



TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, July 9, 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. Consider Renewal of: Hua Teng Restaurant, Inc. d/b/a China Moon Buffet, 96 Sykes Mountain Ave, White River Jct., VT 05001 (1st Class)
- IV. Local Cannabis Control Board
 1. Consider the Renewal of a Cannabis License for Altius THC LLC for #S-000008489
- V. Order of Agenda (6:10)
- VI. Selectboard
 1. Public Comment (6:11)
 2. Selectboard Comments and Announcements (6:20)
 3. Appointments (6:25)
 - a. Consider the Appointment of Karen L. Powell to the West Hartford Library Board of Trustees Beginning July 9, 2024 and ending March 4, 2025.
 4. Town Manager's Report (6:30)
Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=486>
 5. Board Reports, Motions & Ordinances
 - a. Approve Correction to the FY2025 Grand List Figure (6:35)
 - b. Award Contract for Aggregate Purchasing (6:40)
 - c. Award Contract for Sludge Hauling & Grease Removal (6:45)
 - d. Award Contract for Wastewater Line Cleaning (6:50)
 - e. Consider Adoption of Selectboard Dependent Care Reimbursement Policy (6:55)
 - f. Discuss Plans for Library Listening Sessions (7:20)
- VII. Commission Reports (7:30)
- VIII. Consent Agenda (7:35)

Approve Payroll Ending: 7/6/2024

Approve A/P Manifest of: 7/5/2024 & 7/11/2024

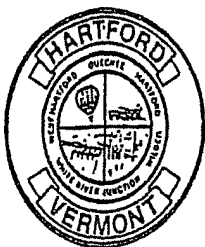
Approve Meeting Minutes of: 6/25/2024 & 7/2/2024

Meetings for approval: 8/6/2024 and 8/20/2024

Note: Already Approved Selectboard Meetings: 7/23/2024

- IX. Adjourn the Selectboard Meeting (7:40)

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: 6/28/24 Applicant: Hua Teng Restaurant INC
Doing Business As: Chinamoon Buffet
Mailing Address: [REDACTED] White River Junction VT 05001
Telephone Number(s): [REDACTED] E-mail: [REDACTED]
Other Contact Name: (if applicable) James Chen

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

Jin Fu, Chen [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]
Licensee's Signature

Jin Chen
Printed Name

6/28/24
Date

Licensee's Signature

Printed Name

Date



Application ID: DLL - Application - 45051
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: Hua Teng Restaurant, Inc
Business ID: 0287975
Business Address: 96 Sykes Avenue,
White River JCT, Vermont 05001
Entity Type: Business Corporation
Phone: (802) 291-9088
Management Type if LLC:
Email: 67smainst@gmail.com

People Information

- **Person:**
Jin Chen

Business Role: Business Principal
Email: riverviewmotel888@gmail.com
Business Address: 96 Sykes mountain Ave,
white river Junction, Vermont, 05001
US Citizen?
Political Position
Phone: **Name:** Jin Chen
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
Jin Chen

Business Role: **Email:**

Business Principal

67smainst@gmail.com

Business Address:

US Citizen?

Political Position

Phone:

Name: Jin Chen

Office:

Jurisdiction:

Violations:

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

Location Name:

VT China Moon Buffet (CKA)

Do you lease this Premises:

Location Address:

96 Sykes Avenue,
White River JCT, Vermont 05001

Health License:

Food:12126

Lodging:

Local Jurisdiction/ Town Clerk:

Hartford

Vermont Tax Department:

MRT-10053463-002

Education Details

Student Name:

Training Completion Date:

Mode of Training:

Type of Training:

Foundational License (if applicable)

License Type:

First Class

License Number:

LP-018320

Licensee Name:

VT China Moon Buffet (CKA)

License Status:

License Active - Ready for Renewal

Licensee Address:

96 Sykes Avenue ,
White River Junction, Vermont 05001

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:

Jin chen

Date of Submission:

2024-06-04 15:25:47

Local Application Fee:

115

State of Vermont / DLL Application Fee:

115.00

State of Vermont / DLL Payment Status:**Local Control Payment Status:**

false



Fire Inspection Report

Hartford Fire Department



Inspection

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

Scheduled 06/17/2024 00:00
Inspected On 06/17/2024 10:00
Finished At 06/17/2024 11:00
Next Inspection
Scheduled
Inspection Length 1.00

Occupant

Occupant Name China Moon
Building Name
Contact Name James Chen
Address 96 SYKES MOUNTAIN AVE
City, State and Zip White River Junction, VT 05001-
Phone

Owner

Owner / Company VINTAR HOLDINGS LLC
Contact Name
Address 121 Slayton Hill Rd
City, State and Zip Lebanon, NH 03766-
Phone

Comments

A few minor violations were found and corrected upon this Liquor License Life Safety Inspection.
Inspection is CLOSED

Violation Summary

Status	Violation	Location
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Tickler History

Date	Type	Inspector	Narrative
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Hartford Police Department

Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 7/2/2024

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.

Hua Teng Restaurant Inc DBA China Moon Buffet
96 Sykes Mountain Ave White River Junction VT

Jin Fu, Chen

none

Choose an item.



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website: www.hartford-vt.org



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

TO: Hartford Cannabis Control Commission
John Haverstock, Town Manager

FROM: Lisa O'Neil, Town Clerk

RE: CCB Application #S-00008489
Altius THC LLC

DATE: July 3, 2024

Attached please find:

- VT Cannabis Control Board (CCB) submitted application #S-00008489-Redacted (Altius THC LLC)
- Application for Local Cannabis License-Town of Hartford-Redacted with additional documents provided by applicant & Department Signature Pages labeled as follows:
 - Exhibit A: Fire Marshal
 - Exhibit B: Planning & Development
 - Exhibit C: Town Clerk
 - Exhibit D: Public Works

VT CCB: Application S-000008489 LCC Submission

noreply@salesforce.com <noreply@salesforce.com>

on behalf of

VCCB Applications <ccb.applications@vermont.gov>

Thu 6/20/2024 1:14 PM

To: Paula Nulty <pnulty@hartford-vt.org>; Lisa O'Neil <loneil@hartford-vt.org>; John Haverstock <jhaverstock@hartford-vt.org>
Cc: vtcannabizwiz@gmail.com <vtcannabizwiz@gmail.com>; tim@altiuscannabis.com <tim@altiuscannabis.com>

JUN 20 2024

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

The Cannabis Control Board would like to inform you that S-000008489, Wholesalers Renewal has been submitted. Approval is pending by the CCB as well as your Local Control Commission. This applicant's proposed cannabis establishment is within your municipality.

Pursuant to state law, most cannabis establishment application materials are confidential. See 7 V.S.A. § 901(h)(1)(A). The Board is sharing some of the application information in this document to facilitate the Local Control Commission's licensing review. The Board asks that you abide by state law and maintain the confidentiality of this information.

The Local Control Commission may request further information about the proposed cannabis establishment directly from the applicant.

Business Legal Name and Registered: Altius THC LLC Alternatives: Altius THC LLC

Address: (please note that for all application types except retail establishments and integrated facilities) the address of this establishment is not public information and should not be shared):

Principals and Controlling Entities: Timothy Reiter, Christopher Hagedom, & Margret Fitzgerald

Primary Contact's email address: tim@altiuscannabis.com

Primary Contact's phone number:

For this license type, the applicant is asked the following questions which may be relevant to your review:

- Do you comply with required inspections or permits from other state and local agencies (for example, certificates of occupancy)?
 - Yes

- Is your proposed Cannabis Establishment project in a public building?
 - Yes

All applicants are required comply with Division of Fire Safety (DFS) requirements which is documented through a non-jurisdictional letter or fire safety inspection report.

In order to issue this license, the CCB requires the approval of your Town's Local Control Commission.

Please submit documentation of the Local Control Commission's decision via email to CCB.Applications@vermont.gov

Local Control Commission authority is defined at 7 V.S.A. § 863, and the Board has developed information for municipalities and Local Control Commissions on its [website](#). Per CCB Rule 2.14, if a Local Control Commission allows an application to remain undecided for forty-five days, that application is presumptively granted. For a list of upcoming projects proposed in your municipality, [click here](#).

Thank you,

Cannabis Control Board

For assistance, contact: (802) 828-1010

CCB.Applications@vermont.gov

Application for Local Cannabis License
Town of Hartford

JUN 26 2024

4:15pm

On July 12, 2022, the Hartford Selectboard adopted a resolution establishing a local Cannabis Control Commission (CCC) to provide local licenses for cannabis operations. The Selectboard will act as the CCC and provide licenses, including any necessary conditions for parties interested in operating in the Town of Hartford. The following application information is required for review and approval by the CCC prior to commencing operation. Failure to receive approval and licensing from the CCC may result in a notice of violation, including applicable fines.

1. Applicant Information

Name: Altius THC LLC

Doing Business As: Altius

Mailing Address: P O Box 228 Quechee, VT 05059

Telephone
Number:

Email: tim@altiuscannabis.com

2. Owner/Agent Contact Information

Name: Timothy A. Reiter

Mailing Address:

Telephone
Number:

Email: tim@altiuscannabis.com

3. Property address where use will occur in the Town

4. Licensing Information

Type of License Requested (check all that apply)

License Type		Tier (if applicable)	Date Applied for State Permit	State Permit Number (if Issued)
☐	Outdoor Cultivation*			
☐	Indoor Cultivation*			
☐	Mixed Cultivation*			
☐	Retail			
☐	Manufacturing*			
☐	Testing			
☒	Wholesale		2023	WHS20011

Note: * Requires indication of tier. For more information on tiers, visit www.ccb.vermont.gov

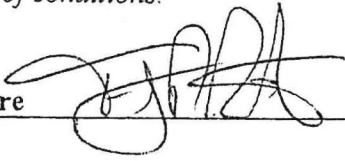
5. Local Compliance Information

Compliance Questions	Answer
Land Use	
Has the Hartford Zoning Administrator (ZOA) been contacted regarding your proposed use?	Yes
Has the ZOA determined if the use is permitted in the location you have identified?	Yes
If yes, has the ZOA determined if a new zoning permit required?	No
If a zoning permit is required, what is the date the complete application was accepted for review?	—
Has the zoning permit been issued? If so, what is the effective date.	—
Water and/or Wastewater	
Is an allocation for Town water and/or wastewater being requested?	No
If yes, how many gallons per day have been requested?	—
Has an allocation been granted? If so, please attach approval for allocation.	—

6. Acknowledgement & Signature

I acknowledge and understand that this application for a local cannabis license (or licenses) is independent of any approvals issued by the State of Vermont's Cannabis Control Board. I further acknowledge that any license(s), if granted, will expire one year from the date the State finalizes and issues the license after approval by the Hartford Cannabis Control Commission and a new application will be required for renewal. I agree to comply with any conditions included with approval of a cannabis license issued by the Town of Hartford and understand t failure to comply with any identified conditions may result in revocation of this license, including any applicable penalties or fines associated with the violation of conditions.

Signature



Date 6/26/24

Printed Name

Timothy A. Reiter

Return completed applications to the Town Clerk at 171 Bridge Street White River Junction, VT 05001 for processing.

Official Use Only – Do Not Write Below This Line

See Attached Exhibits A-D

Department Sign Offs

Building Code/Fire
Prevention: _____

Town Clerk: _____

Planning &
Development: _____

Public Works: _____

Cannabis Control Commission Review

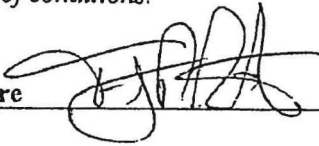
License/Application #: _____ Date of CCC Meeting: _____

Action by CCC: _____ Date Follow-up sent: _____

6. Acknowledgement & Signature

I acknowledge and understand that this application for a local cannabis license (or licenses) is independent of any approvals issued by the State of Vermont's Cannabis Control Board. I further acknowledge that any license(s), if granted, will expire one year from the date the State finalizes and issues the license after approval by the Hartford Cannabis Control Commission and a new application will be required for renewal. I agree to comply with any conditions included with approval of a cannabis license issued by the Town of Hartford and understand t failure to comply with any identified conditions may result in revocation of this license, including any applicable penalties or fines associated with the violation of conditions.

Signature



Date

6/26/24

Printed Name

Timothy A. Reiter

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Official Use Only – Do Not Write Below This Line

Department Sign Offs

JUL 03 2024

Building Code/Fire
Prevention:


Town Clerk:

Planning &
Development:

Public Works:

Cannabis Control Commission Review

License/Application #:

Date of CCC Meeting:

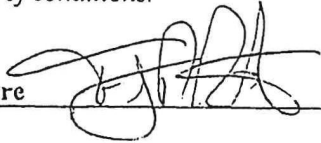
Action by CCC:

Date Follow-up sent:

6. Acknowledgement & Signature

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Signature



Date 6/26/24

Printed Name

Timothy A. Reiter

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Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention:

Town Clerk: _____

Planning &
Development:

Jo Ann Ellis
6.27.24

Public Works: _____

Cannabis Control Commission Review

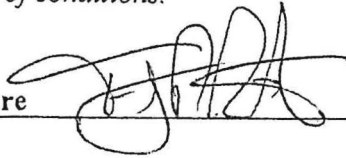
License/Application #: _____ Date of CCC Meeting: _____

Action by CCC: _____ Date Follow-up sent: _____

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Signature



Date

6/26/24

Printed Name

Timothy A. Reiter

Return completed applications to the Town Clerk at 171 Bridge Street White River Junction, VT 05001 for processing.

Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention: _____

Town Clerk:

Lisa M. O'Neil
7-3-24

Planning &
Development: _____

Public Works: _____

Cannabis Control Commission Review

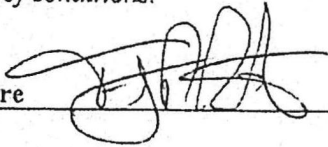
License/Application #: _____ Date of CCC Meeting: _____

Action by CCC: _____ Date Follow-up sent: _____

6. Acknowledgement & Signature

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Signature



Date 6/26/24

Printed Name

Timothy A. Reiter

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Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention: _____

Town Clerk: _____

Planning &
Development: _____

Public Works: _____

Bryan R. Gazda, Director, DPW



Cannabis Control Commission Review

License/Application #: _____ Date of CCC Meeting: _____

Action by CCC: _____ Date Follow-up sent: _____

JUN 24 2024

11am

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

ADVISORY BOARD/COMMISSION APPLICATION

Application for ☒ appointment(s) or ☐ re-appointment to: West Hartford Library Trustee

I. APPLICANT DATA:

Name: Karen L. Powell
Address: Po Box 4704, White River Junction, Vermont 05001
physical address: [REDACTED], White River Junction, Vermont 05001
Telephone: (Home) [REDACTED] (Work) retired banker (Cell) [REDACTED] (Other) [REDACTED]
Email Address: [REDACTED]
How long have you been a Hartford resident? Since August, 1988
Are you a registered voter? YES

II. EDUCATION:

High School: SYRACUSE CENTRAL TECH HS, Year Graduated: 1971
SYRACUSE, NEW YORK
College 1: ONONDAGA COMMUNITY COLLEGE Degree Earned: (High School Honors Diploma)
Course of Study: MATH & SCIENCE Year: 1973
College 2: through American Bankers Association Degree Earned: GENERAL BANKING
Course of Study: BANKING Year: completed
while working for Mercantile Bank.

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
<u>SERVICE FEDERAL CREDIT UNION</u> <u>DHMC BRANCH</u>	<u>AUG 2018 - DEC '21</u>	<u>MEMBER SERVICE REPRESENTATIVE</u>	<u>(teller, open & close accounts, in branch duties, end of day duties)</u>
<u>Mercantile Bank</u>	<u>2000 to Feb 2018 (retired)</u>	<u>teller, customer service, IRA specialist</u>	<u>(Hartford Branch - Operations Center, Sykes Mtn Ave, WRT)</u>

IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.
Would you be available for evening meetings? Yes I am available during week days and available for evening meetings
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? The West Hartford Library brings our Community together. I am a resident of West Hartford & would like to bring my insight & experiences to the committee to help grow the community in friendships, activities and the give support to the library.
- c. What are your past experiences in Municipal, State or Federal Government? attending town government meetings in Feb/March before town voting - Exercise my right to vote in town, state & Federal Government.
- d. What civic or social organizations have belonged to and what positions did you hold?
- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?
- f. What might some solutions be?
- g. Other hobbies/interests: ~~enjoy~~ crocketing, Art & Crafts baking, reading, grand kids, & traveling.

V. REFERENCES: (Please list three)

Name: Carolyn Rogers Telephone: [REDACTED]

Name: Mark Roux Telephone: [REDACTED]

Name: Laura Brooks Telephone: [REDACTED]

Karen E. Powell
APPLICANTS SIGNATURE

June 20, 2024
DATE

Lana Livingston

From: West Hartford Library Director <westhartfordlibraryvt@gmail.com>
Sent: Tuesday, July 2, 2024 9:45 AM
To: Lana Livingston
Subject: Re: new appointment

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

Yes, she has been reviewed by the library board and we will welcome her to join us.
Thanks, hope you had a nice vacation, I am off for the next week and a half myself.
Sandie.

On Mon, Jul 1, 2024 at 12:12 PM Lana Livingston <llivingston@hartford-vt.org> wrote:

Good afternoon,

I am just back from vacation – so sorry if I am asking a question that you may have already answered!

We have an application from Karn L. Powell for the West Hartford Library Trustees.

We are putting her on the July 9th Selectboard agenda (if she can attend in person or zoom)

I am assuming the Board will be appointing her until the next election – March 4, 2025.

If this all looks good to you – please confirm by Wed of this week.

Thank you,

Lana

Lana Livingston

Administrative Assistant to the Town Manager

Town Manager's Report

July 9, 2024

Town Manager Activities

The Town Manager, HR Director and our interview team have been discussing our excellent candidates for the CMS (Communication and Media Specialist) position and we hope to be able to announce a hire soon.

Interviews will soon begin with respect to the Community Nurse position, of course with a different interview team.

Staff Appreciation Event

Town staff enjoyed a lovely evening together at VINS for the Staff Appreciation event on Thursday, June 27. Thanks go to HR Director Paula Nulty for organizing this team-building event, Maple Street Catering for providing the excellent food and drink and the folks at VINS for supplying our wonderful group-friendly venue and perfect weather! Finally, one more word of THANKS to the Town of Hartford's dedicated and hard-working staff!

FY2025 Tax Rates

At a brief, Special Selectboard meeting held on Tuesday, July 2, the Selectboard approved a FYE Accounts Payable Manifest and Tax Rates calculated to generate the property tax revenues necessary to fund the voter-approved FY2025 General Fund budget.

Geothermal Energy Research

On July 1, the Town Manager, Environmental Sustainability Coordinator, Energy Commission Chair and David Briggs spoke with federal energy experts on the topic of the feasibility of establishing a geothermal energy district here in Hartford—specifically, White River Junction. Dana Clawson has secured a pledge of 40-60 hours of free expert consultation for this project. A second discussion will take place on Friday, July 12 during which the project scope will be firmed up.

VTrans Local Concerns Meeting

During our next Selectboard meeting, on July 23, VTrans will conduct a Local Concerns Meeting related to its plans to develop a scope of work for Bridge 73 over the White River and NECRR, located along Route 5 in White River Junction.

John Haverstock

From: Gail Ostrout
Sent: Wednesday, July 3, 2024 12:28 PM
To: John Haverstock
Subject: Re: grand list value

Brandon should move for a friendly amendment to the motion he made to reflect the correct reading of the grand list value.

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

From: John Haverstock <jhaverstock@hartford-vt.org>
Sent: Wednesday, July 3, 2024 8:45:37 AM
To: Gail Ostrout <gostrout@hartford-vt.org>
Subject: RE: grand list value

Thanks, Gail.

Have you got a recommended motion?

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

From: Gail Ostrout <gostrout@hartford-vt.org>
Sent: Wednesday, July 3, 2024 8:43 AM
To: John Haverstock <jhaverstock@hartford-vt.org>
Subject: FW: grand list value

John

The grand list value will need to be corrected / ratified at the 7/9/24 meeting. As discussed this morning the reading of grand list value doesn't impact the tax rate value as the tax warrant is correct.

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

From: Richard Vincent <rvincent@hartford-vt.org>

Sent: Wednesday, July 3, 2024 8:31 AM

To: Gail Ostrout <gostrout@hartford-vt.org>

Subject: RE: grand list value

Gail,

The total listed real estate value for the town is \$1,432,353,100 (1.4 billion dollars) (see the highlighted value on the attached Form 411). Then the personal property (Cable TV) of \$2,295,500 is added, for a total value of \$1,434,648,600.

We then subtract the various exemptions (equals \$16,332,500).

Subtract exemptions from total listed value (\$1,434,648,600 - \$16,332,500 = \$1,418,316,100 taxable value)

Then, because the tax rate is per \$100 of value, we divide the taxable real estate value of \$1,418,316,100 by 100 = \$14,183,161 to arrive at the Grand List taxable value.

Let me know if you need more.

Rick Vincent

Rick Vincent

Assessor

Town of Hartford, Vt.

