



TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, May 28, 2024, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting will be conducted in person at Town Hall

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

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

- I. Call to Order the Selectboard Meeting (6:00)
- II. Pledge of Allegiance (6:02)
- III. Local Liquor Control Board (6:05)
 1. Please consider Renewal of: River Roost Brewery, LLC d/b/a River Roost, 230 S. Main Street, White River Jct., VT 05001 (1st Class, Outside Consumption)
 2. Please consider Renewal of: Maple Street Catering d/b/a Big Fatty's BBQ, 186 S. Main Street, White River Jct., VT 05001 (1st Class, 3rd Class, Outside Consumption)
- IV. Local Cannabis Control Board: None
- V. Order of Agenda (6:10)
- VI. Selectboard
 1. Public Comment (6:12)
 2. Selectboard Comments and Announcements (6:22)
 3. Appointments: None
 4. Town Manager's Report (6:30)
Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=482>
 5. Board Reports, Motions & Ordinances
 - a. Sister Cities Report (6:35)
 - b. Abundant Sun Review of Welcoming & Engaging Survey Results (6:45)
 - c. HCOREI Update (7:05)
 - d. Discuss HCOREI Request for Revision to its Charge (7:15)
 - e. Request for use of Opioid Settlement Funds (7:25)
 - f. Landfill Construction and Demolition Removal Proposal (7:40)
 - g. Implementation of New Child Care Payroll Tax (7:55)
 - h. Discuss Citizen Petition Seeking Gaza Ceasefire Resolution (8:00)
- VII. Commission Reports
- VIII. Consent Agenda (8:10)

Approve Payroll Ending: 5/25/2024
Approve A/P Manifest of: 5/24/2024 & 5/30/2024
Approve Meeting Minutes of: 5/14/2024 & Corrected minutes of Nov.14, 2023
Selectboard Meetings Approval: 6/11/2024 and 6/25/2024
- IX. Adjourn the Selectboard Meeting (8:15)

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: 4/30/24 Applicant: River Roast Brewery LLC
Doing Business As: River Roast Brewery
Mailing Address: 230 S. Main St, White River Jct, VT 05001
Telephone Number(s): [REDACTED] E-mail: mark@riverroastbrewery.com
Other Contact Name: (if applicable) MARK BABSON

Please list below ALL licensees, directors, owners, stockholders name & dates of birth: MARK BABSON - [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.

[Signature] MARK BABSON 4/30/24
Licensee's Signature Printed Name Date

Licensee's Signature

Printed Name

Date



Application ID: DLL - Application - 43423
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: River Roost Brewery, LLC
Business ID: 0008826
Business Address: ,
,
Entity Type: Limited Liability Corporation
Management Type if LLC:
Phone:
Email: mark@riverroostbrewery.com

People Information

- Person:
Mark Babson

Business Role: Business Principal
Email: mark@riverroostbrewery.com
Business Address: ,
, ,
US Citizen?
Political Position
Phone: Name: Mark Babson
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name: River Roost Brewery
Do you lease this Premises:

Location Address:
230 South Main Street,
White River Junction, Vermont 05001

Local Jurisdiction/ Town Clerk:
Hartford

Health License:

Food:
Lodging:

Vermont Tax Department:
MRT-10082819

Education Details

Student Name:

Training Completion Date:

Mode of Training:

Type of Training:

Foundational License (if applicable)

License Type:
First Class

License Number:
LP-018876

Licensee Name:
River Roost Brewery

License Status:
License Active - Ready for Renewal

Licensee Address:
230 South Main Street ,
White Rive Junction, Vermont 05001

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-09476	Map/Area Sketch	River Roost Brewery, LLC

Payment and Acknowledgement

Signed by:
Mark Babson

State of Vermont / DLL Application Fee:
115.00

Date of Submission:
2024-04-30 15:13:19

State of Vermont / DLL Payment Status:

Local Application Fee:
115

Local Control Payment Status:
false



Application ID: DLL - Application - 43424
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: River Roost Brewery, LLC
Business ID: 0008826
Business Address: ,
,
Entity Type: Limited Liability Corporation
Management Type if LLC:
Phone:
Email: mark@riverroostbrewery.com

Foundational License (if applicable)

License Type: First Class
License Number: LP-018877
Licensee Name: River Roost Brewery
License Status: License Active - Ready for Renewal
Licensee Address: 230 South Main Street ,
White River Junction, Vermont 05001
License Start Date: 2023-04-30
License End Date: 2024-06-30

Event Contact/s

Person:

Business Role: Phone:
Business Address: Email:
,
, ,

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Event Premises Details

Location Name:

River Roost Brewery

Start date and time of event**End date and time of event****Location Address:**

230 South Main Street,
White River Junction, Vermont 05001

Approximate Number of Persons Expected**Local Jurisdiction/ Town Clerk:**

Hartford

Describe the type of event/ OCP Area:

10ft x 15ft outdoor patio with space in front of overhead door on the North side of the building. 2x bathrooms are located just inside the overhead door area or entry door off the patio. The area is well defined due to retaining wall/elevation off the street. We are currently open Noon to 6/7pm during normal business hours. We hope to extend these hours to 9pm or 10pm once the new tasting room opens.

Documents Attached

Name	Document Type	Assosicated With
D-09476	Map/Area Sketch	River Roost Brewery, LLC

Payment and Acknowledgement

Signed by:**State of Vermont / DLL Application Fee:**

20.00

Date and time of Submission:

2024-04-30 15:28:56

State of Vermont / DLL Payment Status:**Local Application Fee:**

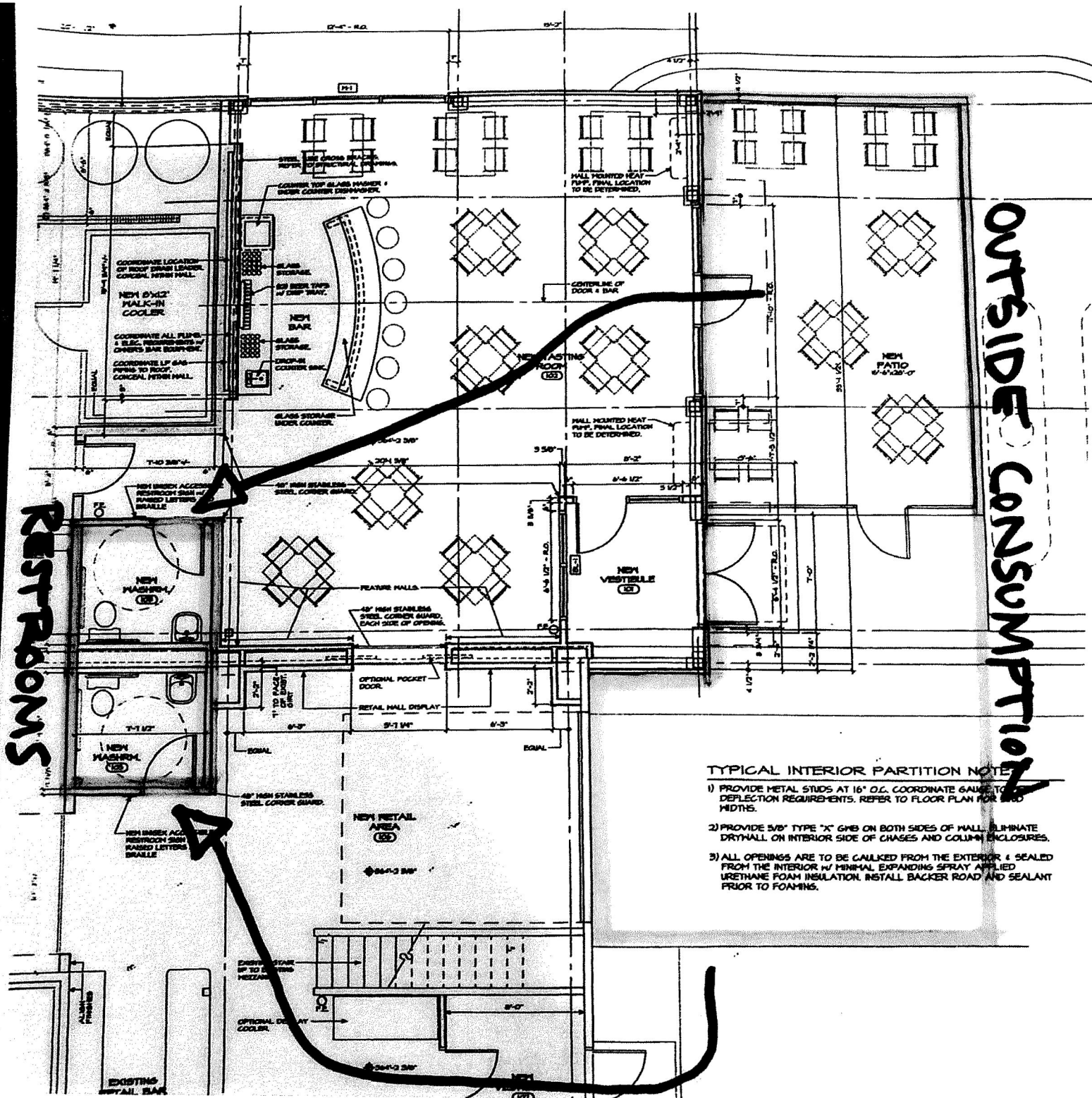
0

Local Control Payment Status:

false

RESTROOMS

OUTSIDE CONSUMPTION



- TYPICAL INTERIOR PARTITION NOTE**
- 1) PROVIDE METAL STUDS AT 16" O.C. COORDINATE GABLE TO DEFLECTION REQUIREMENTS. REFER TO FLOOR PLAN FOR END WIDTHS.
 - 2) PROVIDE 5/8" TYPE "X" GWS ON BOTH SIDES OF WALL. ELIMINATE DRYWALL ON INTERIOR SIDE OF CHASES AND COLUMN ENCLOSURES.
 - 3) ALL OPENINGS ARE TO BE CAULKED FROM THE EXTERIOR & SEALED FROM THE INTERIOR w/ MINIMAL EXPANDING SPRAY APPLIED URETHANE FOAM INSULATION. INSTALL BACKER ROD AND SEALANT PRIOR TO FOAMING.



Hartford Police Department

Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 5/1/2024

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.

River Roost Brewery LLC
230 S Main St White River Jct Vt

Mark Babson

Choose an item.

Choose an item.



Fire Inspection Report

Hartford Fire Department



Inspection

Type Liquor License Inspection
Status Pending
Inspector Thomas Peltier
Unit Number HFM3
Shift FM
Scheduled 05/10/2024 14:30
Inspected On 05/10/2024 14:30
Finished At 05/10/2024 15:00
Next Inspection
Scheduled Peltier
Inspection Length 0.50

Occupant

Occupant Name RIVER ROOST BREWERY
Building Name Assembly Occupancy
Contact Name Mark Babson
Address 230 S MAIN ST
City, State and Zip White River Junction, VT 05001--
Phone 802-734-8282

Owner

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

Comments

Liquor License Fire Inspection:
Initial Inspection: 05/10/2024
Final Inspection: PENDING
Occupancy Type: Assembly Occupancy
Occupancy Status: ACTIVE CONSTRUCTION PERMIT SITE

Final Inspection Notes:

- Building has an active construction project in progress and is NOT operational in the assembly occupancy. A final inspection shall be completed before occupancy is granted and a final inspection report can be obtained.

NFPA 101 (2015):

4.6.6 Time Allowed for Compliance:

A limited but reasonable time, commensurate with the magnitude of expenditure, disruption of services, and degree of hazard, shall be allowed for compliance with any part of this Code for existing buildings.

