC - AMERICAN FAMILY LIFE	3/15/2024	90635
MAR'24	AFLAC INS - MAR'24	0.00	$1,560.40	0.00	1,560.40
Desc: AFLAC INS - MAR'24	Acct: 10-012-300-0270	ACCRUED AD&D PAYABLE			
	Vendor Total:		1,560.40	0.00	1,560.40
002180	AMERICAN RETROWORKS INC	GOOD POINT RECYCLING	3/15/2024	90636
77503	NON-CED ITEMS	613.92	$613.92	0.00	613.92

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
Desc: Oct-December 2023 Non-ced items and		Acct: 30-971-318-0000	CONTRACTED SERVICES			
	Vendor Total:		613.92	0.00		613.92
002260	AMERICAN TOWER CORPORATION				3/15/2024	90637
4512890	TOWER RENTAL - MAR'24	0.00	$2,080.00	0.00		2,080.00
Desc: TOWER RENTAL - MAR'24		Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES			
	Vendor Total:		2,080.00	0.00		2,080.00
002665	AQUA-AEROBIC SYSTEM, INC	AQUA-AEROBIC SYSTEM, INC			3/15/2024	90638
1041177	Replace Mixer Motor_QWWTP	3,996.52	$3,996.52	0.00		3,996.52
Desc: Replace Mixer Motor_QWWTP		Acct: 65-963-320-0100	EQUIP OPERATION/MAINT-GENERAL			
	Vendor Total:		3,996.52	0.00		3,996.52
002965	ATCO INTERNATIONAL				3/15/2024	90639
I0625772	SPARKLE	138.15	$138.15	0.00		138.15
Desc: SPARKLE		Acct: 60-961-323-0000	MATERIAL & SUPPLIES			
	Vendor Total:		138.15	0.00		138.15
004854	BENISTAR/HARTFORD	BESTCO HARTFORD			3/15/2024	90640
APR'24	RETIREES HEALTH INS APR'24	0.00	$1,922.46	0.00		1,922.46
Desc: RETIREES HEALTH INS APR'24		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS APR'24		Acct: 10-271-418-0100	DISP -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS APR'24		Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE			
Desc: RETIREES HEALTH INS APR'24		Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE			
	Vendor Total:		1,922.46	0.00		1,922.46
005226	BETTER CITY, LLC				3/15/2024	90641
1942 A	STRATEGIC PLANNING	0.00	$2,400.00	0.00		2,400.00
Desc: STRATEGIC PLANNING		Acct: 10-622-318-0000	PDZ -CONTRACTED SERVICES			
1942 B	STRATEGIC PLANNING	3,600.00	$3,600.00	0.00		3,600.00
Desc: STRATEGIC PLANNING		Acct: 70-622-318-7072	Municipal Planning #07110-MP-2023-Ha			
	Vendor Total:		6,000.00	0.00		6,000.00
005800	BLAKTOP INC.				3/15/2024	90642
32568	GREEN PATCH	0.00	$924.35	0.00		924.35
Desc: Pot Holes_Misc Roads		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES			
32550	GREEN PATCH	0.00	$288.61	0.00		288.61
Desc: GREEN PATCH		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES			
	Vendor Total:		1,212.96	0.00		1,212.96
006100	BMO FINANCIAL GROUP				3/15/2024	90643
Barnes 02/01-27/24	Barnes, Tatum - REC	0.00	$883.65	0.00		883.65
Desc: Meyer Maple Lanes - Afterschool Act		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES			
Desc: Afterschool Supplies/Valentine'sDan		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES			
Clawson 02/01-27/24	Clawson, Dana -	0.00	$518.70	0.00		518.70
Desc: Better Building by Design - Confere		Acct: 10-626-311-0100	TM -Travel & Meetings			
Cooney 02/01-27/24	Cooney, Scott - FD	0.00	$1,970.37	0.00		1,970.37
Desc: Maple St - Meals CPSE		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
Desc: LUI LUI-Meals	Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES				
Desc: Jct Frame - Shadow Box	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING				
Desc: Amazon - Buckets	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES				
Desc: Amazon-Toilet Paper	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES				
Desc: Amazon-Cable	Acct: 10-221-320-0100	HFD -EQUIP OPERATION-COMMUNIC				
Desc: Amazon-Plungers	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES				
Desc: Amazon-Office Supplies	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI				
Desc: Amazon-Cleaning Supplies	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES				
Desc: Amazon-Uniform	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS				
Desc: Amazon-Hammers	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES				
Desc: Amazon-Paper Towels	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES				
Desc: Amazon-Returns	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES				
Desc: Amazon-Plug Car	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES				
Desc: Amazon-Adapter	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES				
006100	BMO FINANCIAL GROUP				3/15/2024	90747
Kelley 02/28-29/24	Kelley, Connie - PD	0.00	$43.79	0.00		43.79
Desc: Cyran - Boot Zippers	Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI				
006100	BMO FINANCIAL GROUP				3/15/2024	90643
Czora 02/01-27/24	Czora, Jason - FD	0.00	$491.73	0.00		491.73
Desc: Nat Reg - EMT Recertif Fee	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING				
Desc: ARS Store - Rescue Straps	Acct: 10-221-331-0200	HFD -TECHNICAL/WATER EQUIPMEN				
Desc: Water/Meals CPSE	Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES				
Delisle 02/01-27/24	Delisle, Jeremy - DPW	1,530.40	$2,006.48	0.00		2,006.48
Desc: SMS Turbo Transfer Station Scale So	Acct: 30-974-318-0000	CONTRACTED SERVICES				
Desc: State of VT - Permit 9335-9050	Acct: 10-325-317-0000	DPW -PERMITS AND LICENSES				
Desc: USPS - Shipping	Acct: 10-325-322-0000	DPW -POSTAGE				
Desc: Amazon - Office Supplies	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES				
Desc: Amazon - Chlorine	Acct: 50-952-331-0000	DEPARTMENT EQUIPMENT				
Desc: Amazon - Chlorine	Acct: 55-954-331-0000	DEPARTMENT EQUIPMENT				
Desc: Amazon - Office Supplies	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES				
Desc: Amazon - Office Supplies	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES				
Desc: Amazon - Office Supplies	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES				
Desc: Amazon - Office Supplies	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES				
Desc: Amazon - Office Supplies	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES				
Desc: Breakfast meeting	Acct: 50-955-315-0000	RECRUITMENT & TRAINING				
Desc: Amazon Prime Fee	Acct: 10-325-313-0000	DPW -MEMBERSHIP DUES				
Desc: Amazon Prime Fee	Acct: 30-971-313-0000	MEMBERSHIP DUES				
Desc: Amazon Prime Fee	Acct: 50-955-313-0000	MEMBERSHIP DUES				
Desc: Amazon Prime Fee	Acct: 55-955-313-0000	MEMBERSHIP DUES				
Desc: Amazon Prime Fee	Acct: 60-965-313-0000	MEMBERSHIP DUES				
Desc: Amazon Prime Fee	Acct: 65-965-313-0000	MEMBERSHIP DUES				
Gazda 02/01-27/24	Gazda, Bryan - DPW	601.26	$1,025.37	0.00		1,025.37
Desc: Office Supplies	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES				
Desc: Recruitment ad	Acct: 10-325-315-0000	DPW -RECRUITMENT & TRAINING				
Desc: Recruitment ad	Acct: 50-955-315-0000	RECRUITMENT & TRAINING				
Desc: Recruitment ad	Acct: 55-955-315-0000	RECRUITMENT & TRAINING				
Desc: Lebanon - Paint	Acct: 10-321-321-0100	DPW -REPAIRS & MAINT-BUILDING				
Desc: Springer Parts - Brackets	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR				
Desc: Wayfair - Conference Room Table	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES				
Desc: Wayfair - Conference Room Table	Acct: 30-974-323-0000	MATERIAL & SUPPLIES				

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
	Desc: Wayfair - Conference Room Table	Acct: 50-955-323-0000	MATERIAL & SUPPLIES			
	Desc: Wayfair - Conference Room Table	Acct: 55-955-323-0000	MATERIALS & SUPPLIES			
	Desc: Wayfair - Conference Room Table	Acct: 60-965-323-0000	MATERIAL & SUPPLIES			
	Desc: Gazda, Bryan - DPW	Acct: 65-965-323-0000	MATERIALS & SUPPLIES			
Hannux 02/01-27/24	Hannux, Shawn - FD	0.00	$1,196.34	0.00		1,196.34
	Desc: HD-Foam Buckets	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES			
	Desc: Diesel	Acct: 10-221-319-0000	HFD -EQUIPMENT OPERATION-GAS			
	Desc: EMS Supplies	Acct: 10-221-331-0200	HFD -TECHNICAL/WATER EQUIPMEN			
	Desc: DHMC-CPR	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING			
	Desc: Hannaford - Supplies	Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
Hausler 02/01-27/24	Hausler, Scott - REC	2,422.13	$2,873.75	0.00		2,873.75
	Desc: WABA Zam Tank LogoBank ID 25-8055	Acct: 25-985-530-0008	WABA RESTRICTED -Zamboni			
	Desc: Corner Guards and Chair Rail for To	Acct: 25-985-100-8050	Town Office Renovation			
	Desc: Red Zone 5 k	Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES			
	Desc: VT DEC - Dam Registration	Acct: 10-521-318-0000	PR -CONTRACTED SERVICES			
006100	BMO FINANCIAL GROUP				3/15/2024	90747
Cooney 02/28-29/24	Cooney, Scott - FD	0.00	$258.21	0.00		258.21
	Desc: Amazon - Parts	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES			
	Desc: Meals/Taxi CPSE	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING			
Delisle 02/28-29/24	Delisle, Jeremy - DPW	477.76	$563.01	0.00		563.01
	Desc: Membership ToH DPW, Bryan Gazda & J	Acct: 10-325-313-0000	DPW -MEMBERSHIP DUES			
	Desc: Membership ToH DPW, Bryan Gazda & J	Acct: 30-971-313-0000	MEMBERSHIP DUES			
	Desc: Membership ToH DPW, Bryan Gazda & J	Acct: 50-955-313-0000	MEMBERSHIP DUES			
	Desc: Membership ToH DPW, Bryan Gazda & J	Acct: 55-955-313-0000	MEMBERSHIP DUES			
	Desc: Membership ToH DPW, Bryan Gazda & J	Acct: 60-965-313-0000	MEMBERSHIP DUES			
	Desc: Membership ToH DPW, Bryan Gazda & J	Acct: 65-965-313-0000	MEMBERSHIP DUES			
	Desc: Amazon - Supplies	Acct: 60-961-323-0000	MATERIAL & SUPPLIES			
Hausler 02/28-29/24	Hausler, Scott - REC	0.00	$150.10	0.00		150.10
	Desc: AmiGraphics-WABA Decals	Acct: 10-530-323-0000	PR -MATERIAL & SUPPLIES			
006100	BMO FINANCIAL GROUP				3/15/2024	90643
Hedges 02/01-27/24	Hedges, C - FD	0.00	$25.80	0.00		25.80
	Desc: Meals	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING			
006100	BMO FINANCIAL GROUP				3/15/2024	90747
Ta 02/28-29/24	Clarke, Ta - PD	0.00	$200.50	0.00		200.50
	Desc: Membership Dues	Acct: 10-211-313-0000	HPD -MEMBERSHIP DUES			
	Desc: LegStrap/QuickReceiverPlate/Tourniq	Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI			
Vincent 02/28-29/24	Vincent, Richard - VAL	0.00	$95.00	0.00		95.00
	Desc: Prime MLS - Subscription	Acct: 10-174-318-0000	ASE -CONTRACTED SERVICES			
006100	BMO FINANCIAL GROUP				3/15/2024	90643
Jay 02/01-27/24	McDonough, Jay - REC	0.00	$360.82	0.00		360.82
	Desc: Amazon - Office Supplies	Acct: 10-511-320-0000	PR -EQUIP OPERATION/MAINT-OFFIC			
	Desc: Camp Ventures Supplies	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES			
	Desc: BJ's - Event Supplies	Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES			
John 02/01-27/24	Haverstock, John - TM	0.00	$28.60	0.00		28.60
	Desc: Legislative Breakfast - Quechee Inn	Acct: 10-121-311-0000	TM -TRAVEL & MEETINGS			
Kelley 02/01-27/24	Kelley, Connie - PD	0.00	$1,271.50	0.00		1,271.50
	Desc: Target - Door Signs	Acct: 10-211-321-0100	HPD -REPAIRS & MAINT-BUILDING			
	Desc: Staples-Planner	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
	Desc: Keurig- Coffee	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Desc: Safariland-Cuff Holder		Acct: 10-211-326-0000		HPD -PURCHASE UNIFORMS & CLEAI		
Desc: 110Grill-Lunch		Acct: 10-211-311-0000		HPD -TRAVEL & MEETINGS		
Desc: Cbi-Secure Zip		Acct: 10-211-320-0100		HPD -EQUIP OPERATION/COMMUNIC.		
Desc: Gdit FAA- Drone License		Acct: 10-211-330-0000		HPD -OFFICE EQUIPMENT		
Desc: BJ's-Party supplies		Acct: 10-211-311-0000		HPD -TRAVEL & MEETINGS		
Desc: Walmart - Refund		Acct: 10-211-323-0000		HPD -MATERIAL & SUPPLIES		
Desc: DJI-Drone Accessories		Acct: 10-211-330-0000		HPD -OFFICE EQUIPMENT		
Desc: PackTrack-K9 Subscription		Acct: 10-211-313-0000		HPD -MEMBERSHIP DUES		
Desc: NH Turnpike-EZ Pass		Acct: 10-211-311-0000		HPD -TRAVEL & MEETINGS		
Desc: HD-Storage Bins		Acct: 10-211-323-0000		HPD -MATERIAL & SUPPLIES		
Desc: Steakhouse-Lunch		Acct: 10-211-311-0000		HPD -TRAVEL & MEETINGS		
Desc: USPS-Postage		Acct: 10-211-322-0000		HPD -POSTAGE		
Desc: Parros-Inert Spray		Acct: 10-211-315-0000		HPD -RECRUITMENT & TRAINING		
Desc: VT DMV- 2 Cruisers Reg		Acct: 10-211-321-0000		HPD -REPAIRS & MAINT-VEHICLES		
Desc: Sig Sauer - Breaching Class		Acct: 10-211-315-0000		HPD -RECRUITMENT & TRAINING		
Desc: Fuel		Acct: 10-211-319-0000		HPD -EQUIPMENT OPERATION-GAS		
Desc: PSI Services-Flying Re-Certificatio		Acct: 10-211-315-0000		HPD -RECRUITMENT & TRAINING		
Kenison 02/01-27/24	Kenison, Corey - REC		0.00	$285.17	0.00	285.17
Desc: HD - Dog Bags		Acct: 10-521-323-0000		PR -MATERIAL & SUPPLIES		
Desc: HD - Hinges for WABA		Acct: 10-530-321-0100		PR -REPAIRS & MAINT-BUILD & GROU		
Desc: Staples - Card Stock		Acct: 10-514-323-0000		PR -MATERIAL & SUPPLIES		
Laliberty02/01-27/24	Laliberty, Will - FD		0.00	$533.11	0.00	533.11
Desc: USPS - Shipping		Acct: 10-221-322-0000		HFD -POSTAGE		
Desc: WATER/LUNCH SP		Acct: 10-221-318-0000		HFD -CONTRACTED SERVICES		
Desc: CAR SEAT FOR AMB 2		Acct: 10-221-331-0500		HFD -MEDICAL EQUIPMENT & SUPPL		
Desc: HFD PATCH		Acct: 10-221-323-0000		HFD -MATERIAL & SUPPLIES		
Ostrout 02/01-27/24	Ostrout, Gail - FIN		0.00	$856.28	0.00	856.28
Desc: Staples - Office Materials		Acct: 10-171-323-0000		FIN -MATERIAL & SUPPLIES		
Desc: Staples - Office Chairs		Acct: 10-171-330-0000		FIN -OFFICE EQUIPMENT		
Desc: Valley News - Subscription		Acct: 10-171-323-0000		FIN -MATERIAL & SUPPLIES		
Desc: Cantores - Meeting		Acct: 10-171-311-0000		FIN -TRAVEL & MEETINGS		
Desc: Ziggys- Meetings		Acct: 10-171-311-0000		FIN -TRAVEL & MEETINGS		
Sheldon 02/01-27/24	Sheldon, Greg - PD		0.00	$1,553.56	0.00	1,553.56
Desc: Lunch		Acct: 10-211-311-0000		HPD -TRAVEL & MEETINGS		
Desc: Amazon - PD Harddrives		Acct: 10-211-320-0100		HPD -EQUIP OPERATION/COMMUNIC.		
Desc: Axon - Door Trigger/Power Supply		Acct: 10-211-330-0000		HPD -OFFICE EQUIPMENT		
Desc: FBI Leeda-CLI Class		Acct: 10-211-315-0000		HPD -RECRUITMENT & TRAINING		
Ta 02/01-27/24	Clarke, Ta - PD		0.00	$6.18	0.00	6.18
Desc: Gatekeeper - Key		Acct: 10-211-321-0100		HPD -REPAIRS & MAINT-BUILDING		
Walsh 02/01-27/24	Walsh, Dillon - IT		0.00	$2,365.60	0.00	2,365.60
Desc: Dell - Windows Licensing		Acct: 10-181-318-0000		IT -CONTRACTED SERVICES		
Desc: GoDaddy - SSL Certs		Acct: 10-181-318-0000		IT -CONTRACTED SERVICES		
Desc: Amazon - Flashdrive/cables		Acct: 10-181-323-0000		IT -MATERIAL & SUPPLIES		
	Vendor Total:			19,563.62	0.00	19,563.62
006950	N. A. MANOSH				3/15/2024	90644
45174	FY24 Quechee Sludge Hauling Service		1,920.00	$1,920.00	0.00	1,920.00
Desc: FY24 Quechee Sludge Hauling Service		Acct: 65-963-318-0000		CONTRACTED SERVICES		
	Vendor Total:			1,920.00	0.00	1,920.00