171 Bridge St

White River Jct, Vt. 05001

(802) 295-3077

From: Gail Ostrout <gostrout@hartford-vt.org>

Sent: Wednesday, July 3, 2024 8:11 AM

To: Richard Vincent <rvincent@hartford-vt.org>

Subject: grand list value

Rick

When reading 14,173,161 for the grand list is it:

14,173,161 million

Or

14,173,161 billion

Or

1,417,316,100 billion

Thank you

Gail Ostrout

Finance Director

Town of Hartford

[171 Bridge Street](#)

Recommended Motion from Brandon Smith:

I move that my remarks at Tuesday, July 2nd's Special Selectboard meeting describing the value of the Hartford FY2025 Grand List with regard to the General Highway Fund, County Tax, Restricted Appropriations and Local Agreement Rate be corrected/amended to read \$1,418,316,100.

Page 1 of 12
ctardie

(Taxable properties only - State and Non-tax status properties are not listed below)						
REAL ESTATE Category/Code	Parcel Count	Municipal Listed Value	Homestead Ed Listed Value	Nonhmstd Ed. Listed Value	Total Education Listed Value	
Residential I	R1	2,845	681,540,600	397,792,600	283,748,000	681,540,600
Residential II	R2	403	156,493,200	90,431,500	66,061,700	156,493,200
Mobile Homes-U	MHU	306	9,892,700	6,038,600	3,854,100	9,892,700
Mobile Homes-L	MHL	104	11,907,000	7,438,100	4,468,900	11,907,000
Seasonal I	S1	20	232,700	0	232,700	232,700
Seasonal II	S2	1	176,900	0	176,900	176,900
Commercial	C	316	207,336,900	624,600	206,712,300	207,336,900
Commercial Apts	CA	66	38,355,100	0	38,355,100	38,355,100
Industrial	I	7	6,204,900	0	6,204,900	6,204,900
Utilities-E	UE	27	86,822,800	0	86,822,800	86,822,800
Utilities-O	UO	1	355,900	0	355,900	355,900
Farm	F	22	11,324,900	6,100,800	5,224,100	11,324,900
Other	O	1,100	170,262,700	48,179,100	122,083,600	170,262,700
Woodland	W	0	0	0	0	0
Miscellaneous	M	334	51,446,800	4,392,500	47,054,300	51,446,800
TOTAL LISTED REAL		5,552	1,432,353,100	560,997,800	871,355,300	1,432,353,100
P.P. Cable	1	2,295,500		2,295,500		2,295,500
P.P. Equipment	0	0				0
P.P. Inventory	0	0				0
TOTAL LISTED P.P.		1	2,295,500		2,295,500	2,295,500
TOTAL LISTED VALUE			1,434,648,600	560,997,800	873,650,800	1,434,648,600
EXEMPTIONS						
Veterans 10K	68/68	680,000	580,000	100,000		680,000
Veterans >10K		2,006,300				
Total Veterans			2,686,300	580,000	100,000	680,000
P.P. Contracts	1	2,295,500				
Contract Apprv VEPC	0/0	0	0	0		0
Grandfathered	0/0	0	0	0		0
Non-Apprv(voted)	0/0	0				
Owner Pays Ed Tax	0/0	0				
Total Contracts		1/0	2,295,500	0	0	0
FarmStab Apprv VEPC	0/0	0	0	0		0
Farm Grandfathered	0/0	0	0	0		0
Non-Apprv(voted)	0/0	0				
Owner Pays Ed Tax	0/0	0				
Total FarmStabContr		0/0	0	0	0	0
Current Use	77/77	11,134,700	3,392,200	7,742,500		11,134,700
Special Exemptions	43		0	12,239,500		12,239,500
Partial Statutory	1/1	216,000	0	216,000		216,000
Sub-total Exemptions			16,332,500	3,972,200	20,298,000	24,270,200
TIF 1 Exemption	99 see footnote		-28,800	25,383,900		25,355,100
Total TIFs			-28,800	25,383,900		25,355,100
Total Exemptions			16,332,500	3,943,400	45,681,900	49,625,300
TOTAL MUNICIPAL GRAND LIST			14,183,161.00			
TOTAL EDUCATION GRAND LIST				5,570,544.00	8,279,689.00	13,850,233.00
NON-TAX 200 NON-TAX PARCELS ARE NOT INCLUDED ON THE 411 EXCEPT EDUCATION TIF BASE TOTALS						



AGENDA MEMORANDUM

July 9, 2024

Town Selectboard Meeting Item: 5

Submitted by: Bryan Gazda, Director of Public Works

Subject: **FY 25 Aggregate Materials Pricing**

Background: The Town of Hartford requested bids for the procurement of aggregates for the 2025 Fiscal Year. This request utilized assumed quantities to gather unit pricing for aggregates to be picked up by the town and to be delivered to the town by the vendor. Aggregates requested included but were not limited to winter sand, bank run gravel, hard packs, rip rap and other products on a per ton unit cost.

Discussion: The Town received bids from Twin State Sand & Gravel Co, Inc. West Lebanon, NH; Pike Industries, West Lebanon, NH; and D & D Excavating, Inc., Hartland, VT.

Twin State Sand & Gravel and Pike Industries provided pricing for all requested materials and D & D Excavating provided pricing only for Winter Sand. The current pricing reflects a range of a 7.47% decrease for Pike Industries to a 10.84 increase for Twin State over last year's bid prices. Being the first year of bidding, there isn't comparable price data for D & D Excavating.

Impact: The total cost for products will be determined by actual volumes utilized with funding coming from accounts 10-311-323-000, Summer Materials and Supplies, and 10-312-323-0000, Winter Materials and Supplies.

Recommendation: Staff recommends authorizing the Department of Public Works to utilize:

1. Pike Industries, Inc., as the primary vendor for aggregates, with the exception of Winter Sand based upon their overall competitive bid pricing, with Twin State Sand & Gravel Co., Inc., being utilized in the event of a product shortage at Pike Industries or when deemed operationally expedient.
2. D & D Excavating, Inc., as primary vendor for Winter Sand based on their overall competitive bid pricing, with Twin State Sand & Gravel Co., Inc., being utilized in the event of a product shortage at D & D Excavating, Inc., or when deemed operationally expedient.

2024/2025 AGGREGATE BID RESULTS

Material	Pike Industries		Twin State Sand & Gravel		D&D Excavation	
Winter Sand	\$11.45	Per ton	\$11.99	Per ton	\$12.00	Per CY
Super Grit	\$10.50	Per ton	\$11.61	Per ton		
Manufactured sand	\$11.45	Per ton	\$12.03	Per ton		
3/4 crushed gravel	\$9.00	Per ton	\$12.94	Per ton		
1.5" crushed gravel	\$14.50	Per ton	\$12.73	Per ton		
Bank run gravel	\$9.00	Per ton	\$13.13	Per ton		
Rip- Rap	\$11.45	Per ton	\$9.78	Per ton		
3/4" hardpack	\$9.00	Per ton	\$10.11	Per ton		
1.5" hardpack	\$9.25	Per ton	\$8.62	Per ton		
Delivery charge	\$7.00	Per ton	\$4.94	Per ton	\$20.00	Per CY
Total	\$102.60		\$107.88		\$32.00	
Avg.	\$10.26		\$10.79		\$16.00	

Below pricing is based on amount expected to be used.

Pike Industries				Twin State Sand & Gravel			
Material	Est. Usage	Per ton price	Total	Material	Est. Usage	Per ton price	Total
Winter Sand	5,800	\$11.45	\$66,410.00	Winter Sand	5,800	\$11.99	\$69,542.00
Super Grit	2,000	\$10.50	\$21,000.00	Super Grit	2,000	\$11.61	\$23,220.00
Manufactured sand	2,000	\$11.45	\$22,900.00	Manufactured sand	2,000	\$12.03	\$24,060.00
3/4 crushed gravel	200	\$9.00	\$1,800.00	3/4 crushed gravel	200	\$12.94	\$2,588.00
1.5" crushed gravel	200	\$14.50	\$2,900.00	1.5" crushed gravel	200	\$12.73	\$2,546.00
Bank run gravel	200	\$9.00	\$1,800.00	Bank run gravel	200	\$13.13	\$2,626.00
Rip- Rap	1,000	\$11.45	\$11,450.00	Rip- Rap	1,000	\$9.78	\$9,780.00
3/4" hardpack	6,000	\$9.00	\$54,000.00	3/4" hardpack	6,000	\$10.11	\$60,660.00
1.5" hardpack	11,250	\$9.25	\$104,062.50	1.5" hardpack	11,250	\$8.62	\$96,975.00
Total			\$286,322.50	Total			\$291,997.00

Winter Sand Breakout Costs

Winter sand picked up	Per ton price	Est. usage	Total	Winter Sand Delivered	Per ton price	Est. Usage	Total
Pike winter sand	\$11.45	5,800	\$66,410	Pike Deliver winter sand	\$18.45	5800	\$107,010
Twin State winter sand	\$11.99	5,800	\$69,542	Twin State deliver to DPW	\$15.58	5800	\$90,364
D&D winter sand	\$12.00	4296	\$51,556	Twin State deliver to QWW	\$18.28	5800	\$106,024
				D&D Deliver winter sand	\$20.00	4296	\$85,926

Please Note: D&D pricing is in Cubic Yards, not tons. Conversion rate for sand is 1.35 tons per cubic yard.

Denotes Low Bidder

2024 - 2025 AGGREGATE BID COMPARISON

Pike Industries

Material	2024	2025	% Diff.
Winter Sand	\$10.50	\$11.45	9.05%
Super Grit	\$9.50	\$10.50	10.53%
Manufactured sand	\$10.50	\$11.45	9.05%
3/4 crushed gravel	\$8.00	\$9.00	12.50%
1.5" crushed gravel	\$13.00	\$14.50	11.54%
Bank run gravel	\$8.00	\$9.00	12.50%
Rip- Rap	\$10.50	\$11.45	9.05%
3/4" hardpack	\$8.00	\$9.00	12.50%
1.5" hardpack	\$8.25	\$9.25	12.12%
Total	\$86.25	\$95.60	10.84%
Avg.	\$9.58	\$10.62	10.84%

Twin State Sand & Gravel

Material	2024	2025	% Diff.
Winter Sand	\$12.90	\$11.99	-7.05%
Super Grit	\$12.45	\$11.61	-6.75%
Manufactured sand	\$12.90	\$12.03	-6.74%
3/4 crushed gravel	\$14.00	\$12.94	-7.57%
1.5" crushed gravel	\$14.00	\$12.73	-9.07%
Bank run gravel	\$14.20	\$13.13	-7.54%
Rip- Rap	\$11.95	\$9.78	-18.16%
3/4" hardpack	\$9.95	\$10.11	1.61%
1.5" hardpack	\$8.90	\$8.62	-3.15%
Total	\$111.25	\$102.94	-7.47%
Avg.	\$12.36	\$11.44	-7.47%

TOWN OF HARTFORD
171 BRIDGE STREET
WRJ, VT 05001

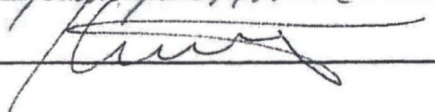
BID TABULATION SUMMARY
Bids Taken at the Town Manager's Office

Bid For: Aggregate Products
DEPARTMENT: DPW
DATE: 6/26 @ 1pm
Tabulated BY: _____

	Name & Address of Bidder	Bid			
1	TWIN STATE SAND & GRAVEL 73 Elm St. West West Lebanon, NH 03784	AGGREGATE SEE ATTACHED			
2	D & D EXCAVATING Box 179 HARTLAND VT 05048	AGGREGATE WINTER SAND			
3	PIKE Industries Inc. 335 Plainfield Rd. West Lebanon, NH 03784	SEE ATTACHED			
4					
5					
6					
7					
8					
9					

ATTENDANCE SHEET

BID/DATE: Aggregate Products 6/26 @ 1pm

	Printed Name	Company	Signature
1	SHIMBELLY NAEDINE BROWN	TOH - DRW	
2	BRYAN LAZDA	DRW	
3			
4			
5			
6			
7			
8			
9			
10			

P. K E

Town of Hartford

2024-2025 Aggregate Bid Form

The undersigned, having become familiar with the conditions as set forth in the request for bids, hereby proposes to furnish all supervision, personnel, labor, materials, equipment services and incidentals required to supply the following aggregate products, all for the unit price per ton for the estimated quantities:

<u>Material</u>	<u>Approximate Quantity (Tons)</u>	<u>Approximate Quantity (C.Y.)</u>	<u>Bid Price/ton</u>	<u>Bid Price/C.Y.</u>
Winter Sand	Delivered	5,800	<u>18.45</u>	_____
	Picked up on site	5,800	<u>11.45</u>	_____
Super grit	2,000		<u>10.50</u>	_____
Manufactured sand	2,000		<u>11.45</u>	_____
3/4 " Crushed Gravel	200		<u>9.00</u>	_____
1 1/2" Crushed Gravel	200		<u>14.50</u>	_____
Bank Run Gravel	200		<u>9.00</u>	_____
Rip - Rap	1,000		<u>11.45</u>	_____
"Hard Pack " 3/4"	6,000		<u>9.00</u>	_____
"1 1/2"	11,250		<u>9.25</u>	_____
Delivery Cost / Ton			<u>7.00</u>	_____

→ TO Colchester
waste water facility
+ Hartford town
Garage

Date: 6/25/2024 Bidder: Pike Industries Inc

Authorized Signature: Jeffrey Salvador Printed Signature JEFFREY SALVADOR

Address: 335 Plainfield Road
West Lebanon NH

Phone Number: 802-522-7028

E-Mail Address: jsalvador@pikeindustries.com

Twin State

Town of Hartford

2024-2025 Aggregate Bid Form

The undersigned, having become familiar with the conditions as set forth in the request for bids, hereby proposes to furnish all supervision, personnel, labor, materials, equipment services and incidentals required to supply the following aggregate products, all for the unit price per ton for the estimated quantities:

<u>Material</u>	<u>Approximate Quantity (Tons)</u>	<u>Approximate Quantity (C.Y.)</u>	<u>Bid Price/ton</u>	<u>Bid Price/C.Y.</u>
Winter Sand	Delivered	5,800	* See delivery options	
	Picked up on site	5,800	<u>11.99</u>	<u> </u>
Super grit	2,000		<u>11.61</u>	<u> </u>
Manufactured sand	2,000		<u>12.03</u>	<u> </u>
3/4 " Crushed Gravel	200		<u>12.94</u>	<u> </u>
1 1/2" Crushed Gravel	200		<u>12.73</u>	<u> </u>
Bank Run Gravel	200		<u>13.13</u>	<u> </u>
Rip - Rap	1,000		<u>9.78</u>	<u> </u>
"Hard Pack " 3/4"	6,000		<u>10.11</u>	<u> </u>
"1 1/2"	11,250		<u>8.62</u>	<u> </u>
Delivery Cost / Ton		* Public Works	<u>3.59</u>	<u> </u>
		* avechee	<u>6.29</u>	<u> </u>

Date: June 26, 2024 Bidder: Twin State Sand and Gravel Co., Inc.

Authorized Signature: Seth Ames Printed Signature Seth Ames

Address: 73 Elm St. W. / PO Box 5243

West Lebanon, NH 03784

Phone Number: 603-298-8705

E-Mail Address: Seth@blaktop.com

D & D

Town of Hartford

2024-2025 Aggregate Bid Form

The undersigned, having become familiar with the conditions as set forth in the request for bids, hereby propose to furnish all supervision, personnel, labor, materials, equipment services and incidentals required to supply the following aggregate products, all for the unit price per ton for the estimated quantities:

<u>Material</u>	<u>Approximate Quantity (Tons)</u>	<u>Approximate Quantity (C.Y.)</u>	<u>Bid Price/ton</u>	<u>Bid Price/C.Y.</u>
Winter Sand	Delivered	5,800	_____	\$20.00
	Picked up on site	5,800	_____	\$12.00
Super grit	2,000		_____	_____
Manufactured sand	2,000		_____	_____
3/4 " Crushed Gravel	200		_____	
1 1/2" Crushed Gravel	200		_____	
Bank Run Gravel	200		_____	
Rip - Rap	1,000		_____	
"Hard Pack " 3/4"	6,000		_____	
"1 1/2"	11,250		_____	
Delivery Cost / Ton			_____	

Date: June 22, 2024 Bidder: D & D Excavating, Inc.

Authorized Signature: _____

Printed Name: Tricia Cornelius

Address: PO Box 179
Hartland, VT 05048

Phone Number: 802-436-1899

E-Mail Address: office_manager@ddexcavating.com

6/26 @ 1pm

TOWN OF HARTFORD

The Town of Hartford is requesting bids for the provision of aggregate products. This bid is for the period from July 1, 2024, through June 30, 2025.

Scope of Services

The bid shall include the supply of the noted aggregate products. The Town of Hartford reserves the right to request sieve analysis of the materials. Bids must also include a commitment to provide up to 120% of the estimate tonnage. Other than for winter sand, bid shall include a cost for provision of aggregate material at the supplier's site.

- Winter Sand - Supply and delivery in the fall and winter of 2024- 2025 of approximately 5,800 cubic yards of winter sand/super grit to two stockpile areas, one to the Town of Hartford Public Works Facility and the other at Quechee Wastewater Facility. The winter sand will comply with the following VAOT / AASHTO specification:

<u>Sieve Designation</u>	<u>% by weight passing square mesh sieve</u>
1/2	100
No. 4	60 - 100
No. 100	0 - 20
No. 200	0 - 8

- 3/4" Crushed Gravel - Supply, at supplier's site, of approximately 200 tons of material complying with VAOT Standard Specification 704.12A.
- 1 1/2 " Crushed Gravel - Supply, at supplier's site, of approximately 200tons of material complying with VAOT Standard Specification 704.05A.
- Bank Run Gravel - Supply, at supplier's site, of approximately 200 tons of material complying with VAOT Standard Specification 704.04.
- Rip-rap - Supply, at supplier's site, of approximately 1,000 tons of material complying with VAOT Standard Specification 706.03 (Light Type).
- Supply, at supplier's site, of approximately 6,000 tons of material commonly known as "Hard Pack" or "Twin Pak".

Basis of Award

The contract shall be awarded to a responsible and responsive bidder as determined by the Town and review will include the following considerations:

- Ability to perform successfully under the terms of the scope of services.
- Prior experience and past record of performance.
- Availability of work force and equipment.
- Financial and technical resources.
- Compliance with public policy.
- Any of other criteria considered relevant by the Town.

2550 2 25/2

Insurance

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

Instructions

Bids must be submitted in a sealed envelope clearly labeled "Aggregate Bid" and will be received at the Town of Hartford, Town Managers Office, 171 Bridge Street, White River Junction, Vermont, 05001, no later than 1:00 p.m. on Wednesday, June 26, 2024. Bids received after the noted time and date will not be accepted. Faxed bids will not be accepted.

Rejection of Bids

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

Revision to the Request for Bids

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

Limitations of Liability

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

Any questions regarding this request may be directed to Jeremy Delisle, Assistant Public Works Director, at 802-295-3622.

Town of Hartford

2024-2025 Aggregate Bid Form

The undersigned, having become familiar with the conditions as set forth in the request for bids, hereby proposes to furnish all supervision, personnel, labor, materials, equipment services and incidentals required to supply the following aggregate products, all for the unit price per ton for the estimated quantities:

<u>Material</u>	<u>Approximate Quantity (Tons)</u>	<u>Approximate Quantity (C.Y.)</u>	<u>Bid Price/ton</u>	<u>Bid Price/C.Y.</u>
Winter Sand	Delivered	5,800	_____	_____
	Picked up on site	5,800	_____	_____
Super grit	2,000		_____	_____
Manufactured sand	2,000		_____	_____
3/4 " Crushed Gravel	200		_____	
1 1/2" Crushed Gravel	200		_____	
Bank Run Gravel	200		_____	
Rip - Rap	1,000		_____	
"Hard Pack " 3/4"	6,000		_____	
"1 1/2"	11,250		-----	
Delivery Cost / Ton			_____	

Date: _____ Bidder: _____

Authorized Signature: _____ Printed Signature _____

Address: _____

Phone Number: _____

E-Mail Address: _____

Town of Hartford, VT

Aggregate Product Invitation to Bid

The Town of Hartford is requesting bids for the provision of aggregate products.

Bids must be submitted in a sealed envelope clearly marked "2024-2025 Aggregate Bid" and will be received at Town Managers Office, 171 Bridge Street, White River Jct., VT, no later than 1:00 PM on Wednesday, June 26, 2024. Bid documents are available at <https://www.hartford-vt.org/Bids.aspx> .