4.6.9.1 Conditions for Occupancy:

No new construction or existing building shall be occupied in whole or in part in violation of the provisions

of this Code, unless the following conditions exist:

- (1) A plan of correction has been approved.
- (2) The occupancy classification remains the same.
- (3) No serious life safety hazard exists as judged by the authority having jurisdiction.

Violation Summary

Status	Violation	Location
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Tickler History

Date	Type	Inspector	Narrative
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TOWN OF HARTFORD

MUNICIPAL OFFICES

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HARTFORD LIQUOR/TOBACCO LICENSE - ADDITIONAL INFORMATION

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

Incomplete applications will cause delays in processing

Date: 5/20/24 Applicant: Maple Street Catering / BBS Full & BBS

Doing Business As:

Mailing Address:

186 South Main St, WRTJ VT 05001

Telephone Number(s):

E-mail

Brandon AT Maple Street Catering
1.com

Other Contact Name: (if applicable)

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

Brandon Fox -

Bethany Lewis -

Clay Vagnini -
Vagnini

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.

Brandon Fox

Brandon Fox

5/20/24

Licensee's Signature

Printed Name

Date

Licensee's Signature

Printed Name

Date



Application ID: DLL - Application - 44388
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: Maple Street Catering, LLC
Business ID: 0005081
Business Address: 186 South Main Street,
White River Jct, Vermont 05001
Entity Type: Limited Liability Corporation
Phone: 802-296-2400
Management Type if LLC:
Email: brandon@maplestreetcatering.com

People Information

• **Person:**

Brandon Fox

Business Role:
Business Principal

Email:
gail@maplestreetcatering.com

Business Address:

US Citizen?

,
, ,

Political Position

Phone:

Name: Brandon Fox

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Barbara Behuniak

Business Role:

Email:

Business Principal

brandon@maplestreetcatering.com

Business Address:

US Citizen?

,
, ,

Political Position

Phone:

Name: Barbara Behuniak

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Big Fatty's BBQ

Do you lease this Premises:

Health License:

Food:4564

Lodging:

Location Address:

186 South Main Street,
White River Junction, Vermont 05001

Vermont Tax Department:

Local Jurisdiction/ Town Clerk:

Hartford

Education Details

Student Name:

Training Completion Date:

Mode of Training:

Type of Training:

Foundational License (if applicable)

License Type:

First Class

License Number:

LP-014811

Licensee Name:

Big Fatty's BBQ

License Status:

License Active - Ready for Renewal

Licensee Address:

186 South Main Street ,
White River Junction, Vermont 05401

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-03242	Other	LN-017359
D-07190	Lease or proof of ownership	Maple Street Catering, LLC

D-16725	Map/Area Sketch	LN-017359
D-03242	Other	LN-017359
D-16725	Map/Area Sketch	LN-017359

Payment and Acknowledgement

Signed by:

Brandon Fox

State of Vermont / DLL Application Fee:

115.00

Date of Submission:

2024-05-20 17:01:00

State of Vermont / DLL Payment Status:

Local Application Fee:

115

Local Control Payment Status:

false



Application ID: DLL - Application - 41521
Application for: Third Class Restaurant/Bar License
Category of Business: Third Class

Business/ Entity Information

Business/ Entity Name:
Maple Street Catering, LLC

Business ID:
0005081

Business Address:
186 South Main Street,
White River Jct, Vermont 05001

Entity Type:
Limited Liability Corporation

Phone:
802-296-2400

Management Type if LLC:

Email:
brandon@maplestreetcatering.com

People Information

- Person:
Brandon Fox

Business Role:
Business Principal

Email:
gail@maplestreetcatering.com

Business Address:
,
, ,

US Citizen?

Political Position

Phone:

Name: Brandon Fox

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- Person:
Barbara Behuniak

Business Role:

Email:

Business Principal

brandon@maplestreetcatering.com

Business Address:

US Citizen?

,
, ,

Political Position

Phone:

Name: Barbara Behuniak

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Big Fatty's BBQ

Do you lease this Premises:

Health License:

Food:4563

Lodging:

Location Address:

186 South Main Street,
White River Junction, Vermont 05001

Vermont Tax Department:

Local Jurisdiction/ Town Clerk:

Hartford

Education Details

Student Name:

Training Completion Date:

Mode of Training:

Type of Training:

Foundational License (if applicable)

License Type:

Third Class

License Number:

LP-014812

Licensee Name:

Big Fatty's BBQ

License Status:

License Active - Ready for Renewal

Licensee Address:

186 South Main Street ,
White River Junction, Vermont 05401

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-03242	Other	LN-017359
D-07190	Lease or proof of ownership	Maple Street Catering, LLC

D-03242	Other	LN-017359
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Payment and Acknowledgement

Signed by:

Brandon Fox

Date of Submission:

2024-04-03 21:24:12

Local Application Fee:

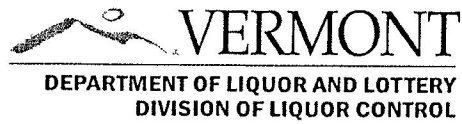
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State of Vermont / DLL Application Fee:

State of Vermont / DLL Payment Status:

Local Control Payment Status:

false



Application ID: DLL - Application - 44395
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: Maple Street Catering, LLC	Business ID: 0005081
Business Address: 186 South Main Street, White River Jct, Vermont 05001	Entity Type: Limited Liability Corporation
Phone: 802-296-2400	Management Type if LLC:
Email: brandon@maplestreetcatering.com	

Foundational License (if applicable)

License Type: First Class	License Number: LP-014831
Licensee Name: Big Fatty's BBQ	License Status: License Active - Ready for Renewal
Licensee Address: 186 South Main Street , White River Junction, Vermont 05401	License Start Date: 2023-04-30
	License End Date: 2024-06-30

Event Contact/s

Person:

Business Role:	Phone:
Business Address:	Email:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Event Premises Details

Location Name:

Big Fatty's BBQ

**Start date
and time of
event**

Location Address:

186 South Main Street,
White River Junction, Vermont 05001

**End date
and time of
event**

Local Jurisdiction/ Town Clerk:

Hartford

**Approximate
Number of
Persons
Expected**

Describe the type of event/ OCP Area:

We have a Porch and Patio that has a Fence and Signage. 40Ft by 15 ft.

Documents Attached

Name	Document Type	Assosicated With
D-03242	Other	LN-017359
D-07190	Lease or proof of ownership	Maple Street Catering, LLC
D-16725	Map/Area Sketch	LN-017359
D-03242	Other	LN-017359
D-16725	Map/Area Sketch	LN-017359

Payment and Acknowledgement

Signed by:

State of Vermont / DLL Application Fee:
20.00

Date and time of Submission:

2024-05-20 17:43:28

State of Vermont / DLL Payment Status:

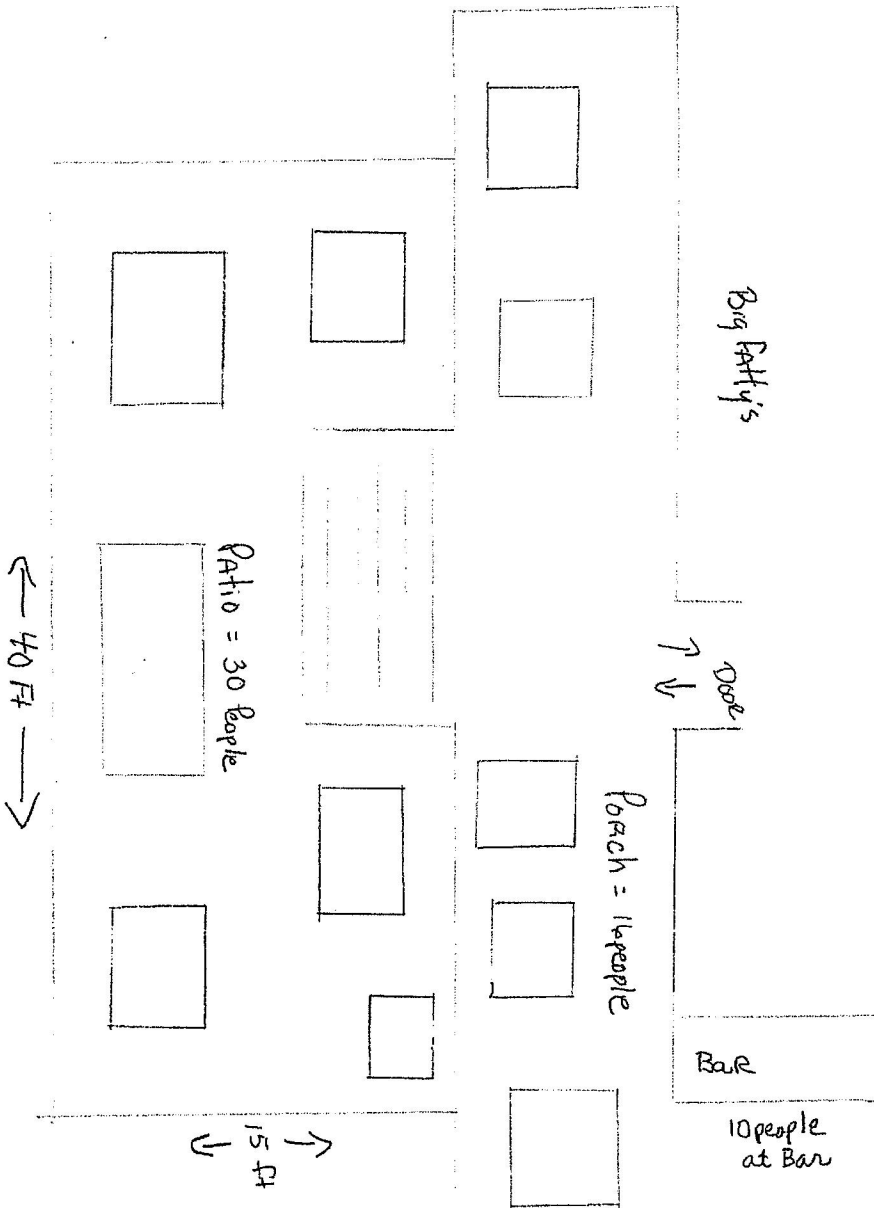
Local Application Fee:

0

Local Control Payment Status:

false

Road





Hartford Police Department

Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 5/21/2024

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.

Maple Street Catering / Big Fatty's BBQ
186 South Main Street White River Junction VT

Brandon Fox

Bethany Lewis

Clay Vagnini



Fire Inspection Report

Hartford Fire Department



Inspection

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

Scheduled 04/03/2024 12:00
Inspected On 04/08/2024 09:30
Finished At 04/08/2024 10:30
Next Inspection

Scheduled Beebe

Inspection Length 1.00

Occupant

Occupant Name Big Fatty's BBQ
Building Name
Contact Name Brandon Fox
Address 186 S MAIN ST
City, State and Zip White River Junction, VT 05001-
Phone 802-295-5513

Owner

Owner / Company Maple Street Catering
Contact Name Brandon Fox
Address
City, State and Zip White River Junction, VT 05001-
Phone 802-291-1006

Comments

Commercial Building Liquor License Inspection:
Initial Inspection: 04/08/2024
Final Inspection: (Pending Violations)
Occupancy Type: Assembly/Restaurant
Occupancy Status: (Pending Violations)

Initial Inspection Notes:

All noted violations shall be properly addressed and completed within a limited but reasonable time. Immediate life safety hazards shall be addressed and corrected IMMEDIATELY. A response with a plan of action is REQUIRED within 30 days of receipt of this fire inspection report - A final inspection shall be completed before a clear fire inspection report can be obtained. Please contact me by phone 603-359-6418 or by email at abeebe@hartford-vt.org when violations are completed and or a plan of corrective action is ready for review.