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.
007450	BROWN'S, CHARLIE	CHARLIE BROWN'S			3/15/2024	90645
53802	ECHO POLE PRUNER	0.00	$569.99	0.00		569.99
Desc: ECHO POLE PRUNER		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
	Vendor Total:		569.99	0.00		569.99
007645	BUDGET PRINT LLC				3/15/2024	90646
24037	3000 PUNCH TICKETS	195.00	$195.00	0.00		195.00
Desc: 3000 PUNCH TICKETS		Acct: 30-974-323-0000	MATERIAL & SUPPLIES			
	Vendor Total:		195.00	0.00		195.00
007745	BURGESS LOSS PREVENTION ASSOCIATES				3/15/2024	90647
3024	NACKGROUND CHECKS	0.00	$1,253.00	0.00		1,253.00
Desc: EMPLOYEE BACKGROUND		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING			
	Vendor Total:		1,253.00	0.00		1,253.00
007760	BURLINGTON COMMUNICATIONS				3/15/2024	90648
BCS12699	ANTENNA	0.00	$129.75	0.00		129.75
Desc: ANTENNA		Acct: 10-221-320-0100	HFD -EQUIP OPERATION-COMMUNIC.			
BCS14588	RADIO MAINT CTR MAR'24	0.00	$140.00	0.00		140.00
Desc: RADIO MAINT CTR MAR'24		Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES			
BCS14589 - A	AVETEC EQUIP MAINT CTR - MAR'24	0.00	$61.78	0.00		61.78
Desc: AVETEC EQUIP MAINT CTR - MAR'24		Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES			
BCS14589 - B	AVETEC EQUIP MAINT CTR - MAR'24	0.00	$388.22	0.00		388.22
Desc: AVETEC EQUIP MAINT CTR - MAR'24		Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES			
007760	BURLINGTON COMMUNICATIONS				3/15/2024	90649
BCS14603	DUAL BAND	0.00	$7,304.04	0.00		7,304.04
Desc: DUAL BAND		Acct: 10-221-320-0100	HFD -EQUIP OPERATION-COMMUNIC.			
	Vendor Total:		8,023.79	0.00		8,023.79
008038	BUTLER'S BUS SERVICE				3/15/2024	90650
103-013316	TRIP HURRICANE FOREST/MAPLE LANES	0.00	$450.00	0.00		450.00
Desc: TRIP HURRICANE FOREST/MAPLE LANES		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES			
	Vendor Total:		450.00	0.00		450.00
008098	C&G CREATIVE CATERING, INC				3/15/2024	90651
2024	Election Day Sandwiches-March 5, 20	0.00	$379.00	0.00		379.00
Desc: Election Day Sandwiches-March 5, 20		Acct: 10-131-323-0000	TC -MATERIALS & SUPPLIES			
	Vendor Total:		379.00	0.00		379.00
008650	CARGILL, INCORPORATED				3/15/2024	90652
2909257148	SALT	0.00	$9,744.80	0.00		9,744.80
Desc: 113.18 tons salt for winter deicing		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES			
2909252068	SALT	0.00	$9,617.36	0.00		9,617.36
Desc: 111.7 tons salt for winter deicing		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES			
2909252069	SALT	0.00	$9,720.69	0.00		9,720.69
Desc: 112.9 tons salt for winter deicing		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES			

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:		29,082.85	0.00	29,082.85
009020	CENTER FOR PUBLIC SAFETY EXCEL, INC				3/15/2024	90653
05-18891	CPSE TAP COMMUNITY-DRIVEN STRATEG P		0.00	$11,520.00	0.00	11,520.00
Desc:	CPSE TAP COMMUNITY-DRIVEN STRATEG P	Acct:	10-221-318-0000	HFD -CONTRACTED SERVICES		
		Vendor Total:		11,520.00	0.00	11,520.00
009470	CHAMPLIN ASSOCIATES INC				3/15/2024	90654
4113	Troubleshoot Control Panel JayHill		1,091.55	$1,091.55	0.00	1,091.55
Desc:	Troubleshoot Control Panel JayHill	Acct:	65-963-318-0000	CONTRACTED SERVICES		
4278	Troubleshoot Ctrl Panel/Pump_Mill R		811.80	$811.80	0.00	811.80
Desc:	Troubleshoot Ctrl Panel/Pump_Mill R	Acct:	65-963-318-0000	CONTRACTED SERVICES		
		Vendor Total:		1,903.35	0.00	1,903.35
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M			3/15/2024	90655
4179077679	UNIFORMS		0.00	$35.04	0.00	35.04
Desc:	UNIFORM CLEANING	Acct:	10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
4179259509	UNIFORMS		40.09	$40.09	0.00	40.09
Desc:	UNIFORMS	Acct:	65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4179714597	UNIFORMS		0.00	$48.94	0.00	48.94
Desc:	UNIFORM CLEANING	Acct:	10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
4180017052	UNIFORMS		40.09	$40.09	0.00	40.09
Desc:	UNIFORMS	Acct:	65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4182885560	BAGSTANDS		14.57	$14.57	0.00	14.57
Desc:	BAGSTANDS	Acct:	65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4184754212	UNIFORMS		0.00	$95.51	0.00	95.51
Desc:	UNIFORMS	Acct:	10-325-326-0000	DPW -UNIFORMS		
4184784150	UNIFORMS		0.00	$66.35	0.00	66.35
Desc:	UNIFORM CLEANING	Acct:	10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
4184784212	UNIFORMS		0.00	$95.51	0.00	95.51
Desc:	UNIFORMS	Acct:	10-325-326-0000	DPW -UNIFORMS		
4185476401	MATS		0.00	$45.94	0.00	45.94
Desc:	MATS	Acct:	10-530-318-0000	PR -CONTRACTED SERVICES		
4185476588	UNIFORMS		0.00	$44.22	0.00	44.22
Desc:	UNIFORM CLEANING	Acct:	10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
4185476605	UNIFORMS		0.00	$95.51	0.00	95.51
Desc:	UNIFORMS	Acct:	10-325-326-0000	DPW -UNIFORMS		
		Vendor Total:		621.77	0.00	621.77
010702	COLONIAL CHEVROLET	COLONIAL MUNICIPAL GROUP			3/15/2024	90656
JO12606 A	PD3 - 2023 CHEVY TAHOE - PR289047		0.00	$32,554.42	0.00	32,554.42
Desc:	PD3 - 2023 CHEVY TAHOE - PR289047	Acct:	10-211-331-0000	HPD -DEPARTMENT EQUIPMENT		
JO12606 B	PD3 - 2023 CHEVY TAHOE - PR289047		0.00	$31,448.86	0.00	31,448.86
Desc:	PD3 - 2023 CHEVY TAHOE - PR289047	Acct:	10-921-211-0100	RES -Capital - Police		
		Vendor Total:		64,003.28	0.00	64,003.28
010832	COMCAST				3/15/2024	90657
0134242MAR'24	2590 N HARTLAND RD - INTERNET		91.90	$91.90	0.00	91.90

Bank ID	Bank Name						
Vendor ID	Vendor Name	Payee Name			Check Date		Check No.
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
	Desc: 2590 N HARTLAND RD - INTERNET	Acct:	30-971-324-0000	TELEPHONE			
0257118MAR'24	WIFI QUE MAR'24		0.00	$143.39	0.00		143.39
	Desc: WIFI QUECHEE	Acct:	10-221-324-0000	HFD -TELEPHONE			
0262894MAR'24	142 IZZO PL - INTERNET		174.32	$174.32	0.00		174.32
	Desc: 142 IZZO PL - INTERNET	Acct:	65-964-324-0000	TELEPHONE			
0273164MAR'24	200 CRANBERRY LN		266.74	$266.74	0.00		266.74
	Desc: 200 CRANBERRY LN	Acct:	50-952-324-0000	TELEPHONE			
0257118FEB'24	WIFI QUE FEB'24		0.00	$143.39	0.00		143.39
	Desc: WIFI QUECHEE	Acct:	10-221-324-0000	HFD -TELEPHONE			
	Vendor Total:			819.74	0.00		819.74
011200	CED-TWIN STATE-WHITE RIVER JCT	CED-TWIN STATE-WHITE RIVER JCT			3/15/2024		90658
9431-1035412	SAW BLADE		59.71	$59.71	0.00		59.71
	Desc: SAW BLADE	Acct:	55-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
9431-1035628	2 LAMP LED		100.00	$100.00	0.00		100.00
	Desc: 2 LAMP LED	Acct:	55-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
	Vendor Total:			159.71	0.00		159.71
011400	COONEY, SCOTT	SCOTT COONEY			3/15/2024		90659
03.13.2024	REIMBURSEMENT		0.00	$109.60	0.00		109.60
	Desc: CPSE CONF EXP	Acct:	10-221-315-0000	HFD -RECRUITMENT & TRAINING			
	Vendor Total:			109.60	0.00		109.60
012868	SBA TOWERS II, LLC				3/15/2024		90660
IN13833749	TOWER RENT MAR'24		0.00	$1,050.00	0.00		1,050.00
	Desc: TOWER RENT MAR'24	Acct:	10-271-323-0000	DISP -MATERIAL & SUPPLIES			
	Vendor Total:			1,050.00	0.00		1,050.00
013000	DAVE'S STARTER & ALTERNATOR	DAVE'S STARTER & ALTERNATOR			3/15/2024		90661
675	TEST & REPAIR PUMP MOTOR H-2		0.00	$150.00	0.00		150.00
	Desc: TEST & REPAIR PUMP MOTOR H-2	Acct:	10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
	Vendor Total:			150.00	0.00		150.00
013835	DIESEL LAPTOPS, LLC				3/15/2024		90662
QUO23382 A	ANNUAL SUPPORT FEE		0.00	$1,978.59	0.00		1,978.59
	Desc: ANNUAL SUPPORT FEE	Acct:	10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES			
QUO23382 B	ANNUAL SUPPORT FEE		0.00	$1,978.58	0.00		1,978.58
	Desc: RENEWAL SUPPORT	Acct:	10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES			
	Desc: RENEWAL SUPPORT	Acct:	10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI			
	Vendor Total:			3,957.17	0.00		3,957.17
014370	THE BANCORP BANK				3/15/2024		90663
24-2919	Warrant Search Research Fee		0.00	$80.00	0.00		80.00
	Desc: Warrant Search Research Fee	Acct:	10-211-323-0000	HPD -MATERIAL & SUPPLIES			
	Vendor Total:			80.00	0.00		80.00
015090	EASTERN ANALYTICAL, INC				3/15/2024		90664