AGENDA MEMORANDUM

July 9, 2024

Town Selectboard Meeting Item: 5

Submitted by: Christopher Holzwarth, DPW Project Manager

- Subject:** **Sludge Hauling & Grease Removal, Staff Recommendation**
- Background:** The Town requires sludge hauling from the Quechee Wastewater Department to the White River Wastewater Plant two times per month at an average of 24,000/gallons each day of hauling or 48,000 gallons per month. There may be 3 months out of the year that an additional hauling of 24,000 gallons is necessary. The total estimated yearly hauling of sludge is estimated as follows: 8 months x 48,000 gallons + 3 months x 72,000 gallons = 600,000 gallons per year. The selected contractor shall load the sludge with their equipment and deliver it to the sludge holding tank at the WRJ Wastewater Plant.
- The town also seeks grease removal of the main collection system pump station near the Quechee Covered Bridge once a month.
- Discussion:** The Town received two timely and complete bids, one from Stearns Septic Service, LLC of Grantham, NH and the second from N.A. Manosh, Inc. of Morrisville, VT.
- The total cost for Stearns is \$51,660 and the total cost for Manosh is \$52,500.
- Impact:** The low bid from Stearns represents a decrease of \$840 from our FY24 cost. Sludge hauling is to be paid for by GL #65-963-318-0000 and grease removal is to be paid for by GL #65-964-318-0000.
- Recommendation:** Staff recommends the Selectboard authorize the Town Manager to execute a contract with Stearns Septic Service, LLC for \$51,660 with any change orders to follow the purchasing policy.



**Request for Bid HVT RFP 2024-S2
Quechee Wastewater System**

SLUDGE HAULING & GREASE REMOVAL

Contact: Christopher D. Holzwarth: Project Manager
Town of Hartford
173 Airport Road
White River Junction, Vermont 05001
802-295-3622; Fax 802-281-7051;
E-mail: cholzwarth@hartford-vt.org

RFP Issuance: June 14, 2024
Question Deadline: June 21, 2024 @ 5:00 PM
Response Deadline: June 28, 2024 @ 12:15 PM

1. SCOPE OF SERVICES

The Town of Hartford is requesting bid proposals for;

(1.a) Hauling sludge from the Quechee Wastewater Department to the White River Wastewater Plant for up to two times per month at an average of 24,000/gallons each day of hauling or 48,000 gallons per month. There may be 3 months out of the year that an additional hauling of 24,000 gallons is necessary. The total maximum estimated yearly hauling of sludge is estimated as follows: 8 months x 48,000 gallons + 3 months x 72,000 gallons = 600,000 gallons per year. The selected contractor shall load the sludge with their equipment beginning between 6:30 AM and 7:30 AM and deliver it to the sludge holding tank at the WR Wastewater Plant which accepts deliveries until 2:30 PM.

(1.b) Grease removal at the main Quechee pump station once a month. The pump station is located near the Quechee Covered Bridge.

2. SCHEDULE OF WORK

The sludge hauling shall be completed from July 1st, 2024, thru June 30th, 2025. The contractor shall coordinate the hauling of sludge with the Quechee Wastewater Plant operators. The time in between hauling shall be as uniform as possible.

3. INSURANCE REQUIREMENTS

Workers Compensation: Contractor must maintain and provide proof of workers compensation.

General Liability, Automotive and Property Damage: Minimum \$2,000,000 Aggregate, \$1,000,000 per occurrence.

4. PROPOSAL FORMAT and SELECTION:

Proposals are to be submitted in a sealed envelope, clearly marked **“Sludge Hauling/ Grease Removal 2024-2025”** with the consultant’s name, address, and phone number. Proposals received after the stated deadline shall not be accepted. Proposal packages are to be delivered to:

Hartford Department of Public Works
c/o Hartford Town Manager’s Office
Attn: Christopher Holzwarth, Project Manager
Hartford Town Hall
171 Bridge Street
White River, Junction, VT 05001

Clearly mark sealed envelopes **“Sludge Hauling/ Grease Removal 2024-2025”**

All proposals become the property of the Town of Hartford upon submission. The expense of preparing and submitting a proposal is the sole responsibility of the Consultant. The Town reserves the right to reject any or all proposals received, to negotiate with any qualified source, or to cancel in part or in its entirety this Request For Bids as in the best interest of Town of Hartford. This solicitation in no way obligates the Town to award a contract.

Further, the Town reserves the right to cancel in part or in entirety any contract awarded through this Request For Bids if in the best interest of Town of Hartford.

5. BASIS OF AWARD:

The Contract shall be awarded to a responsible and responsive bidder as determined by the Town; review will include the following considerations:

- Ability to perform successfully under the terms of the scope of services
- Prior experience and past record of performance
- Availability of workforce and equipment
- Financial and technical resources
- Compliance with public policy
- Any or other criteria considered relevant by the Town

6. QUESTION TO PROPOSAL/ADDENDUM:

All questions shall be submitted in writing by email to Christopher Holzwarth, project manager at cholzwarth@hartford-vt.org. An addendum, if necessary, will be posted to the town website by 5:00 PM, Monday May 29, 2024.

7. SLUDGE HAULING & GREASE REMOVAL BID:

Quechee Sludge Hauling and Grease Removal (July 1 st . 2024 thru June 31 st , 2025)					
ITEM	Description	Quantity	Unit	Unit Cost	Total
1.a	Hauling Sludge (per gallon)	600,000	Gallons	\$_____/Gal.	\$_____
1.b	Grease Removal & Disposal	Trip (1,000 Gal.)	Trip	\$_____/Trip	\$_____

Company: _____

Authorized Signature: _____

Address: _____

Phone: _____

Date: _____

References: 1) _____

2) _____

3) _____

ATTENDANCE SHEET

BID/DATE: Sludge Hauling + Grease Removal 6/28 @ 12:15

	Printed Name	Company	Signature
1	CHRIS HOLZWARTH	TOH	
2	<i>Dumarely Mervae Brown</i>	<i>TOH</i>	<i>Dumarely Mervae Brown</i>
3	<i>Michael Melanson</i>	<i>N. A. Melanson</i>	<i>Michael Melanson</i>
4			
5			
6			
7			
8			
9			
10			

TOWN OF HARTFORD
171 BRIDGE STREET
WRJ, VT 05001

BID TABULATION SUMMARY
Bids Taken at the Town Manager's Office

Bid For: Sludge hauling + Grease Removal
DEPARTMENT: DPW
DATE: 6/28 @ 12:15 pm

Tabulated BY: _____

	Name & Address of Bidder	SLUDGE HAULING Bid	GREASE REMOVAL Bid		
1	STEARNS SEPTIC SERVICE LLC 67 GRANTHAM LN ENFIELD, NH 03748	\$47,100.00 \$48,000.00	\$4,560.00 \$4,500.00		
2	MANOSHA 120 NORTHBATE PLAZA MORRISVILLE, VT 05661	\$48,000.00	\$4,500.00		
3					
4					
5					
6					
7					
8					
9					



AGENDA MEMORANDUM

July 9, 2024

Town Selectboard Meeting Item: 5.c.

Submitted by: Christopher Holzwarth, DPW Project Manager

- Subject:** **Staff Recommendation for Wastewater Line Cleaning, Video Inspection and Reporting**
- Background:** The Town is required to conduct yearly wastewater line cleaning, video inspections, and reporting on approximately twenty percent of the wastewater collection lines in each of our systems.
- Discussion:** The Town received one timely and complete bid from N.A. Manosh, Inc. of Morrisville, VT for each of our systems.
- Staff has ranked N.A. Manosh as the most qualified and competitively priced bidder based on previous working experience, references, and cost in previous competitive bids.
- Impact:** The total cost for base services of the Quechee system comes to \$26,700 and the total cost for base services of the White River Junction system comes to \$15,700. The overall base cost represents a \$25 increase over FY24 cost.
- The cost for the Quechee system is to be paid from GL #65-964-318-0000 and the cost for the WRJ system is to be paid from GL #60-964-318-0000.
- Recommendation:** Staff recommends the Selectboard authorize the Town Manager to execute a contract with N.A. Manosh, Inc. for \$42,400 with any change orders to follow the purchasing policy



HARTFORD PUBLIC WORKS DEPARTMENT

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

REQUEST FOR BIDS

Wastewater Collection Line Cleaning, TV Inspection and Inspection Reporting

at

Hartford & Quechee Wastewater Collection Systems
Town of Hartford, Vermont

HVT RFP No. 2024-S1

June 14, 2024

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SECTION 1 – BID INSTRUCTIONS

1.01 COMMUNICATIONS REGARDING THIS PROJECT: Please direct all communications regarding the RFP process to:

Hartford Department of Public Works
**HVT DPW RFP No. 2024-S1 – Wastewater Collection Line Cleaning,
TV Inspection and Inspection Reporting**
c/o Christopher Holzwarth, Project Manager
173 Airport Road
White River Junction, VT 05001
Telephone: (802) 295-3622
Fax: (802) 295-7051
E-Mail: cholzwarth@hartford-vt.org

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

A copy of this bid and any additional documentation may be found at the Town of Hartford's website at: <https://www.hartford-vt.org/bids.aspx>

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

Issue RFP:	June 14, 2024
Notify Town of Intent to Attend Pre-Bid Meeting	No Pre-Bid Meeting is planned.
Pre-Bid Meeting:	No Pre-Bid Meeting is planned.
Site Visit:	No Site Visit is planned.
Last Day to Submit Questions:	5:00 PM local E.S.T. on Friday June 21 st , 2024.
Written Responses to Questions:	End of Monday June 24 th , 2024.
Due Date for Bids:	12:00 PM E.S.T. on Friday June 28 th , 2024.
Selection	T.B.D.
Contract Negotiations	T.B.D.
Contract Approval	T.B.D.

1.03 PRE-BID MEETING: The Town will not conduct a pre-bid meeting. The date and location of the meeting is listed in Section 1.02 (RFP Schedule). The intent of the pre-bid meeting is to discuss the bid and project in general terms. Questions should be submitted in writing with written responses prepared by the Town and posted on the Town's web site by the date listed in Section 1.02. Written responses will be prepared by the Town and posted on the Town's web site by the date listed in Section 1.02.

1.04 SITE VISIT: Contractors can conduct their own site visit within the public right of ways and submit any questions in writing. Written responses will be prepared by the Town and posted on the Town's web site by the date listed in Section 1.02.

1.05 SUBMITTING A BID: Each Contractor seeking consideration for performance of services related to the project must submit a Bid. Proposers are to submit one original copy signed by an officer authorized to bind the company, one hard copy, and one digital copy in the Adobe PDF format.

The original and hard copy shall be sealed, properly addressed with the name of the Contractor and sent to;

Hartford Department of Public Works c/o Town Manager's Office
**HVT DPW RFP No. 2024-S1 – Wastewater Collection Line Cleaning,
TV Inspection and Inspection Reporting**
c/o Christopher Holzwarth, Project Manager
171 Bridge Street
White River Junction, VT 05001

Sealed bids must be received at the above address by the date/time indicated in Section 1.02 (RFP Schedule) for public opening in the Town Manager's office or method listed in Section 1.06 (Special Covid-19 Bid Opening Procedures) if needed. Bids received after the scheduled date/time will be rejected. All supporting materials and documentation must be included with the bid. The responsibility of timely delivery lies solely with the proposer. Faxed bids are not acceptable.

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

The Town reserves the right to select the successful proposer on the basis of bids received, without seeking further information for clarification from proposers. Upon review of bids, the Town may designate the most qualified bids as finalists. These finalists may be invited to make oral presentations and participate in a question and answer session with the Town. The Town shall have the right to visit selected user sites, should this be deemed necessary.

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

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

1.06 REQUIRED BID CONTENTS: All brochures and supplemental documentation shall be included with the original and all copies. If not, the bid may be considered as non-responsive. Contractor are required to submit the following information in their bid:

- **Letter of Transmittal:** The proposer shall provide a transmittal letter with authorizing signature for the bid. The letter must briefly summarize the vendor's ability and willingness to perform the services required by the RFP. The letter of Transmittal must be on the form provided in Exhibit A.
- **Company Profile and Background.** Provide the following information on the forms within Exhibit A;
 - o **Location** - The street address of the proposer's company headquarters.
 - o **Local Office of Proposer** - Provide the location of the proposer's office nearest to Hartford, Vermont. Include the local office, a contact name, address, telephone, and fax numbers.
 - o **Company's Primary Business** - State the proposer's primary business, the number of years in the proposer's industry, and the number of employees assigned to these related activities.
 - o **State the legal make-up** of your company: sole proprietorship, partnership, corporation, etc.
 - o **Please list any Lawsuits that you are currently engaged in.** Please provide any and all suits either with the Town of Hartford or any other Municipalities (include, but not limited to Federal, State, Local or other Municipalities and Governmental agencies).
- **Key Personnel Information.** Provide the name, title, mailing address, telephone number and e-mail address of the persons who will function as the Town's primary contact and back-up contact person. Provide brief resumes/qualifications of personnel who will be primarily involved in this project. Include any certifications earned, special training taken, and memberships in professional groups. The information must be provided on the form provided in Exhibit A.
- **Bid Response** as per Section 2.
- **Statement of Exceptions to RFP requirements:** Provide a detailed description of any exceptions taken to the requirements of this RFP, including the Town Standard Terms and Conditions in Section 3. Exceptions shall be referenced to the applicable RFP section/sub-section numbers. Any other departures from the Town's RFP are to be identified and failure to do so shall make the bid non-responsive.
- **References:** Provide a list of references on the form provided as Exhibit B. The Town is particularly interested in contacting your governmental clients in the state of Vermont.
- **Bid Submittal Form:** The proposer shall provide a Bid Submittal Form with a fixed cost for each task identified within the scope of work. The Bid Submittal Form must be on the form provided as Exhibit C.

1.07 ITEMS THAT DISQUALIFY A VENDOR IMMEDIATELY.

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

1.08 CRITERIA: The selection committee will evaluate each bid submitted based on the criteria identified on page 6. After receipt and review of the written bid, the Town may elect to have the bid presented in person, or clarifications submitted in writing.

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

Evaluation Criteria		
Item	Description	Percentage Possible
1	Cost	50%
2	Prior Experience and past record of performance	20%
3	Availability of workforce and equipment	20%
4	References	5%
5	Any other criteria determined appropriate by the Town	5%
Total Points		100%

1.9 MISCELLANEOUS ITEMS:

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

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

SECTION 2 – SCOPE OF PROJECT

2.01 PROJECT DESCRIPTION

- (2.01.1) The work to be done under this specification includes all labor, material, and equipment for the purpose of cleaning, TV inspection, and inspection reporting on identified wastewater collection lines, unless specified otherwise in this document.
- (2.01.2) The Hartford Wastewater System includes approximately 50,000 linear feet of 6, 8, 10, & 12-inch diameter collection lines with all manholes accessible from hard surfaces.
- (2.01.3) The Quechee Wastewater System includes approximately 90,000 linear feet of 6, 8, & 10-inch diameter collection lines with 40% of the manholes accessible from hard surfaces. The remaining 60% are evenly divided between cross country runs and unpaved roadways
- (2.01.4) The cleaning portion of this project is to be approximately 20% of the total linear footage contained in each system's collection lines. (10,000 linear feet of the Hartford Wastewater System and 18,000 linear feet of the Quechee Wastewater System.)
- (2.01.5) The TV inspection and inspection reports portion of this project is to verify the results of approximately 10% of the lines cleaned. (1,000 linear feet of the Hartford Wastewater System and 1,800 linear feet of the Quechee Wastewater System.)

2.02 Project Plans

- (2.02.1) The Department of Public Works will provide maps or prints for the lines to be cleaned and inspected. These lines will be highlighted to identify them as part of each individual project.
- (2.02.2) The Department of Public Works will provide reference numbers for all manholes on the maps or prints for the purpose of identifying them on video and video inspection reports.

2.03 Scheduling and Execution of Work

- (2.03.1) The project performance period is from July 1, 2024 and must be finished no later than October 15, 2024
- (2.03.2) The Department of Public Works will issue the Contractor a notice to proceed after the submittal of satisfactory insurance and safety documents as specified in sections 7 and 8.
- (2.03.3) The Department of Public Works and the Contractor will establish a schedule that identifies the project itinerary that is mutually beneficial to both parties within the agreed upon performance period.
- (2.03.4) Reasonable allowances, as mutually agreed upon by both the Department of Public Works and the Contractor, for weather and other occurrences outside of either party's control, will be reason to deviate from schedule and/or to extend the performance period.
- (2.03.5) The Contractor will begin work as soon as possible after notice to proceed is received from the Department of Public Works.
- (2.03.6) The Contractor will perform all cleaning operations prior to TV inspection.
- (2.03.7) Within 3 weeks of the completion of cleaning of the wastewater collection lines, the Contractor will TV inspect the wastewater collection lines as identified by the Department of Public Works.

2.04 Work and Materials Provided by the Client

The Department of Public Works will provide the following at no cost to the Contractor

- (2.04.1) Public Notification that this project is scheduled with the Contractor.
- (2.04.2) Instructions regarding how to respond to residents who approach the Contractor during this project.
- (2.04.3) Provide a history of the wastewater mains and any known problems with these mains to the Contractor.
- (2.04.4) Access to manholes included in the project area, to include buried and seized manhole lids
- (2.04.5) A point of contact between the Department of Public Works and the Contractor during the duration of the project.
- (2.04.6) Water for cleaning sewer and access to nearest fire hydrants coordinated with the Fire Department.
- (2.04.7) A secure storage area to accommodate the Contractor's equipment, vehicles and materials.
- (2.04.8) A location where debris, removed from the sewer cleaning operation, can be deposited.
- (2.04.9) Disposal of debris removed from the sewer cleaning process.
- (2.04.10) Sewer flow by-pass pumping should sewer flows not allow proper televising or cleaning.
- (2.04.11) Damage cleanup expenses from water entering buildings during sewer cleaning assuming that the damage is the result of system inadequacy, condition, or design. This does not pertain to the Contractor improperly following industry standards and normal processes for sewer cleaning.
- (2.04.12) Any excavation, opening, back filling, and/or repair of sewers, and/or streets that may be required to remove the Contractor's equipment caught in the sewer pipe due to sewer defects.

2.05 Work and Materials Provided by the Contractor

Sewer cleaning:

- (2.05.1) Traffic control in addition to the Contractor's truck warning lights and traffic cones, as needed or required to insure a safe work zone.
- (2.05.2) Precautions shall be taken during sewer cleaning when using hydraulically propelled cleaning tools or tools which retard the flow in the sewer line to insure the water pressure created does not damage or cause flooding of public or private property being served by the sewer. When possible, the flow of sewage in the sewer shall be utilized to provide the necessary pressures for hydraulic cleaning devices.
- (2.05.3) Cleaning of the sewers shall be done with removing any grit, loose solids, or grease. The sewer will be cleaned leaving no more debris than 5% of the pipe diameter of these types of debris. This does not include the removal of hard deposits such as minerals and cast iron scale.
- (2.05.4) Removal of tree roots if required will be done after the initial cleaning. Tree roots will be removed by setting up at the nearest downstream manhole. After the tree roots are removed, a final video inspection will be performed upon request. The fee for the final video inspection, if requested, will be at the quoted price per foot for video inspection services.
- (2.05.5) Tap trimming (protruding service connections) will be done after the initial cleaning and inspection. All taps protruding 2" or more into the sewer will be trimmed within ½" of the pipe wall. After the taps are trimmed, a final video inspection will be performed. The fee for the final video inspection will be included in the price for tap trimming.
- (2.05.6) The cleaning equipment will be truck mounted combination water jet/vacuum unit(s).
- (2.05.7) Water jet performance of minimum of 80 gallons per minute at 2,000 PSI.
- (2.05.8) Unit(s) will be equipped with a minimum of 500' of 1" internal diameter sewer cleaning hose with working pressure ratings to match the rating of the water pressure.
- (2.05.9) Nozzles used in the cleaning process will accommodate the full flow rating of water jet and will be of proper choice for cleaning application, including rotating nozzle for grease removal.
- (2.05.10) Prior to the sewer cleaning operation, the Client and Contractor will agree on a sewer cleaning sequence. In general, the sewer cleaning process will proceed from the upper ends of each sewer basin to the lower ends.
- (2.05.11) Multiple passes with the water jet will be made to flush the debris to the manhole where jet/vac unit is positioned.
- (2.05.12) Sewers will be cleaned by introducing the water jet into the sewer line facing against the sewer flow and retrieving the water jet under pressure with the sewer flow.
- (2.05.13) A handheld control gun will be used to thoroughly clean manholes from grade level.
- (2.05.14) Debris will be removed by vacuum to prevent workers from entering manholes. The Contractor will collect and transport all debris removed during the sewer cleaning operation.
- (2.05.15) Vacuum system performance will be at least 4,000 CFM and 16" Hg vacuum pressure to ensure all debris can be efficiently removed from sewer without a worker entering the manhole.

Sewer Cleaning Reporting:

- (2.05.16) A written report recording observation data will be included with sewer cleaning project. The report will include the following information: Location, manhole number from and to, type of sewer, size of sewer, length of sewer section cleaned, condition of sewer, and observation of type of debris noticed from manhole.
- (2.05.17) The condition level will classify the severity of the observation noticed. A numbering system of 0 through 4 will be used with 0 being trace amounts of debris to 4 being severe amounts of debris. Each condition level will also be color-coded and each row entry will be colored accordingly to make the sewer cleaning report easy to read and interpret. A legend will also be included with the report that describes in detail examples of each level of classification.
- (2.05.18) The report will be submitted in either Microsoft Excel or Word format. In addition to a printed copy of the sewer cleaning report, an electronic file will be provided. Contractor to submit proposed report format with bid documents.