Violation Summary

Status	Violation	Location
Closed	9.9 - Portable Fire Extinguishers Portable fire extinguishers shall be located, installed, inspected and maintained in accordance with NFPA 1 section 13.6.	Back door

Date: 04/10/2024

Page: 1

Comments: - Extinguisher located at the back door noted to be stored on the floor
Required Action:- The bottom of the extinguisher needs to be at least 4in off the ground and the top not more than 5ft from the ground.

Closed	34.4.2.4 - Commodity Clearance (Heating Appliances) The clearance between stored materials and unit heaters, radiant space heaters, duct furnaces, and flues shall not be less than 3 ft (0.9 m) in all directions or shall be in accordance with the clearances shown on the approval agency label.	Hot water heater
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Comments: - Combustible material noted as being stored in very close proximity of the hot water heater

Required Action:- Provide 36" of clearance from all combustible material in all directions

Tickler History

Date	Type	Inspector	Narrative
04/08/2024	Emailed Notice	Snelling, Eli	An email was sent to brandon@maplestreetcatering.com Message: Good to see you this morning Brandon I spoke with Joe about your dryer vent. He couldn't locate any paperwork either, although he thought that he had some. In the future, please keep some record of this happening. It is required annually. There isn't much to this report, but it is attached. Please let me know when it is complete. You can simply send me a picture via text or email if you would like. Thanks again! Alan Beebe, Deputy Fire Marshal Hartford Fire Dept 603-359-6418

Town Manager's Report

May 28, 2024

Wilder Dam Re-Licensing

The Town has submitted its Comment to the Federal Energy Regulatory Commission (FERC) and its Motion for Leave to Intervene in the FERC review of the Great River Hydro Re-Licensing Proceedings.

Tax Sale Process Update

May 17 was the deadline by which seriously delinquent taxpayers were to either bring their taxes current or set up a mutually-agreeable payment plan. The Town will soon refer accounts which remain seriously delinquent to an attorney with whom the Town has worked in the past, to begin title search work and other steps in preparation for a potential sale of delinquent tax liens.

Welcoming and Engaging Cohort

The final meeting of this year's Welcoming and Engaging cohort of Vermont towns and organizations took place in Montpelier on the morning of May 14. It has been a pleasure working with Lt. Commander Connie Kelley and Kim Souza on this project.

Capital Improvement Plan

Town staff is working to review the history of Town capital planning and to discuss options for moving forward to revive those efforts and to routinize the process of planning for and budgeting for future capital needs. This will hopefully assure that the Town has resources available, when needed, to improve, replace and/or create Town infrastructure to serve the needs of residents in the future.

Town Manager Activities

The Town Manager will be out of the office on Wednesday thru Friday of this week (May (29-31) to attend his College Reunion....WAHOOWA!

SIGNIFICANT ACTIVITY REPORTS

May 28, 2024

Assessor

- Tyler Technologies' staff is working in town on the reappraisal project and continues to review property data and take photos of all improved properties.
- Completed inspections of properties with open building permits, for valuation changes pertinent to the upcoming Grand List.

Assistant Assessor

- For upcoming tax billing, reviewed homestead declarations (weekly), Subsidized Housing forms, Utility, Cable, and Hydro values (from PVR Utility Reports).

Town Clerk

- The Board of Abatement held four Abatement hearings on Thursday, May 16, 2024. Three abatement requests were granted in part or whole totaling \$5,247.02; one request was denied.

Hartford Fire Department – 05/21/2024

On May 11, 2024, the Department held its annual awards ceremony this report recognizes those individuals who received recognition:

Promoted or appointed badge pinning: Captain William Laliberty, Lieutenant Brett Quillia, Lieutenant Mitch White, Firefighter Gabrielle Poole, Firefighter Gage Merritt

AWARDS

July 10, 2023

Incident 2023-001337 Swift Water Event

234 River Rd. Bridgewater, Vt.

Distinguished Service Award: Captain Shawn Hannux, Firefighter Peter McMillan, Firefighter Taylor Wilkins

Merit Citation: Chief Scott Cooney, Captain Jack Hedges, Firefighter Jeremiah Ratta

Hartford Fire Department cont'd.

July 12, 2023

Incident: 20232-001358 Swift water Event

Mascoma Lake, Lebanon, NH

Distinguished Service Award: Firefighter Alex Hoehn

Unit Citation: Chief Scott Cooney, Captain Shawn Hannux, Captain Jack Hedges, Firefighter Taylor Wilkins, Firefighter Alex Hoehn, Firefighter Sean Spencer, Firefighter Jeremiah Ratta

July 17, 2023

Incident 2023-001412 Swift Water Event

Unit Citation: Captain Jack Hedges, Lieutenant Troy Collins, Firefighter Taylor Wilkins, Firefighter Sean Spencer, Firefighter Jeremiah Ratta

September 11, 2023

Incident 2023-001811 Motor Vehicle Accident

Woodstock Rd. near Quechee Gorge Village

Lifesaving Award: Captain Jack Hedges, Lieutenant Troy Collins, Fire Marshal Thomas Peltier, Firefighter Alex Hoehn, Firefighter Sean Spencer, Firefighter Jeremiah Ratta

November 8, 2023

Incident 2023-002242 Motor Vehicle Accident

Distinguished Service Award: Firefighter Cody Place

Unit Citation: Captain Chris Dube, Lieutenant Brett Quillia, Fire Marshal Thomas Peltier, Lieutenant Mitch White, Firefighter Ian Duffy, Firefighter Cody Place, Firefighter Eli Snelling

Firefighter of the Year

Fire Marshal Thomas Peltier

Hartford Fire Department cont'd.

Incident Type Report (Summary) Hartford Fire Department

Date Range: From 05/07/2024 to 05/21/2024

Company: All Companies

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
1 Fire				
131 Passenger vehicle fire	1	1.00%	\$0	0.00%
Totals	1	1.00%	\$0	0.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
Totals	0	0.00%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	13	13.00%	\$0	0.00%
3111 Called Paramedic Intercept.	2	2.00%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	58	58.00%	\$0	0.00%
322 Motor vehicle accident with injuries	1	1.00%	\$0	0.00%
324 Motor vehicle accident with no injuries.	2	2.00%	\$0	0.00%
381 Rescue or EMS standby	1	1.00%	\$0	0.00%
Totals	77	77.00%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	1	1.00%	\$0	0.00%
440 Electrical wiring/equipment problem, other	1	1.00%	\$0	0.00%
444 Power line down	1	1.00%	\$0	0.00%
Totals	3	3.00%	\$0	0.00%
5 Service Call				
531 Smoke or odor removal	1	1.00%	\$0	0.00%
550 Public service assistance, other	1	1.00%	\$0	0.00%
553 Public service	2	2.00%	\$0	0.00%
554 Assist invalid	4	4.00%	\$0	0.00%
Totals	8	8.00%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, other	1	1.00%	\$0	0.00%
611 Dispatched & canceled en route	3	3.00%	\$0	0.00%
622 No incident found on arrival at dispatch address	2	2.00%	\$0	0.00%
Totals	6	6.00%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, other	1	1.00%	\$0	0.00%
733 Smoke detector activation due to malfunction	2	2.00%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	1.00%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	1.00%	\$0	0.00%
Totals	5	5.00%	\$0	0.00%
8 Severe Weather & Natural Disaster				
Totals	0	0.00%	\$0	0.00%
9 Special Incident Type				
Totals	0	0.00%	\$0	0.00%
Totals	100		\$0	

Hartford Police Department

Significant Acts – Hartford Police Department – May 28, 2024, Select Board Meeting

The HPD drone unit successfully executed its first drone deployment for a call for service to locate a subject. This deployment significantly enhanced officers' situational awareness from the air, providing a vantage point that would not have been possible otherwise.

Conducting less lethal impact munitions training with all staff.

On May 21st, patrol officers responded to the White River Elementary School for a subject experiencing a mental health crisis. Based on the totality of circumstances, the subject was transported to a medical facility for care.

As part of our community engagement, the Outreach Division collaborated with The Upper Valley Haven staff to identify homeless camps/individuals who may not be receiving services. Follow-up visits to identified camps are being planned to assist those in need of shelter or other services.

Link to HPD Sig Acts stats report: <https://www.hartford-vt.org/DocumentCenter/View/10208/HPD-SigActs-05072024-thru-05202024>



Hartford Police Department

Total CAD Calls Received, by Nature of Call in Zone

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
911 Hangup Call	14	2.02
Abdominal Pain	5	0.72
Agency Assistance	39	5.64
Allergic Reaction	1	0.14
Animal Bite	1	0.14
Animal Noise	4	0.58
Animal Problem	13	1.88
Back Pain	1	0.14
Bleeding	3	0.43
Brush Fire	1	0.14
Burglary	2	0.29
Burglary Alarm	13	1.88
Car Fire	2	0.29
Chest Pain	6	0.87
Choking	1	0.14
Citizen Assist	23	3.32
Citizen Dispute	6	0.87
Condition of Release Violation	1	0.14
CPR	3	0.43
Traffic Accident with Damage	14	2.02
Traffic Accident with Injuries	11	1.59
Untimely	1	0.14
Diabetic Emergency	1	0.14
Breathing Difficulty	12	1.73
Directed Patrol	86	12.43
Dispatch Reminder	4	0.58
Driving - License Suspended	1	0.14
Controlled Substance Problem	2	0.29
DUI Alcohol or Drugs	3	0.43
Falls	22	3.18
Family Fight/Domestic	6	0.87
Fingerprints	11	1.59
Fire Alarm	11	1.59
Foot Patrol	21	3.03
Found Property	5	0.72
Gas or Vapor Leak	2	0.29
Harassment	2	0.29
Heart Problems	5	0.72
Information Report	5	0.72
Paramedic Intercept	1	0.14
Intoxicated Person	2	0.29
Juvenile Problem	12	1.73
Lift Assist	15	2.17
Lock Down Drill	1	0.14

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
Lost Property	2	0.29
Medical Emergency	46	6.65
Medical Alarm	7	1.01
Missing Person	3	0.43
Motor Vehicle Complaint	20	2.89
Noise Disturbance	4	0.58
Odor Investigation	3	0.43
Overdose	4	0.58
Panic Alarm	1	0.14
Paperwork Service	8	1.16
Parking Problem	4	0.58
Phone Problem /Harrassment	1	0.14
Power Line Down	2	0.29
Property/Home Watch	1	0.14
Public Assist Fire/EMS	1	0.14
Public Speaking	3	0.43
Restraining Order	1	0.14
Search Warrant	1	0.14
Seizure	1	0.14
Service Call	5	0.72
Sex Offender Registry	1	0.14
Sex Offense	1	0.14
Sexual Assault	1	0.14
Unknown Medical Emergency	17	2.46
Sick UPC	1	0.14
Social Media	1	0.14
Special Detail	12	1.73
Stroke	3	0.43
Attempted Suicide	1	0.14
Suicide Threat	1	0.14
Suspicious Person	14	2.02
Suspicious Person/Circumstance	42	6.07
TESTING ONLY	2	0.29
Theft	14	2.02
Theft of Motor Vehicle	2	0.29
Threatening	3	0.43
Traffic Violation	5	0.72
Training	5	0.72
Trauma	3	0.43
Trespassing	3	0.43
Transfer ALS Emer	3	0.43
Transfer BLS NonE	3	0.43
Transfer Unspecif	15	2.17
Unresponsive Person	5	0.72
Unlawful Mischief	1	0.14
VIN Number Inspection	2	0.29
Wanted Person	6	0.87
Welfare Check	12	1.73

Total reported: 692

Environmental Sustainability Coordinator

-The second and third floor heat pump system at Town Hall has been down due to leaks in the coolant line. The coolant that is required for the system to operate had fallen so low that not every unit was receiving the adequate amount needed to operate correctly. The leakage appears to be from Schrader valves getting stuck in a partially open position due to copper shavings not being properly removed when the piping was cut during installation. Technicians are working to replace the Schrader valves then pressurize the system to ensure that all of the leaks have been addressed. Once this occurs the system will be recharged with coolant and should be fully operational.