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.
267661	SAMPLING/ANALYSIS 10.05.23		210.00	$210.00	0.00	210.00
Desc: SAMPLING/ANALYSIS 10.05.23		Acct: 65-964-318-0000		CONTRACTED SERVICES		
269156	SAMPLING/ANALYSIS 10.19.23		210.00	$210.00	0.00	210.00
Desc: SAMPLING/ANALYSIS 10.19.23		Acct: 65-964-318-0000		CONTRACTED SERVICES		
269965	SAMPLING/ANALYSIS 11.02.23		164.50	$164.50	0.00	164.50
Desc: SAMPLING/ANALYSIS 11.02.23		Acct: 65-964-318-0000		CONTRACTED SERVICES		
274145	SAMPLING/ANALYSIS 02.08.24		199.50	$199.50	0.00	199.50
Desc: SAMPLING/ANALYSIS 02.08.24		Acct: 65-964-318-0000		CONTRACTED SERVICES		
274894	SAMPLING/ANALYSIS 02.22.24		300.00	$300.00	0.00	300.00
Desc: SAMPLING/ANALYSIS 02.22.24		Acct: 65-964-318-0000		CONTRACTED SERVICES		
	Vendor Total:			1,084.00	0.00	1,084.00
015500	ENDYNE, INC				3/15/2024	90665
478415	TESTING		90.00	$90.00	0.00	90.00
Desc: TESTING		Acct: 60-961-318-0000		CONTRACTED SERVICES		
479651	TESTING		90.00	$90.00	0.00	90.00
Desc: TESTING		Acct: 60-961-318-0000		CONTRACTED SERVICES		
480498	TESTING		90.00	$90.00	0.00	90.00
Desc: TESTING		Acct: 60-961-318-0000		CONTRACTED SERVICES		
480671	TESTING		18.00	$18.00	0.00	18.00
Desc: TESTING		Acct: 50-954-318-0000		CONTRACTED SERVICES		
480805	TESTING		28.00	$28.00	0.00	28.00
Desc: TESTING		Acct: 50-954-318-0000		CONTRACTED SERVICES		
480868	TESTING		90.00	$90.00	0.00	90.00
Desc: TESTING		Acct: 60-961-318-0000		CONTRACTED SERVICES		
8324051	GAS FEB'24		435.67	$435.67	0.00	435.67
Desc: GAS FEB'24		Acct: 50-954-319-0000		EQUIPMENT OPERATION-GAS		
Desc: GAS FEB'24		Acct: 55-954-319-0000		EQUIPMENT OPERATION - GAS		
Desc: GAS FEB'24		Acct: 60-961-319-0000		EQUIPMENT OPERATION-GAS		
	Vendor Total:			841.67	0.00	841.67
015815	EVANS GROUP INC	EVANS GROUP INC.			3/15/2024	90666
8324054	FUEL - FEB'24		0.00	$521.18	0.00	521.18
Desc: FUEL - FEB'24		Acct: 10-221-319-0000		HFD -EQUIPMENT OPERATION-GAS		
8324055	GAS 01.01.24-02.29.24		0.00	$51.45	0.00	51.45
Desc: GAS 01.01.24-02.29.24		Acct: 10-521-319-0000		PR -EQUIPMENT OPERATION-GAS		
8324056	GAS 02.01.24-02.29.24		0.00	$3,798.94	0.00	3,798.94
Desc: GAS 02.01.24-02.29.24		Acct: 10-211-319-0000		HPD -EQUIPMENT OPERATION-GAS		
	Vendor Total:			4,371.57	0.00	4,371.57
016080	CONSOLIDATED COMMUNICATIONS				3/15/2024	90667
11833807752FEB'24	WRJ WATER TANK		367.12	$367.12	0.00	367.12
Desc: WRJ WATER TANK		Acct: 50-952-324-0000		TELEPHONE		
12615510982FEB'24	QUECHEE WATER		112.86	$112.86	0.00	112.86
Desc: QUECHEE WATER		Acct: 55-953-324-0000		TELEPHONE		
13444320594FEB'24	RADIO CIRCUITS		0.00	$752.79	0.00	752.79
Desc: RADIO CIRCUITS		Acct: 10-271-320-0100		DISP -EQUIP OPERATION-COMMUNIC		

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:		1,232.77	0.00	1,232.77
016390	FASTENAL COMPANY				3/15/2024	90668
NHWES99091	PARTS		285.17	$285.17	0.00	285.17
Desc: PARTS		Acct: 60-961-326-0000		UNIFORMS-PURCHASE/LEASE/CLEAI		
		Vendor Total:		285.17	0.00	285.17
016540	FERGUSON ENTERPRISES, INC	FERGUSON WATERWORKS #591 #576			3/15/2024	90669
1209838	PARTS		12.40	$12.40	0.00	12.40
Desc: PARTS		Acct: 55-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
1210544	PARTS		340.80	$340.80	0.00	340.80
Desc: PARTS		Acct: 50-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
1210546	PARTS		0.00	$14.99	0.00	14.99
Desc: PARTS		Acct: 10-325-326-0000		DPW -UNIFORMS		
		Vendor Total:		368.19	0.00	368.19
017110	FISHER AUTO PARTS, INC				3/15/2024	90670
301-181268	PARTS		0.00	$40.60	0.00	40.60
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-181269	PARTS		0.00	$40.18	0.00	40.18
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-181285	PARTS		0.00	$14.74	0.00	14.74
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-181293	PARTS		0.00	$-41.64	0.00	-41.64
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-182201	PARTS		0.00	$10.99	0.00	10.99
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-182490	PARTS		152.96	$152.96	0.00	152.96
Desc: PARTS		Acct: 60-964-321-0000		REPAIRS & MAINT-VEHICLES		
301-182512	PARTS - AMB 19		0.00	$11.16	0.00	11.16
Desc: PARTS - AMB 19		Acct: 10-221-321-0200		HFD -REPAIRS & MAINT EMS VEHICLI		
301-182640	PARTS		0.00	$3.52	0.00	3.52
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-182641	PARTS		0.00	$31.86	0.00	31.86
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-183558	PARTS		0.00	$71.10	0.00	71.10
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-347105	PARTS		0.00	$114.60	0.00	114.60
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-347113	RETURNED PARTS		0.00	$-108.48	0.00	-108.48
Desc: RETURNED PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-347870	PARTS		0.00	$91.99	0.00	91.99
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-175930	PARTS		0.00	$108.48	0.00	108.48
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-176228	PARTS		0.00	$10.60	0.00	10.60
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-179367	PARTS - PD8		0.00	$56.40	0.00	56.40

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: PARTS - PD8	Acct: 10-211-321-0000		HPD -REPAIRS & MAINT-VEHICLES		
301-179685	PARTS		0.00	$35.24	0.00	35.24
	Desc: PARTS	Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-179749	RETURNED PARTS		0.00	$-35.24	0.00	-35.24
	Desc: RETURNED PARTS	Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-180003	PARTS		152.96	$152.96	0.00	152.96
	Desc: PARTS	Acct: 60-964-321-0000		REPAIRS & MAINT-VEHICLES		
301-180383	PARTS		0.00	$130.00	0.00	130.00
	Desc: PARTS	Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-180902	PARTS		0.00	$34.39	0.00	34.39
	Desc: PARTS	Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-180917	PARTS		0.00	$368.35	0.00	368.35
	Desc: PARTS - CAMERA INSTALL	Acct: 10-211-321-0000		HPD -REPAIRS & MAINT-VEHICLES		
301-180923	PARTS		0.00	$7.49	0.00	7.49
	Desc: PARTS	Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-181099	PARTS		0.00	$19.23	0.00	19.23
	Desc: PARTS	Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
301-181100	PARTS		0.00	$35.65	0.00	35.65
	Desc: PARTS	Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
		Vendor Total:		1,357.13	0.00	1,357.13
017301	FOGG'S LUMBER AND HARDWARE				3/15/2024	90671
249012/6	MATERIALS		102.95	$102.95	0.00	102.95
	Desc: MATERIALS	Acct: 50-955-323-0000		MATERIAL & SUPPLIES		
249017/6	MATERIALS		16.58	$16.58	0.00	16.58
	Desc: MATERIALS	Acct: 55-953-323-0000		MATERIALS & SUPPLIES		
249871/6	MATERIALS		87.10	$87.10	0.00	87.10
	Desc: MATERIALS	Acct: 65-963-323-0000		MATERIALS & SUPPLIES		
250670/6	MATERIALS		18.36	$18.36	0.00	18.36
	Desc: MATERIALS	Acct: 50-955-323-0000		MATERIAL & SUPPLIES		
	Desc: MATERIALS	Acct: 55-955-323-0000		MATERIALS & SUPPLIES		
250820/6	MATERIALS		39.97	$39.97	0.00	39.97
	Desc: MATERIALS	Acct: 50-954-323-0000		MATERIAL & SUPPLIES		
	Desc: MATERIALS	Acct: 55-954-323-0000		MATERIALS & SUPPLIES		
251126/6	MATERIALS		0.00	$76.99	0.00	76.99
	Desc: MATERIALS	Acct: 10-521-323-0000		PR -MATERIAL & SUPPLIES		
		Vendor Total:		341.95	0.00	341.95
017850	GALLS, LLC				3/15/2024	90672
027052750	BOOTS		0.00	$139.95	0.00	139.95
	Desc: Boots	Acct: 10-211-326-0000		HPD -PURCHASE UNIFORMS & CLEAI		
027063769	UNIFORM		0.00	$240.00	0.00	240.00
	Desc: sunglasses, boots	Acct: 10-211-326-0000		HPD -PURCHASE UNIFORMS & CLEAI		
027064614	HANDCUFFS		0.00	$40.00	0.00	40.00
	Desc: Handcuffs	Acct: 10-211-326-0000		HPD -PURCHASE UNIFORMS & CLEAI		
027166048	UNIFORMS		0.00	$922.61	0.00	922.61
	Desc: boots x 2, flashlight,handcuffs, ke	Acct: 10-211-326-0000		HPD -PURCHASE UNIFORMS & CLEAI		
027183330	BOOTS		0.00	$210.55	0.00	210.55