Sewer Inspection:

- (2.05.19) The Contractor will perform closed circuit video inspection of approximately 10% of randomly selected sewers footage using current state-of-the-art technology and trained employees.
- (2.05.20) The Client will provide the Contractor with the random footage of sewers to be inspected.
- (2.05.21) CCTV camera will be high-resolution color with adjustable iris focus.
- (2.05.22) A tractor drive will be available to transport the video camera for inspecting dead end sewers and other situations where manhole access at both ends of sewer may not be available.
- (2.05.23) Video camera will be equipped with 1500' of video cable. Lighting on video camera will be suitable to allow proper illumination and a clear video image of the entire periphery of the pipe.
- (2.05.24) The camera will be operative in 100% humidity conditions.
- (2.05.25) The camera, television monitor, and other components of the video system will produce a high quality video image.
- (2.05.26) Footage distance measured by video system will be accurate within 1% and will be used to determine footages for reporting and payment. The centerline between manholes will be the reference points used to determine footage measurements
- (2.05.27) Video inspection will not exceed a traverse rate of 30 feet per minute so that sewer line can later be thoroughly examined by the Client while viewing videos.

Sewer Inspection Reporting

- (2.05.28) Audio reporting will be avoided to prevent inconsistent operator subjectivity. All observations will be chosen from a standard table of descriptions incorporated in the video reporting software. The same defect and observation description tables will be used on all future project reports.
- (2.05.29) All observations and defects will be recorded in paper reports and video media.

- (2.05.30) The Contractor will make a color recording on a portable flash drive of all sewers inspected and will also provide a paper report generated by the video inspection software. The video recording will include on-screen observation identifications that label continuous footages, defects, pipe diameter, direction of flow, direction of viewing, manhole and street reference locations. Video inspections recorded on the portable flash drive shall be indexed for faster viewing by the Client. Video files must be in a current and acceptable format such as mpeg, mpeg2, or mpeg4. The written report will be a mirror image of all observations and information recorded. The video inspection equipment shall be integrated with a computer/program to eliminate errors from separate processes.
- (2.05.31) All defects and observations will be described with a standard table of descriptions so that there is no variation caused by operator subjectivity.
- (2.05.32) The Contractor will provide a printed legend of defect classifications that identifies a rating system for defect observations and their severity. The defect rating system will have prior approval of the Client so those defects are labeled as per the Clients preferences.
- (2.05.33) The legend of defect classifications will be attached to each and every written report for easy evaluation.
- (2.05.34) The severity of each defect or observation must be recorded and rated according to the legend of classification published by the Contractor.
- (2.05.35) Upon Client's request, the Contractor will provide statistical analysis reports generated by the reporting software. The reports will be a condensed summary of various levels of defects as requested by the Client.
- (2.05.36) Printed reports must have true-to-scale drawings of all sewer defect and observation locations. These drawings will be computer generated with the use of the video inspection reporting system software.
- (2.05.37) Digital photographs will be made of all significant sewer defect observations and will be printed and attached to report. These photographs will be computer generated with the use of the inspection reporting system software with reference numbers of photos.
- (2.05.38) For each manhole inspected, one computer generated report sheet will be provided and attached in sequence with the pipeline video inspection report, including the following information recorded: identification number, date, name of city, street location, manhole type, depth from frame to invert, frame opening dimension, condition of lid, condition of lid frame, condition of neck, condition of duct, condition of steps, condition of invert, and whether or not infiltration is visible. A computer-generated drawing will be on the same report sheet that illustrates the size and location of each pipe exit and entrance. A spreadsheet on the same report sheet will list all information included in the drawing, the direction of flow entering and exiting the manhole, the type of all pipe, and all pipe sizes that are connected to the manhole.
- (2.05.39) All inspection reports and videos will be prepared and delivered to the Client no later than the last date of the performance period.
- (2.05.40) The inspection report and video clips of all high-level defects that can be replayed will be recorded on a portable flash drive. The portable flash drive shall be compatible with Microsoft Windows 7-10 and delivered to the Client within ten (10) calendar days of the last day of the performance period.

Inspection Reversals

- (2.05.41) A reversal is defined as any situation during the inspection that prevents the inspection camera from passing. Examples could include such things as protruding service connections, off sets, severe roots, etc.
- (2.05.42) The Contractor will perform a reversal and access the opposite manhole of the inspection segment and finish inspecting the remaining portion of the segment in the opposite direction anytime a reversal condition is encountered.
- (2.05.43) Each reversal will be a flat rate charge in addition to other prices quoted.

2.06 Safety

- (2.06.1) The Contractor will obey all OSHA regulations, with special attention to strictly adhering to Confined Space Entry standard CFR 1910.146, in the event any manholes or other potentially threatening confined spaces are entered by the Contractor's employees.
- (2.06.2) The Contractor's employees will be 10 hour OSHA trained and certified.
- (2.06.3) The Contractor's will have a comprehensive written Safety Policy. All Contractors employees will be trained in accordance to Contractor's Safety Policy.
- (2.06.4) The contractor's employee safety training and safety policies will be submitted to the Client prior to the start of the project.

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

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

1. Provide a separate Bid Fee Form with unit pricing of identified task for each wastewater systems .
2. Insure that your bid has sufficient manpower to achieve the goals for the project.
3. Identify any or all other fees or charges.

SECTION 3 – REQUIREMENTS AND CONDITIONS FOR ALL PROPOSERS

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

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

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

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

3.05 STANDARD AGREEMENT TERMS FOR PROFESSIONAL SERVICES

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

ARTICLE 1 - TERM

The Agreement shall commence upon execution by the Town and shall terminate upon expenditure of all funds provided herein or on December 31, 2024, whichever date is earlier.

ARTICLE 2 - SERVICES TO BE PERFORMED BY CONTRACTOR

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

ARTICLE 3 - COMPENSATION

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

ARTICLE 4 - TOWN'S RESPONSIBILITIES

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

ARTICLE 5 - STANDARD OF CARE

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

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

ARTICLE 6 - INDEMNIFICATION

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

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

ARTICLE 7 - INSURANCE

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

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

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

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

ARTICLE 8 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

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

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

ARTICLE 9 - TERMINATION

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

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

ARTICLE 10 - STANDARD TERMS

A. DELAY IN PERFORMANCE

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

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

B. GOVERNING LAW AND VENUE

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

C. COMMUNICATIONS

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

Company Name: _____

Address: _____

Town, State Zip Code: _____

Attention: _____

Title: _____

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

D. EQUAL EMPLOYMENT OPPORTUNITY

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

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

E. WAIVER

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

F. SEVERABILITY

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

G. INDEPENDENT CONTRACTOR

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

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

H. ASSIGNMENT

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

I. THIRD PARTY RIGHTS

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

J. AMENDMENT

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

K. POLITICAL CONTRIBUTIONS

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

L. INTEGRATION

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



Town of Hartford, Vermont
Department of Public Works

Wastewater Collection Line Cleaning, TV Inspection and Inspection Reporting

HVT DPW RFP No. 2024-S1

June 14, 2024

EXHIBIT A – LETTER OF TRANSMITTAL

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

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

Entity Name: _____

Street Address: _____

Town, State, Zip: _____

Proposer's Phone Number: _____

Proposer's Fax Number: _____

Proposer's E-mail Address: _____

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

If a corporation, state of incorporation: _____

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

Please include your IRS Form W9 with your bid.

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

SIGNATURE: _____

PRINTED NAME AND TITLE: _____

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

EXHIBIT A – LETTER OF TRANSMITTAL (continued)

COMPANY PROFILE AND BACKGROUND

Name of Proposing Company: _____

Company's Primary Business :

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

Primary Business	# of Years	# of Employees Assigned

Current Pending Lawsuits:

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

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

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

Name of Proposing Company: _____

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



Town of Hartford, Vermont
Department of Public Works

Wastewater Collection Line Cleaning, TV Inspection and Inspection Reporting

HVT DPW RFP No. 2024-S1

June 14, 2024

EXHIBIT B – REFERENCES FOR PROPOSING COMPANY

Name of Proposing Company: _____

List company names, addresses, and telephone numbers for at least three references presently or previously served by your Company for HVT DPW RFP No. 2024-S1. Do not use the Town of Hartford as a reference.

Company Name:	
Address:	
Contact Person:	
Telephone Number:	Fax Number:
Email Address:	
Company Name:	
Address:	
Contact Person:	
Telephone Number:	Fax Number:
Email Address:	
Company Name:	
Address:	
Contact Person:	
Telephone Number:	Fax Number:
Email Address:	

Town of Hartford, Vermont - Department of Public Works
Wastewater Collection Line Cleaning, TV Inspection and Inspection Reporting
HVT DPW RFP No. 2024-S1
June 14, 2024

EXHIBIT C – HARTFORD BID SUBMITTAL FORM

FROM: COMPANY: _____
ADDRESS: _____
TELEPHONE: _____ FAX: _____

Sealed bid shall be submitted in compliance with Section 1.05 (Submitting a Bid) and include all documents required in Section 1.07 (Required Bid Contents).

Pursuant to and in compliance with the specifications contained within this document, the undersigned bidder proposes to complete the work within the performance period for the unit prices as listed below:

Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Price
1	Mobilization & demobilization for sewer cleaning	1 Allowed	Each	\$ _____	\$ _____
2	Mobilization & demobilization for sewer inspection	1 Allowed	Each	\$ _____	\$ _____
3	Clean sanitary sewer, hard surface	10,000 LF	Lineal Foot	\$ _____	\$ _____
4	Clean sanitary sewer, cross country/unpaved road	0 LF	Lineal Foot	\$ _____	\$ _____
5	Inspect sanitary sewer with report, hard surface	1,000 LF	Lineal Foot	\$ _____	\$ _____
6	Inspect sanitary sewer with report, cross country/unpaved road	0 LF	Lineal Foot	\$ _____	\$ _____
7	Inspection reversal	Use 1	Each	\$ _____	\$ _____
8	Digital and printed reports	1	Each	\$ _____	\$ _____
9	Root cutting	Use 1	Lineal Foot	\$ _____	\$ _____
10	Cut protruding service tap	Use 1	Each	\$ _____	\$ _____

Contractor's bid meets all specifications without exception YES_____ NO_____

If NO, please list all exceptions to the specifications:

DATED THIS _____ DAY OF _____, 20_____.

SIGNATURE OF BIDDER: _____, Title: _____

Town of Hartford, Vermont - Department of Public Works
Wastewater Collection Line Cleaning, TV Inspection and Inspection Reporting
HVT DPW RFP No. 2024-S1
June 14, 2024

EXHIBIT D – QUECHEE BID SUBMITTAL FORM

FROM: COMPANY: _____
ADDRESS: _____
TELEPHONE: _____ FAX: _____

Sealed bid shall be submitted in compliance with Section 1.05 (Submitting a Bid) and include all documents required in Section 1.07 (Required Bid Contents).

Pursuant to and in compliance with the specifications contained within this document, the undersigned bidder proposes to complete the work within the performance period for the unit prices as listed below:

Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Price
1	Mobilization & demobilization for sewer cleaning	1 Allowed	Each	\$_____	\$_____
2	Mobilization & demobilization for sewer inspection	1 Allowed	Each	\$_____	\$_____
3	Clean sanitary sewer, hard surface	7,200	Lineal Foot	\$_____	\$_____
4	Clean sanitary sewer, cross country/unpaved road	10,800	Lineal Foot	\$_____	\$_____
5	Inspect sanitary sewer with report, hard surface	720	Lineal Foot	\$_____	\$_____
6	Inspect sanitary sewer with report, cross country/unpaved road	1,080	Lineal Foot	\$_____	\$_____
7	Inspection reversal	Use 1	Each	\$_____	\$_____
8	Digital and printed reports	1	Each	\$_____	\$_____
9	Root cutting	Use 1	Lineal Foot	\$_____	\$_____
10	Cut protruding service tap	Use 1	Each	\$_____	\$_____

Contractor's bid meets all specifications without exception YES_____ NO_____

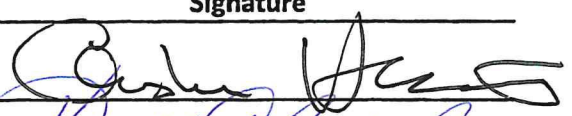
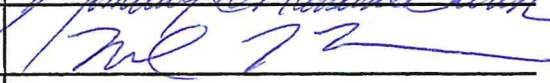
If NO, please list all exceptions to the specifications:

DATED THIS _____ DAY OF _____, 20_____.

SIGNATURE OF BIDDER: _____, Title: _____

ATTENDANCE SHEET

BID/DATE: WW Collection Line Cleaning - etc. 6/28 @ 12 pm

	Printed Name	Company	Signature
1	CHARIS HOLZWARTH	TOH	
2	Dimkardine Brown	TOH	
3	Michael Melanson	N.A. Manasiz	
4			
5			
6			
7			
8			
9			
10			

TOWN OF HARTFORD
171 BRIDGE STREET
WRJ, VT 05001

BID TABULATION SUMMARY
Bids Taken at the Town Manager's Office

Bid For: *WW collection line cleaning etc.*
DEPARTMENT: *DPW*
DATE: *6/28 @ 12pm*
Tabulated BY: _____

	Name & Address of Bidder	<i>Hartford</i> Bid	<i>Quechee</i> Bid		
1	MANOSH 120 NORTHGATE PLAZA MORRISVILLE VT 05661	\$15,700	\$26,700		
2	//				
3					
4					
5					
6					
7					
8					
9					



AGENDA MEMORANDUM
July 9, 2024
Town Selectboard Meeting Item: 5.e.

Submitted by: John Haverstock, Town Manager

Background: As you know, the voters at Town meeting approved a Selectboard proposal to implement a Selectboard dependent care reimbursement program, with Selectboard members eligible to receive up to \$20.00 per hour in reimbursement for dependent care rendered to household family members during a Selectboard member's meeting attendance.

Discussion: Former Selectboard member Ally Tufenkjian was thoughtful enough to compose a rough draft of this policy as she was concluding her work on the Selectboard. I have removed a passage from her draft which asserts a non-existent power of the Selectboard to remove Selectboard members committing fraud related to this program. In addition, HR Director Paula Nulty and both Gail Ostrout and Flo Rollins in Finance collaborated with the Town Manager to further revise the draft to conform with legal requirements and the Town's personnel and payroll practices.

Financial Impact: It is unknown which members of the current Selectboard, if any, will avail themselves of this program. However, I am confident that the FY25 General Fund budget already contains ample funding to implement this program.

Recommendation: Move that the Selectboard approve and adopt the proposed Hartford Selectboard Member Dependent Care Reimbursement Policy, as presented.

Attachments:

Selectboard Dependent Care Reimbursement Policy
Selectboard Dependent Care Reimbursement Form



Policy Title	Hartford Selectboard Dependent Care Reimbursement Policy
Keywords	Selectboard, Dependent Care, Reimbursement, Eligibility

Purpose of Policy

The Town recognizes that Selectboard members may incur financial costs in order to serve their community. This policy describes the process by which Selectboard members can request reimbursement for dependent care expenses they incur in order to attend Selectboard meetings.

Policy Scope

This policy pertains to all Selectboard members with active terms of office.

Definitions

Selectboard members shall be referred to as “members.”

Policy Statement

Eligibility

- This reimbursement is to be used for childcare or care for a spouse or relative who lives in the member’s home and is physically and/or mentally incapable of self-care while the member is attending Hartford Selectboard meetings during their term of office.
- Members may be reimbursed for up to \$20/hr for dependent care for the duration of the meeting. This rate may be adjusted by voter approval on Town Meeting Day.
- Dependent care does not cover travel time or any time other than when the meeting is in session (including short breaks).

Reimbursement Process

- Selectboard Members should send their reimbursement requests, including the Selectboard Dependent Care Reimbursement Request & Receipt Form signed by the caregiver, by the end of each month in which services were rendered, by email to the Town Administrative Assistant and Selectboard Chair and Vice Chair. A receipt is required to receive the reimbursement.
- All checks or direct deposits will be made out directly to Selectboard members as reimbursement for dependent care expenses. The Town cannot issue payment to another party.
- Reimbursements will be distributed by check or direct deposit based on the Internal Revenue Service (IRS) W-9 form submitted to the Town by the member. It is the member's responsibility to notify the Town if their IRS information should change.
- Misuse of this reimbursement policy or forged or inaccurate reimbursement forms are prohibited. Concerns regarding reimbursement payments should be directed to the Selectboard Chair and Vice Chair. If the concern involves the conduct of the Chair or Vice Chair, other Selectboard members may be notified. As necessary, the Selectboard will review and take action to address the member's conduct.

Responsible Owner:	Selectboard	
Approved By:	Selectboard: Michael Hoyt Kim Souza Lannie Collins Mary Erdei Susan Buckholz Brandon Smith Ida Griesemer	
Date Policy in Effect:	July __, 2024	Version #1
Amendment Dates:	N/A	N/A
Related Policies & Procedures:	Hartford Conflict of Interest Policy Selectboard Dependent Care Reimbursement Request & Receipt Form Selectboard Rules of Procedure	
Attachments/Links	Town of Hartford Conflict of Interest Policy Selectboard Dependent Care Reimbursement Request & Receipt Form Selectboard Rules of Procedure	



Hartford
Vermont

Selectboard Dependent Care Reimbursement Request & Receipt Form

1. Caregiver Information (to be completed by the caregiver):

Name of Caregiver: _____

Caregiver's Phone Number: _____

Caregiver's Email: _____

Date of Service: _____ Number of Hours Worked: _____

Caregiver's Rate: _____ Caregiver's Total Compensation: _____

Caregiver's Signature: _____ Date: _____

2. Selectboard Member Information (to be completed by the Selectboard member):

Name of Selectboard Member: _____

Duration of Selectboard meetings for the month of ____, 20__.

Selectboard Member's Signature: _____ Date: _____

Reminders:

The maximum reimbursement is \$20.00 per hour for the duration of Selectboard meetings.

Please send this form by the end of each month in which services were rendered by email to the Town Administrative Assistant and Selectboard Chair and Vice Chair. Both portions of this form (1 and 2) must be completed to receive the reimbursement.

All checks or direct deposits will be made out directly to Selectboard members as reimbursement for dependent care expenses. The Town cannot issue payment to another party.

Reimbursements will be distributed by check or direct deposit based on the Internal Revenue Service (IRS) W-9 form submitted to the Town by the Selectboard member. It is the Selectboard member's responsibility to notify the Town if their IRS information should change.

AGENDA MEMORANDUM

July 9, 2024

Submitted by: Kim Souza, Selectboard Vice Chair

Subject: Selectboard Listening Sessions

Background: On April 2, 2024 the board approved an annual calendar cycle which includes up to 4 Listening Sessions. The Listening Sessions are intended to be a less formal way for the Selectboard and community at large to engage on specific topics and where public input can inform and expand the board's perspective.

If the Selectboard is willing to pursue 2 Listening Sessions during the remaining calendar year, I (Kim Souza) would be willing to coordinate with village libraries and Junction Arts & Media (JAM) to determine availability for the gatherings and then schedule with board members accordingly.

The Selectboard may choose to have the sessions guided by a professional facilitator, or not. If the board would like to contract with a facilitator, I would be happy to pursue that effort as well.

Topics for Listening Sessions can be determined by a consensus of the Selectboard. Topics may include but are not limited to Community Safety, Trust in Local Government, Housing, Parking, Strategic Goals for Hartford, etc.

Financial Impact: At this time, \$19,678 has been encumbered from previous fiscal years to cover the cost of multiple Selectboard training and strategic planning sessions. 10-111-315-0000: \$14,678 + 10-111-318-0000: \$5,000.

Recommended Motion: Move that the Selectboard delegate Vice Chair, Kim Souza, to engage with village libraries in the Town of Hartford to coordinate 2 Listening Session events between August and October 2024.