-The Town Planner and the Environmental Sustainability Coordinator participated in Vital Communities Curb Your Car event on Friday, May 17th. To celebrate those using alternatives to single occupancy cars to get to school & work there was a tent set up next to the bus stop in the Town Hall parking lot where alternative transportation commuters could grab free bagels and beverages.

Department of Public Works

Administration

Compiling data for the scope of work for the FY 25 road paving competitive documents.

Finalizing FEMA Public Assistance (PA) for damaged roads from the July 2023 storm events.

Continue to monitor sinkhole on Jericho Road and waiting on proposals for subsurface testing boring to help identify the source of underground water and why the slope is moving.

Attended kick-off meeting with representatives from the Environmental Policy Innovation Center (EPIC), regarding the EPA mandated Lead-Copper Rule Revision program.

Interviewed a potential candidate for a vacant Water Operator 1 position.

Highway Division:

Completed street sweeping in Hartford, Wilder and White River Junction, and continue to work on sweeping the streets in Quechee.

Repaired numerous potholes around Town.

Assisted Water Department with multiple water issues on Lower Hyde Park and Cedar Street.

Complete the 1st round of grading our gravel roads and continue to monitor the roads and will grade as needed.

Repaired road shoulder washouts on Neil Road, Handy Road, Old Quechee Road and Baker Turn.

Installed a tarp over failed slope bank at t361 South Street to divert that water away

from a house during rain events to minimize future erosion.
Repaired Quechee Wastewater's truck for inspection.
Continue to monitor Jericho Road sink hole.
Order missing street signs and will replace once received.
Delivered bricks down to the WW1 Monument project.

Water Division:

Attended kick-off meeting with representatives from the Environmental Policy Innovation Center (EPIC), regarding the EPA mandated Lead-Copper Rule Revision program and continue with inspections.
Repaired a leak on a 1" copper line located on Cedar Street with the Highway Division.
Replaced a galvanized service line on Lower Hyde Park with assistance from the Highway Division.
Completed multiple requests for water mainline mark outs on RT. 5, Bridge Street, and E. Gilson Ave.
Replaced a failed Variable Frequency Drive (VFD) at the Eastman pump station.

WRJ Pollution Abatement Plant

Responded to an alarm at Bridge Street pump station, removed pumps, removed rags from pumps.
Responded to alarm at South End pump station, bled air from pumps.
Marked out sewer mains for the VTrans Rt. 5 paving project.
Assisted Green Mountain Power Company by TVing one of their conduit lines for a blockage.
Serviced SBR blowers, changed oil, greased, changed drive belts, air filters.
Conducted a tour of WWTF for members of the Dartmouth Energy Alliance.
In the process of soliciting price quotes for the replacement of the Wilder Pump Station Roof.

Quechee Pollution Abatement Plant

Continue to address issues in maintaining the former contact tank. It appears that sludge from the Equalization Basin tank is clogging the filters, which will require the Equalization Basin tank to be drained and vacuumed out.
In the process of addressing algae growth issue in the contact tank by replacing the current tarp shield with aluminum roofing panels.
Anticipate completing the replacement of the SBR #1 mixer arm by May 31, 2024.
Scheduled "Jar Test" with Slack Chemical Co., through Allen Pools and Spas, to reevaluate the effectiveness of the current polymer and mixing ratio in coagulating the biosolids to achieve the desired result in a cost efficient manner.
Working on correcting the maintenance issues contained in the VTDEC Notice of Violation within the prescribed timelines.
Experienced a condenser unit failure in the ceiling above the file room, which damaged ceiling tiles, but did not directly impact the filing cabinets or computers.
Working on getting an estimate to replace the transfer switch at Whitman Brook Pump Station, which automatically transfers power from diesel generator power in case of power failure.

Solid Waste/Transfer Station

Switch vendors for the disposal of food scraps which is anticipated to save several thousand dollars a year.

To: Members of the Hartford, VT Select Board

From: John Haverstock, Town Manager

Re: Welcoming and Engaging Survey Results

Date: May 22, 2024

Background: The Town's Selectboard has approved of participation in this year's Welcoming & Engaging Cohort, an interactive process focusing on diversity, equity and inclusion facilitated by the Vermont League of Cities & Towns (VLCT) and Abundant Sun. The Town was represented in this year's cohort by Selectboard Vice Chair Kim Souza, Police Lieutenant Commander Connie Kelley and the Town Manager. (The Town also participated in a similar group back in 2022, with Kim Souza serving as the Town's representative.)

Discussion: With regard to each cohort (2022 and 2024), surveys regarding job satisfaction and community perceptions were presented to Staff and members of Town boards, commission and committees. Abundant Sun plans to compare and contrast survey results for Hartford's two cohort surveys at the May 28 Selectboard meeting.

Financial Impact: None.

HCOREI May 2024 Selectboard Update Topics

- HCOREI Strategic Plan Initiatives
 - Policy On Policies
 - Standard Template approved
 - Implementation underway
 - Policy digitization
 - Implementation underway
 - Community Safety Review
 - Community Survey developed and distributed - open through end of May
 - Preparation underway host focus groups
 - Communication Officer Position
 - Part-time position funded
 - Job Posted
-

Charge Update for Hartford Committee on Racial Equity and Inclusion (HCOREI)

At the last HCOREI meeting on April 17th, the committee unanimously adopted a motion to propose a revision to our charter. This change would reduce the required number of committee members from eleven to seven.

The **existing HCOREI charge** includes the following regarding committee membership:

This advisory committee will be constituted of eleven members to include two Selectboard members, two School Board members, five community members and two Hartford High School student liaisons. Each member will have equal weight in discussion and voting.

The **proposed revision** reads as follows:

This advisory committee will be constituted of Seven (7) members to include one (1) Selectboard member, one (1) School Board member, Four (4) community members and one (1) student member from Hartford High School. Each member will have equal weight in discussion and voting.

The rationale for this change includes reducing the burden on members of the Select and School Boards, making it easier for the committee to achieve quorum at regular meetings and to become more consistent with other town committees.

Lana Livingston

From: John Haverstock
Sent: Thursday, May 9, 2024 12:01 PM
To: Lana Livingston
Subject: FW: Additional Financial Questions

From: Gail Ostrout <gostrout@hartford-vt.org>
Sent: Thursday, May 9, 2024 8:46 AM
To: John Haverstock <jhaverstock@hartford-vt.org>
Subject: RE: Additional Financial Questions

John

Attached is the available selectboard training in fund 10 and the approved uses of Opioid settlement funds. The balance as of 4.30.2024 in the Opioid settlement fund is \$85,680.36.

Gail Ostrout
Finance Director
Town of Hartford
171 Bridge Street
White River Jct., VT 05001
P (802) 295-3002

d.

Lana Livingston

From: John Haverstock
Sent: Thursday, May 9, 2024 11:43 AM
To: Lana Livingston
Subject: FW: National Opioids Settlement Funding Request
Attachments: HCC National Opioids Funding 5.3.24 Application.pdf

For the packet.

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

From: Emily Zanleoni <emilyz@hccvt.org>
Sent: Friday, May 3, 2024 7:27 PM
To: Gail Ostrout <gostrout@hartford-vt.org>
Cc: John Haverstock <jhaverstock@hartford-vt.org>
Subject: Re: National Opioids Settlement Funding Request

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

Thank you Gail and John for the consideration. I look forward to hearing from you.

Em

Emily Musty Zanleoni, LCMHC, NCC, CPS (she/hers)
Executive Director, HCC
PO Box 4343 White River Jct., VT 05001



Check out our [website](#)

[Find us on FB](#) and [on Instagram](#)

Language Matters & Words have Power: Words to Avoid When Talking About Addiction



HCC Staff is trained to train others in:

Adult Mental Health First Aid - Adults supporting other adults

Youth Mental Health First Aid - Adults supporting youth

Teen Mental Health First Aid - Youth supporting you

Individual commitment to a group effort - that is what makes a team work, a company work, a society work, a civilization work.
~ Vince Lombardi

It's easier to build strong children than to repair broken men

~Frederick Douglass

On Fri, May 3, 2024 at 2:18 PM Gail Ostrout <gostrout@hartford-vt.org> wrote:

Emily,

Attached please find the application to request funds from the Town of Hartford's National Opioids Settlement Fund.

Upon completion please return to either the Town Manager's office so you maybe placed on an upcoming agenda for the board to review your request.

Pending their approval we would then proceed to disbursing the funding in accordance with the regular accounts payable process.

Thank you.

Gail Ostrout

Finance Director
Town of Hartford
171 Bridge Street
White River Jct., VT 05001
P (802) 295-3002

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

Town of Hartford VT

National Opioids Funding Request Checklist

Check Mark When Item Completed

1. Funding Request completed by applicant 5.3.2024

2. Received by Town Staff _____

3. Notify Applicant of Board Meeting Date _____

4. Copy of Agenda _____

5. Copy of Minutes _____

Upon Approval by Board

6. Obtain new vendor documents _____

a. W-9 _____

b. Contract for services _____

c. Insurance _____

7. Requisition completed _____

8. Check Created _____

9. Check Released _____

10. Schedule Applicant to Present Event / Activity results to board _____

National Opioids Settlement Funding Request

Section One: Overview

Please provide an overview of your proposal, including:

- Brief description of the proposal
- Purpose and key anticipated outcomes
- Individuals or communities served
- Amount of funding requested
- Overview of how funds will be spent
- Timeline

The Hartford Community Coalition is working with the Hypertherm HOPE Foundation to bring Chris Herren, former NBA player, to the Upper Valley for an evening event in the early Fall 2024. HCC will seize the opportunity to pay the extra cost to have Chris do a presentation specifically at Hartford High School for our students during an all-school meeting.

Section Two: Organization information

Please provide your organization's mission statement, if any.

The Hartford Community Coalition is a collaborative group of community members working to promote mental health and prevent youth substance use and summer food insecurity in support of a healthy, inclusive, vibrant, and resilient Hartford.

Tell us about the history of your organization.

HCC was created in response to the three youth suicide deaths in our community in 2013. Nearly 25 agencies came together to better understand the needs of our youth and the dynamics in our community. HCC began from a deep caring for, and commitment to all members of our community. And is made up of a collaborative group of community members designed to support and promote the wellness of individuals and families. Our grass-roots coalition acts to reduce the stigma and impact of alcohol and drug use, food insecurity, and mental health, in support of the development of a healthy, safe, and resilient Hartford.

Each program, volunteer, and employee reflects the integrity of our organization by uplifting and supporting our community members to maximize the well-being of our neighbors. We had been a volunteer organization that relied on the time and resources of our neighbors until becoming a nonprofit organization in 2018. We then applied for and received a federal Drug-Free Communities grant to hire our inaugural Executive Director at the beginning of 2020.