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
Desc: Boots		Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI			
	Vendor Total:		1,553.11	0.00		1,553.11
019390	GRAINGER				3/15/2024	90673
9035279802	MATERIALS	299.50	$299.50	0.00		299.50
Desc: MATERIALS		Acct: 65-963-323-0000	MATERIALS & SUPPLIES			
	Vendor Total:		299.50	0.00		299.50
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP			3/15/2024	90674
98340000003MAR'24	A ST PUMP STN	32.03	$32.03	0.00		32.03
Desc: A ST PUMP STN		Acct: 60-964-329-0000	ELECTRICITY			
37762000000MAR'24	N MAIN ST - TRAFFIC LIGHTS HWY	0.00	$44.90	0.00		44.90
Desc: N MAIN ST - TRAFFIC LIGHTS HWY		Acct: 10-314-329-0000	DPW -ELECTRICITY			
87700100008MAR'24	CHRISTIAN ST POLE 72-50	0.00	$28.90	0.00		28.90
Desc: CHRISTIAN ST POLE 72-50		Acct: 10-314-329-0000	DPW -ELECTRICITY			
04832000006MAR'24	S MAIN ST PUMP	116.45	$116.45	0.00		116.45
Desc: S MAIN ST PUMP		Acct: 60-964-329-0000	ELECTRICITY			
09832000005MAR'24	BRIGGS PARK	0.00	$54.65	0.00		54.65
Desc: BRIGGS PARK		Acct: 10-521-329-0000	PR -ELECTRICITY			
13611000004MAR'24	HARTFORD VILLAGE	0.00	$88.16	0.00		88.16
Desc: HARTFORD VILLAGE		Acct: 10-314-329-0000	DPW -ELECTRICITY			
20822960512MAR'24	1732 QUECHEE MAIN ST	0.00	$23.67	0.00		23.67
Desc: 1732 QUECHEE MAIN ST		Acct: 10-314-329-0000	DPW -ELECTRICITY			
26340000004FEB'24	N MAIN ST - CHRISTMAS TREE	0.00	$311.50	0.00		311.50
Desc: N MAIN ST - CHRISTMAS TREE		Acct: 10-521-329-0000	PR -ELECTRICITY			
33490000008MAR'24	DEPOT ST	0.00	$61.98	0.00		61.98
Desc: DEPOT ST		Acct: 10-314-329-0000	DPW -ELECTRICITY			
34591000004MAR'24	RADIO TOWER	0.00	$376.18	0.00		376.18
Desc: RADIO TOWER		Acct: 10-271-329-0000	DISP -ELECTRICITY			
34926000000MAR'24	PARK/LEHMAN BRIDGE	0.00	$135.41	0.00		135.41
Desc: PARK/LEHMAN BRIDGE		Acct: 10-314-329-0000	DPW -ELECTRICITY			
36340000003MAR'24	FROST PARK	0.00	$23.67	0.00		23.67
Desc: FROST PARK		Acct: 10-521-329-0000	PR -ELECTRICITY			
49762000005MAR'24	BRIDGE ST PUMP	128.67	$128.67	0.00		128.67
Desc: BRIDGE ST PUMP		Acct: 60-964-329-0000	ELECTRICITY			
59511000008MAR'24	CAMPBELL ST	171.53	$171.53	0.00		171.53
Desc: CAMPBELL ST		Acct: 50-954-329-0000	ELECTRICITY			
67700100000MAR'24	RT 5 POLE 95	0.00	$32.45	0.00		32.45
Desc: RT 5 POLE 95		Acct: 10-314-329-0000	DPW -ELECTRICITY			
74856156851MAR'24	97 S MAIN ST CHARGING STATION	0.00	$203.77	0.00		203.77
Desc: 97 S MAIN ST CHARGING STATION		Acct: 10-314-329-0100	DPW -ELECTRICITY - CHARGING STA			
77700100009MAR'24	POLE 1	0.00	$54.87	0.00		54.87
Desc: POLE 1		Acct: 10-314-329-0000	DPW -ELECTRICITY			
78840100008MAR'24	RAILRD ROW	0.00	$118.00	0.00		118.00
Desc: RAILRD ROW		Acct: 10-521-329-0000	PR -ELECTRICITY			
89290000002MAR'24	HEMLOCK RIDGE	36.43	$36.43	0.00		36.43
Desc: HEMLOCK RIDGE		Acct: 50-954-329-0000	ELECTRICITY			
91611000000MAR'24	FERRY RD	204.61	$204.61	0.00		204.61

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
	Desc: FERRY RD	Acct: 60-964-329-0000	ELECTRICITY			
97762000004MAR'24	N MAIN ST HWY LIGHTS	0.00	$66.48	0.00		66.48
	Desc: N MAIN ST HWY LIGHTS	Acct: 10-314-329-0000	DPW -ELECTRICITY			
98490000001MAR'24	ELM/GILLETTE	129.21	$129.21	0.00		129.21
	Desc: ELM/GILLETTE	Acct: 60-964-329-0000	ELECTRICITY			
44390000006MAR'24	BILLINGS FARM RD	0.00	$62.19	0.00		62.19
	Desc: BILLINGS FARM RD	Acct: 10-314-329-0000	DPW -ELECTRICITY			
39065357434MAR'24	CURRIER ST	0.00	$96.21	0.00		96.21
	Desc: CURRIER ST	Acct: 10-314-329-0000	DPW -ELECTRICITY			
	Vendor Total:		2,601.92	0.00		2,601.92
020701	HANOVER, TOWN OF	TOWN OF HANOVER			3/15/2024	90675
01964	ELAN FEES FEB'24	0.00	$562.61	0.00		562.61
	Desc: ELAN FEES FEB'24	Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES			
	Vendor Total:		562.61	0.00		562.61
021450	HARTFORD, TOWN OF	TOWN OF HARTFORD			3/15/2024	90676
211600,00413684	275 DEPOT ST	50.45	$50.45	0.00		50.45
	Desc: 275 DEPOT ST	Acct: 60-962-328-0000	WATER			
	Vendor Total:		50.45	0.00		50.45
021783	HAVERSTOCK, JOHN S	JOHN S HAVERSTOCK			3/15/2024	90677
DEC'23	Transportation Allowance DEC'23	0.00	$333.33	0.00		333.33
	Desc: Transportation Allowance DEC'23	Acct: 10-121-311-0000	TM -TRAVEL & MEETINGS			
JAN'24-FEB'24	Transportation Allowance JAN-FEB'24	0.00	$666.66	0.00		666.66
	Desc: Transportation Allowance JAN-FEB'24	Acct: 10-121-311-0000	TM -TRAVEL & MEETINGS			
MAR'24	Transportation Allowance MAR'24	0.00	$333.33	0.00		333.33
	Desc: Transportation Allowance MAR'24	Acct: 10-121-311-0000	TM -TRAVEL & MEETINGS			
	Vendor Total:		1,333.32	0.00		1,333.32
023250	HUBERT'S OF WEST LEBANON INC				3/15/2024	90678
43770	UNIFORMS	0.00	$287.05	0.00		287.05
	Desc: UNIFORMS	Acct: 10-521-326-0000	PR -UNIFORMS-PURCHASE/LEASE/CI			
	Vendor Total:		287.05	0.00		287.05
023298	HULL, TRACEY	TRACEY HULL			3/15/2024	90679
03.11.2024	LEARN TO SKATE LESSESONS	0.00	$300.00	0.00		300.00
	Desc: LEARN TO SKATE LESSESONS 2.18.24	Acct: 10-514-318-0000	PR -CONTRACTED SERVICES			
	Vendor Total:		300.00	0.00		300.00
023473	INGRAM LIBRARY SERVICES LLC				3/15/2024	90680
80730961	BOOKS	0.00	$43.34	0.00		43.34
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
80730962	BOOKS	0.00	$37.42	0.00		37.42
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
80730964	BOOKS	0.00	$62.48	0.00		62.48
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
80782727	BOOKS	0.00	$40.24	0.00		40.24

Bank ID	Bank Name						
Vendor ID	Vendor Name	Payee Name			Check Date		Check No.
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
	Desc: BOOKS	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF			
80782728	BOOKS		0.00	$59.78	0.00		59.78
	Desc: BOOKS	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF			
80782730	BOOKS		0.00	$67.61	0.00		67.61
	Desc: BOOKS	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF			
80730965	BOOKS		0.00	$49.00	0.00		49.00
	Desc: BOOKS	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF			
80782731	BOOKS		0.00	$17.36	0.00		17.36
	Desc: BOOKS	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF			
	Vendor Total:			377.23	0.00		377.23
024410	JACK OF ALL BLADES				3/15/2024		90681
4792	PARTS		0.00	$1,155.00	0.00		1,155.00
	Desc: Parts	Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES			
	Vendor Total:			1,155.00	0.00		1,155.00
024465	JAMES LAMONTAGNE LANDSCAPE CO, INC				3/15/2024		90682
3125	Product for entrance landscape at p		0.00	$2,000.00	0.00		2,000.00
	Desc: Product for entrance landscape at p	Acct: 10-985-512-0512		Pool Bond 2021 S1 #274788016			
	Vendor Total:			2,000.00	0.00		2,000.00
025175	SANEL NAPA WEST LEBANON	SANEL NAPA - WEST LEBANON			3/15/2024		90683
55062 STATEMENT	SERVICE CHARGE		0.00	$2.74	0.00		2.74
	Desc: SERVICE CHARGE	Acct: 10-221-321-0000		HFD -REPAIRS & MAINT-VEHICLES			
025175	SANEL NAPA WEST LEBANON	SANEL NAPA - WEST LEBANON			3/15/2024		90684
55062,163791	PARTS		0.00	$182.68	0.00		182.68
	Desc: ENGINE	Acct: 10-221-321-0000		HFD -REPAIRS & MAINT-VEHICLES			
	Vendor Total:			185.42	0.00		185.42
025229	KEELING, SIMON	SIMON KEELING			3/15/2024		90685
JAN-MAR'24	UVAC Membership		0.00	$180.00	0.00		180.00
	Desc: UVAC Membership	Acct: 10-211-313-0000		HPD -MEMBERSHIP DUES			
	Vendor Total:			180.00	0.00		180.00
026051	KOLOSKI PLUMBING & HEATING, LLC				3/15/2024		90686
3047	URINAL BATTERY		0.00	$189.84	0.00		189.84
	Desc: URINAL BATTERY	Acct: 10-530-321-0100		PR -REPAIRS & MAINT-BUILD & GROU			
	Vendor Total:			189.84	0.00		189.84
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY			3/15/2024		90687
4935943,52803	PROPANE 53.4G@$1.7573 DEPOT ST		94.91	$94.91	0.00		94.91
	Desc: PROPANE 53.4G@$1.7573 DEPOT ST	Acct: 60-962-327-0000		BUILDING HEAT			
4333626,41763	#2OIL 420G@$3.86 PUBLIC SAFETY		0.00	$1,633.80	0.00		1,633.80
	Desc: #2OIL 420G@$3.86 PUBLIC SAFETY	Acct: 10-221-327-0000		HFD -BUILDING HEAT			
	Desc: #2OIL 420G@$3.86 PUBLIC SAFETY	Acct: 10-211-327-0000		HPD -BUILDING HEAT			
4333626,22701	#2 OIL 48.8G@$3.86 BUGBEE		0.00	$189.84	0.00		189.84
	Desc: #2 OIL 48.8G@$3.86 BUGBEE	Acct: 10-421-327-0000		SEN -BUILDING HEAT			

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.
4333626,52632	#2 OIL 248G@$3.86 LANDFILL		964.72	$964.72	0.00		964.72
Desc: #2 OIL 248G@$3.86 LANDFILL		Acct: 30-971-327-0000		BUILDING HEAT			
4484213,52573	#2 OIL 2701.2G@$3.86 173AIRPORT RD		0.00	$10,507.66	0.00		10,507.66
Desc: #2 OIL 2701.2G@$3.86 173AIRPORT RD		Acct: 10-321-327-0000		DPW -BUILDING HEAT			
4484213,553038	#2 OIL 2300G@$3.86 173AIRPORT RD		0.00	$8,947.00	0.00		8,947.00
Desc: #2 OIL 2300G@$3.86 173AIRPORT RD		Acct: 10-321-327-0000		DPW -BUILDING HEAT			
	Vendor Total:			22,337.93	0.00		22,337.93
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC			3/15/2024		90688
244951349	CORRECTION TAPE		0.00	$21.99	0.00		21.99
Desc: CORRECTION TAPE		Acct: 10-622-323-0000		PDZ -MATERIAL & SUPPLIES			
244884297	BLUE PAPER		119.99	$119.99	0.00		119.99
Desc: BLUE PAPER		Acct: 50-955-323-0000		MATERIAL & SUPPLIES			
Desc: BLUE PAPER		Acct: 55-955-323-0000		MATERIALS & SUPPLIES			
Desc: BLUE PAPER		Acct: 60-965-323-0000		MATERIAL & SUPPLIES			
Desc: BLUE PAPER		Acct: 65-965-323-0000		MATERIALS & SUPPLIES			
244912710	PINK PAPER		17.99	$17.99	0.00		17.99
Desc: PINK PAPER		Acct: 50-955-323-0000		MATERIAL & SUPPLIES			
Desc: PINK PAPER		Acct: 55-955-323-0000		MATERIALS & SUPPLIES			
Desc: PINK PAPER		Acct: 60-965-323-0000		MATERIAL & SUPPLIES			
Desc: PINK PAPER		Acct: 65-965-323-0000		MATERIALS & SUPPLIES			
244950616	6 CS PAPER		0.00	$259.94	0.00		259.94
Desc: 6 CS PAPER		Acct: 10-171-323-0000		FIN -MATERIAL & SUPPLIES			
244953761	OFFICE SUPPLIES		0.00	$11.53	0.00		11.53
Desc: OFFICE SUPPLIES		Acct: 10-121-323-0000		TM -MATERIAL & SUPPLIES			
245032219	ERASER REFILL		0.00	$5.98	0.00		5.98
Desc: ERASER REFILL		Acct: 10-622-323-0000		PDZ -MATERIAL & SUPPLIES			
245083294	OFFICE SUPPLIES		0.00	$40.00	0.00		40.00
Desc: OFFICE SUPPLIES		Acct: 10-121-323-0000		TM -MATERIAL & SUPPLIES			
245174104	WALL CLOCK		0.00	$29.49	0.00		29.49
Desc: WALL CLOCK		Acct: 10-121-323-0000		TM -MATERIAL & SUPPLIES			
	Vendor Total:			506.91	0.00		506.91
029915	MAZIARZ, PETER D	PETER D MAZIARZ			3/15/2024		90689
JAN-MAR'24	UVAC Membership		0.00	$180.00	0.00		180.00
Desc: UVAC Membership		Acct: 10-211-313-0000		HPD -MEMBERSHIP DUES			
	Vendor Total:			180.00	0.00		180.00
031438	MONAGHAN SAFAR PLLC				3/15/2024		90690
23527	LEGAL: PD CLAIM		0.00	$247.50	0.00		247.50
Desc: LEGAL: PD CLAIM		Acct: 10-141-318-0000		LEG -CONTRACTED SERVICES			
23528	LEGAL: TOWN CHARTER REVISIONS 2024		0.00	$630.00	0.00		630.00
Desc: LEGAL: TOWN CHARTER REVISIONS 2024		Acct: 10-115-101-0110		BC -CHARTER COMMISSION			
	Vendor Total:			877.50	0.00		877.50
031955	MUNICIPAL EMERGENCY SERVICES,INC	MUNICIPAL EMERGENCY SERVICES,INC			3/15/2024		90691
IN2015236	CLUTCH		0.00	$159.90	0.00		159.90
Desc: CLUTCH		Acct: 10-221-331-0100		HFD -FIRE SUPPRESSION EQUIPMEN			