Report Date: 7/05/24
9:17AM

Payment Manifest
by Vendor ID
Town of Hartford

Check Date: 7/05/2024 - 7/05/2024

Page: 1
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
13-0200	TIF TAX REVENUE				
061582	M & T BANK / WILMINGTON TRUST		7/05/2024		1028
RF1-222 3/20	RF1-222 - AUG'24 BOND PAYMENT	0.00	\$40,181.24	0.00	40,181.24
Desc: RF1-222 BOND PAYMENT-PRINCIPAL 3/20	Acct: 13-921-544-0020		Transfer Out - RF1-222-3.0 (Fund 60)		
Desc: RF1-222 BOND PAYMENT-INTREST 3/20	Acct: 13-921-544-0020		Transfer Out - RF1-222-3.0 (Fund 60)		
Vendor Total:			40,181.24	0.00	40,181.24
13-0200	AMERICAN RECOVERY FUNDS	Bank Total:			40,181.24
25-0121	AMERICAN RECOVERY FUNDS				
013845	DIBERNARDO ASSOCIATES, LLC		7/05/2024		2012
3402	PROJ#1 BUGBEE - PROP SURVEY FINAL	0.00	\$2,500.00	0.00	2,500.00
Desc: PROJ#1 BUGBEE - PROP SURVEY FINAL	Acct: 25-985-121-0112		ARPA - Bugbee - Building Assessment		
Vendor Total:			2,500.00	0.00	2,500.00
036187	OTTER CREEK ENGINEERING, INC.		7/05/2024		2013
23331	PROJ#6 NUTT,HARRISON&LATHAM WKS	0.00	\$162.50	0.00	162.50
Desc: PROJ#6 NUTT,HARRISON&LATHAM WKS	Acct: 25-985-121-0117		ARPA - Fund 50 -Nutt Lane,Harrison, La		
Vendor Total:			162.50	0.00	162.50
25-0121	K-9	Bank Total:			2,662.50
25-0126	K-9				
018900	GOSLIN, MICHAEL	MICHAEL GOSLIN	7/05/2024		101
05.28.2024	K-9 FOOD	0.00	\$125.22	0.00	125.22
Desc: K9 Dog Food MAY 2024	Acct: 25-985-211-0127		HPD K-9 Stanton Foundation		
Vendor Total:			125.22	0.00	125.22
038655	PROSPECT CANINE LLC		7/05/2024		102
72	K9 TRAINING	0.00	\$120.00	0.00	120.00
Desc: K9 Training Class	Acct: 25-985-211-0127		HPD K-9 Stanton Foundation		
Vendor Total:			120.00	0.00	120.00
25-0126	Revaluation Reserve	Bank Total:			245.22
25-0174	Revaluation Reserve				
005048	BERNAICHE, NORMAND		7/05/2024		1070
07.01.2024	2025 REVAL CONSULTING	0.00	\$2,500.00	0.00	2,500.00
Desc: 2025 REVAL CONSULTING	Acct: 25-985-100-0174		Revaluation Exp		
Vendor Total:			2,500.00	0.00	2,500.00
059793	TYLER TECHNOLOGIES, INC		7/05/2024		1069
060-115562	2025 REVAL CONTRACT	0.00	\$15,090.91	0.00	15,090.91
Desc: 2025 REVALUATION CONTRACT	Acct: 25-985-100-0174		Revaluation Exp		
Vendor Total:			15,090.91	0.00	15,090.91
25-0174	Highway Infrastructure	Bank Total:			17,590.91

Report Date: 7/05/24
9:17AM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/05/2024 - 7/05/2024

Page: 2
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
25-0311	Highway Infastructure				
005800	BLAKTOP INC.		7/05/2024		2003
32871	ASPHALT	0.00	\$236.34	0.00	236.34
Desc:	ASPHALT - E GILSON RD	Acct: 25-985-100-0311	Highway Infrastructure		
Vendor Total:			236.34	0.00	236.34
037450	PIKE INDUSTRIES INC		7/05/2024		2004
1278016	ASPHALT	0.00	\$708.89	0.00	708.89
Desc:	ASPHALT - E GILSON RD	Acct: 25-985-100-0311	Highway Infrastructure		
1278634	ASPHALT	0.00	\$714.93	0.00	714.93
Desc:	ASPHALT - E GILSON RD	Acct: 25-985-100-0311	Highway Infrastructure		
1279205	ASPHALT	0.00	\$612.55	0.00	612.55
Desc:	ASPHALT - E GILSON RD	Acct: 25-985-100-0311	Highway Infrastructure		
1281318	ASPHALT	0.00	\$94.00	0.00	94.00
Desc:	ASPHALT - QUECHEE MAIN ST	Acct: 25-985-100-0311	Highway Infrastructure		
Vendor Total:			2,130.37	0.00	2,130.37
046950	TWIN STATE SAND AND GRAVEL CO		7/05/2024		2005
113705	ASPHALT	0.00	\$488.40	0.00	488.40
Desc:	ASPHALT - EAST GILSON	Acct: 25-985-100-0311	Highway Infrastructure		
Vendor Total:			488.40	0.00	488.40
25-0311	WABA Reserve	Bank Total:			2,855.11
25-0530	WABA Reserve				
002956	ASTRONAUT SECURITY TECHNOLOGIES LL		7/05/2024		2
T2511	WIRING @ WABA	0.00	\$3,287.00	0.00	3,287.00
Desc:	WIRING @ WABA	Acct: 25-985-530-0530	WABA		
Vendor Total:			3,287.00	0.00	3,287.00
25-0530	Town Office Renovation	Bank Total:			3,287.00
25-8050	Town Office Renovation				
002956	ASTRONAUT SECURITY TECHNOLOGIES LL		7/05/2024		1007
S2512	PANIC BUTTON SECURITY UPDATES	0.00	\$5,000.00	0.00	5,000.00
Desc:	PANIC BUTTON SECURITY UPDATES	Acct: 25-985-100-8050	Town Office Renovation		
002956	ASTRONAUT SECURITY TECHNOLOGIES LL		7/05/2024		1006
S2511	DOOR UPGRADES - TH	0.00	\$10,000.00	0.00	10,000.00
Desc:	DOOR UPGRADES - TH	Acct: 25-985-100-8050	Town Office Renovation		
Vendor Total:			15,000.00	0.00	15,000.00
25-8050	GENERAL FUND - MASCOMA	Bank Total:			15,000.00
FUND 1 0	GENERAL FUND - MASCOMA				
000100	DEPARTMENT OF THE TREASURY	UNITED STATES TREASURY	7/05/2024		91706
2024 FORM 720	2024 FORM 720 PCORI fees	0.00	\$283.36	0.00	283.36
Desc:	2024 FORM 720 PCORI fees	Acct: 10-811-318-0500	FIN -EXCISE & OTHER TAXES		

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Vendor ID	Vendor Name					
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:				283.36	0.00	283.36
000870	ADVANCE AUTO PARTS		ADVANCED AUTO PARTS		7/05/2024	91707
	6084417067673	parts	0.00	\$468.00	0.00	468.00
	Desc: Breaks and Rotor Preplacement Parts		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
Vendor Total:				468.00	0.00	468.00
001170	AIRGAS, INC.		AIRGAS USA, LLC		7/05/2024	91708
	9150835155	MED O2	0.00	\$100.32	0.00	100.32
	Desc: MED O2		Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
Vendor Total:				100.32	0.00	100.32
001642	ALLARD'S PORTABLE TOILETS LLC				7/05/2024	91709
	9347	PORTABLE TOILET - LYMAN PARK	0.00	\$150.00	0.00	150.00
	Desc: PORTABLE TOILET - LYMAN PARK		Acct: 10-516-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				150.00	0.00	150.00
001645	ALLIANCE MECHANICAL INC.		ALLIANCE GROUP INC.		7/05/2024	91710
	073380	Service on the 2nd & 3rd floor heat	0.00	\$6,837.16	0.00	6,837.16
	Desc: Service on the 2nd & 3rd floor heat		Acct: 10-161-321-0000	TH -REPAIRS & MAINT		
Vendor Total:				6,837.16	0.00	6,837.16
004582	BATTERIES PLUS BULBS #697				7/05/2024	91711
	P73776687	BATTERIES	32.25	\$32.25	0.00	32.25
	Desc: BATTERIES		Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:				32.25	0.00	32.25
006100	BMO FINANCIAL GROUP				7/05/2024	91705
	Peletier 06/01-27/24	Peletier, Tom - FD	0.00	\$454.91	0.00	454.91
	Desc: Exxon - Fuel		Acct: 10-221-319-0000	HFD -EQUIPMENT OPERATION-GAS		
	Desc: Peletier, Tom - Training Meals		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
	Desc: VT IAAI - Annual Membership		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
	Sheldon 06/01-27/24	Sheldon, Greg - FD	0.00	\$159.27	0.00	159.27
	Desc: USPS - Evidence Mailing		Acct: 10-211-322-0000	HPD -POSTAGE		
	Desc: Vistaprint - Business Cards		Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
	Desc: Exxon - Gas		Acct: 10-211-319-0000	HPD -EQUIPMENT OPERATION-GAS		
	Barnes 06/01-27/24	Barnes, Tatum - REC	0.00	\$3,307.98	0.00	3,307.98
	Desc: Town Car Charge		Acct: 10-511-311-0000	PR -TRAVEL & MEETINGS		
	Desc: SkyZone-Ventures Field Trip		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
	Desc: SkyZone-Ventures Field Trip		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
	Desc: VENTURES SUPPLIES/SNACKS		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
	Desc: AMAZON - SUPPLIES		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
	Clarke 06/01-27/24	Clarke, Ta - FD	0.00	\$1,691.41	0.00	1,691.41
	Desc: Cantore's - Lunch		Acct: 10-211-311-0000	HPD -TRAVEL & MEETINGS		
	Desc: SigSauer - Training		Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
	Desc: Hilton - Charge		Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
	Desc: USPS - Mailing		Acct: 10-211-322-0000	HPD -POSTAGE		
	Desc: BeezTees-Mugs&Glasses		Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		

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	Desc:	Barne's-Batons	Acct:	10-211-323-0000	HPD -MATERIAL & SUPPLIES	
	Desc:	OffGrid-Electronic Evidence Bags	Acct:	10-211-323-0000	HPD -MATERIAL & SUPPLIES	
Clawson 06/01-27/24		Clawson, Dana - Energy Coor		0.00	\$358.50	0.00 358.50
	Desc:	HomeDepot-AC Unit Library	Acct:	10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF	
	Desc:	PitaPockets-Lunch@Conf	Acct:	10-626-311-0100	TM -Travel & Meetings	
Cooney 06/01-27/24		Cooney, Scott - FD		0.00	\$376.03	0.00 376.03
	Desc:	Amazon - Cleaning Supplies	Acct:	10-221-323-0000	HFD -MATERIAL & SUPPLIES	
	Desc:	Amazon - Office Supplies	Acct:	10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI	
006100		BMO FINANCIAL GROUP			7/05/2024	91712
Hedges 06/27-30/24		Hedges, Charles - FD		0.00	\$305.00	0.00 305.00
	Desc:	Instrumart - RAE Sensor	Acct:	10-221-331-0300	HFD -HAZMAT EQUIPMENT	
Jay 06/27-30/24		McDonough, Jay - REC		0.00	\$280.63	0.00 280.63
	Desc:	Amazon - Prime Video	Acct:	10-516-323-0000	PR -MATERIAL & SUPPLIES	
	Desc:	Amazon - 4th of July Supplies	Acct:	10-514-323-0000	PR -MATERIAL & SUPPLIES	
	Desc:	Amazon - Afterschool supplies	Acct:	10-516-323-0000	PR -MATERIAL & SUPPLIES	
006100		BMO FINANCIAL GROUP			7/05/2024	91705
Delisle 06/01-27/24		Delisle, Jeremy - DPW		1,044.60	\$1,047.09	0.00 1,047.09
	Desc:	Amazon - TestTabs for ColorQ	Acct:	50-952-340-0000	CHEMICALS	
	Desc:	Amazon - TestTabs for ColorQ	Acct:	55-953-340-0000	CHEMICALS	
	Desc:	Amazon - Prime Membership	Acct:	10-325-313-0000	DPW -MEMBERSHIP DUES	
	Desc:	Amazon - Prime Membership	Acct:	30-971-313-0000	MEMBERSHIP DUES	
	Desc:	Amazon - Prime Membership	Acct:	50-955-313-0000	MEMBERSHIP DUES	
	Desc:	Amazon - Prime Membership	Acct:	55-955-313-0000	MEMBERSHIP DUES	
	Desc:	Amazon - Prime Membership	Acct:	60-965-313-0000	MEMBERSHIP DUES	
	Desc:	Amazon - Prime Membership	Acct:	65-964-313-0000	MEMBERSHIP DUES	
	Desc:	Indirect Discharge Operating Fee Re	Acct:	65-963-317-0000	PERMITS & LICENSES	
006100		BMO FINANCIAL GROUP			7/05/2024	91712
Tatum 06/27-30/24		Barnes, Tatum - REC		0.00	\$584.00	0.00 584.00
	Desc:	VT Ins - Field Trip	Acct:	10-514-318-0000	PR -CONTRACTED SERVICES	
006100		BMO FINANCIAL GROUP			7/05/2024	91705
Gazda 06/01-27/24		Gazda, Bryan - DPW		5,912.85	\$5,842.85	0.00 5,842.85
	Desc:	Refund - Photo Editor	Acct:	10-325-315-0000	DPW -RECRUITMENT & TRAINING	
	Desc:	Aircraft-Fuel Tank Valve	Acct:	30-971-321-0000	REPAIRS & MAINT-VEHICLES	
	Desc:	CUB CADET ULTIMA-ELECTRIC MOWER	Acct:	30-971-321-0000	REPAIRS & MAINT-VEHICLES	
Hannux 06/01-27/24		Hannux, Shawn - FD		0.00	\$332.54	0.00 332.54
	Desc:	BJ's-Cooler/Water	Acct:	10-221-323-0000	HFD -MATERIAL & SUPPLIES	
	Desc:	Engine House - Training	Acct:	10-221-315-0000	HFD -RECRUITMENT & TRAINING	
Hausler 06/01-27/24		Haulser, Scott - REC		0.00	\$1,581.95	0.00 1,581.95
	Desc:	HD- POOL EQUIPMENT	Acct:	10-512-320-0000	PR -EQUIPMENT OPERATION/MAINT	
	Desc:	BALLOON FEST FOOD	Acct:	10-516-323-0000	PR -MATERIAL & SUPPLIES	
	Desc:	BOBO GEAR - PARKS GEAR	Acct:	10-521-326-0000	PR -UNIFORMS-PURCHASE/LEASE/CI	
	Desc:	BOBO GEAR - PARKS GEAR	Acct:	10-514-326-0000	PR -UNIFORMS-PURCHASE/LEASE/CI	
Jay 06/01-27/24		McDonough, Jay - REC		0.00	\$1,762.49	0.00 1,762.49
	Desc:	AllenPool0POOL SUPPLIES	Acct:	10-512-323-0000	PR -MATERIAL & SUPPLIES	
	Desc:	Amazon - FIRST AID SUPPLIES	Acct:	10-512-323-0000	PR -MATERIAL & SUPPLIES	
	Desc:	SNACKS/YOUTH PROGRAM SUPPLIES	Acct:	10-514-323-0000	PR -MATERIAL & SUPPLIES	
	Desc:	AMAZON - POOL SUPPLIES	Acct:	10-512-323-0000	PR -MATERIAL & SUPPLIES	
	Desc:	ZIGGY'S-PIZZA STAFF TRAINING	Acct:	10-511-315-0000	PR -RECRUITMENT & TRAINING	
	Desc:	HD- POOL MATERIALS	Acct:	10-512-320-0000	PR -EQUIPMENT OPERATION/MAINT	

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		Desc: BJ'S - POOL SUPPLIES	Acct: 10-512-323-0000	PR -MATERIAL & SUPPLIES		
		Desc: POOL BANNERS	Acct: 10-512-320-0000	PR -EQUIPMENT OPERATION/MAINT		
		Desc: BALOON FEST	Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES		
		Desc: AMAZON - POOL SUPPLIES	Acct: 10-512-323-0000	PR -MATERIAL & SUPPLIES		
		Desc: BJS - SUPPLIES - POOL PARTY	Acct: 10-512-323-0000	PR -MATERIAL & SUPPLIES		
		Desc: BJS - PARK SUPPLIES	Acct: 10-511-320-0000	PR -EQUIP OPERATION/MAINT-OFFIC		
John 06/01-27/24		Haverstock, John - TM	0.00	\$14.72	0.00	14.72
		Desc: Tuckerbox-Coffee Meeting	Acct: 10-121-311-0000	TM -TRAVEL & MEETINGS		
Kelley 06/01-27/24		Kelley, Connie - PD	0.00	\$1,569.04	0.00	1,569.04
		Desc: USPS - Evidence Mailing	Acct: 10-211-322-0000	HPD -POSTAGE		
		Desc: Pinnacle - Training	Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
		Desc: SigSauer-Training	Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
		Desc: CED-Light Bulbs	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
		Desc: Keurig - Coffee	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
Lori 06/01-27/24		Hirshfield, Lori - Plann	0.00	\$117.97	0.00	117.97
		Desc: Staples- Supplies	Acct: 10-622-323-0000	PDZ -MATERIAL & SUPPLIES		
		Desc: AVCC-membership Fee	Acct: 10-611-313-0000	PDZ -MEMBERSHIP DUES		
Nulty 06/01-27/24		Nulty, Paula - Admin	0.00	\$606.00	0.00	606.00
		Desc: VINS - Tickets for staff on call	Acct: 10-121-340-0000	TM -EMPLOYEE AWARDS BANQUET		
		Desc: VT Gov SVCS - Background check	Acct: 10-121-315-0000	TM -RECRUITMENT & TRAINING		
O'Neil 06/01-27/24		O'Neil, Lisa - TC	0.00	\$17.55	0.00	17.55
		Desc: USPS-School district Election	Acct: 10-151-322-0000	TC -POSTAGE		
Ostrout 06/01-27/24		Ostrout, Gail - FIN	0.00	\$2,606.07	0.00	2,606.07
		Desc: Linkedin-Membership Fee	Acct: 10-171-313-0000	FIN -MEMBERSHIP DUES		
		Desc: MadisonLiquidators-Desk Planning	Acct: 10-622-330-0000	PDZ -OFFICE EQUIPMENT		
Vendor Total:				23,016.00	0.00	23,016.00
006905	BP HARTFORD LLC			7/05/2024		91713
70	SOLAR ARRAY - DEC'23		876.81	\$1,252.58	0.00	1,252.58
	Desc:	SOLAR ARRAY DEC 2023	Acct: 10-321-329-0000	DPW -ELECTRICITY		
	Desc:	SOLAR ARRAY DEC 2023	Acct: 60-961-329-0000	ELECTRICITY		
Vendor Total:				1,252.58	0.00	1,252.58
006950	N. A. MANOSH			7/05/2024		91714
47310	SLUDGE HAULING		1,920.00	\$1,920.00	0.00	1,920.00
	Desc:	SLUDGE HAULING	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:				1,920.00	0.00	1,920.00
007450	BROWN'S, CHARLIE		CHARLIE BROWN'S	7/05/2024		91715
54313	MATERIALS		0.00	\$2.63	0.00	2.63
	Desc:	MISC PART	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
Vendor Total:				2.63	0.00	2.63
008775	CAI TECHNOLOGIES			7/05/2024		91805
20151	TAX MAP MAINTENANCE Q1 FY25		0.00	\$1,000.00	0.00	1,000.00
	Desc:	TAX MAP MAINTENANCE Q1 FY25	Acct: 10-174-318-0000	ASE -CONTRACTED SERVICES		
Vendor Total:				1,000.00	0.00	1,000.00
009470	CHAMPLIN ASSOCIATES INC			7/05/2024		91716

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4417	SERVICE CALL: QUECHEE PUMP		391.80	\$391.80	0.00	391.80
Desc:	SERVICE CALL: QUECHEE PUMP	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR			
Vendor Total:				391.80	0.00	391.80
009818	CINTAS CORPORATION NO. 2		CINTAS LOC. #68M, 71M	7/05/2024		91717
4196251468	UNIFORMS		0.00	\$85.67	0.00	85.67
Desc:	UNIFORMS	Acct: 10-325-326-0000	DPW -UNIFORMS			
4196251477	UNIFORMS		0.00	\$44.22	0.00	44.22
Desc:	MECHANIC LAUNDRY	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS			
4196960615	UNIFORMS		0.00	\$85.67	0.00	85.67
Desc:	UNIFORMS	Acct: 10-325-326-0000	DPW -UNIFORMS			
Vendor Total:				215.56	0.00	215.56
010285	CLIFFORD, ERIC		ERIC CLIFFORD	7/05/2024		91718
06.25.2024	REIMBURSEMENT MILEAGE		0.00	\$32.70	0.00	32.70
Desc:	Mileage reimbursement 24F03052	Acct: 10-211-311-0000	HPD -TRAVEL & MEETINGS			
Vendor Total:				32.70	0.00	32.70
010832	COMCAST			7/05/2024		91789
0042221JUL'24	INTERNET - LIB		0.00	\$56.02	0.00	56.02
Desc:	INTERNET - LIB	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
Vendor Total:				56.02	0.00	56.02
013200	DEAN, DAVID		DAVID DEAN	7/05/2024		91790
JUL'24	RET REIMB JUL 2024		0.00	\$469.04	0.00	469.04
Desc:	Ret Reimb Jul 24	Acct: 10-521-418-0100	PR -RETIREE HEALTH INSURANCE			
Vendor Total:				469.04	0.00	469.04
013575	DELL MARKETING L.P.			7/05/2024		91719
10757248415	LAPTOP		0.00	\$1,286.49	0.00	1,286.49
Desc:	LAPTOP	Acct: 10-151-331-0000	TC -DEPARTMENT EQUIPMENT			
Vendor Total:				1,286.49	0.00	1,286.49
013821	DEYO, BRADLEY		BRADLEY DEYO	7/05/2024		91720
2024 1/1	DENTAL REIMBURSEMENT FY24 1/1		0.00	\$25.00	0.00	25.00
Desc:	DENTAL REIMBURSEMENT FY24 1/1	Acct: 10-171-230-0000	FIN -DENTAL			
Vendor Total:				25.00	0.00	25.00
013840	DIG SAFE SYSTEM, INC			7/05/2024		91721
39858	EXCAVATION REQ APR-JUN 2024		229.00	\$229.00	0.00	229.00
Desc:	EXCAVATION REQ APR-JUN 2024	Acct: 50-955-313-0000	MEMBERSHIP DUES			
Desc:	EXCAVATION REQ APR-JUN 2024	Acct: 55-955-313-0000	MEMBERSHIP DUES			
Desc:	EXCAVATION REQ APR-JUN 2024	Acct: 60-965-313-0000	MEMBERSHIP DUES			
Desc:	EXCAVATION REQ APR-JUN 2024	Acct: 65-965-313-0000	MEMBERSHIP DUES			
Vendor Total:				229.00	0.00	229.00
014447	DUFRESNE GROUP			7/05/2024		91722