Tell us about your current programs and activities.

As a community anti-drug coalition that engages in drug prevention efforts, our youth prevention programming consists of an evidence-based practice through which middle and high school aged youth bring meaning to their Youth Risk Behavior Survey data (YRBS), are encouraged to lead and address youth health and well-being issues, and connect with their peers, school, and community. Through youth leadership, partnerships with adults, participatory action research, and peer and community engagement, participants not only experience personal growth and build their capacity for future civic engagement, but also effect sustainable change in youth behavior, community and school culture. This year, some middle school students chose to create a VT Kids Against Tobacco (VKAT) group to target some of the current legislation.

We hold our annual Block Party on the Wednesday after high school graduation to celebrate Hartford, bring the community together, and share the resources available to residents. This idea was borrowed from Rutland's Project VISION (community coalition).

We partner with our Police Department to promote safe drug disposal twice a year with the reminder that we now have a 24/7 drop box at HPD. We also are working on partnering with HPD and Officer Ebbighausen (Community Engagement) to bring more of Project VISION programming and community engagement to Hartford.

Part of prevention is promoting mental health awareness and wellness. Our 3 main staff are trained in Mental Health First Aid, and we partner with many community organizations to sponsor and/or organize other trainings or webinars for youth and those that work with/care for them.

After our first community forum in 2014, HCC realized the school district does not have the capacity to run a summer meals program. Hartford has almost 60% of its students at the White River School eligible for free/reduced meals at school - and therefore our middle and high school qualify as schools in need. HCC created a summer meals program specifically to feed youth who would normally be fed at school during the school year. This program is open to anyone 18 years old and under, and mainly funded by reimbursement funds from the USDA through the VTAOE.

Please describe a few top accomplishments of your organization within the last three years.

The middle school SAP and HCC were contacted by Substance Abuse and Mental Health Services Administration (SAMHSA) to be part of a presentation during this year's 20th Annual SAMHSA Prevention day in Washington, D.C. They were impressed that we had such a robust middle school prevention group. The SAP brought 4 middle school students via train to Washington, D.C. in January 2024. The students spoke to a packed room of over 150 people, and were the youngest individuals in the room.

For 2 years in a row, our *Getting to Y* students have been recognized as individual Prevention Champions by the state's prevention coalition, Prevention Works!VT. Last year, Kaylee, a senior, was recognized for her commitment and leadership to our prevention efforts from 6th-12th grade. This year, Zayla, an 8th grader, was recognized for her work to create a VKAT group at the Hartford Memorial Middle School and her presentation in Washington, D.C.

Growing from an all-volunteer organization to a nonprofit with a small staff is not easy, especially through a pandemic. HCC continues to have community support from organizations, groups, families, schools and youth to do our work and make a difference in the lives of our children. In the last 5 years with federal funds we have created a part time year-round staff of 4 employees (one being our Accountant who only works 4 hours/mo); we have implemented *Getting to Y* programming in both the middle and high school and have recently added the high school's *Hope Happens Here* (athletes focusing on mental health) group to our roster; we continue to hold community forums and conversations around challenging topics; and we made time to develop our first-ever strategic plan just last year.

Please provide your IRS EIN number.

82-4272638

Please list key staff involved with this project

Emily Zanleoni, HCC Executive Director

Section Three: Proposal details

Please describe the problem or need which you seek to solve.

Substance use, misuse and disorders. We create and support efforts to discourage or prevent misuse of opioids and other substances through evidence-based programs and/or strategies.

Please describe the purpose and objectives of your proposal.

This project could feel like a one-and-done type of event. However, we are making a specific choice to "go big" and partner with a local foundation that is also feeling the difficulty getting families and community members to attend events and prevention offerings. Bringing a former NBA player, who grew up in Massachusetts, to our small high school will be the spark we need to ignite more youth, parents/caregivers, and families to have the prevention conversations earlier and often.

Please provide details regarding the design and strategy of your proposal.

One of our objectives from our strategic plan is to increase our engagement with the community around the science and physical reasons why substance use is not healthy at a young age. Bringing Chris Herren to Hartford High School will jump-start our use of SAMHSA's evidence-based *Talk They Hear You* campaign, empowering caregivers with the skills to have age-appropriate conversations often about age-restricted products, specifically alcohol and drugs. This multi-media campaign will include messages on social media, on the listserv, in parent newsletters, in HCC's monthly newsletter, in a direct mailing to all Hartford zip codes.

Please provide an overview of your proposed timeline.

We will bring Chris Herren, former NBA player, to the Upper Valley in late September/early October 2024. He will do a presentation to Hartford High School during the day and then a community event at the Lebanon Opera House in the evening.

Please provide your proposed detailed / itemized budget.

REVENUE

Hypertherm HOPE Foundation	8500
Town of Hartford	5500
City of Lebanon	1500
Hartford Community Coalition	500
TOTAL	16000

EXPENSES

Contractor fee:

evening community event @ Lebanon Opera House	7000
Hartford high School day event	5500

Travel/incidentals:

hotel	300
flight	350
car rental	300
per diem	140

use of LOH/union tech cost

2400

TOTAL

15990

Please list any partners in this proposal, the partner's role and your relationship with them.

Stacey Chiocchio, Hypertherm HOPE Foundation
Jamie Bean, Hypertherm Substance and Recovery Task Force
Kristen Coates, Lebanon Opera House

Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.

This presentation will allow us to present our youth with a personal perspective around addiction and jump-start our use of SAMHSA's evidence-based *Talk They Hear You* campaign, empowering caregivers with the skills to have age-appropriate conversations often about age-restricted products, specifically alcohol and drugs. This campaign costs only our time and any mailing costs which are already covered by federal funding. We will use this event to energize and reconnect people to the power of prevention.

Section Four: Evaluation information

Please describe the desired measurable outcomes and their anticipated timeline. Specifically identify how your project meets the Core Strategies and Approved Uses identified in Exhibit E List of Opioid Remediation Uses.

As a Drug-Free Communities grantee, we are currently implementing evidence-informed prevention such as, our *Not In Our House* campaign to reduce social and physical access of substances in the home or from parents/adults; our *Talking Matters* video series and *We are Worthwhile* campaign to reduce stigma; educational curriculum *You and Me, Vape Free* Stanford's Vaping Prevention programming; and training of our coalition members in evidence-informed implementation including SAMHSA's Strategic Prevention Framework.

We will use this event as a jump-start to SAMHSA's *Talk They Hear You* multi-media campaign, and to kick-off our *Getting to Y* evidence-based prevention and implementation programming at the middle and high schools.

Please describe how you intend to measure and report on the effectiveness of the proposal.

We will do an all-school survey asking our students about the effectiveness of the event and possible ways they could/would like to get involved with our prevention programming.

Section Five: Supplementary information

Please include any supplementary documents which you feel will be helpful to the board.

<https://chrisherren.com/>

Chris Herren, a former professional basketball player, has built a community around substance use prevention and recovery. He has shown us that even the best can falter, and even the most desperate can rise. An author, motivational speaker and wellness advocate, Chris has founded three organizations that provide programs and services with the goal of overcoming setbacks and navigating life's challenges.

Section Six: Contact information

Name.

Emily Zanleoni

Email address.

emilyz@hccvt.org

Website.

<https://www.hccvt.org/>

Phone number.

Em's cell: 818-515-1214

Address.

PO Box 4343 White River Junction, VT 05001

Date Submitted: 5.3.2024

Received by Town of Hartford Employee: _____

Exhibit E
List of Opioid Remediation Uses

Schedule A
Core Strategies

Settling States and Exhibit G Participants may choose from among the abatement strategies listed in Schedule B. However, priority may be given to the following core abatement strategies (“Core Strategies”).¹

G. PREVENTION PROGRAMS

1. Funding for media campaigns to prevent opioid use (similar to the FDA’s “Real Cost” campaign to prevent youth from misusing tobacco);
2. Funding for evidence-based prevention programs in schools;
3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with CDC guidelines, including providers at hospitals (academic detailing);
4. Funding for community drug disposal programs; and
5. Funding and training for first responders to participate in pre arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

E-3 Schedule B
Approved Uses

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.

6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“SAMHSA”).

E-11

7. Engaging non-profits and faith-based communities as systems to support prevention.
8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and

E-13

to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

2. A dashboard to (a) share reports, recommendations, or plans to spend opioid

settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.

3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).



AGENDA MEMORANDUM

May 28th, 2024

Town Selectboard Meeting Item: 5f

Submitted by: Christopher Holzwarth, Project Manager

Subject: Contract Awards for Final Construction & Demolition Debris Removal

Background: The Town previously contracted to have visible Construction and Demolition (C&D) piles processed and hauled to the landfill in Lebanon, NH for disposal as daily cover in response to a Notice of Alleged Violation (N.O.A.V.) issued by the State of Vermont (VT) on October 1, 2021.

Test pits to confirm or establish the native soil surface level were dug upon removal of the piles. These test pits revealed extensive decomposed and compacted layers of C&D materials to varying depths of up to more than 13 feet.

This buildup of material is believed to have been caused by the lack of fully removing piles during past operations dating back to the opening of the facility in 1994. This belief is based upon trash found within the test pits. This material has been essentially landfilled at the site in violation of the facility's operating permit.

The Town contracted with Sanborn Head to perform an evaluation of the subsurface materials including test pits, sampling for contamination, approximating volumes, tonnage, and providing disposal options with approximate cost.

Sanborn Head's estimated costs were based upon unprocessed disposal rates for the landfills in Lebanon, NH and Coventry, VT. Lebanon agreed to take the material at a rate of \$76.00 per ton and Coventry at a rate of \$78.00 per ton. Disposal at Coventry would require extensive trucking, violating our policies on environmental sustainability.

After the evaluation report was prepared and before adequate funds could be established new management was installed at the Lebanon landfill and the per ton disposal fee approximately doubled.

In response to the soaring cost, the Town sought out help from a nearby commercial transfer facility with trucking and disposal capabilities at a landfill in New York, and also attempted to seek alternative pricing from Lebanon. Both endeavors came up empty.

With the greatly increased costs of disposal and trucking, the Town reached out to Hammond Grinding and Recycling to re-explore sorting, processing and disposal as daily cover at the Lebanon landfill.

**Background
Cont.**

Hammond is the most experienced demolition, recycling and grinding company we have worked with and is uniquely qualified and experienced with separating, processing, treating, and disposing or recycling construction debris. Hammond also has an established working relationship with the Lebanon landfill.

Hammond reviewed the Evaluation Summary Report provided by Sanborn Head, discussed the project at length with Erica Douglas, the Solid Waste Manager at the Lebanon landfill, and has provided us with a proposal to dispose of the material at the Lebanon landfill as daily cover.

Hammond proposes to sort, process, treat, remove, and dispose of the C&D materials at the Lebanon landfill a rate of \$105.00 per ton excluding the \$6.00 per ton tax to dispose the material out of state, and any reagent used to stabilize the soils requiring in-situ treatment. Hammond will also rough grade and conduct a final clean-up within the per ton cost.

To facilitate the final clean-up and soil treatment process Sanborn Head has provided a contract amendment in the amount of \$25,900 to visit the site, sample, test soils, and provide preliminary and close-out reports.

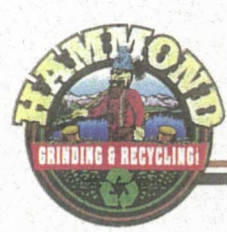
Based on the current estimate of 3,734 tons of waste the projected budget accounting for variables and unknowns is estimated in Table 1 below.