Bank ID / Vendor ID	Bank Name / Vendor Name	Payee Name	Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
IN2016850	UNIFORMS	0.00	$63.25	0.00	63.25
Desc: UNIFORMS	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS			
IN2011898	ROOF HOOK	0.00	$396.13	0.00	396.13
Desc: ROOF HOOK	Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN			
	Vendor Total:		619.28	0.00	619.28
032104	MVP SELECT CARE INC.			3/15/2024	90692
FEB'24	MVP SELCT FEB'24	27.50	$237.50	0.00	237.50
Desc: MVP Select Care	Acct: 10-121-220-0000	TM -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-151-220-0000	TC -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-171-220-0000	FIN -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-174-220-0000	ASE -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-181-220-0000	IT -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-211-220-0000	HPD -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-221-220-0000	HFD -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-271-220-0000	DISP -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-312-220-0000	DPW -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-325-220-0000	DPW -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-511-220-0000	PR -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-514-220-0000	PR -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-530-220-0000	PR -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-530-418-0100	PR -RETIREE HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-622-220-0000	PDZ -HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 10-622-418-0100	PDZ -Retiree Health Insurance			
Desc: MVP Select Care	Acct: 30-975-220-0000	HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 50-954-220-0000	HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 50-955-220-0000	HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 60-961-220-0000	HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE			
Desc: MVP Select Care	Acct: 65-963-220-0000	HEALTH INSURANCE			
	Vendor Total:		237.50	0.00	237.50
032701	NATIONAL RECREATION & PARK ASSOC	NATIONAL RECREATION & PARK ASSOC		3/15/2024	90693
03.31.2024	GROUP PACKAGE MEMBER ID#40140	0.00	$470.00	0.00	470.00
Desc: GROUP PACKAGE MEMBER ID#40140	Acct: 10-511-313-0000	PR -MEMBERSHIP DUES			
032701	NATIONAL RECREATION & PARK ASSOC	NATIONAL RECREATION & PARK ASSOC		3/15/2024	90694
20194624	CAPRA 2024 ANNUAL ACCREDITATION	0.00	$325.00	0.00	325.00
Desc: CAPRA 2024 ANNUAL ACCREDITATION	Acct: 10-511-313-0000	PR -MEMBERSHIP DUES			
	Vendor Total:		795.00	0.00	795.00
034925	NORTHEAST RESOURCE RECOVERY ASSC			3/15/2024	90695
137178	GLASS	273.60	$273.60	0.00	273.60
Desc: Glass Pick-up	Acct: 30-971-318-0000	CONTRACTED SERVICES			
136315	FREON/GLASS	680.55	$680.55	0.00	680.55
Desc: Freon/Glass Pick-up	Acct: 30-971-318-0000	CONTRACTED SERVICES			

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:		954.15	0.00		954.15
035000	NORTHEAST WASTE SERVICES	CASELLA WASTE SYSTEMS		3/15/2024		90696
0904057	CURBSIDE FEB'24	18,085.55	$18,085.55	0.00		18,085.55
Desc: CURBSIDE FEB'24		Acct: 30-931-318-0000	CONTRACTED SERVICES			
0904007	MSW / TRANSPORT FEB'24	5,474.98	$5,474.98	0.00		5,474.98
Desc: MSW Transport_02/01/24 - 02/29/24		Acct: 30-974-318-0000	CONTRACTED SERVICES			
Desc: Compost/Clean Wood_02/01/24 - 02/29		Acct: 30-971-318-0000	CONTRACTED SERVICES			
	Vendor Total:		23,560.53	0.00		23,560.53
035002	CASELLA WASTE MANAGEMENT, INC	CASELLA WASTE SERVICES		3/15/2024		90697
9600004155MAR'24B	TRASH PICK UP - MAR'24	0.00	$26.08	0.00		26.08
Desc: TRASH PICK UP - MAR'24		Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES			
9600004148FEB'24	TRASH PICK UP - FEB'24 - BUGBEE	0.00	$317.62	0.00		317.62
Desc: TRASH PICK UP - FEB'24 - BUGBEE		Acct: 10-421-318-0000	SEN -CONTRACTED SERVICES			
9600291752JAN'24	TRASH PICK UP - JAN'24 - WABA	0.00	$138.67	0.00		138.67
Desc: TRASH PICK UP - JAN'24 - WABA		Acct: 10-530-318-0000	PR -CONTRACTED SERVICES			
9600004155JAN'24	TRASH PICK UP - JAN'24	0.00	$271.51	0.00		271.51
Desc: TRASH PICK UP - JAN'24		Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES			
Desc: TRASH PICK UP - JAN'24		Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES			
Desc: TRASH PICK UP - JAN'24 - STN#1		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
Desc: TRASH PICK UP - JAN'24 - STN#2		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
9600004155MAR'24	TRASH PICK UP - MAR'24	0.00	$244.46	0.00		244.46
Desc: TRASH PICK UP - MAR'24		Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES			
Desc: TRASH PICK UP - MAR'24		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
9600004122JAN'24	TRASH PICK UP - JAN'24 - TH	0.00	$263.10	0.00		263.10
Desc: TRASH PICK UP - JAN'24 - TH		Acct: 10-161-318-0000	TH -CONTRACTED SERVICES			
9600004148JAN'24	TRASH PICK UP - JAN'24 - BUGBEE	0.00	$317.62	0.00		317.62
Desc: TRASH PICK UP - JAN'24 - BUGBEE		Acct: 10-421-318-0000	SEN -CONTRACTED SERVICES			
9600291752FEB'24	TRASH PICK UP - FEB'24 - WABA	0.00	$138.67	0.00		138.67
Desc: TRASH PICK UP - FEB'24 - WABA		Acct: 10-530-318-0000	PR -CONTRACTED SERVICES			
9600004122FEB'24	TRASH PICK UP - FEB'24 - TH	0.00	$263.10	0.00		263.10
Desc: TRASH PICK UP - FEB'24 - TH		Acct: 10-161-318-0000	TH -CONTRACTED SERVICES			
	Vendor Total:		1,980.83	0.00		1,980.83
035326	JOHN DEER FINANCIAL f.s.b.	JOHN DEER POWER PLAN (NORTRAX)		3/15/2024		90698
10430575	LOADER REPAIRS	614.60	$614.60	0.00		614.60
Desc: Loader Repairs		Acct: 30-971-321-0000	REPAIRS & MAINT-VEHICLES			
	Vendor Total:		614.60	0.00		614.60
035330	FPH TANK INSTALLATION & SERVICE INC			3/15/2024		90699
9707	Troubleshoot/Repair Gasoline Line	0.00	$3,442.82	0.00		3,442.82
Desc: Troubleshoot/Repair Gasoline Line		Acct: 10-325-318-0000	DPW -CONTRACT SERVICES			
	Vendor Total:		3,442.82	0.00		3,442.82
035360	NOTT'S EXCAVATING INC			3/15/2024		90700
QUEBOX-3B	PROJ#4 QUECHEE BOX 11.8.23-01.25.2	0.00	$96,000.00	0.00		96,000.00
Desc: PROJ#4 QUECHEE BOX 11.8.23-01.25.2		Acct: 10-313-318-0000	DPW -CONTRACTED SERVICES			

Bank ID / Vendor ID	Bank Name / Vendor Name	Payee Name	Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt / Disc. Amt	Net Amt.
QUEBOX-3A	PROJ#4 QUECHEE BOX 11.8.23-01.25.2	38,408.29	$38,408.29 / 0.00	38,408.29
Desc: PROJ#4 QUECHEE BOX 11.8.23-01.25.2		Acct: 72-325-325-0530	Town Highway Structures Program #BC1	
	Vendor Total:		134,408.29 / 0.00	134,408.29
036120	ORION SAFETY PRODUCTS		3/15/2024	90701
00318870	WIRES	0.00	$596.05 / 0.00	596.05
Desc: WIRES		Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING	
	Vendor Total:		596.05 / 0.00	596.05
036380	PANITZ, AILEEN K	AILEEN K PANITZ	3/15/2024	90702
03.11.2024	LEARN TO SKATE LESSESONS 02.18.24	0.00	$325.00 / 0.00	325.00
Desc: LEARN TO SKATE LESSESONS 02.18.24		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES	
	Vendor Total:		325.00 / 0.00	325.00
036695	PARRO'S GUN SHOP & POLICE		3/15/2024	90703
93647	BP VEST	714.00	$1,500.26 / 0.00	1,500.26
Desc: BP VEST		Acct: 72-211-326-0100	Bullet proof vests	
Desc: BP VEST		Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI	
	Vendor Total:		1,500.26 / 0.00	1,500.26
036697	PARSONS ENVIRONMENT	JP MORGAN CHASE	3/15/2024	90704
12933,95311	STATE INSPECTIONS	0.00	$4.52 / 0.00	4.52
Desc: C4		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES	
Desc: AMB		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES	
	Vendor Total:		4.52 / 0.00	4.52
036860	PEDIATRIC EMERGENCY STANDARDS INC		3/15/2024	90705
INV-9200	Annual access for medication	0.00	$2,241.75 / 0.00	2,241.75
Desc: Annual access for medication		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES	
	Vendor Total:		2,241.75 / 0.00	2,241.75
037405	PIERCE, JR. MELVIN		3/15/2024	90706
31055	SERVICE CALL 01-23-24	120.00	$120.00 / 0.00	120.00
Desc: SERVICE CALL 01-23-24		Acct: 30-971-327-0000	BUILDING HEAT	
	Vendor Total:		120.00 / 0.00	120.00
037450	PIKE INDUSTRIES INC		3/15/2024	90707
1267900	STONE	0.00	$292.72 / 0.00	292.72
Desc: Mud Season Aggregate		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	
1266434	STONE	0.00	$248.96 / 0.00	248.96
Desc: STONE		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	
1267893	STONE	0.00	$423.80 / 0.00	423.80
Desc: Mud Season Aggregate		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	
1267603	Mud Season Aggregate	0.00	$476.80 / 0.00	476.80
Desc: Mud Season Aggregate		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	
1267899	STONE	0.00	$412.67 / 0.00	412.67
Desc: Mud Season Aggregate		Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	

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.
1267892	STONE		0.00	$292.47	0.00	292.47
Desc: Mud Season Aggregate		Acct: 10-312-323-0000		DPW -MATERIAL & SUPPLIES		
1267743	STONE		0.00	$706.21	0.00	706.21
Desc: Mud Season Aggregate		Acct: 10-312-323-0000		DPW -MATERIAL & SUPPLIES		
1266604	STONE		0.00	$481.44	0.00	481.44
Desc: STONE		Acct: 10-312-323-0000		DPW -MATERIAL & SUPPLIES		
1267383	Mud Season Aggregate		0.00	$178.88	0.00	178.88
Desc: Mud Season Aggregate		Acct: 10-312-323-0000		DPW -MATERIAL & SUPPLIES		
1267741	STONE		56.51	$315.73	0.00	315.73
Desc: Mud Season Aggregate		Acct: 10-312-323-0000		DPW -MATERIAL & SUPPLIES		
Desc: STONE		Acct: 50-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
1266381	STONE		0.00	$69.12	0.00	69.12
Desc: STONE		Acct: 10-312-323-0000		DPW -MATERIAL & SUPPLIES		
1267448	WINTER SAND		0.00	$3,909.44	0.00	3,909.44
Desc: WINTER SAND		Acct: 10-312-323-0000		DPW -MATERIAL & SUPPLIES		
1267887	STONE		0.00	$134.06	0.00	134.06
Desc: Mud Season Aggregate		Acct: 10-312-323-0000		DPW -MATERIAL & SUPPLIES		
	Vendor Total:			7,942.30	0.00	7,942.30
037475	PINE STATE ELEVATOR CO				3/15/2024	90708
40205780	REPLACED DOOR ROLL		0.00	$271.29	0.00	271.29
Desc: REPLACED DOOR ROLL		Acct: 10-211-318-0000		HPD -CONTRACTED SERVICES		
	Vendor Total:			271.29	0.00	271.29
037551	PITNEY BOWES BANK INC	PITNEY BOWES BANK INC			3/15/2024	90709
FEB'24	POSTAGE FEB'24		860.16	$2,764.66	0.00	2,764.66
Desc: postage		Acct: 10-121-322-0000		TM -POSTAGE		
Desc: postage		Acct: 10-171-322-0000		FIN -POSTAGE		
Desc: postage		Acct: 10-151-322-0000		TC -POSTAGE		
Desc: postage		Acct: 10-511-322-0000		PR -POSTAGE		
Desc: postage		Acct: 10-622-322-0000		PDZ -POSTAGE		
Desc: postage		Acct: 10-175-322-0000		DEL -POSTAGE		
Desc: postage		Acct: 50-955-322-0000		POSTAGE		
Desc: postage		Acct: 55-955-322-0000		POSTAGE		
Desc: postage		Acct: 60-965-322-0000		POSTAGE		
Desc: postage		Acct: 65-965-322-0000		POSTAGE		
Desc: postage		Acct: 10-221-322-0000		HFD -POSTAGE		
Desc: postage		Acct: 10-271-320-0000		DISP -EQUIP OPERATION/MAINT-OFF		
	Vendor Total:			2,764.66	0.00	2,764.66
038495	PRIORITY EXPRESS, INC.				3/15/2024	90710
8172249	INTERLIBRARY COURIER PROG		90.64	$90.64	0.00	90.64
Desc: INTERLIBRARY COURIER PROG		Acct: 80-711-318-8046		Grant - 2023 Courier 01130.LSTA22 202		
	Vendor Total:			90.64	0.00	90.64
039510	RC CLEANING LLC	RC CLEANING LLC			3/15/2024	90711
219	CLEANING SERVICES - TH		0.00	$2,500.92	0.00	2,500.92
Desc: Town Hall Cleaning		Acct: 10-161-318-0000		TH -CONTRACTED SERVICES		