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18712	WILDR WATER MAIN FD - MAY'24	3,366.12	\$3,366.12	0.00	3,366.12	
Desc: WILDR WATER MAIN FD - MAY'24	Acct: 50-954-331-0100	DEPT EQUIP-CAPITAL RESERVE				
Vendor Total:			3,366.12	0.00	3,366.12	
014990	DYNAMIC INTEGRATIONS LLC	CHRISTOPHER HEBB	7/05/2024		91723	
06.27.2024	CONTRACT PAY 1/3	0.00	\$1,000.00	0.00	1,000.00	
Desc: Technical assistance for heat pumps	Acct: 10-626-318-0000	TM -Contracted Services				
Vendor Total:			1,000.00	0.00	1,000.00	
015090	EASTERN ANALYTICAL, INC		7/05/2024		91724	
280132	E COLI TESTING	28.00	\$28.00	0.00	28.00	
Desc: E COLI TESTING	Acct: 65-964-318-0000	CONTRACTED SERVICES				
Vendor Total:			28.00	0.00	28.00	
015430	ELLS, JO-ANN	JO-ANN ELLS	7/05/2024		91725	
06.24.2024	REIMBURSEMENT - MOUSE	0.00	\$11.99	0.00	11.99	
Desc: REIMBURSEMENT - MOUSE	Acct: 10-622-323-0000	PDZ -MATERIAL & SUPPLIES				
Vendor Total:			11.99	0.00	11.99	
015500	ENDYNE, INC		7/05/2024		91791	
494104	WATER TESTING MAXFIELD	0.00	\$43.00	0.00	43.00	
Desc: WATER TESTING MAXFIELD	Acct: 10-528-318-0000	PR -CONTRACTED SERVICES				
015500	ENDYNE, INC		7/05/2024		91726	
491457	TESTING	220.00	\$220.00	0.00	220.00	
Desc: TESTING	Acct: 60-961-318-0000	CONTRACTED SERVICES				
491947	TESTING	18.00	\$18.00	0.00	18.00	
Desc: TESTING	Acct: 50-954-318-0000	CONTRACTED SERVICES				
492131	TESTING	28.00	\$28.00	0.00	28.00	
Desc: TESTING	Acct: 50-954-318-0000	CONTRACTED SERVICES				
492132	TESTING	18.00	\$18.00	0.00	18.00	
Desc: TESTING	Acct: 55-954-318-0000	CONTRACTED SERVICES				
492377	TESTING	90.00	\$90.00	0.00	90.00	
Desc: TESTING	Acct: 60-961-318-0000	CONTRACTED SERVICES				
492586	TESTING	72.00	\$72.00	0.00	72.00	
Desc: TESTING	Acct: 50-954-318-0000	CONTRACTED SERVICES				
Vendor Total:			489.00	0.00	489.00	
015815	EVANS GROUP INC	EVANS GROUP INC.	7/05/2024		91727	
494104	TESTING - MAXFIELD	0.00	\$639.19	0.00	639.19	
Desc: GAS	Acct: 10-521-319-0000	PR -EQUIPMENT OPERATION-GAS				
Desc: GAS	Acct: 10-527-319-0000	PR -EQUIPMENT OPERATION-GAS				
Desc: GAS	Acct: 10-511-331-0000	PR -Department Equipment				
Vendor Total:			639.19	0.00	639.19	
016390	FASTENAL COMPANY		7/05/2024		91728	
NHWES101182	MATERIALS	0.00	\$66.84	0.00	66.84	
Desc: MATERIALS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES				

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
NHWES101316	MATERIALS	0.00	\$59.58	0.00	59.58
Desc: MATERIALS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:			126.42	0.00	126.42
016540	FERGUSON ENTERPRISES, INC	FERGUSON WATERWORKS #591 #576	7/05/2024		91729
1229630	MTERIALS	1,018.44	\$1,018.44	0.00	1,018.44
Desc: Half Penny Road Water Leak Repair		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:			1,018.44	0.00	1,018.44
016730	FIRE & POLICE SELECTION INC		7/05/2024		91730
21720	FF REMOTE TESTING	0.00	\$217.00	0.00	217.00
Desc: FF REMOTE TESTING		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
Vendor Total:			217.00	0.00	217.00
017110	FISHER AUTO PARTS, INC		7/05/2024		91731
301-192718	PARTS	0.00	\$7.60	0.00	7.60
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-193621	PARTS	0.00	\$6.40	0.00	6.40
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-194421	PARTS	0.00	\$4.00	0.00	4.00
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
301-195384	BATTERY	330.82	\$330.82	0.00	330.82
Desc: BATTERY		Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
301-195462	RETURNED BATERRY CORE	-36.00	\$-36.00	0.00	-36.00
Desc: RETURNED BATERRY CORE		Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
301-196596	PARTS	0.00	\$64.99	0.00	64.99
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:			377.81	0.00	377.81
017301	FOGG'S LUMBER AND HARDWARE		7/05/2024		91732
252973/6	MATERIALS	31.88	\$31.88	0.00	31.88
Desc: MATERIALS		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
254567/6	MATERIALS	0.00	\$25.74	0.00	25.74
Desc: MATERIALS		Acct: 10-528-323-0000	PR -MATERIAL & SUPPLIES		
267625/6	MATERIALS	0.00	\$32.96	0.00	32.96
Desc: MATERIALS		Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES		
273561/6	MATERIALS	0.00	\$34.56	0.00	34.56
Desc: MATERIALS		Acct: 10-315-323-0000	DPW -MATERIAL & SUPPLIES		
273675/6	MATERIALS	0.00	\$9.98	0.00	9.98
Desc: MATERIALS		Acct: 10-161-323-0000	TH -MATERIAL & SUPPLIES		
Vendor Total:			135.12	0.00	135.12
017316	FOLLENSBEE, DAVID	DAVID FOLLENSBEE	7/05/2024		91733
06.25.24	REIMBURSEMENT	0.00	\$393.09	0.00	393.09
Desc: Uniform Reimbursement per CBA		Acct: 10-325-326-0000	DPW -UNIFORMS		
Vendor Total:			393.09	0.00	393.09
017730	KELLEY, CONSTANCE	CONSTANCE KELLEY	7/05/2024		91734

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06.27.24	REIMBURSEMENT UNIFORM		0.00	\$149.97	0.00	149.97
Desc: Uni allowance reimb: duty belt		Acct: 10-211-326-0000		HPD -PURCHASE UNIFORMS & CLEAI		
Vendor Total:				149.97	0.00	149.97
017850	GALLS, LLC				7/05/2024	91735
028235690	UNIFORMS		0.00	\$345.00	0.00	345.00
Desc: Eye Safety Goggles		Acct: 10-211-326-0000		HPD -PURCHASE UNIFORMS & CLEAI		
Vendor Total:				345.00	0.00	345.00
018328	GIBBONS, TYLER	TYLER GIBBONS			7/05/2024	91736
06.26.2024	REIMBURSEMENT MILEAGE		0.00	\$66.46	0.00	66.46
Desc: Training Mileage Reimbursement- VPA		Acct: 10-211-311-0000		HPD -TRAVEL & MEETINGS		
Vendor Total:				66.46	0.00	66.46
019390	GRAINGER				7/05/2024	91737
9110510055	AIR CIRCULATOR		517.18	\$517.18	0.00	517.18
Desc: Air Circulator		Acct: 60-961-331-0000		DEPARTMENT EQUIPMENT		
9114895056	MATERIALS		273.82	\$273.82	0.00	273.82
Desc: MATERIALS		Acct: 60-961-323-0000		MATERIAL & SUPPLIES		
9162827589	MATERIALS		146.30	\$146.30	0.00	146.30
Desc: MATERIALS		Acct: 65-964-321-0200		REPAIRS & MAINT-MAINS & APPUR		
9162999487	MATERIALS		166.96	\$166.96	0.00	166.96
Desc: MATERIALS		Acct: 65-964-321-0200		REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:				1,104.26	0.00	1,104.26
019392	GRANDSTAND APPAREL	GRANDSTAND APPAREL			7/05/2024	91738
INV-7151	CREW UNIFORMS		0.00	\$1,322.88	0.00	1,322.88
Desc: Seasonal parks staff uniforms		Acct: 10-521-326-0000		PR -UNIFORMS-PURCHASE/LEASE/CI		
Desc: Rec uniform		Acct: 10-514-326-0000		PR -UNIFORMS-PURCHASE/LEASE/CI		
Vendor Total:				1,322.88	0.00	1,322.88
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP			7/05/2024	91739
67303200009JUN'24	78 MURPHYS RD		136.14	\$136.14	0.00	136.14
Desc: 78 MURPHYS RD		Acct: 65-964-329-0000		ELECTRICITY		
67399084366JUN'24	120 LESLE DR PAVILLION B		0.00	\$852.82	0.00	852.82
Desc: 120 LESLE DR PAVILLION B		Acct: 10-528-329-0000		PR -ELECTRICITY		
68053200009JUN'24	RT 14 W HARTFORD LIB		0.00	\$224.67	0.00	224.67
Desc: RT 14 W HARTFORD LIB		Acct: 10-524-329-0000		PR -ELECTRICITY		
71013200002JUN'24	WHITMAN BROOK		182.62	\$182.62	0.00	182.62
Desc: WHITMAN BROOK		Acct: 60-964-329-0000		ELECTRICITY		
74713200009JUN'24	WOODSTOCK RD ST		0.00	\$38.10	0.00	38.10
Desc: WOODSTOCK RD ST		Acct: 10-314-329-0000		DPW -ELECTRICITY		
74856156851JUN'24	97 S MAIN ST CHARGING ST		0.00	\$204.51	0.00	204.51
Desc: 97 S MAIN ST CHARGING ST		Acct: 10-314-329-0100		DPW -ELECTRICITY - CHARGING STA		
74972200005JUN'24	WHEELOCK RD		26.48	\$26.48	0.00	26.48
Desc: WHEELOCK RD		Acct: 55-954-329-0000		ELECTRICITY		
91624000005JUN'24	SOLID WASTE ADMIN		47.60	\$47.60	0.00	47.60
Desc: SOLID WASTE ADMIN		Acct: 30-971-329-0000		ELECTRICITY		

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77303200008JUN'24	LAKE PINNEO WW PUMP	37.46	\$37.46	0.00	37.46	
Desc: LAKE PINNEO WW PUMP		Acct: 65-964-329-0000	ELECTRICITY			
78840100008JUN'24	RAILRD ROW - ENGINE 494	0.00	\$116.27	0.00	116.27	
Desc: RAILRD ROW - ENGINE 494		Acct: 10-521-329-0000	PR -ELECTRICITY			
80082200009JUN'24	NOYES LN	109.49	\$109.49	0.00	109.49	
Desc: NOYES LN		Acct: 55-954-329-0000	ELECTRICITY			
82948328248JUN'24	PROSPECT ST	0.00	\$116.02	0.00	116.02	
Desc: PROSPECT ST		Acct: 10-314-329-0000	DPW -ELECTRICITY			
84443200005JUN'24	WATERMAN HL COVERED BRIDGE	0.00	\$45.71	0.00	45.71	
Desc: WATERMAN HL COVERED BRIDGE		Acct: 10-314-329-0000	DPW -ELECTRICITY			
87303200007JUN'24	QUECHEE HARTLAND RD	56.26	\$56.26	0.00	56.26	
Desc: QUECHEE HARTLAND RD		Acct: 60-964-329-0000	ELECTRICITY			
87833000000JUN'24	MAPLE ST	0.00	\$82.43	0.00	82.43	
Desc: MAPLE ST		Acct: 10-314-329-0000	DPW -ELECTRICITY			
91611000000JUN'24	FERRY RD	149.66	\$149.66	0.00	149.66	
Desc: FERRY RD		Acct: 60-964-329-0000	ELECTRICITY			
34926000000JUN'24	PARK/LEHMAN BRIDGE	0.00	\$126.60	0.00	126.60	
Desc: PARK/LEHMAN BRIDGE		Acct: 10-314-329-0000	DPW -ELECTRICITY			
92124869873JUN'24	43 HIGHLAND AVE - POOL	0.00	\$1,503.29	0.00	1,503.29	
Desc: 43 HIGHLAND AVE - POOL		Acct: 10-512-329-0000	PR -ELECTRICITY			
97303200006JUN'24	NOYES LN PUMP	46.76	\$46.76	0.00	46.76	
Desc: NOYES LN PUMP		Acct: 60-964-329-0000	ELECTRICITY			
97762000004JUN'24	N MAIN ST HWY	0.00	\$47.94	0.00	47.94	
Desc: N MAIN ST HWY		Acct: 10-314-329-0000	DPW -ELECTRICITY			
37762000000JUN'24	N MAIN ST	0.00	\$43.72	0.00	43.72	
Desc: N MAIN ST		Acct: 10-314-329-0000	DPW -ELECTRICITY			
49424000005JUN'24	VA CUTOFF WTR STOR TANK	29.23	\$29.23	0.00	29.23	
Desc: VA CUTOFF WTR STOR TANK		Acct: 50-954-329-0000	ELECTRICITY			
01013200009JUN'24	1299 QUE MAIN ST	178.18	\$178.18	0.00	178.18	
Desc: 1299 QUE MAIN ST		Acct: 65-964-329-0000	ELECTRICITY			
67003200002JUN'24	WILLARD RD STN 2	0.00	\$268.60	0.00	268.60	
Desc: WILLARD RD STN 2		Acct: 10-221-329-0000	HFD -ELECTRICITY			
01013200009MAY'24	1299 QUE MAIN ST	342.14	\$342.14	0.00	342.14	
Desc: 1299 QUE MAIN ST		Acct: 65-964-329-0000	ELECTRICITY			
04013200003JUN'24	BENTLEY RD PUMP	82.26	\$82.26	0.00	82.26	
Desc: BENTLEY RD PUMP		Acct: 65-964-329-0000	ELECTRICITY			
04832000006JUN'24	S MAIN ST PUMP WW	75.20	\$75.20	0.00	75.20	
Desc: S MAIN ST PUMP WW		Acct: 60-964-329-0000	ELECTRICITY			
50776120219JUN'24	1103 N MAIN ST	0.00	\$65.15	0.00	65.15	
Desc: 1103 N MAIN ST		Acct: 10-314-329-0000	DPW -ELECTRICITY			
08303200003JUN'24	DEWEY FAMILY RD	66.20	\$66.20	0.00	66.20	
Desc: DEWEY FAMILY RD		Acct: 65-964-329-0000	ELECTRICITY			
09732000006JUN'24	319 LATHAM WKS LN	8,580.54	\$8,580.54	0.00	8,580.54	
Desc: 319 LATHAM WKS LN		Acct: 60-961-329-0000	ELECTRICITY			
09832000005JUN'24	BRIGGS PARK	0.00	\$45.41	0.00	45.41	
Desc: BRIGGS PARK		Acct: 10-521-329-0000	PR -ELECTRICITY			
11013200008JUN'24	HENDEE WAY - WW	41.90	\$41.90	0.00	41.90	
Desc: HENDEE WAY - WW		Acct: 65-964-329-0000	ELECTRICITY			

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13414587553JUN'24	120 LESLE DR PAVILLION A	0.00	\$210.50	0.00	210.50	
	Desc: 120 LESLE DR PAVILLION A	Acct: 10-528-329-0000	PR -ELECTRICITY			
13611000004JUN'24	HARTFORD VILLAGE STLGTS	0.00	\$105.50	0.00	105.50	
	Desc: HARTFORD VILLAGE STLGTS	Acct: 10-314-329-0000	DPW -ELECTRICITY			
13833000006JUN'24	LYMAN POINT PARK	0.00	\$35.94	0.00	35.94	
	Desc: LYMAN POINT PARK	Acct: 10-521-329-0000	PR -ELECTRICITY			
20822960512JUN'24	1732 QUE MAIN ST	0.00	\$24.57	0.00	24.57	
	Desc: 1732 QUE MAIN ST	Acct: 10-314-329-0000	DPW -ELECTRICITY			
21257439196JUN'24	HILLSIDE RD	0.00	\$136.76	0.00	136.76	
	Desc: HILLSIDE RD	Acct: 10-221-329-0000	HFD -ELECTRICITY			
23490000009JUN'24	200 CRANBERRY LN	2,384.64	\$2,384.64	0.00	2,384.64	
	Desc: 200 CRANBERRY LN	Acct: 50-952-329-0000	ELECTRICITY			
23833000005JUN'24	RT 5 HIGHLAND AVE	0.00	\$83.31	0.00	83.31	
	Desc: RT 5 HIGHLAND AVE	Acct: 10-314-329-0000	DPW -ELECTRICITY			
27333200007JUN'24	ALDEN PARTRIGE	40.51	\$40.51	0.00	40.51	
	Desc: ALDEN PARTRIGE	Acct: 65-964-329-0000	ELECTRICITY			
28933000003JUN'24	MAPLE ST SEWER PUMP	187.65	\$187.65	0.00	187.65	
	Desc: MAPLE ST SEWER PUMP	Acct: 60-964-329-0000	ELECTRICITY			
33833000004JUN'24	MAXFIELD PUMP STA	92.53	\$92.53	0.00	92.53	
	Desc: MAXFIELD PUMP STA	Acct: 60-964-329-0000	ELECTRICITY			
34591000004JUN'24	RADIO TOWER	0.00	\$179.69	0.00	179.69	
	Desc: RADIO TOWER	Acct: 10-271-329-0000	DISP -ELECTRICITY			
38035000009JUN'24	OLCOTT COMMERCE PARK	184.69	\$184.69	0.00	184.69	
	Desc: OLCOTT COMMERCE PARK	Acct: 60-964-329-0000	ELECTRICITY			
39065357434JUN'24	CURRIER ST	0.00	\$102.66	0.00	102.66	
	Desc: CURRIER ST	Acct: 10-314-329-0000	DPW -ELECTRICITY			
39135140109JUN'24	120 LESLE DR PAVILLION C	0.00	\$58.38	0.00	58.38	
	Desc: 120 LESLE DR PAVILLION C	Acct: 10-528-329-0000	PR -ELECTRICITY			
39424000006JUN'24	PUBLIC SAFETY	0.00	\$779.26	0.00	779.26	
	Desc: PUBLIC SAFETY	Acct: 10-221-329-0000	HFD -ELECTRICITY			
	Desc: PUBLIC SAFETY	Acct: 10-211-329-0000	HPD -ELECTRICITY			
	Desc: PUBLIC SAFETY	Acct: 10-271-329-0000	DISP -ELECTRICITY			
41082200001JUN'24	291 SUGAR HILL LN	165.61	\$165.61	0.00	165.61	
	Desc: 291 SUGAR HILL LN	Acct: 55-954-329-0000	ELECTRICITY			
43382200004JUN'24	EASTMAN HILL PUMP	254.03	\$254.03	0.00	254.03	
	Desc: EASTMAN HILL PUMP	Acct: 55-954-329-0000	ELECTRICITY			
43833000003JUN'24	BRIDGE ST TRAFFIC LGT	0.00	\$84.75	0.00	84.75	
	Desc: BRIDGE ST TRAFFIC LGT	Acct: 10-314-329-0000	DPW -ELECTRICITY			
44926000009JUN'24	STREET LIGHTS	0.00	\$2,314.64	0.00	2,314.64	
	Desc: STREET LIGHTS	Acct: 10-314-329-0000	DPW -ELECTRICITY			
48832000003JUN'24	ARBORETUM LN	71.55	\$71.55	0.00	71.55	
	Desc: ARBORETUM LN	Acct: 60-964-329-0000	ELECTRICITY			
49662156394JUN'24	SYKES MTN AVE	0.00	\$93.46	0.00	93.46	
	Desc: SYKES MTN AVE	Acct: 10-314-329-0000	DPW -ELECTRICITY			
49672200000JUN'24	RTE WEST HTFD	0.00	\$534.71	0.00	534.71	
	Desc: RTE WEST HTFD	Acct: 10-314-329-0000	DPW -ELECTRICITY			
49762000005JUN'24	BRIDGE ST PUMP STN	74.15	\$74.15	0.00	74.15	
	Desc: BRIDGE ST PUMP STN	Acct: 60-964-329-0000	ELECTRICITY			