Table 1 – Projected C&D Removal Budget					
Vendor	Pay Item	Quantity	Units	Cost Per Unit	Cost
Hammond	C&D Processing & Removal, etc.	3,734	Tons	\$105.00	\$392,070.00
VT	Out of State Disposal Tax	3,734	Tons	\$6.00	\$22,404.00
Sanborn Head	Engineering Services	1	LS	\$25,900.00	\$25,900.00
Subtotal					\$440,374.00
25% Contingency	Overages, Reagents, Unknowns				\$110,093.50
Total					\$550,467.50

The project is currently scheduled to commence on July 8th, 2024. Funding for the project commencing in FY25 is outlined in Table 2 below.

Table 2 –C&D Removal Funding		
Account	Description	Balance
P.O. #10559	Grinding, hauling, tipping fees and tax	\$7,800.00
P.O. #10560	Grinding, hauling, tipping fees and tax	\$86,415.00
P.O. #13725	C&D Removal	\$117,113.00
G.L. #30-973-318-0000	F.Y. 24 C&D Contracted Services	\$245,785.00
G.L. #30-973-318-0000	F.Y. 25 C&D Contracted Services	\$100,000.00
Total		\$557,113.00

Discussion:	The volume of C&D material at the transfer facility is more than 2,000 cubic yards and the materials have been on-site and uncovered for more than 120 days, the permitted maximums for the facility. The material must be removed without delay to avoid a Notice of Violation and penalties being issued by the State of Vermont. Hammond has been the only responsive vendor who has demonstrated a unique capacity and experience to sort and process the materials to meet the Lebanon landfill's requirements for daily cover which offsets the extensive sorting and processing that is required to meet the standard. It is in the Town's best interest to have Sanborn Head, currently our highest ranked solid waste engineer and the evaluator of the materials, provide the required engineering and environmental services to close out this project. A waiver of Purchasing Policy Section 3.6 as allowed under Section 3.7 by the Selectboard is required to award contracts to Hammond and Sanborn Head for these services.
Impact:	The project cost is currently estimated at up to \$550,467.50, see Table 1 and the total available funding after July 1st, 2024, is \$557,113.00, see Table 2.
Recommendation:	That the Selectboard waive Section 3.6 of the Purchasing Policy as allowed under Section 3.7 of said policy and authorize the Town Manager to execute contracts with Sanborn Head for \$25,900 and with Hammond Grinding and Recycling for \$392,070 to facilitate the removal and clean-up of the C&D processing area. Further, the Selectboard authorize the Town Manager to execute change orders or contract amendments in recognition of the uncertainties of the subsurface conditions, and for the payment of the Vermont tax on out of state disposal up to the funding limit of \$557,113.00.



5-07-2024

Town of Hartford, VT (Transfer station)
C&D Debris Removal and Disposal

Hammond Grinding & Recycling Inc. is pleased to present the following proposal to the Town of Hartford, VT, for the removal and disposal of all the nonhazardous C&D debris located at 2590 North Hartland Rd. Our company is confident in our ability to process, remove and dispose of all the debris located within the former C&D disposal area effectively and efficiently.

1. Mobilization on/off site
2. Installation of necessary erosion control measures
3. Excavate entire C&D processing area (including up to 6" +/- under debris pile)
4. Process all debris within mapped out area
5. Including materials located within TP-6 area as per engineers in-situ remediation plan (to be established)
6. Removal and legal disposal of all debris
7. Rough grade finished area
8. Final site clean

Project Pricing and Terms:

The above scope of work will be billed on a per ton basis. The current price is **\$105.00** per ton all inclusive.

Current engineers estimate: 3,734 tons x \$105.00 per ton = \$392,070.00

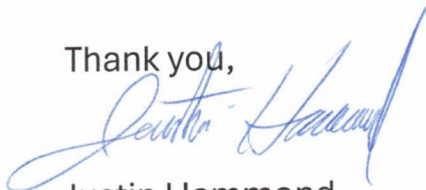
The tonnage will be determined by disposal weight tickets. The tonnage will be billed weekly and payment terms will be net 30.

The above pricing reflects the following assumptions:

1. All required Engineering costs for the project will be covered by the Town of Hartford. (Hammond's can supply Engineering Firm for this project, if necessary, at an additional cost)
2. The project will commence on or before July 8th, 2024 (to insure current project costs)
3. The project will be completed in one mobilization (to insure current project costs)
4. There are no unknown environmental issues that would affect the work procedures or waste disposal
5. All required permits and or district fees will be covered by the Town of Hartford
6. In the event upon further testing of the materials and portions of the pile require special waste disposal, due to contamination (i.e. Asbestos, PCB's) the owner will be responsible for all acquired disposal costs
7. During the project, if additional work arises not covered in the above scope of work, it will first be agreed upon in writing between Hammond's and the owner, then billed on final invoice

Please feel free to contact me with any questions.

Thank you,



Justin Hammond,
Project Manager
Hammond Grinding & Recycling, Inc.



Mr. Chris Holzwarth
Public Works Project Manager
Town of Hartford, Vermont
173 Airport Road
White River Junction, VT 05001

May 16, 2024
File No. 5005.02

Re: Contract Amendment No. 2 (Revised)
Town of Hartford Landfill – Construction and Demolition (C&D) Stockpile
Hartford, Vermont

Dear Chris:

We have prepared this proposed amendment to our existing agreement with the Town of Hartford (Town) to provide additional engineering services related to the disposal of the construction and demolition (C&D) debris stockpile located at the Town's landfill (Site) in Hartford, Vermont. It is our understanding the Town of Hartford would like Sanborn Head to move forward with the comprehensive requirements for disposal as detailed in our Construction and Demolition Debris Stockpile Evaluation Summary Report (Summary Report) dated September 22, 2023. This amendment is based on your email correspondence from April 3, 2023 and May 7, 2024.

This amendment, if accepted, will become part of the existing professional services contract between Sanborn, Head & Associates, Inc. (Sanborn Head) and the Town for this project dated March 25, 2022 and subject to the contract terms therein.

OBJECTIVE AND SCOPE OF SERVICES

It is our understanding that the Town has obtained a quote from Hammond Grinding & Recycling, Inc. (Hammond) for services related to the removal and disposal of all nonhazardous C&D debris located at the Site. This would include excavating the entire C&D debris stockpile area and processing the material to haul offsite. We have reviewed Hammond's proposed pricing and provided our scope of services for project oversight below.

As discussed in our Summary Report, the C&D debris meets the special waste requirements for disposal as waste, except for approximately 467 tons of C&D debris in the vicinity of exploratory test pit, TP-6. This material will be treated in-situ to decrease the amount of lead to below the RCRA limit. The C&D debris is proposed to be stabilized using a dry reagent mixed with the C&D material using an excavator. For the treated material to be accepted by a landfill, Sanborn Head will provide a soil treatment plan that includes:

- A detailed description of the protocol used to delineate and isolate the subject waste from other waste materials;



- A site map showing the location where the delineation samples were taken with sample identifications;
- Any data used to delineate and isolate the subject waste from other waste materials;
- A description of treatment method (in-situ vs. ex-situ);
- A Safety Data Sheet for the treatment reagent;
- A discussion of the applicability of Land Disposal Restrictions (LDRs); and
- If LDRs apply, identification of any Underlying Hazardous Constituents (UHCs) at the point of generation that may also require treatment; and
- TCLP lead analytical results on the post-treated material, at a minimum of 1 sample per 100 tons of material.

Prior to excavation, Sanborn Head will plan to have an on-site meeting with the Town and Hammond to discuss project schedule, the soil treatment plan, and extents of excavation. Once the TP-6 material has been excavated, stockpiled and treated we will confirm the extent of the treatment area and collect a minimum of one (1) sample per every 100 tons of stockpiled treated material. Based on the total tonnage of the C&D material, we anticipate five (5) confirmatory samples will be collected from the post-treated soil and tested for laboratory analysis of lead. We plan to use Alpha Analytical Labs (Alpha) of Westborough, MA for our testing services, the same lab used for analyses described in the Summary Report.

Lastly, we have assumed Sanborn Head will visit the Site up to three days including the final day of excavation to observe the native soil base below the C&D debris stockpile and confirm all C&D material has been transported off site for disposal. Depending on the project timeline and our final observations, we may need to provide additional site visits to document complete excavation to native soil. Sanborn Head will collect five (5) confirmatory samples of the native soil to test for lead and PAH analysis by Alpha. We will share the preliminary findings with the Town and will incorporate our findings into a close out report.

BUDGET ESTIMATE AND BASIS OF BILLINGS

The amended budget estimates for Sanborn Head to complete the scope of services described above is **\$25,900**. This will be in addition to the \$28,671.38 previously invoiced by Sanborn Head for this project in 2022 (Invoice No. 0058725).

This budget estimate is based on our judgment at this time as to the level of effort required to meet the objectives of the project. We will not exceed the approved budget amount without your prior understanding and authorization. Authorized billings in excess of the approved budget amount will be based on the actual number of hours worked plus expenses in accordance with the attached updated Schedule of Fees.

SCHEDULE

Sanborn Head can commence our services as described above upon written approval of this proposal.

TERMS OF ENGAGEMENT

The terms of engagement are described in the attached statement of Terms and Conditions.

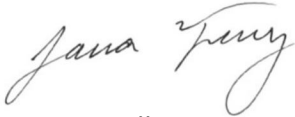


ACCEPTANCE

If this proposed amendment is acceptable to you, please acknowledge your acceptance by signing in the appropriate spaces below and returning one copy to Sanborn Head.

Please call us if you have any questions.

Very truly yours,
SANBORN, HEAD & ASSOCIATES, INC.



Laura E. Williams
Senior Project Engineer



Brian J. Beaudoin
Senior Vice President

LEW/BJB: lew

Attachments Schedule of Fees

This proposal for services and the attached Terms and Conditions are hereby accepted and executed by a duly authorized signatory who, by execution hereof, warrants that he or she has full authority to act for, in the name, and on behalf of Town of Hartford.

By: _____ Title: _____
for Town of Hartford

Typed/Printed Name Date: _____

P:\5000s\5005.02\Project Control\Amendment No. 2\20240516 Hartford LF Amendment No. 2 revised.docx





SANBORN, HEAD & ASSOCIATES, INC.
2024 Schedule of Fees

Senior Vice President	\$276
Vice President	\$264
Project Director	\$250
Senior Project Manager	\$213
Project Manager	\$199
Assistant Project Manager	\$188
Senior Project Coordinator	\$177
Senior Project Engineer/Geologist	\$173
Project Engineer/Geologist	\$164
Project Coordinator	\$156
Engineer/Geologist	\$150
Supervising Technician	\$133
Senior Engineering Technician	\$120
Engineering Technician	\$113
Support Staff	\$89
Subcontractors, Materials, and Outside Services	List Price plus 10%
Other Direct Expenses	Direct Cost plus 10%

Hourly rates will be charged for time worked on the project and for the time required for travel between the office and the meeting or project site. Local travel will be at IRS allowed rates. Overtime hours will be charged using the hourly rates listed above.

Hourly rates for expert witness testimony, including preparation time, and other special services such as corporate acquisition due diligence studies that generally require a dedicated commitment of senior staff, will be provided upon request.

It is expressly acknowledged and agreed that Sanborn Head shall be able to recover all costs for annual subscription fees associated with registering and/or using any platform or portal as required by the client.

Sanborn, Head & Associates, Inc. reserves the right to revise this Schedule of Fees annually.