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.
221	CLEANING SERVICES - LIBRARY		0.00	$327.84	0.00	327.84
Desc: CLEANING SERVICES - LIBRARY		Acct: 10-524-318-0000		PR -CONTRACTED SERVICES		
220	CLEANING SERVICES FEB'24		0.00	$1,436.09	0.00	1,436.09
Desc: CLEANING SERVICES FEB'24		Acct: 10-211-318-0000		HPD -CONTRACTED SERVICES		
Desc: CLEANING SERVICES FEB'24		Acct: 10-271-320-0000		DISP -EQUIP OPERATION/MAINT-OFF		
	Vendor Total:			4,264.85	0.00	4,264.85
039550	RECREONICS CORP				3/15/2024	90712
0014495153	UMBRELLAS LIFE GUARD/PACE CLOCK		0.00	$917.28	0.00	917.28
Desc: UMBRELLAS - LIFE GUARD		Acct: 10-985-512-0512		Pool Bond 2021 S1 #274788016		
Desc: Portion of pace clock for lap swimm		Acct: 10-985-512-0512		Pool Bond 2021 S1 #274788016		
Desc: Portion of pace clock		Acct: 10-512-331-0000		PR -DEPARTMENT EQUIPMENT		
	Vendor Total:			917.28	0.00	917.28
039994	REXEL USA, INC.	REXEL			3/15/2024	90713
S138932856.001	MATERIALS		30.36	$30.36	0.00	30.36
Desc: MATERIALS		Acct: 55-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
S138985665.001	MATERIALS		34.30	$34.30	0.00	34.30
Desc: MATERIALS		Acct: 55-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
S138932856.002	MATERIALS		30.46	$30.46	0.00	30.46
Desc: MATERIALS		Acct: 55-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
	Vendor Total:			95.12	0.00	95.12
041450	SABIL & SONS, INC	SABIL & SONS, INC			3/15/2024	90714
10762	H-6 SERVICE		0.00	$1,753.31	0.00	1,753.31
Desc: H6_State Inspection/Repairs		Acct: 10-321-318-0000		DPW -CONTRACTED SERVICES		
Desc: H6_State Inspection/Repairs		Acct: 10-321-318-0000		DPW -CONTRACTED SERVICES		
	Vendor Total:			1,753.31	0.00	1,753.31
041857	PITNEY BOWES GLOBAL FINANCIAL	PITNEY BOWES GLOBAL FINANCIAL			3/15/2024	90715
3318844507	POSTAGE LASE - FEB'24-APR'24		0.00	$394.32	0.00	394.32
Desc: POSTAGE LASE - FEB'24-APR'24		Acct: 10-121-320-0000		TM -EQUIP OPERATION/MAINT-OFFIC		
	Vendor Total:			394.32	0.00	394.32
043315	NATIONAL CENTER FOR SAFETY INITIATI				3/15/2024	90716
42965	BACKGROUND CHECKS		15.00	$30.00	0.00	30.00
Desc: BACKGROUND CHECKS		Acct: 10-325-315-0000		DPW -RECRUITMENT & TRAINING		
Desc: BACKGROUND CHECKS		Acct: 50-955-315-0000		RECRUITMENT & TRAINING		
Desc: BACKGROUND CHECKS		Acct: 55-955-315-0000		RECRUITMENT & TRAINING		
	Vendor Total:			30.00	0.00	30.00
043400	MILTON CAT	SOUTHWORTH-MILTON, INC.			3/15/2024	90717
INV3173540	PARTS 924		0.00	$473.84	0.00	473.84
Desc: PARTS 924		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
	Vendor Total:			473.84	0.00	473.84
043930	STAPLES CONTRACT & COMMERCIAL	STAPLES ADVANTAGE			3/15/2024	90718
3560157538	Batteries and clipboard		0.00	$109.77	0.00	109.77

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
	Desc: Batteries and clipboard	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
3560157537	Filter for Lobby water fountain	0.00	$88.09	0.00		88.09
	Desc: Filter for Lobby water fountain	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
	Desc: Filter for Lobby water fountain	Acct: 10-271-323-0000	DISP -MATERIAL & SUPPLIES			
3560157545	OFFICE SUPPLIES	0.00	$69.02	0.00		69.02
	Desc: OFFICE SUPPLIES	Acct: 10-271-323-0000	DISP -MATERIAL & SUPPLIES			
3560157543	Paper,file folders, calculater, spa	0.00	$188.06	0.00		188.06
	Desc: Paper,file folders, calculater, spa	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
3560157546	OFFICE SUPPLIES	0.00	$95.71	0.00		95.71
	Desc: OFFICE SUPPLIES	Acct: 10-271-323-0000	DISP -MATERIAL & SUPPLIES			
3560157540	Easle and supplies	0.00	$72.06	0.00		72.06
	Desc: Easle and supplies	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
3560157539	CHAIR	0.00	$199.99	0.00		199.99
	Desc: CHAIR	Acct: 10-271-323-0000	DISP -MATERIAL & SUPPLIES			
3560157542	Office Chair,envelops,liliters	0.00	$227.35	0.00		227.35
	Desc: Office Chair,envelops,liliters	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
	Vendor Total:		1,050.05	0.00		1,050.05
044560	STRATUS TELECOM LLC				3/15/2024	90719
16253	FAX SERVICE MAR'24	0.00	$196.88	0.00		196.88
	Desc: FAX SERVICE MAR'24	Acct: 10-121-324-0000	TM -TELEPHONE			
	Desc: FAX SERVICE MAR'24	Acct: 10-221-324-0000	HFD -TELEPHONE			
	Desc: FAX SERVICE MAR'24	Acct: 10-211-324-0000	HPD -TELEPHONE			
	Desc: FAX SERVICE MAR'24	Acct: 10-271-324-0000	DISP -TELEPHONE			
	Vendor Total:		196.88	0.00		196.88
045300	TASCO SECURITY, INC				3/15/2024	90720
175960	ALARM MONITOR MAR-MAY'24	105.00	$105.00	0.00		105.00
	Desc: ALARM MONITOR MAR-MAY'24	Acct: 30-971-318-0000	CONTRACTED SERVICES			
	Vendor Total:		105.00	0.00		105.00
045350	AXON ENTERPRISE, INC				3/15/2024	90721
INUS230515	LICENSE FEE	0.00	$47.81	0.00		47.81
	Desc: Lincense Bundle	Acct: 10-211-330-0000	HPD -OFFICE EQUIPMENT			
	Vendor Total:		47.81	0.00		47.81
045445	TCS COMMUNICATIONS CORP				3/15/2024	90722
00047301	MATERIALS	156.25	$156.25	0.00		156.25
	Desc: MATERIALS	Acct: 55-954-323-0000	MATERIALS & SUPPLIES			
	Vendor Total:		156.25	0.00		156.25
046000	TI-SALES INC				3/15/2024	90723
INV0167876	MATERIALS	318.15	$318.15	0.00		318.15
	Desc: MATERIALS	Acct: 50-954-323-0000	MATERIAL & SUPPLIES			
	Vendor Total:		318.15	0.00		318.15
046950	TWIN STATE SAND AND GRAVEL CO				3/15/2024	90724
111010	MATERIALS POTHOLES	0.00	$98.55	0.00		98.55

Bank ID / Vendor ID	Bank Name / Vendor Name	Payee Name	Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt / Disc. Amt	Net Amt.
	Desc: MATERIALS POTHOLES	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	
112856-B	WINTER SAND	0.00	$4,997.28 / 0.00	4,997.28
	Desc: winter sand	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	
112800	WINTER SAND	0.00	$8,571.14 / 0.00	8,571.14
	Desc: WINTER SAND	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	
112856-A	WINTER SAND	0.00	$195.73 / 0.00	195.73
	Desc: Winter Sand	Acct: 10-312-323-0000	DPW -MATERIAL & SUPPLIES	
	Vendor Total:		13,862.70 / 0.00	13,862.70
047190	USABLUEBOOK	USABLUEBOOK	3/15/2024	90725
INV00274167	MATERIALS	256.43	$256.43 / 0.00	256.43
	Desc: MATERIALS	Acct: 65-963-323-0000	MATERIALS & SUPPLIES	
INV00290382	MATERIALS	252.42	$252.42 / 0.00	252.42
	Desc: MATERIALS	Acct: 65-963-323-0000	MATERIALS & SUPPLIES	
INV00291967	MATERIALS	95.00	$95.00 / 0.00	95.00
	Desc: MATERIALS	Acct: 65-963-323-0000	MATERIALS & SUPPLIES	
INV00290584	LAB SUPPLIES	532.00	$532.00 / 0.00	532.00
	Desc: Lab Supplies	Acct: 65-963-323-0000	MATERIALS & SUPPLIES	
	Vendor Total:		1,135.85 / 0.00	1,135.85
047497	UPPER VALLEY AQUATIC CENTER		3/15/2024	90726
3144	PERSONAL TRAINING	0.00	$1,920.00 / 0.00	1,920.00
	Desc: PERSONAL TRAINING	Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES	
	Vendor Total:		1,920.00 / 0.00	1,920.00
047797	UPPER VALLEY PLOW & TRAILER SALES		3/15/2024	90727
103	SERVICE FEE - REC VAN	0.00	$175.52 / 0.00	175.52
	Desc: SERVICE FEE - REC VAN	Acct: 10-511-331-0000	PR -Department Equipment	
101	SERVICE FEE - REC TRUCK	0.00	$242.40 / 0.00	242.40
	Desc: SERVICE FEE - REC TRUCK	Acct: 10-511-331-0000	PR -Department Equipment	
95	SERVICE FEE - R-4 DUMP	0.00	$367.10 / 0.00	367.10
	Desc: SERVICE FEE - R-4 DUMP	Acct: 10-521-321-0000	PR -REPAIRS & MAINT - VEHICLES	
99	SERVICE FEE - R-1 RAM DUMP	0.00	$588.75 / 0.00	588.75
	Desc: SERVICE FEE - R-4 DUMP	Acct: 10-521-321-0000	PR -REPAIRS & MAINT - VEHICLES	
	Vendor Total:		1,373.77 / 0.00	1,373.77
047900	UPPER VALLEY REGIONAL EMERGNCY		3/15/2024	90728
509	ANNUAL DUES	0.00	$100.00 / 0.00	100.00
	Desc: ANNUAL DUES	Acct: 10-221-313-0000	HFD -MEMBERSHIP DUES	
	Vendor Total:		100.00 / 0.00	100.00
048185	VALLEY IMAGING & AWARDS		3/15/2024	90729
21366	PLAQUE	0.00	$165.00 / 0.00	165.00
	Desc: PLAQUE	Acct: 10-111-323-0000	SB -MATERIAL & SUPPLIES	
	Vendor Total:		165.00 / 0.00	165.00
048300	VALLEY NEWS	VALLEY NEWS	3/15/2024	90730
125911,4433499	SB AGENDA 03.19.24	0.00	$243.00 / 0.00	243.00