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	59511000008JUN'24	CAMPBELL ST	96.62	\$96.62	0.00	96.62
	Desc: CAMPBELL ST		Acct: 50-954-329-0000	ELECTRICITY		
	62592200000JUN'24	WOODSTOCK RD	0.00	\$34.50	0.00	34.50
	Desc: WOODSTOCK RD		Acct: 10-314-329-0000	DPW -ELECTRICITY		
	62713200004JUN'24	WOODSTOCK RD HEAT TAPE	24.57	\$24.57	0.00	24.57
	Desc: WOODSTOCK RD HEAT TAPE		Acct: 55-954-329-0000	ELECTRICITY		
	Vendor Total:			22,324.54	0.00	22,324.54
020164	GREGORY, JAMES H	JAMES H GREGORY			7/05/2024	91740
5	GUITAR PLAYER @ FARMER'S MARKET	0.00	\$60.00	0.00	60.00	
	Desc: GUITAR PLAYER @ FARMER'S MARKET		Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
	Vendor Total:			60.00	0.00	60.00
021450	HARTFORD, TOWN OF	TOWN OF HARTFORD			7/05/2024	91741
120800,00420524	RADCLIFF PARK	0.00	\$45.01	0.00	45.01	
	Desc: RADCLIFF PARK		Acct: 10-521-328-0000	PR -WATER		
110390,00420527	WATER - SENIOR CENTER	0.00	\$362.78	0.00	362.78	
	Desc: WATER - SENIOR CENTER		Acct: 10-421-328-0000	SEN -WATER		
112780,00420519	173 AIRPORT RD	0.00	\$661.86	0.00	661.86	
	Desc: 173 AIRPORT RD		Acct: 10-321-328-0000	DPW -WATER		
113640,00420521	BRIGGS PARK	0.00	\$90.62	0.00	90.62	
	Desc: BRIGGS PARK		Acct: 10-521-328-0000	PR -WATER		
121050,00420525	319 LATHAM WKS LN	775.98	\$775.98	0.00	775.98	
	Desc: 319 LATHAM WKS LN		Acct: 60-961-328-0000	WATER		
121051,00420526	319 LATHAM WKS LN	45.01	\$45.01	0.00	45.01	
	Desc: 319 LATHAM WKS LN		Acct: 60-961-328-0000	WATER		
130125,00420520	171 BRIDGE STREET - TH	0.00	\$321.47	0.00	321.47	
	Desc: 171 BRIDGE STREET - TH		Acct: 10-161-328-0000	TH -WATER		
211600,00418974	275 DEPOT ST	48.82	\$48.82	0.00	48.82	
	Desc: 275 DEPOT ST		Acct: 60-962-328-0000	WATER		
141210,00420523	45 HIGHLAND AVE	0.00	\$863.67	0.00	863.67	
	Desc: 45 HIGHLAND AVE		Acct: 10-530-328-0000	PR -WATER		
	Vendor Total:			3,215.22	0.00	3,215.22
022440	HERNANDEZ, CHRISTIAN	CHRISTIAN HERNANDEZ			7/05/2024	91742
06.30.2024	REIMBURSEMENT	0.00	\$421.57	0.00	421.57	
	Desc: May 2024 Training Meal Reimbursemen		Acct: 10-211-311-0000	HPD -TRAVEL & MEETINGS		
	Desc: June 2024 Training Meal Reimburseme		Acct: 10-211-311-0000	HPD -TRAVEL & MEETINGS		
	Desc: Uniform Allowance: belt		Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
	Desc: Uniform Allowance- bike sneakers an		Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
	Desc: June 2024 Training Meal Reimburseme		Acct: 10-211-311-0000	HPD -TRAVEL & MEETINGS		
	Vendor Total:			421.57	0.00	421.57
022610	HIGGINS OFFICE PRODUCTS INC				7/05/2024	91743
IN150747	ID MACHINE	266.10	\$4,689.00	0.00	4,689.00	
	Desc: IT portion of ID machine		Acct: 10-181-318-0000	IT -CONTRACTED SERVICES		
	Desc: Planning protion of ID machine		Acct: 10-622-318-0000	PDZ -CONTRACTED SERVICES		
	Desc: Finance protion of ID machine		Acct: 10-171-320-0000	FIN -EQUIP OPERATION/MAINT-OFFIC		

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	Desc:	PD portion of id machine	Acct: 10-211-320-0200	HPD -EQUIPMENT OPERATION JOUR		
	Desc:	Dispatch portion of ID machine	Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
	Desc:	FD portion of ID machine	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
	Desc:	portion of Parks and Rec ID Machine	Acct: 10-511-330-0000	PR -OFFICE EQUIPMENT		
	Desc:	Assessing portion of ID machine	Acct: 10-174-330-0000	ASE -OFFICE EQUIPMENT		
	Desc:	Town Manager Portion of ID Machine	Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
	Desc:	Town Clerk portion of ID Machine	Acct: 10-151-331-0000	TC -DEPARTMENT EQUIPMENT		
	Desc:	DPW Portion of ID Machine - 1	Acct: 30-975-318-0000	CONTRACTED SERVICES		
	Desc:	DPW Portion of ID Machine 2	Acct: 50-955-318-0000	CONTRACTED SERVICES		
	Desc:	DPW Portion of ID Machine - 3	Acct: 60-965-318-0000	CONTRACTED SERVICES		
	Desc:	DPW portion of ID machine 4	Acct: 60-965-318-0000	CONTRACTED SERVICES		
	Desc:	DPW portion of ID machine 5	Acct: 65-965-318-0000	CONTRACTED SERVICES		
	Desc:	DPW portion of ID Machine 6	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
		Vendor Total:		4,689.00	0.00	4,689.00
022703	HILL, MARY	MARY HILL		7/05/2024		91744
	JUN'24	REIMBURSEMENT JUN'24	0.00	\$383.12	0.00	383.12
	Desc:	Ret Reimb Jun 24	Acct: 10-151-418-0100	TC -Retirees		
		Vendor Total:		383.12	0.00	383.12
024335	ISUN, INC			7/05/2024		91745
	INV-ISI-002281	SOLAR ARRAY MAY'24	5,973.95	\$5,973.95	0.00	5,973.95
	Desc:	May 2024 solar electricity	Acct: 65-963-329-0000	ELECTRICITY		
		Vendor Total:		5,973.95	0.00	5,973.95
024465	JAMES LAMONTAGNE LANDSCAPE CO, INC			7/05/2024		91746
	3190	PLANTERS	762.50	\$762.50	0.00	762.50
	Desc:	Planters	Acct: 70-622-318-7073	Downtown Vibrancy Fund 07110-DVF-2C		
		Vendor Total:		762.50	0.00	762.50
024586	JC BUILDERS, LLC			7/05/2024		91747
	06.30.2024 A	BUILDING REPAIRS - BUGBEE	0.00	\$5,496.05	0.00	5,496.05
	Desc:	BUILDING REPAIRS - BUGBEE	Acct: 10-421-321-0100	SEN -REPAIRS & MAINT-BUILD & GRC		
	06.30.2024 C	BUILDING REPAIRS - BUGBEE	0.00	\$3,396.38	0.00	3,396.38
	Desc:	BUILDING REPAIRS - BUGBEE	Acct: 10-421-318-0000	SEN -CONTRACTED SERVICES		
	06.30.2024 D	BUILDING REPAIRS - BUGBEE	0.00	\$2,681.57	0.00	2,681.57
	Desc:	BUILDING REPAIRS - BUGBEE	Acct: 10-421-321-0100	SEN -REPAIRS & MAINT-BUILD & GRC		
	06.30.2024 B	BUILDING REPAIRS - BUGBEE	0.00	\$2,926.00	0.00	2,926.00
	Desc:	BUILDING REPAIRS - BUGBEE	Acct: 10-421-321-0100	SEN -REPAIRS & MAINT-BUILD & GRC		
		Vendor Total:		14,500.00	0.00	14,500.00
025715	KEY CHEVROLET OF WHITE RIVER			7/05/2024		91748
	46725	PARTS	214.95	\$214.95	0.00	214.95
	Desc:	PARTS	Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc:	PARTS	Acct: 55-954-321-0000	REPAIRS & MAINT - VEHICLES		
		Vendor Total:		214.95	0.00	214.95
027402	LEBANON, CITY OF	CITY OF LEBANON		7/05/2024		91749

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Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	MAY'24	TIPPING FEE	7,167.15	\$7,167.15	0.00	7,167.15
	Desc:	Tipping Fees_05/01/24 - 05/31/24	Acct: 30-974-318-0000	CONTRACTED SERVICES		
	Vendor Total:			7,167.15	0.00	7,167.15
027403	LEBANON, CITY OF		CITY OF LEBANON	7/05/2024		91750
	MAY'24	GRIT DISPOSAL	7,952.14	\$7,952.14	0.00	7,952.14
	Desc:	Grit Disposal_05/01/24 - 05/31/24	Acct: 60-961-318-0000	CONTRACTED SERVICES		
	Vendor Total:			7,952.14	0.00	7,952.14
027849	LEWIS, WILLIAM J.		WILLIAM J. LEWIS	7/05/2024		91792
	JUL'24	RET REIMB JUL 2024	0.00	\$837.50	0.00	837.50
	Desc:	Ret reimb Jul 24	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
	Vendor Total:			837.50	0.00	837.50
028039	LIVEMIXKINGS			7/05/2024		91751
	INV202	DJ - HTFD POOL PARTY	0.00	\$200.00	0.00	200.00
	Desc:	DJ - HTFD POOL PARTY	Acct: 10-512-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:			200.00	0.00	200.00
028128	CONERTY, DANIELLE		DANIELLE CONERTY	7/05/2024		91752
	06.28.2024	HPAC Camp Director	0.00	\$3,672.00	0.00	3,672.00
	Desc:	HPAC Camp Director	Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:			3,672.00	0.00	3,672.00
028130	CONERTY, MICHAEL		MICHAEL CONERTY	7/05/2024		91753
	06.28.2024	HPAC Camp Director	0.00	\$3,672.00	0.00	3,672.00
	Desc:	HPAC Co-Director	Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:			3,672.00	0.00	3,672.00
028848	MADISON NATIONAL LIFE INSURANCE CO,			7/05/2024		91793
	JUL'24	LIFE INS JULY 2024	270.86	\$2,609.91	0.00	2,609.91
	Desc:	LIFE INS JULY 2024	Acct: 10-121-240-0000	TM -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-151-240-0000	TC -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-171-240-0000	FIN -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-174-240-0000	ASE -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-175-240-0000	DEL -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-181-240-0000	IT -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-211-240-0000	HPD -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-221-240-0000	HFD -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-271-240-0000	DISP -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-311-240-0000	DPW -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-325-240-0000	DPW -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-511-240-0000	PR -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-514-240-0000	PR -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-521-240-0000	PR -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-621-240-0000	PDZ -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 10-622-240-0000	PDZ -LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 30-974-240-0000	LIFE INSURANCE		
	Desc:	LIFE INS JULY 2024	Acct: 30-974-240-0000	LIFE INSURANCE		

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Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc:	LIFE INS JULY 2024	Acct:	50-954-240-0000	LIFE INSURANCE	
	Desc:	LIFE INS JULY 2024	Acct:	50-955-240-0000	LIFE INSURANCE	
	Desc:	LIFE INS JULY 2024	Acct:	55-955-240-0000	LIFE INSURANCE	
	Desc:	LIFE INS JULY 2024	Acct:	60-961-240-0000	LIFE INSURANCE	
	Desc:	LIFE INS JULY 2024	Acct:	60-965-240-0000	LIFE INSURANCE	
	Desc:	LIFE INS JULY 2024	Acct:	65-963-240-0000	LIFE INSURANCE	
	Desc:	LIFE INS JULY 2024	Acct:	65-965-240-0000	LIFE INSURANCE	
Vendor Total:				2,609.91	0.00	2,609.91
029010	MAINE OXY ACETYLENE SUPPLY CO		MAINE OXY		7/05/2024	91754
	3002978016	CO2	0.00	\$94.81	0.00	94.81
	Desc:	CO2	Acct:	10-512-323-0000	PR -MATERIAL & SUPPLIES	
Vendor Total:				94.81	0.00	94.81
029815	MASON, W.B. COMPANY, INC		W.B. MASON COMPANY, INC		7/05/2024	91755
	246870462	OFFICE SUPPLIES	0.00	\$107.33	0.00	107.33
	Desc:	OFFICE SUPPLIES	Acct:	10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI	
	246800057	WATER	14.82	\$14.82	0.00	14.82
	Desc:	WATER	Acct:	30-974-328-0000	WATER	
	246127563	WATER	14.82	\$14.82	0.00	14.82
	Desc:	WATER	Acct:	30-974-328-0000	WATER	
	247452939	2 CS PAPER + TONER CANNON	0.00	\$205.89	0.00	205.89
	Desc:	2 CS PAPER + TONER CANNON	Acct:	10-171-323-0000	FIN -MATERIAL & SUPPLIES	
	247441311	OFFICE SUPPLIES	0.00	\$16.13	0.00	16.13
	Desc:	OFFICE SUPPLIES	Acct:	10-171-323-0000	FIN -MATERIAL & SUPPLIES	
	247442845	STICKY NOTES	0.00	\$11.88	0.00	11.88
	Desc:	STICKY NOTES	Acct:	10-622-323-0000	PDZ -MATERIAL & SUPPLIES	
Vendor Total:				370.87	0.00	370.87
030555	MERIDIAN STRATEGIC SERVICES, INC.				7/05/2024	91756
	1155	EMERGENCY MANAGEMNT PLAN-FINAL	0.00	\$6,000.00	0.00	6,000.00
	Desc:	EMERGENCY MANAGEMNT PLAN-FINAL	Acct:	10-121-318-0000	TM -CONTRACT SERVICES	
Vendor Total:				6,000.00	0.00	6,000.00
031875	MOTOROLA SOLUTIONS, INC		MOTOROLA SOLUTIONS, INC		7/05/2024	91794
	8230458674	Flex Maintenance and Mapping Contra	0.00	\$24,267.15	0.00	24,267.15
	Desc:	Flex Maintenance and Mapping Contra	Acct:	10-271-320-0200	DISP -EQUIPMENT MAINT - COMPUTE	
	8230459013	Norwich PD NIBRS and Mobile	0.00	\$725.12	0.00	725.12
	Desc:	Norwich PD NIBRS and Mobile	Acct:	10-271-320-0200	DISP -EQUIPMENT MAINT - COMPUTE	
	8230458671	HPD Flex alarm tracking and CAD2CAD	0.00	\$1,500.31	0.00	1,500.31
	Desc:	HPD Flex alarm tracking and CAD2CAD	Acct:	10-271-320-0200	DISP -EQUIPMENT MAINT - COMPUTE	
	8230458846	Windsor PD NIBERS and MOBILE	0.00	\$1,691.95	0.00	1,691.95
	Desc:	Windsor PD NIBERS and MOBILE	Acct:	10-271-320-0200	DISP -EQUIPMENT MAINT - COMPUTE	
Vendor Total:				28,184.53	0.00	28,184.53
031998	MURPHY, RYAN M		RYAN M MURPHY		7/05/2024	91757
	06.18.24	REIMBURSEMENT	0.00	\$39.00	0.00	39.00
	Desc:	CDL Written Test	Acct:	10-325-317-0000	DPW -PERMITS AND LICENSES	

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Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:				39.00	0.00	39.00
032235	NARDONE, ANDREA		ANDREA NARDONE		7/05/2024	91758
	06.28.2024	HPAC - Choreographer	0.00	\$1,150.00	0.00	1,150.00
	Desc:	HPAC - Choreographer	Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				1,150.00	0.00	1,150.00
032239	NARDONE, BRYCEN		BRYCEN NARDONE		7/05/2024	91759
	06.28.2024	HPAC - Show Director	0.00	\$1,150.00	0.00	1,150.00
	Desc:	HPAC - Show Director	Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				1,150.00	0.00	1,150.00
033400	NEW ENGLAND INSTRUMENT				7/05/2024	91760
	24883	Calibrate Effluent Flow Meter_WRJ W	611.00	\$611.00	0.00	611.00
	Desc:	Calibrate Effluent Flow Meter_WRJ W	Acct: 60-962-318-0000	CONTRACTED SERVICES		
Vendor Total:				611.00	0.00	611.00
034785	NORTHEAST COMMUNITY SOLAR LLC				7/05/2024	91802
	JUN'24	SOLAR ARRAY JUNE 2024	894.83	\$1,278.33	0.00	1,278.33
	Desc:	June 2024 solar electricity	Acct: 10-321-329-0000	DPW -ELECTRICITY		
	Desc:	June 2024 solar electricity	Acct: 60-961-329-0000	ELECTRICITY		
Vendor Total:				1,278.33	0.00	1,278.33
035050	NORTHERN NURSERIES INC				7/05/2024	91761
	198236	TREES	3,086.00	\$3,086.00	0.00	3,086.00
	Desc:	Canopy Grant for Trees Lyman	Acct: 73-511-000-1631	Grants Rec - Canopy Grant 2024		
Vendor Total:				3,086.00	0.00	3,086.00
036697	PARSONS ENVIRONMENT		JP MORGAN CHASE		7/05/2024	91762
	12933,95561	INSPECTIONS - MAR'24	0.00	\$4.52	0.00	4.52
	Desc:	INSPECTIONS - MAR'24	Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
Vendor Total:				4.52	0.00	4.52
037276	PETE'S TIRE BARNS, INC				7/05/2024	91763
	282097	TIRES	0.00	\$1,082.60	0.00	1,082.60
	Desc:	14.9 X 24 Tires	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:				1,082.60	0.00	1,082.60
037450	PIKE INDUSTRIES INC				7/05/2024	91764
	1272456	STONE	1,118.94	\$1,118.94	0.00	1,118.94
	Desc:	July 2023 Storm Damage_Taftsville R	Acct: 12-500-311-0001	STORM 7.9.23 MATERIALS - 311		
Vendor Total:				1,118.94	0.00	1,118.94
037551	PITNEY BOWES BANK INC		PITNEY BOWES BANK INC		7/05/2024	91765
	JUN'24 A	POSTAGE	721.92	\$1,215.34	0.00	1,215.34
	Desc:	Postage	Acct: 10-121-322-0000	TM -POSTAGE		
	Desc:	Postage	Acct: 10-171-322-0000	FIN -POSTAGE		

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Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Postage	Acct: 10-151-322-0000	TC -POSTAGE		
	Desc: Postage	Acct: 10-511-322-0000	PR -POSTAGE		
	Desc: Postage	Acct: 10-622-322-0000	PDZ -POSTAGE		
	Desc: Postage	Acct: 10-175-322-0000	DEL -POSTAGE		
	Desc: Postage	Acct: 10-174-322-0000	ASE -POSTAGE		
	Desc: Postage	Acct: 50-955-322-0000	POSTAGE		
	Desc: Postage	Acct: 55-955-322-0000	POSTAGE		
	Desc: Postage	Acct: 60-965-322-0000	POSTAGE		
	Desc: Postage	Acct: 65-965-322-0000	POSTAGE		
	Desc: Postage	Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
JUN'24B	POSTAGE	0.00	\$929.60	0.00	929.60
	Desc: Town Clerk Paostage for Ballots	Acct: 10-151-322-0000	TC -POSTAGE		
Vendor Total:			2,144.94	0.00	2,144.94
038495	PRIORITY EXPRESS, INC.		7/05/2024		91766
81722427	INTERLIBRARY LOAN PROG - JUN'24	0.00	\$105.20	0.00	105.20
	Desc: INTERLIBRARY LOAN PROG - JUN'24	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
Vendor Total:			105.20	0.00	105.20
038790	QUADIENT LEASING USA, INC		7/05/2024		91795
Q1385308	POSTAGE MACHINE Q1 FY25	119.97	\$119.97	0.00	119.97
	Desc: POSTAGE MACHINE Q1 FY25	Acct: 50-955-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: POSTAGE MACHINE Q1 FY25	Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
	Desc: POSTAGE MACHINE Q1 FY25	Acct: 60-965-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: POSTAGE MACHINE Q1 FY25	Acct: 65-965-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Vendor Total:			119.97	0.00	119.97
039994	REXEL USA, INC.	REXEL	7/05/2024		91767
S139884109.001	MATERIALS	111.52	\$111.52	0.00	111.52
	Desc: MATERIALS	Acct: 50-954-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			111.52	0.00	111.52
041360	RYAN DELABRUERE		7/05/2024		91768
05.16.2024	TESTING	0.00	\$1,255.80	0.00	1,255.80
	Desc: Galv CP Test on 2 tanks	Acct: 10-321-318-0000	DPW -CONTRACTED SERVICES		
Vendor Total:			1,255.80	0.00	1,255.80
041450	SABIL & SONS, INC	SABIL & SONS, INC	7/05/2024		91769
12206	PARTS	0.00	\$175.00	0.00	175.00
	Desc: TOWING - ABANDONED CAR	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:			175.00	0.00	175.00
041649	SCHAAL, ANNA	ANNA SCHAAL	7/05/2024		91770
06.24.2024	BEGINNER WOMEN MTN BIKING	0.00	\$208.00	0.00	208.00
	Desc: BEGINNER WOMEN MTN BIKING	Acct: 10-515-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:			208.00	0.00	208.00
042400	SHERWIN WILLIAMS CO	SHERWIN WILLIAMS CO	7/05/2024		91771