To: Members of the Hartford, VT Select Board

From: John Haverstock, Town Manager

Re: New Vermont Child Care Tax

Date: May 14, 2024

Background/Discussion

Effective July 1, Vermont employers (including the Town of Hartford) will be required to pay a 0.44% payroll tax to the State in the form of a Child Care Contribution (CCC) Tax. Employers may choose to deduct and withhold a maximum of 25 percent of the required contribution (i.e., 0.11%) from employee wages.

Both the HR Director (Paula Nulty) and Finance Director (Gail Ostrout) have stated their views (see attached email thread) in support of having the Town pay this tax in its entirety, with no contribution required of the Town's employees.

Financial Impact

The Finance Department has estimated that the full amount of the new Tax, based on Hartford's current payroll, would be \$45,607.66 annually. If the Town decides to require employees to pay one quarter of this amount, the Town's annual cost would be approximately \$34,205.74 annually and the employees' share, would amount to approximately \$11,401.92 annually.

Motion

Move that, effective July 1, 2024, the Town of Hartford pay the full amount of the Vermont Child Care Contribution payroll tax, with no requirement that employees pay any portion of this tax.

Attachments

John Haverstock

From: Gail Ostrout
Sent: Monday, April 15, 2024 5:14 PM
To: Paula Nulty; John Haverstock
Subject: Re: Child Care Contribution Effective 7/1/24

Agreed, my thought as well.

Gail Ostrout
Finance Director
Town of Hartford, VT
802-295-3002

From: Paula Nulty <pnulty@hartford-vt.org>
Sent: Monday, April 15, 2024 4:28:32 PM
To: Gail Ostrout <gostrout@hartford-vt.org>; John Haverstock <jhaverstock@hartford-vt.org>
Subject: RE: Child Care Contribution Effective 7/1/24

Follow-up: being that it is optional for the employer to impose a portion on the employee, we would likely run into resistance from 3 unions.

Paula M. Nulty
Director of Human Resources
Executive Assistant to the Town Manager
Town Of Hartford
171 Bridge Street
White River Junction, VT 05001
(802)478-1101

From: Gail Ostrout <gostrout@hartford-vt.org>
Sent: Monday, April 15, 2024 3:40 PM
To: Paula Nulty <pnulty@hartford-vt.org>; John Haverstock <jhaverstock@hartford-vt.org>
Subject: RE: Child Care Contribution Effective 7/1/24

Based on 10.3M payroll budget for FYE 2025, the tax liability will be \$45,607.66

Gail Ostrout
Finance Director
Town of Hartford
[171 Bridge Street](#)
[White River Jct., VT 05001](#)
P [\(802\) 295-3002](#)



Vermont League
of Cities & Towns

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New Child Care Payroll Tax Effective 7/1/2024

MAY 21, 2024

The 2023 Childcare Bill, Act 76, expands access to and funding for childcare. It also imposes a 0.44% **payroll tax that will go into effect on July 1, 2024.**

Employers may elect to cover the tax in full or split it with employees with 0.33% paid by the employer and 0.11% paid by the employee.

For more information including a short video, a seven-page guide, and the link to the **June 11 educational webinar for employers**, visit the Vermont Department of Taxes at <https://tax.vermont.gov/business/child-care-contribution>.



**SELF-EMPLOYED WEBINAR - RECORDING
COMING SOON**

Tue, May 14 | 11:00 AM - 12:00 PM EDT | Online
event



SELF-EMPLOYED WEBINAR EVENT LINK

Tue, June 4 | 11:00 AM - 11:30 PM EDT | Online
event



EMPLOYER WEBINAR EVENT LINK

Tue, May 21 | 1:00 PM - 2:00 PM EDT | Online
event



EMPLOYER WEBINAR EVENT LINK

Tue, June 11 | 11:00 AM - 12:00 PM EDT | Online
event

Child Care Contribution

LAST UPDATED ON MAY 2, 2024, AT 5:00 PM

What's New

[Act 76 of 2023](#), an act relating to child care and early childhood education, tasks the Department of Taxes with the implementation and administration of a new Child Care Contribution (CCC), composed of a 0.44% payroll tax on wages and a 0.11% self-employment income tax.

- Collection of the Child Care Contribution shall begin on July 1, 2024.

See the Vermont Child Care Contribution guide for more in-depth information about the topics covered here.

Watch: About The Vermont Child Care Contribution

The Vermont Child Care Contribution



What Employers Need to Know

- Employers are required to pay a 0.44% payroll tax on all employee wages earned in Vermont.
- An employer may choose to deduct and withhold a maximum of 25 percent of the required contribution (i.e., 0.11%) from employee wages.
- Employers will be required to remit CCC payroll tax payments to the Department in the same manner and frequency as they remit [Vermont Income Tax Withholding](#), with quarterly reporting on the WHT-436 Quarterly Withholding Reconciliation. Additional tax guidance and updated forms will be available on this page as they are finalized.

Join us for the Child Care Contribution for Employers webinar, hosted by the Vermont Department of Taxes on:

- [Tuesday, May 21 | 1:00 PM - 2:00 PM EST](#) or

- [Tuesday, June 11 | 11:00 AM - 12:00 PM EST](#)

What Employees Need to Know

- An employer may withhold up to 25% of the Child Care Contribution (CCC) from an employee's wages. The maximum an employer may elect to withhold is 0.11% of an employee's wages.
- Employees have no CCC filing requirement.
- Employees will see any CCC withheld by their employer reported on their W-2 tax form at the end of the year.

What Self-Employed Individuals Need to Know

- The Child Care Contribution (CCC) includes a 0.11% income tax on net self-employment income.
- The CCC uses the federal definition of net self-employment income; any income subject to federal self-employment tax is subject to the new CCC. However, unlike federal self-employment taxes, there is no cap on self-employment income subject to the CCC.
- Individuals with self-employment income will report self-employment income and remit CCC payments to the Department as part of their Vermont Personal Income Tax filing each year. Estimated payments for CCC shall be paid in the same manner and frequency as estimated personal income tax payments. Additional tax guidance and updated forms will be available on this page as they are finalized.

Join us for the Child Care Contribution for Self-Employed Individuals webinar, hosted by the Vermont Department of Taxes:

- [Tuesday, June 4 | 11:00 AM - 11:30 PM EST](#)

Frequently Asked Questions

What is the Child Care Contribution being used for?

Please visit the [Vermont Department of Children and Families Act 76 webpage](#) for information and resources about the new law.

How are employee wages defined?

The definition of wages for purposes of CCC is the same as the definition for wages subject to federal and Vermont income tax. These are traditionally thought of as “Box 1 wages” of an employee’s W-2.

How will employers pay?

Employers will remit CCC payments in the same manner and frequency as they remit Vermont Income Tax Withholding. The same rules and penalties that apply to Vermont Withholding tax also apply to the new CCC. Employers will report CCC using new lines on the WHT-436 Quarterly Withholding Reconciliation form. Additional tax guidance and updated forms will be available on this page as they are finalized.

When will the first Child Care Contribution payments be due from employer/self-employed individuals?

Agency of Administration
Department of Taxes

MENU

the September 30, 2024 period. Quarterly withholding taxpayers will be required to make their first

An Official Vermont Government Website

For self-employed individuals: The tax year 2024 personal income tax return (due April 15, 2025) will be the first income tax return that includes the self-employment CCC. However, you may need or want to make estimated income tax payments during 2024, including amounts for the CCC.

Which employers are subject to Child Care Contribution?

All employers required to remit Vermont Income Tax Withholding are subject to the CCC. Employers are required to remit CCC for all employee wages for which they are required to pay Vermont Income Tax Withholding.

What do out-of-state employers need to know about the Child Care Contribution?

An out-of-state employer is required to remit and report CCC for employee wages that require Vermont Income Tax Withholding. Wages paid to an employee who physically works in Vermont, either on a job site or from their Vermont home, are subject to the CCC.

Are employers required to withhold 25% of the Child Care Contribution from employees wages?

No, employers can withhold up to 25% of their CCC liability from employee wages (e.g., up to 0.11% of any employee's wages). Employers may withhold any amount up to 25% or pay the entire CCC. Employers are not required to withhold the same amount from every employee.

Who is subject to the Child Care Contribution self-employment income tax?

A self-employed individual is anyone who earns self-employment income. Self-employment income for purposes of the CCC has the same definition as federal self-employment income. However, self-employment income for purposes of the CCC has no income cap. Net self-employment income is subject to the CCC. For non-residents, the CCC applies to self-employment income earned in the State.

How will individuals with self-employment income pay?

Individuals with self-employment income will remit and report CCC to the Department on their Vermont Personal Income Taxes, starting with the 2024 income tax return, due April 15, 2025. Estimated CCC payments shall be paid in the same manner and frequency as estimated income tax payments. Additional tax guidance and updated forms will be available on this page as they are finalized.

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[File an Extension](#)

[Register for A Business Tax Account](#)

John Haverstock

From: Michael Hoyt
Sent: Tuesday, May 21, 2024 9:13 AM
To: Laura Simon; Kim Souza; John Haverstock
Cc: Lucy Danger; kellybcarmbrust
Subject: Re: Proposed agenda item

Thank you, Laura. We have our agenda setting meeting tomorrow and will consider this for inclusion at our meeting on May 28.

Thanks,
Mike

From: Laura Simon <simonlaura06@gmail.com>
Sent: Monday, May 20, 2024 10:24 PM
To: Michael Hoyt <mhoyt@hartford-vt.org>; Kim Souza <ksouza@hartford-vt.org>; John Haverstock <jhaverstock@hartford-vt.org>
Cc: Lucy Danger <ldanger@me.com>; kellybcarmbrust <kellybcarmbrust@gmail.com>
Subject: Fwd: Proposed agenda item

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

As chair of the Hartford Selectboard myself and two other Hartford residents cc'ed above submit the **resolution** linked below. We ask you to present this to the Selectboard. **Ourselves and other** residents concerned about this **hope** it could be on the Selectboard agenda 5/28.

We, as residents of Hartford, ask the Hartford Selectboard to join the growing number of towns, communities and school boards in Vermont and around the nation to call for a ceasefire in Gaza. This is pertinent to Hartford and IS town business because Muslim and Jewish members of our community are directly impacted by the increases in Islamophobia and anti-Semitism caused by this genocide. As taxpayers in a country without whose funding these attacks could not happen, we are directly implicated in every war crime committed, no matter how far away in the world. Further, a portion of our **federal** tax dollars, as citizens of Hartford, are used to fund Israel's war on Gaza (at least \$284,256 in federal tax dollars from Hartford residents yearly non-inclusive of recently passed federal aid package.)

Responding to genocide as a town consolidates our local voice and sends a more powerful message to our national government. Coming together as one voice, especially in

conjunction with other municipalities, is a way to increase pressure on Washington in a tangible way. We must respond to genocide.

Finally, the war in Gaza is destroying food and water supplies and contributing to climate change and instability in the region, which has an impact worldwide.

Recommended Motion: Move that the Selectboard bring the Hartford Ceasefire Resolution to a vote on May 28^a.