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: SB AGENDA 03.19.24	Acct: 10-111-312-0000		SB -ADVERTISING		
125911,4433313	SB AGENDA 03.12.2024		0.00	$313.20	0.00	313.20
	Desc: SB AGENDA 03.12.2024	Acct: 10-111-312-0000		SB -ADVERTISING		
		Vendor Total:		556.20	0.00	556.20
048575	VERIZON WIRELESS				3/15/2024	90732
9958062235	VERIZON CELL PHONES FEB'24		224.68	$3,312.17	0.00	3,312.17
	Desc: wireless charges	Acct: 10-121-324-0000		TM -TELEPHONE		
	Desc: wireless charges	Acct: 10-171-324-0000		FIN -TELEPHONE		
	Desc: wireless charges	Acct: 10-181-324-0000		IT -TELEPHONE		
	Desc: wireless charges	Acct: 10-221-324-0000		HFD -TELEPHONE		
	Desc: wireless charges	Acct: 10-211-324-0000		HPD -TELEPHONE		
	Desc: wireless charges	Acct: 10-271-324-0000		DISP -TELEPHONE		
	Desc: wireless charges	Acct: 10-325-324-0000		DPW -TELEPHONE		
	Desc: wireless charges	Acct: 10-511-324-0000		PR -TELEPHONE		
	Desc: wireless charges	Acct: 50-955-324-0000		TELEPHONE		
	Desc: wireless charges	Acct: 55-955-324-0000		TELEPHONE		
	Desc: wireless charges	Acct: 60-965-324-0000		TELEPHONE		
	Desc: wireless charges	Acct: 30-971-324-0000		TELEPHONE		
	Desc: wireless charges	Acct: 10-174-324-0000		ASE -TELEPHONE		
	Desc: wireless charges	Acct: 65-965-324-0000		TELEPHONE		
	Desc: wireless charges	Acct: 10-411-318-0000		HEA -CONTRACTED SERVICES		
	Desc: wireless charges	Acct: 10-512-318-0000		PR -CONTRACTED SERVICES		
	Desc: wireless charges	Acct: 10-211-324-0000		HPD -TELEPHONE		
048575	VERIZON WIRELESS				3/15/2024	90731
9957999943	VERIZON BROADBAND FEB'24		0.00	$2,433.41	0.00	2,433.41
	Desc: VERIZON BROADBAND FEB'24-HFD	Acct: 10-221-324-0000		HFD -TELEPHONE		
	Desc: VERIZON BROADBAND FEB'24-HPD	Acct: 10-211-320-0100		HPD -EQUIP OPERATION/COMMUNIC.		
	Desc: VERIZON BROADBAND FEB'24-WINDSOR	Acct: 10-005-100-0000		DUE FROM OTHER GOVERNMENTS		
	Desc: VERIZON BROADBAND FEB'24-NORWICH	Acct: 10-005-100-0000		DUE FROM OTHER GOVERNMENTS		
		Vendor Total:		5,745.58	0.00	5,745.58
050251	VERMONT LEAGUE OF CITIES AND TOWNS	VLCT PROPERTY & CASUALTY			3/15/2024	90733
REN240285-Q2	PROPERTY/LIABILITY INS APR-JUN'24		51,804.35	$212,038.25	0.00	212,038.25
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 10-811-418-0000		FIN -PROPERTY & LIABILITY INSURAI		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 10-013-100-0000		EXCHANGES PAYABLE		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 30-975-418-0000		PROPERTY & LIABILITY INS		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 50-955-418-0000		PROPERTY & LIABILITY INS		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 55-955-418-0000		PROPERTY & LIABILITY INS		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 60-961-418-0000		PROPERTY & LIABILITY INSURANCE		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 65-963-418-0000		PROPERTY & LIABILITY INSURANCE		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 10-811-250-0000		FIN -Workers' Compensation		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 30-971-250-0000		WORKERS COMP		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 30-974-250-0000		WORKERS COMP		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 50-954-250-0000		WORKERS COMP		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 50-954-250-0000		WORKERS COMP		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 50-955-250-0000		WORKERS COMP		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 55-954-250-0000		WORKERS COMP		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 55-955-250-0000		WORKERS COMP		
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 60-961-250-0000		WORKERS COMP		

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt		Net Amt.
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 60-965-250-0000	WORKERS COMP			
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 65-963-250-0000	WORKERS COMP			
	Desc: PROPERTY LIABILITY INS (4/1/24-6/30	Acct: 65-965-250-0000	WORKERS COMP			
	Vendor Total:		212,038.25	0.00		212,038.25
050455	VERMONT LIFE SAFETY LLC				3/15/2024	90734
50045	SERVICE CALL: FIRE ALARMS & INSPEC	711.20	$711.20	0.00		711.20
Desc:	SERVICE CALL: FIRE ALARMS & INSPEC	Acct: 60-961-318-0000	CONTRACTED SERVICES			
	Vendor Total:		711.20	0.00		711.20
052300	WEBB, F W COMPANY	F.W. WEBB COMPANY			3/15/2024	90735
84702776	ADAPTER	32.07	$32.07	0.00		32.07
Desc:	ADAPTER	Acct: 55-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
84469514-2	Misc Parts_Campbell	290.74	$290.74	0.00		290.74
Desc:	Misc Parts_Campbell	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
84570346	Misc Parts_Kingswood	73.83	$73.83	0.00		73.83
Desc:	Misc Parts_Kingswood	Acct: 55-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
84496812	Misc Parts_Kingswood	842.62	$842.62	0.00		842.62
Desc:	Misc Parts_Kingswood	Acct: 55-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
	Vendor Total:		1,239.26	0.00		1,239.26
053040	WHITE RIVER CAR WASH				3/15/2024	90736
FEB'24	CAR WASH - FEB'24	0.00	$398.62	0.00		398.62
Desc:	CAR WASH - FEB'24	Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES			
	Vendor Total:		398.62	0.00		398.62
053150	SWISH WHITE RIVER LTD				3/15/2024	90737
W608680	COMBINATION FLOOR TOOL	0.00	$90.40	0.00		90.40
Desc:	COMBINATION FLOOR TOOL	Acct: 10-161-323-0000	TH -MATERIAL & SUPPLIES			
W609265	TOILET PAPER	0.00	$136.52	0.00		136.52
Desc:	TOILET PAPER	Acct: 10-530-323-0000	PR -MATERIAL & SUPPLIES			
W608797	CLEANING SUPPLIES	0.00	$245.30	0.00		245.30
Desc:	CLEANING SUPPLIES	Acct: 10-421-323-0000	SEN -MATERIAL & SUPPLIES			
W602751	CLEANING SUPPLIES	0.00	$258.62	0.00		258.62
Desc:	CLEANING SUPPLIES	Acct: 10-530-323-0000	PR -MATERIAL & SUPPLIES			
	Vendor Total:		730.84	0.00		730.84
053640	WILLYGOAT, LLC				3/15/2024	90738
214083	PICNIC TABLES & BENCH	0.00	$6,604.17	0.00		6,604.17
Desc:	PICNIC TABLES & BENCH	Acct: 10-985-512-0512	Pool Bond 2021 S1 #274788016			
	Vendor Total:		6,604.17	0.00		6,604.17
053650	WILSON TIRE INC				3/15/2024	90739
536002 - 2	Tires	0.00	$45.00	0.00		45.00
Desc:	TIRES - WRONG AMOUNT DIFFERENCE	Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES			
	Vendor Total:		45.00	0.00		45.00
059743	HOWELL, THOMAS	THOMAS HOWELL			3/15/2024	90740

Bank ID / Vendor ID	Bank Name / Vendor Name	Payee Name	Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund / Acct	Invoice Amt / Disc. Amt	Net Amt.
03.06.2024	UNIFORM REIMBURSEMENT	0.00	$680.00 / 0.00	680.00
Desc: UNIFORM REIMBURSEMENT		Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI	
	Vendor Total:		680.00 / 0.00	680.00
059772	SHARPENING SHED INC. (THE)	THE SHARPENING SHED INC	3/15/2024	90741
22313	2 ZAMBONI KNIVES	0.00	$77.00 / 0.00	77.00
Desc: 2 ZAMBONI KNIVES		Acct: 10-530-318-0000	PR -CONTRACTED SERVICES	
	Vendor Total:		77.00 / 0.00	77.00
059941	ROY REFRIGERATION, LLC		3/15/2024	90742
10712	SERVICE CALL: HEATING SYS REPAIRS	3,785.53	$3,785.53 / 0.00	3,785.53
Desc: SERVICE CALL: HEATING SYS REPAIRS		Acct: 60-961-318-0000	CONTRACTED SERVICES	
	Vendor Total:		3,785.53 / 0.00	3,785.53
500660	JP PEST SERVICE		3/15/2024	90743
3754384	MONTHLY CONTRACT FEE	0.00	$88.00 / 0.00	88.00
Desc: MONTHLY CONTRACT FEE		Acct: 10-161-318-0000	TH -CONTRACTED SERVICES	
	Vendor Total:		88.00 / 0.00	88.00
500894	SECURSHRED	SECURSHRED	3/15/2024	90744
449739	SHREDDING SERVICES	0.00	$24.00 / 0.00	24.00
Desc: SHREDDING SERVICES		Acct: 10-325-318-0000	DPW -CONTRACT SERVICES	
451066	SHREDDING SERVICES	0.00	$24.00 / 0.00	24.00
Desc: SHREDDING SERVICES		Acct: 10-161-318-0000	TH -CONTRACTED SERVICES	
	Vendor Total:		48.00 / 0.00	48.00
501002	ECHO COMMUNICATIONS, INC		3/15/2024	90745
39654	2024 SPRING BROCHURE	0.00	$1,347.00 / 0.00	1,347.00
Desc: 2024 SPRING BROCHURE		Acct: 10-511-312-0000	PR -ADVERTISING	
	Vendor Total:		1,347.00 / 0.00	1,347.00
502315	LITTON, ALLISON	ALLISON LITTON	3/15/2024	90746
2024	REIMBURSEMENT - SICTER CITY TRIP	0.00	$3,944.50 / 0.00	3,944.50
Desc: REIMBURSEMENT - SICTER CITY TRIP		Acct: 10-115-101-0105	BC -SISTER CITY COMMITTEE	
	Vendor Total:		3,944.50 / 0.00	3,944.50
FUND 1 0	**HRA / FSA / DCR**		**Bank Total:**	**675,755.00**
FUND 1 0 HRA	**HRA / FSA / DCR**			
032103	MVP HEALTH - HRA / DCRA		3/15/2024	1060
FEB'24	HRA-FSA02.04.24-03.02.24	6,001.89	$38,457.08 / 0.00	38,457.08
Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-514-225-0000	PR -HRA/CHOICECARE CARD	
Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE	
Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-271-225-0000	DISP -HRA/CHOICECARE CARD	
Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE	
Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-271-225-0000	DISP -HRA/CHOICECARE CARD	
Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-121-225-0000	TM -HRA/CHOICECARE CARD	
Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-221-225-0000	HFD -HRA/CHOICECARE CARD	

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.

Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-530-418-0100	PR -RETIREE HEALTH INSURANCE
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	60-961-418-0100	RETIREE HEALTH INSURANCE
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-418-0100	HPD -RETIREE HEALTH INSURANCE
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	65-963-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	50-955-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	55-955-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	60-965-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	65-965-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	50-954-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-312-225-0000	DPW -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-511-225-0000	PR -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-622-225-0000	PDZ -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-271-225-0000	DISP -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-622-418-0100	PDZ -Retiree Health Insurance
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-511-225-0000	PR -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-418-0100	HFD -RETIREE HEALTH INSURANCE
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	50-954-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-271-225-0000	DISP -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	60-961-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-271-225-0000	DISP -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-271-225-0000	DISP -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	60-961-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-171-418-0100	FIN -RETIREE HEALTH INSURANCE
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-012-200-0510	SECTION 125 HEALTH CARE ACCT
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-121-225-0000	TM -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-171-225-0000	FIN -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	50-955-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	55-955-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	60-965-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	65-965-225-0000	HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-418-0100	HPD -RETIREE HEALTH INSURANCE
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-012-200-0510	SECTION 125 HEALTH CARE ACCT
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-171-225-0000	FIN -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-312-225-0000	DPW -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-271-225-0000	DISP -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc:	HRA-FSA02.04.24-03.02.24	Acct:	10-211-225-0000	HPD -HRA/CHOICECARE CARD

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name			Check Date	Check No.
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-174-225-0000	ASE -HRA/CHOICECARE CARD		
	Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-312-225-0000	DPW -HRA/CHOICECARE CARD		
	Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-151-225-0000	TC -HRA/CHOICECARE CARD		
	Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-221-225-0000	HFD -HRA/CHOICECARE CARD		
	Desc: HRA-FSA02.04.24-03.02.24		Acct: 60-961-225-0000	HRA/CHOICECARE CARD		
	Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-221-225-0000	HFD -HRA/CHOICECARE CARD		
	Desc: HRA-FSA02.04.24-03.02.24		Acct: 10-221-225-0000	HFD -HRA/CHOICECARE CARD		
		Vendor Total:		38,457.08	0.00	38,457.08
FUND 1 0 HRA				**Bank Total:**		**38,457.08**
		Holdback Total				740,387.08
	Batch Totals:	0.00	171,138.62		0.00	911,525.70

_____ MICHAEL HOYT

_____ KIM SOUZA

_____ MARY M. ERDEI

_____ SUSAN M. BUCKHOLZ

_____ LANNIE J. COLLINS

_____ IDA GRIESEMER

_____ BRANDON SMITH

_____ JOHN HAVERSTOCK

_____ GAIL OSTROUT

_____ JOSEPH MAJOR

TOWN OF HARTFORD SELECTBOARD MINUTES
Tuesday, March 12, 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, Vice-Chair; Lannie Collins, Member; Susan Buckholz, Member; Brandon Smith, Member, Ida Griesemer, Member; John Haverstock; Heidi Duto, Will Adler; Miriam Wood; Christina Cooper Warner; Aaron Warner; Dennis Brown; Jonathan Schectman; Joie Finley; Judith Randall; Sally Mansur; Sara Campbell; Joe Denny; Scott Cooney; David Briggs; Kaytlynn Monroe; Bethaney Rocha; Joe Major.

Present on Zoom: Lana Livingston; Corey Schutzman; James King; Marcy Bartlett;

Absent: Mary Erdei, Selectboard Clerk;

JAM Link: https://www.youtube.com/watch?v=QIw9r_wS5Zs

I. Call to Order the Selectboard Meeting by Chair, Mike Hoyt at 6:00PM.

II. Pledge of Allegiance was recited and led by Town Manager, John Haverstock.

III. Local Liquor Control Board

Selectboard Chair, Mike Hoyt recessed the Selectboard Meeting and opened the Local Liquor Control Board at 6:01PM.

a. **Selectboard Member, Brandon Smith made the motion to Renew the 1st Class Liquor License for Phnom Penh Sandwich Station, LLC at 7 North Main Street, White River Jct., VT 05001. Selectboard Member, Sue Buckholz seconded the motion. 5 were in favor and 1 recused (Souza). The motion passed.**

b. **Selectboard Member, Sue Buckholz made the motion to Renew the 2nd Class Liquor License, Tobacco and Tobacco Endorsement for Summit Stores, LLC d/b/a Three Cat Coffee, 18 & 42 Sykes Mountain Avenue, White River Jct., VT 05001. Selectboard Member, Ida Griesemer seconded the motion. 5 were in favor and 1 recused (Souza). The motion passed.**

c. **Selectboard Member, Ida made the motion to Renew the 2nd Class Liquor License, Tobacco and Tobacco Endorsement for Summit Stores, LLC d/b/a Quechee Mobile, 3479 Woodstock Road, White River Jct., VT 05001. Selectboard Member, Sue Buckholz seconded the motion. 5 were in favor, 1 recused (Souza). The motion passed.**

Selectboard Chair, Mike Hoyt closed the Local Liquor Control Board and opened the Local Cannabis Control Board at 6:05 PM.

IV. Local Cannabis Control Board

a. **Selectboard Member, Lannie Collins made the motion to the Approval of: VT Cannabis Control Board (CCB) Application of #S-000005836, Tea House, LLC. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.**

Selectboard Chair, Mike Hoyt closed the Local Cannabis Control Board and reopened the Selectboard Meeting at 6:07PM.

V. Order of Agenda – Sara Campbell, applicant for HCOREI, will be attending in person after 7:00PM.

VI. Selectboard

1. Public Comment

David Briggs, White River Jct., has been attending the recent Selectboard meetings to introduce and update the Board to his project that will redevelop the Coolidge Block in downtown, WRJ. He met with the Planning Commission to say that "here is a project that he is attempting to do." He got a good response from the Planning Board. He thinks the project would be best to work through the Town Manager's Office.

Marcy Bartlett, Wilder, congratulated the new Selectboard Members and thanked them for their willingness to serve. She inquired of Brandon Smith his views on working with the Police Department. Chair Hoyt suggested she contact him outside of the Selectboard Meeting. She also asked the Board to fly just the American Flag and the VT State Flag exclusively on Town property.

Joe Major, WRJ, welcomed the new members. He asked that the Hometown Heros project be on the Selectboard agenda for March 19th. He will have a presentation and proposal.

Aaron Warner, Hartford, spoke about an item on the agenda, the flying of the Pride Flag. He is not in favor as he sees this is for a specific group and not all people.

2. Selectboard Comments and Announcements

Kim Souza suggested that Board Members email the Town Manager and the Chair with any questions they have on the agenda in advance so the Town Manager can respond to the Board – before the meeting. She also urged the Selectboard Members to submit their commission reports to the Town Manager's office prior to the meeting. This way they will be included in the written minutes. She also suggested a process of making motions and seconds during the meeting by starting at one end of the seating and progressing along the line.

Ida Griesemer thanked the voters for the faith they have in her.

Brandon Smith in looking forward to working with the Police Department and thanked everyone he has encountered during his campaign. He encourages everyone to reach out to him with any disagreements.

3. Appointments

a. **Selectboard Vice Chair, Kim Souza made the motion to Re-appoint John Heath to the Planning Commission for a three year term beginning March 12, 2024 and ending March 11, 2027. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.**

b. **Selectboard Member, Brandon Smith made the motion to Re-appoint Jay Zanleoni to the Hartford Business Revolving Loan Fund for a three year term beginning March 12, 2024 and ending March 11, 2027. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.**

c. **Selectboard Member, Ida Griesemer made the motion to Re-appoint Michael Gabrielle to the Hartford Business Revolving Loan Fund for a three year term beginning March 12, 2024 and ending March 11, 2027. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.**

d. **Selectboard Vice Chair, Kim Souza made the motion to Appoint Dennis Brown to the Hartford Historic Preservation Committee for a three year term beginning March 12, 2024 and ending March 11, 2027. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.**

e. **Selectboard Member, Ida Griesemer made the motion to Appoint Joseph Denny to the Parks & Recreation Commission for a three year term beginning March 12, 2024 and ending March 11, 2027. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.**

f. **Selectboard Vice Chair, Kim Souza made the motion to Appoint Sara Campbell to the Hartford Committee on Racial Equity and Inclusion (HCOREI) for a two year term beginning March 12, 2024 and ending March 11, 2026. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.**

g. **Selectboard Member, Lannie Collins made the motion to Re-appoint Matt Osborn as Acting Zoning Administrator Officer beginning March 23, 2024 for a three year term ending March 22, 2027. Selectboard Member, Brandon, Smith seconded the motion. All were in favor and the motion passed.**

4. Town Manager's Report

Town Meeting Recap

Congratulations to our newest Selectboard members, Sue Buckholz, Ida Griesemer and Brandon Smith and best wishes to the Selectboard members who have concluded their service—Dan Fraser, Ally Tufenkjian and Rocket.

The Town's proposed FY 25 budget was approved by the voters. The budget includes several new positions: A Crime Data Analyst and Community Outreach position within the police department; a Housing and Development specialist within the Planning Department; a part-time Community Nurse funded in the amount of $75,000 as a pilot project and a Public Information Officer.

The voters also approved the proposed charter changes, with the exception of the proposed 1% sales tax, which was narrowly defeated.

The proposed $1,300,000 bond for improvements to Fire Station No. 2 in Quechee was approved.

Two of three proposed L.O.T. uses were approved—the Fire Department ambulance and Villages' beautification proposals. The proposed use of $225,000 in L.O.T. funds for improvements to Lyman Point Park was narrowly defeated.

There are two new members of the Hartford School Board. School District votes on the School budget, bond and proposed charter revisions have been postponed to April __.

Welcoming and Engaging Community Cohort

The Town Manager has forwarded an important survey to all of the 195 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 was a solid survey compliance, with 132 of 195 responses

submitted, for a 67.7% response rate.

Gates Street/Fairview Terrace

The Town Manager has met with Bryan Gazda and Chris Holzwarth of DPW for a site visit and met with the design engineers on Monday, March 11 to discuss their work and anticipated timeline for final design and cost estimates with an eye to a potential bond vote this fall.

Wilder Hydro Dam License Renewal

The public comment period has opened with respect to the renewal by the Federal Energy Regulatory Agency (FERC) of the Wilder Hydro Dam's license to operate. Such a time only occurs every 40 years or so, so the Town would be wise to seek public input and Selectboard approval of Town comments. Toward that end, the Town staff is working to host such a public outreach effort. The Connecticut River Conservancy plans to address the Selectboard at its meeting on April 2.

<u>Selectboard Overview (March, 2024)</u>

As the Hartford Selectboard has three new members, a brief status report on governmental operations is in order:

Personnel

The Town has experienced significant staff turnover in recent years. However, the Selectboard, with the assistance and support of Acting Town Manager Gail Ostrout (Finance Director) and Assistant Acting Town Manager Paula Nulty (HR Director), was able to fill the positions of Police Chief, Department of Public Works Director, Assessor and Town Manager in recent months.

Selectboard

New members have been given orientation materials. Both incumbent and new Selectboard members are encouraged to participate in training sessions conducted by the Vermont League of Cities & Towns (VLCT). In addition, Dominic Cloud of VLCT will soon facilitate a Selectboard workshop on how to conduct Effective and Efficient Selectboard meetings. At an upcoming meeting, the Selectboard will have the opportunity to consider making changes to its Rules of Procedure.

Of special importance is Vermont's Open Meeting Law, and it bears a close reading and follow-up training. The idea is that the Town's business must be conducted in an open and transparent manner. Beware of unintended quorums (the presence of 4 or more Selectboard members) as no Town business can be discussed in such situations unless a meeting has been duly warned to allow for the presence of the public.

Generally speaking, "executive sessions" are meetings of the Selectboard, sometimes with invited guests (such as the Town Manager, for example) which occur outside the presence of the public for special purposes to frankly discuss <u>legal</u> matters involving the Town; <u>contractual</u> matters in which Town strategy ought not be divulged; and/or <u>personnel</u> matters which could cause unwanted impacts to staff privacy interests. It is vitally important that what takes place during executive sessions remain private—once Selectboard members lose faith in each other to keep such matters confidential, there can be a loss of mutual trust and a chilling effect on candid discussion.

Significant Pending Matters (not exhaustive, by any means)

Transfer Station Feasibility Study by Sanborn Head
Curbside Recycling Program/Contract
Engineer Design Work on Fairview Terrace by Dubois & King
Wilder Water Line Replacement Design Engineering by Dufresne Group
Repairs to Wilder Footpath Bridge
Architectural Design Work for Accessibility and Rehabilitation of Bugbee Senior Center by Studio Nexus
Parking Meters to be installed in White River Junction, with an accompanying enforcement Ordinance
Town-wide Property Revaluation by Tyler Technologies, overseen by Town Assessor
Community Safety Study by Strategy Matters
Welcoming and Engaging Community Cohort participation via VLCT and Abundant Sun

Recruiting and Retention within Police Department and Department of Public Works (Highway, Water and Wastewater)

Significant Activity Reports Link:
https://www.hartford-vt.org/Archive.aspx?ADID=474

5. Board Reports, Motions & Ordinances

a. Request to Fly Pride Flag at Town Hall
Kim Souza moved that in compliance with the Hartford Town Hall Flag Pole Policy, that the Selectboard approve the raising of the progressive pride flag from July 20 until July 27, 2024. 2nd by Sue Buckholz. 5 in favor. 1 opposed (Collins). 1 absence (Erdei).

b. Discussion of Fire Marshal Staffing presented by Fire Chief, Scott Cooney.

c. Remarks from National Grid

d. Assign Selectboard Members as Committee Liaisons - Draft

Boards, Committees & Commissions	2024 Liaisons	Meeting Day	Meeting Time	Staff Contact
Aquatics Center Oversight Committee	Sue Buckholz			None
Conservation Commission	Mary Erdei	1st Monday of the Month	7:00 PM	Matt Osborn
Design Review Committee	Brandon Smith	Thursday: see specific schedule	5:00 PM	Jo-Ann Ells
Energy Commission and Climate Action Steering Team (sub comm of the Energy Commission)	Ida Griesemer Mike Hoyt	4th Thursday OTM 2nd Wednesday OTM	5:00 PM	Dana Clawson
Hartford Business Revolving Loan	Sue Buckholz	Qrtly1st Wed. of Mo.	8:30 AM	Lori Hirshfield
Hartford Committee On Racial Equity & Inclusion (HCOREI - 2 seats)	**Applications Required** • Received: Mary Erdei	Wednesday	6:00 PM	None
Hartford Community Coalition	Lannie Collins	3rd Wed. every other Month beg. 9.15.21	4:30 PM	Scott Hausler
Hartford Tree Board	Ida Griesemer	Wednesday	6:00 PM	Scott Hausler
Historic Preservation Commission	Lannie Collins	3rd Wednesday of the Month	5:00 PM	Matt Osborn
Hartford Committee on Housing and Homelessness	**Applications Required**	3rd Thursday of the Month	6:00 PM	Lori Hirshfield
Parks & Recreation Commission	Sue/Mary ??	2nd Thursday of the Month	5:30 PM	Scott Hausler
Planning Commission	Kim Souza	Monday: see specific schedule	6:00 PM	Jo-Ann Ells
Resilient Hartford	Ida Griesemer	4th Wed of the Month	5:00 PM	Matt Osborn
School Board	Liaison: Mike Hoyt 1st Alternate: Kim Souza 2nd Alternate: Mary Erdei	2nd & 4th Wednesday of the Month	7:00 PM	None
Sister Cities	Mike Hoyt	4th Tuesday of the Month	5:00 PM	None
Zoning Board of Adjustment	Lannie Collins	Wednesday: see specific schedule	6:30 PM	Jo-Ann Ells
Upper Valley Leadership Committee	Town Manager/ SB Chair			None

e. Ratify the Chair's Approval of: Payroll ending 3/2/2024; AP Manifests of 3/1/2024 and 3/7/2024 on March 6, 2024.
Selectboard Vice Chair, Kim Souza made the motion that the Selectboard approve and ratify Selectboard Chair Mike Hoyt's Wednesday, March 6, 2024 approval of Accounts Payable and Payroll, consisting of: AP Manifests of 3/1/2024 and 3/7/2024 and Payroll ending 3/2/2024. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

VII. Commission Reports

Kim Souza

The Planning Commission met on March 11th and were presented with a sketch plan review of the Coolidge Block by David Briggs. Matt Osborn was approved unanimously as the acting zoning administrator by the PC.

Following the Planning Commission meeting, the Town Plan Steering Committee met to kick off the update of the Economic Development chapter. The group was introduced to the Better Cities team members who have been contracted with to facilitate the chapter update and discussed the overall approach to the project.

There is a community forum on Economic Development on Thursday, March 14 at the Bugbee Senior Center beginning at 6pm. All are encouraged to attend!

VIII. Consent Agenda: **Selectboard Vice Chair, Kim Souza made the motion to approve the meeting minutes of 3/7/2024 and the meetings of: 4/2/2024; 4/16/2024; 4/30/2024 and workshop of 3/27/2029 Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.**
(NOTE: 2/20/2024 minutes tabled- not a quorum at this meeting)

IX. Executive Session: Review Status of Pending Legal Matters
Selectboard Member, Lannie Collins made the motion to move to find that there are legal matters involving the Town and premature general public knowledge would clearly place the Town and/or persons at a substantial disadvantage. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard Member, Lannie Collins made the motion that the Selectboard go into executive session to discuss pending civil litigation and attorney-client communications made for the purpose of providing professional legal services, as set forth in V.S.A. 3133(a)(1)(E) and (F). Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.

Selectboard Vice Chair, Kim Souza made the motion to close the Executive Session at 8:29PM. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

X. Adjourn the Selectboard Meeting
Selectboard Member, Sue Buckholz made the motion to adjourn the meeting at 8:30PM. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.

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Mike Hoyt, Chair
3/12/2024 meeting