[Proposed Resolution submitted to the Town of Hartford, Vermont Selectboard: - Google Docs](#)



Virus-free. www.avq.com

TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, May 14, 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; Mary Erdei, Clerk; Lannie Collins, Member; Susan Buckholz, Member; Brandon Smith, Member, Ida Griesemer, Member; John Haverstock; Pat Cook; Michael F. Copp; Brian Kelley; Allison Litten; Dennis Brown; Miranda Sprang; Heidi Duto; Scott Cooney; David Briggs; Joe Major; John Reid, Bruce Riddle

Present on Zoom: Lana Livingston; Marie Alvin; Mike Morris

JAM LINK: <https://www.youtube.com/watch?v=Nslj4KBr804>

- I. Call to Order the Selectboard Meeting at 6pm by Chair, Mike Hoyt.
- II. Pledge of Allegiance was recited and led by John Haverstock, Town Manager.
- III. Local Liquor Control Board: Selectboard Chair, Mike Hoyt recessed the Selectboard Meeting and opened the Local Liquor Control Board at 6:02PM.
Renewals:
 - a. Selectboard Clerk, Mary Erdei made the motion to renew Quechee Club, Inc. d/b/a Murphy Farm, 78 Murphy Rd., Quechee, VT 05059 for a 1st Class, 3rd Class and Outside Consumption License as presented. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.
 - b. Selectboard Vice Chair, Kim Souza made the motion to renew Little Istanbul, Inc. d/b/a Little Istanbul, 27 North Main Street, White River Jct., Vt 05001 for a 2nd Class License. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.

Selectboard Chair, Mike Hoyt closed the Local Liquor Control Board and reopened the Selectboard Meeting @ 6:14pm.

- IV. Local Cannabis Control Board: None
- V. Order of Agenda: Item 5.d. will be moved to the next meeting on May 27th.
- VI. Selectboard
 1. Public Comment
David Briggs, WRJ, updated the Board on his Coolidge/Gates Blocks Project. Marie Alvin, WRJ, reported that everything is going good at the Park & Ride. She thanked everyone involved. She inquired if the Town has a policy on Conflict of Interest. Why she is inquiring is that the Town Treasurer and a Board Selectboard Member both sit on the Haven's Board. Marie also notified the Board that the "Shanties" are popping up again. She wants to know if the Zoning Board approved these. The one she cited across from King Arthur's is in Norwich.
 2. Selectboard Comments and Announcements
Kim Souza announced that the Community Safety Survey is now live and accessible.
Mike Hoyt announced that the Town Charter Revision (H.888) had been approved by the House and Senate. It is now in the Governor's Office.

3. Appointments

- a. Selectboard Clerk, Mary Erdei made the motion to Appoint Pat Cook to the Sister Cities Committee for a three year term beginning May 14, 2024 and ending May 13, 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 appoint Michael F. Copp to the Town of Hartford Tree Board for a three year term beginning May 14, 2024 and ending May 13, 2027. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

4. Town Manager's Report

Wilder Dam Re-Licensing

The Town has submitted its Comment to the Federal Energy Regulatory Commission (FERC). A reminder to all that comments may be filed until May 22, 2024.

Tax Sale Process Update

May 17 is the deadline by which seriously delinquent taxpayers were to either bring their taxes current or set up a mutually-agreeable payment plan. Once this deadline passes, the Town will refer accounts which remain seriously delinquent to an attorney with whom the Town has worked in the past, to begin title search work and other steps in preparation for a potential sale of delinquent tax liens.

Room 1 Electricity

An electrician has been consulted and an estimate should be forthcoming for the installation of a Room 1 ceiling outlet (to enable JAMS to hang "owls" overhead) and installation of electrical outlets at several locations in the Selectboard table for connecting laptops/phone chargers, without the need for unsightly and dangerous electrical cords on the floor.

Welcoming and Engaging Cohort

The final meeting of this year's Welcoming and Engaging cohort of Vermont towns and organizations will take place in Montpelier on the morning of May 14. It has been a pleasure working with Lt. Commander Connie Kelley and Kim Souza on this project.

Capital Improvement Plan

Town staff is working to review the history of Town capital planning and to discuss options for moving forward to revive those efforts and to routinize the process of planning for and budgeting for future capital needs. This will hopefully assure that the Town has resources available, when needed, to improve, replace and/or create Town infrastructure to serve the needs of residents in the future.

Town Manager Activities

On May 1, the Town Manager had a lunch meeting with the Lebanon City Manager and the Hanover Town Manager to discuss municipal and regional issues having to do with garbage and recycling. There was more trash talk on May 7 in an Upper Valley leadership meeting facilitated by Vital Communities.

The Town Manager has met with a community outreach team from the Hanover Coop, which has coop locations in Hanover, Lebanon and here in Hartford.

The Town Manager will be out of the office on Thursday and Friday of next week (May 16 and 17) to attend VTCMA's (Vermont Town and City Manager's Association) Spring Conference.

Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=481>

5. Board Reports, Motions & Ordinances

- a. Refresher on Municipal Role in Liquor Licensing. Presentation from Martin Prevost.

- b. Update from the Planning Commission; Presented by Planning Commission Chair, John Reid and Bruce Riddle.
- c. Discussion/Update of Properties Subject to Hazard Mitigation
Presentation by Lori Hirshfield, Director, Department of Planning & Development.

Selectboard Vice Chair, Kim Souza moved that the Selectboard authorize the Town Manager to execute the necessary documents and submit to the State, with the understanding that Selectboard approval is required to go forward with a purchase. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.

- d. Hartford Community Coalition Request for Opioid Settlement Funds:
Postponed until the May 28th Selectboard Meeting.
- e. Discuss Community Nurse Position: Presented by Scott Cooney, Fire Chief
- f. Continued Discussion of Town Lightpole Banner Policy
After much discussion from the public and selectboard members it was decided to table this discussion until the specific details can be worked out and agreed upon by the majority of the Selectboard. Also, there may be guidelines from VLCT coming soon. This may be reviewed at a special meeting or workshop to be determined later.
- g. Consider New Selectboard Rules of Procedure
This has been tabled until it can be reviewed at a Special Meeting at the same time as the Lightpole Policy and Code of Conduct.
- h. Consider New Selectboard Code of Conduct
This has been tabled until it can be reviewed at a Special Meeting at the same time as the Lightpole Policy and the Selectboard Rules of Procedure.
- i. Grant for Abundant Sun Survey Analysis
Selectboard Member, Brandon Smith made the motion that the Selectboard accept the \$1,500 Vermont Community Foundation grant and engage with Abundant Sun to provide a presentation of the Belonging & Inclusion Index survey to the Hartford Selectboard. Selectboard Clerk, Mary Erdei seconded the motion. 6 voted yes and 1 (Smith) abstained. The motion passed.
- j. Consider Selectboard Training Options
Selectboard Member, Ida Griesemer made the motion that the Selectboard delegate Vice Chair, Kim Souza, to research and coordinate a plan for Board development trainings and a strategic planning session and to effectuate a plan pending Selectboard approval. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.

VII. Commission Reports
Kim Souza

Planning Commission/Town Plan Economic Development Chapter Update (Steering Committee)

The Steering Committee met on May 7th and received a preliminary summary of the responses to the economic development survey from Better City, the consultants working on the Town Plan Economic Development chapter update. The process is

ongoing and will provide content for updates to the economic development chapter of the Town Plan relating to a) what the community cares about, b) what is possible and c) who is going to do it and how. Refer to the May 7th Planning Commission minutes for more details on the discussion.

- VIII. Consent Agenda: **Selectboard Vice Chair, Kim Souza made the motion to approve the Consent Agenda. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 5/11/2024

Approve A/P Manifest of: 5/10/2024 & 5/16/2024

Approve Meeting Minutes of: 4/30/2024 & 4/16/2024 as updated minutes

Selectboard Meetings Already Approved: 5/28/2024

- IX. Executive Session
Evaluation of a Public Official

"Move that the Selectboard go into executive session for the evaluation of a public official, pursuant to 1 V.S.A. Section 313 (a)(3)". Sue Buckholz made the motion and Lannie Collins seconded the motion. The motion passed 4 Yes, 2 no (Erdei, Griesemer) with one abstention (Brandon Smith) @ 9:15PM.

Discuss Pending Litigation

"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."

And,

"Move that the Selectboard go into executive session to discuss a pending regulatory matter in which the town may become involved and attorney-client communications made for the purpose of providing professional services, as set forth in 1 V.S.A. Section 313 (a)(1)(E) and (F)". Kim Souza made the motions and Lannie Collins seconded the motions. Motions were passed with a unanimous vote.

Out of Executive Session

Mary Erdei made the motion to close the Executive Session at 9:43PM. Kim Souza seconded the motion. All were in favor and the motion passed.

No action was taken at this time.

- X. Adjourn the Selectboard Meeting: **Selectboard Vice Chair, Kim Souza made the motion to adjourn the Selectboard Meeting at 9:46PM. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.**

Mary Erdei, Clerk
5/14/2024 Meeting

- A Site Development Plan for a multiunit property on Hillcrest Terrace was approved with conditions provided by the commission.
- An application for a subdivision on Depot Street in Wilder was approved.
- A Site Development Plan amendment to allow Twin Pines temporary construction access on Goudreau Street was approved with conditions.
- A Site Development Plan from Northern Stage for a multi-unit development on Gates Street was approved with conditions.
- An application for a Site Development Plan from Craftsudies and The Haven for an Emergency Shelter on North Main Street was continued to December 18th.

Details for all applications and deliberation can be found in the Nov 13 minutes of the Planning Commission Meeting located in the Agenda Center of the Town website.

Mary Erdei

Hartford Conservation Commission 11/06/2023

Guest Holly Henderson from Quechee, a Wildlife Biologist and relatively new resident to the town of Hartford offered her volunteer skills in her area of expertise while raising 2 very young children. Other business included the Conservation Commission's renewed support for speakers and educational events scheduled throughout the year for the grassroots "Salamander Team" under Ben Fletcher's guidance. Discussion revolved around a Mid February (15th, 6:30 p.m.) conservation oriented event regarding citizen science/nature and stewardship with invitations to many groups involved in this area of interest (VINS, VCE, Tree Board, Climate Action, UVMBA, Garden Club, CT River Watershed Council, Resilient Hartford, Salamander Team, etc.). Reminders will go out that on May 18th, there will be a workshop/work day event to identify invasive plants and remove them, at Hurricane Forest. Other items of discussion included the budget, extending the length of the agreement with the UVMBA, the Polar Express and Rotary, painting boundary markers, Rt 5 bike corridor, among others

- VIII. Consent Agenda: **Selectboard Clerk, Kim Souza made the motion to approve the Consent Agenda. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 11/11/2023, *CORRECTED DATE IS: 11/9/2023*

Approve A/P Manifest of: ~~11/10/2023~~ and 11/16/2023

Approve Meeting Minutes of: 10/31/2023 and 11/7/2023

Approved Selectboard Meetings are: 11/21 & 11/28/2023

- IX. Adjourn the Selectboard Meeting
Selectboard Member, Rocket made the motion to adjourn the meeting at 9:30PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.



Kim Souza, Clerk
 11/14/2023 Selectboard Meeting

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

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

Page: 10
User: florentina
Report: APINHHD_PmtByDate

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

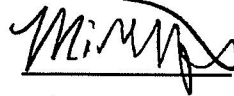
Report Date: 11/09/23
1:10PM

Payment Manifest
by Vendor ID
Town of Hartford

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

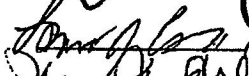
Page: 20
User: florentina
ReportAPINHD_PmtByDate

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

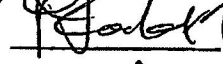
MICHAEL HOYT

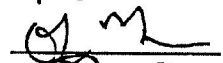
DANIEL FRASER

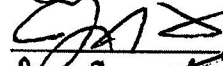
KIM SOUZA

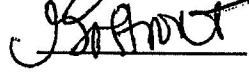
LANNIE J. COLLINS

MARY M. ERDEI

ROCKET

ALLY TUFENKJIAN

JOHN HAVERSTOCK

GAIL OSTROUT

JOSEPH MAJOR