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Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	88307	GLASS BEADS	0.00	\$103.98	0.00	103.98
	Desc:	GLASS BEADS	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
	Vendor Total:			103.98	0.00	103.98
042460	SHIPLEY, WESLEY		WESLEY SHIPLEY	7/05/2024		91772
	06.26.2024	REIMBURSEMENT	0.00	\$234.15	0.00	234.15
	Desc:	Shorts, Steel Toed Shoes, Shirts	Acct: 10-325-326-0000	DPW -UNIFORMS		
	Vendor Total:			234.15	0.00	234.15
044560	STRATUS TELECOM LLC			7/05/2024		91796
	17703	FAX SERVICES - JUL'24	0.00	\$140.82	0.00	140.82
	Desc:	FAX SERVICES - JUL'24	Acct: 10-121-324-0000	TM -TELEPHONE		
	Desc:	FAX SERVICES - JUL'24	Acct: 10-211-324-0000	HPD -TELEPHONE		
	Desc:	FAX SERVICES - JUL'24	Acct: 10-221-324-0000	HFD -TELEPHONE		
	Desc:	FAX SERVICES - JUL'24	Acct: 10-271-324-0000	DISP -TELEPHONE		
	Vendor Total:			140.82	0.00	140.82
046062	TIMBER TENDER			7/05/2024		91773
	06.25.2024	ASH TREE TREATMENT	0.00	\$1,397.00	0.00	1,397.00
	Desc:	ASH TREE TREATMENT	Acct: 10-115-101-0201	BC -TREE WARDEN		
	1096	TREE CARE @ LYMAN PARK	0.00	\$4,750.00	0.00	4,750.00
	Desc:	Lyman park Tree Care	Acct: 10-115-101-0201	BC -TREE WARDEN		
	Vendor Total:			6,147.00	0.00	6,147.00
047190	USABLUEBOOK		USABLUEBOOK	7/05/2024		91774
	INV00395931	CHART PAPER	400.58	\$400.58	0.00	400.58
	Desc:	CHART PAPER	Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
	Vendor Total:			400.58	0.00	400.58
048300	VALLEY NEWS		VALLEY NEWS	7/05/2024		91797
	125911,4436846	SB AGENDA 07.09.24	0.00	\$210.60	0.00	210.60
	Desc:	SB AGENDA 07.09.24	Acct: 10-111-312-0000	SB -ADVERTISING		
	125911,4436664	SB MEETING 07.02.2024	0.00	\$72.00	0.00	72.00
	Desc:	SB MEETING 07.02.2024	Acct: 10-111-312-0000	SB -ADVERTISING		
	Vendor Total:			282.60	0.00	282.60
049401	VERMONT DEPT OF HEALTH			7/05/2024		91775
	1420	ENGRAVED PAPER 100	0.00	\$38.00	0.00	38.00
	Desc:	ENGRAVED PAPER 100	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
	Vendor Total:			38.00	0.00	38.00
050250	VERMONT LEAGUE OF CITIES AND TOWNS		VERMONT LEAGUE OF CITIES AND TOWNS	7/05/2024		91776
	P02852024	2024 ZODIAC BOAT +2022 TRAILER	0.00	\$50.00	0.00	50.00
	Desc:	2024 ZODIAC BOAT +2022 TRAILER	Acct: 10-221-418-0000	HFD -PROPERTY & LIABILITY INSURA		
	Vendor Total:			50.00	0.00	50.00
051400	VERMONT STATE TREASURER LICENSES		VERMONT STATE TREASURER	7/05/2024		91777

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Vendor ID	Vendor Name					
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	2024 APR-JUN	59 MARRIAGE LICENSES	0.00	\$3,835.00	0.00	3,835.00
	Desc:	59 MARRIAGE LICENSES	Acct: 10-151-316-0000	TC -STATE PAYMENT - LICENSES		
	Vendor Total:			3,835.00	0.00	3,835.00
051943	VISION SERVICE PLAN		VISION SERVICE PLAN		7/05/2024	91798
	JUNE'24 CREDIT	VISION INSURANCE CREDIT BACK	0.00	\$-113.28	0.00	-113.28
	Desc:	VISION INSURANCE CREDIT BACK	Acct: 10-012-300-0225	ACCRUED VISION INSURANCE PAYAI		
	JUL'24-	VISION INS JULY 2024	0.00	\$1,936.88	0.00	1,936.88
	Desc:	VISION INS JULY 2024	Acct: 10-012-300-0225	ACCRUED VISION INSURANCE PAYAI		
	Vendor Total:			1,823.60	0.00	1,823.60
052300	WEBB, F W COMPANY		F.W. WEBB COMPANY		7/05/2024	91778
	06.25.2024 STATEMENT	SERV CHARGE	8.51	\$8.51	0.00	8.51
	Desc:	SERV CHARGE	Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
	85925251	MATERIALS	102.78	\$102.78	0.00	102.78
	Desc:	MATERIALS	Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
	Vendor Total:			111.29	0.00	111.29
053000	WHITE RIVER COUNCIL ON AGING				7/05/2024	91807
	FY25 1/2	CONTRACTED SERVICES JUL-DEC 2024	0.00	\$41,825.00	0.00	41,825.00
	Desc:	CONTRACTED SERVICES JUL-DEC 2024	Acct: 10-421-318-0100	SEN -CONTRACT SERV WR COUNCIL		
053000	WHITE RIVER COUNCIL ON AGING				7/05/2024	91806
	2024 JUL-SEP	CONTRACTED SERV JUL-SEP 2024	0.00	\$5,000.00	0.00	5,000.00
	Desc:	CONTRACTED SERV JUL-SEP 2024	Acct: 10-421-318-0200	SEN -CONTRACT SERV SENIOR CTR		
	Vendor Total:			46,825.00	0.00	46,825.00
053650	WILSON TIRE INC				7/05/2024	91779
	539942	TIRES	0.00	\$783.00	0.00	783.00
	Desc:	PD 1 Tire replacement mount bal tps	Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
	Vendor Total:			783.00	0.00	783.00
054150	WISDOM & POWER LLC				7/05/2024	91780
	APR24	SOLAR ARRAY APR'24	1,965.11	\$1,965.11	0.00	1,965.11
	Desc:	April 2024 solar electricity	Acct: 50-952-329-0000	ELECTRICITY		
054150	WISDOM & POWER LLC				7/05/2024	91803
	MAY'24	SOLAR ARRAY MAY 2024	1,965.11	\$1,965.11	0.00	1,965.11
	Desc:	SOLAR ARRAY MAY 2024	Acct: 50-952-329-0000	ELECTRICITY		
	Vendor Total:			3,930.22	0.00	3,930.22
059704	CLARKE, MARTHA		MARTHA CLARKE		7/05/2024	91781
	06.30.2024	PETTY CASH	0.00	\$18.98	0.00	18.98
	Desc:	June 2024 Petty Cash - batteries	Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
	Vendor Total:			18.98	0.00	18.98
059882	CARY, SANDRA		SANDRA CARY		7/05/2024	91799
	2025-1	USPS-POSTAGE	0.00	\$4.62	0.00	4.62
	Desc:	USPS-POSTAGE	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		

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Vendor ID	Vendor Name		Payee Name			
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
059882	CARY, SANDRA	SANDRA CARY			7/05/2024	91782
2024-12	VINS PASS/PC PORTABLE STORAGE	0.00		\$263.95	0.00	263.95
Desc:	VINS PASS/PC PORTABLE STORAGE	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF		
2024-11	SYSTEMPLUS - NEW PC	0.00		\$1,499.00	0.00	1,499.00
Desc:	SYSTEMPLUS - NEW PC	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF		
Vendor Total:				1,767.57	0.00	1,767.57
060110	NATIONAL - METER	NATIONAL BUSINESS TECHNOLOGIES LLC			7/05/2024	91783
IN620785	METER-COPIER-JUN'24	80.80		\$154.45	0.00	154.45
Desc:	METER-COPIER-JUN'24 DPW V1178	Acct: 10-325-330-0000		DPW -OFFICE EQUIPMENT		
Desc:	METER-COPIER-JUN'24 DPW V1178	Acct: 50-955-330-0000		OFFICE EQUIPMENT		
Desc:	METER-COPIER-JUN'24 DPW V1178	Acct: 55-955-330-0000		OFFICE EQUIPMENT		
Desc:	METER-COPIER-JUN'24 DPW V1178	Acct: 60-965-330-0000		OFFICE EQUIPMENT		
Desc:	METER-COPIER-JUN'24 DPW V1178	Acct: 65-965-330-0000		OFFICE EQUIPMENT		
Desc:	METER-COPIER-JUN'24 - TC V1179	Acct: 10-151-318-0000		TC -CONTRACTED SERVICES		
IN619767	METER COPIER - JUN'24	72.66		\$586.11	0.00	586.11
Desc:	METER COPIER - JUN'24 - PLANN	Acct: 10-622-323-0000		PDZ -MATERIAL & SUPPLIES		
Desc:	METER COPIER - JUN'24 - FD	Acct: 10-221-320-0000		HFD -EQUIP OPERATION/MAINT-OFFI		
Desc:	METER COPIER - JUN'24 - REC	Acct: 10-511-318-0000		PR -CONTRACTED SERVICES		
Desc:	METER COPIER - JUN'24 - PD	Acct: 10-211-320-0000		HPD -EQUIP OPERATION/MAINT-OFFI		
Desc:	METER COPIER - JUN'24 - FIN	Acct: 10-171-323-0000		FIN -MATERIAL & SUPPLIES		
Desc:	METER COPIER - JUN'24 TM	Acct: 10-121-318-0000		TM -CONTRACT SERVICES		
Desc:	METER COPIER - JUN'24 - VALUATIO	Acct: 10-174-320-0000		ASE -EQUIP OPERATION/MAINT-OFFI		
Desc:	METER COPIER - JUN'24 v1320	Acct: 50-955-330-0000		OFFICE EQUIPMENT		
Desc:	METER COPIER - JUN'24 v1320	Acct: 55-955-330-0000		OFFICE EQUIPMENT		
Desc:	METER COPIER - JUN'24 v1320	Acct: 60-965-330-0000		OFFICE EQUIPMENT		
Desc:	METER COPIER - JUN'24 v1320	Acct: 65-965-330-0000		OFFICE EQUIPMENT		
Vendor Total:				740.56	0.00	740.56
060124	GREEN MAPLE, LLC	GREEN MAPLE, LLC			7/05/2024	91804
APR'24	SOLAR ARRAY APR 2024	3,325.95		\$13,995.83	0.00	13,995.83
Desc:	April 2024 solar electricity	Acct: 10-530-329-0000		PR -ELECTRICITY		
Desc:	April 2024 solar electricity	Acct: 10-161-329-0000		TH -ELECTRICITY		
Desc:	April 2024 solar electricity	Acct: 10-221-329-0000		HFD -ELECTRICITY		
Desc:	April 2024 solar electricity	Acct: 10-211-329-0000		HPD -ELECTRICITY		
Desc:	April 2024 Solar electricity	Acct: 10-271-329-0000		DISP -ELECTRICITY		
Desc:	April 2024 solar electricity	Acct: 55-953-329-0000		ELECTRICITY		
Desc:	April 2024 solar electricity	Acct: 60-962-329-0000		ELECTRICITY		
Desc:	April 2024 solar electricity	Acct: 10-421-329-0000		SEN -ELECTRICITY / GAS		
Desc:	April 2024 solar electricity	Acct: 30-971-329-0000		ELECTRICITY		
Desc:	April 2024 solar electricity	Acct: 65-964-329-0000		ELECTRICITY		
MAY'24	SOLAR ARRAY MAY 2024	4,999.12		\$21,035.55	0.00	21,035.55
Desc:	May 2024 solar electricity	Acct: 10-530-329-0000		PR -ELECTRICITY		
Desc:	May 2024 solar electricity	Acct: 10-161-329-0000		TH -ELECTRICITY		
Desc:	May 2024 solar electricity	Acct: 10-221-329-0000		HFD -ELECTRICITY		
Desc:	May 2024 solar electricity	Acct: 10-211-329-0000		HPD -ELECTRICITY		
Desc:	May 2024 solar electricity	Acct: 10-271-329-0000		DISP -ELECTRICITY		
Desc:	May 2024 soalr electricity	Acct: 55-953-329-0000		ELECTRICITY		
Desc:	May 2024 solar electricity	Acct: 60-962-329-0000		ELECTRICITY		
Desc:	May 2024 solar electricity	Acct: 10-421-329-0000		SEN -ELECTRICITY / GAS		

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Vendor ID	Vendor Name				Disc. Amt	Net Amt.	
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
	Desc:	May 2024 solar electrcity	Acct:	30-971-329-0000	ELECTRICITY		
	Desc:	May 2024 solar electricity	Acct:	65-964-329-0000	ELECTRICITY		
		Vendor Total:		35,031.38	0.00	35,031.38	
060300	SANTAGATE, CORIANDER		CORIANDER R. SANTAGATE		7/05/2024	91784	
	06.30.24	REIMBURSEMENT		0.00	\$366.96	0.00	366.96
	Desc:	Uni Allowance Reimb: uni base shirt	Acct:	10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
	Desc:	Uni Allow Reimb: Tactical Pants	Acct:	10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
	Desc:	Uni allow reimb: cooling Compressio	Acct:	10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
		Vendor Total:		366.96	0.00	366.96	
061582	M & T BANK / WILMINGTON TRUST				7/05/2024	91800	
	RF3-329 - AUG'24	TH16 RF3-329 BOND PAYMENT 4/17	110,835.51	\$110,835.51	0.00	110,835.51	
	Desc:	RF3-329 BOND PAYMENT- PRINCIPAL	Acct:	55-954-542-0101	DEBT PRINCIPAL - RF3-329		
	Desc:	RF3-329 BOND PAYMENT - INT	Acct:	55-954-542-0100	DEBT INTEREST - RF3-329		
	Desc:	RF3-329 BOND PAYMENT - ADMIN FEE	Acct:	55-954-542-0102	DEBT ADMIN FEE - RF3-329		
		Vendor Total:		110,835.51	0.00	110,835.51	
061775	CONWAY LANDSCAPE & LAWNCARE INC		CONWAY LANDSCAPE & LAWNCARE INC		7/05/2024	91785	
	1023	MAXFIELD ANNUAL FERT&GRUB TREAT	0.00	\$16,400.00	0.00	16,400.00	
	Desc:	Maxfield fert and grub treatment	Acct:	10-527-318-0000	PR -CONTRACTED SERVICES		
	Desc:	Maxfield fert and grub treatment	Acct:	10-527-323-0000	PR -MATERIAL & SUPPLIES		
		Vendor Total:		16,400.00	0.00	16,400.00	
500887	POWER DMS, INC		POWER DMS, INC		7/05/2024	91786	
	INV-50700	POWERDMS	0.00	\$6,200.13	0.00	6,200.13	
	Desc:	PowerDMS Annual Subscription	Acct:	10-221-318-0000	HFD -CONTRACTED SERVICES		
	Desc:	PowerDMS Subscriptopm	Acct:	10-211-314-0000	HPD -BOOKS & PERIODICALS		
	Desc:	PowerDMS Subscription	Acct:	10-271-318-0000	DISP -CONTRACTED SERVICES		
		Vendor Total:		6,200.13	0.00	6,200.13	
500894	SECURSHRED		SECURSHRED		7/05/2024	91801	
	461231	SHREDDING SERVICES - TH	0.00	\$24.00	0.00	24.00	
	Desc:	SHREDDING SERVICES - TH	Acct:	10-161-318-0000	TH -CONTRACTED SERVICES		
500894	SECURSHRED		SECURSHRED		7/05/2024	91787	
	456124	SHREDDING	0.00	\$24.00	0.00	24.00	
	Desc:	SHREDDING	Acct:	10-211-318-0000	HPD -CONTRACTED SERVICES		
		Vendor Total:		48.00	0.00	48.00	
502743	BROOKS, LAURA		LAURA BROOKS		7/05/2024	91788	
	2024-1	REIMBURSEMENT-HD/MICHAELS/AMAZON	0.00	\$283.46	0.00	283.46	
	Desc:	REIMBURSEMENT-HD/MICHAELS/AMAZON	Acct:	10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
		Vendor Total:		283.46	0.00	283.46	
FUND 1 0				Bank Total:		411,903.03	
Holdback Total						493,725.01	
Batch Totals:		0.00	184,388.91	0.00		678,113.92	

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Vendor ID	Vendor Name			
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt
				Net Amt.

_____ MICHAEL HOYT
_____ KIM SOUZA
_____ MARY M. ERDEI
_____ SUSAN M. BUCKHOLZ
_____ LANNIE J. COLLINS
_____ IDA GRIESEMER
_____ BRANDON SMITH
_____ JOHN HAVERSTOCK
_____ GAIL OSTROUT
_____ JOSEPH MAJOR

TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, June 25, 2024, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Kim Souza, Vice Chair; Mary Erdei, Clerk; Lannie Collins, Member; Brandon Smith, Member; Susan Buckholz, Member; Ida Griesemer, Member; John Haverstock; Bryan Gazda; Scott Hausler; Colin Butler; Cori Santagate; David Crocco; Jason Merrill; Leslie Merrill; Mary Kay Brown; Dennis Brown.

Zoom: Gail Ostrout; Scott Smith; Pat Autilio; Ally Tufkenjian.

JAM LINK: https://www.youtube.com/live/41lmIr_r2mM?si=gxwZHlB6F_nrOhHD

- I. Call to Order the Selectboard Meeting by Vice Chair, Kim Souza at 6:03pm.
- II. Pledge of Allegiance was recited and led by John Haverstock
- III. Local Liquor Control Board:
 1. Selectboard Member, Lannie Collins made the motion to approve the Renewal of liquor license for Vural Oktay, Inc, d/b/a Tuckerbox, 1 South Main Street, White River Jct., VT 05001 for a 1st Class, 3rd Class and Outside Consumption Permit, with the Outside Consumption Permit conditioned on the applicant maintaining handicapped pedestrian access clearance on sidewalk at all times. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.
 2. Selectboard Member, Mary Erdei made the motion to approve New Liquor Licenses for Jason Merrill d/b/a REDCan, 129 South Main Street, White River Jct., VT 05001 for a 1st Class and 3rd Class Permit. Selectboard member, Lannie Collins seconded the motion. All were in favor and the motion passed.
 - Selectboard Vice-Chair Kim Souza closed the Local Liquor Control Board.
- IV. Local Cannabis Control Board: None
- V. Order of Agenda: There is a brief amendment to the proposed FY25 Fee Schedule
- VI. Selectboard
 1. Public Comment: None
 2. Selectboard Comments and Announcements
 - Lannie Collins congratulated all involved for a successful Hartford High Alumni Parade.
 3. Appointments
 - Selectboard Member, Lannie Collins made a motion to re-appoint Colin Butler to the Planning Commission for a three-year term beginning June 25, 2024 and ending on June 24, 2027. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.
 - Selectboard Member, Mary Erdei made a motion to re-appoint Tobias Dayman to the Planning Commission for a three-year term beginning on June 25, 2024 and ending on June 24, 2027. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.
 4. Town Manager's Report/Significant Activities
The Town Manager reminded the Board of the likely need for special meeting(s) in early July for FYE accounts payable and to set Tax Rates.
Significant Activity Reports

Link: <https://www.hartford-vt.org/Archive.aspx?ADID=485>

5. Board Reports, Motions & Ordinances
 - a. Consider Light Pole Banner Application Selectboard Member, Lannie Collins made a motion to approve the application submitted by the Hometown heroes group. Selectboard Member, Sue Buckholz seconded the motion. The vote in favor was 4-2 (Smith and Erdei opposed).
 - b. Update from the Parks & Recreation Commission.
 - c. Consider HCOREI request for a Staff Liaison. Selectboard Member, Lannie Smith made the motion to instruct the Town Manager to appoint a Town Staff member to HCOREI to serve as a non-voting liaison. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.
 - d. Adopt the Proposed FY25 Fee Schedule Selectboard Member, Kim Souza made the motion to adopt the proposed FY25 Fee Schedule, as amended. Selectboard Member Mary Erdei seconded the motion. All were in favor and the motion passed.
 - e. Consider Draft Committee Stipend Policy Selectboard Member, Brandon Smith made a motion to adopt the proposed Committee Stipend Policy. Selectboard Member, Mary Erdei seconded the motion. The vote in favor was 5-1 (Collins opposed).
 - f. Consider Committee Charge Amendments to Allow for Stipends Selectboard Member, Ida Griesemer made the motion to amend the ByLaws of the Energy Commission, Resilient Hartford and the Conservation Commission to allow for the payment of stipends. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.
 - g. Discussion of Selectboard Training Options.

VII. Commission Reports

- Kim Souza:

The Town Plan Steering Committee met on June 10th to review a 2nd round of strategies proposed by consultants from Better City for the Economic Development chapter update of the Town Plan. A fully remote Community Forum to collect input on the proposed strategies was scheduled for June 18, but had to be cancelled due to technical issues at Town Hall. A new date has not yet been rescheduled.

The Planning Commission met on June 24 to review several applications including a lot line adjustment, a property subdivision and site plans for the Windsor District courthouse renovation, a proposed car wash on Sykes Mtn Ave and The Haven's low barrier shelter. The Haven's site plan had been approved in December, but they have since determined that a renovation of the existing structure is untenable, so they are developing a new plan with an entirely new structure. All applications were approved with some amendments.

Brandon Smith:

The Hartford Committee on Housing and Homelessness met on June 20, 2024. The bulk of the discussion centered around developing an ask for the Selectboard to create a directory of rental housing in Hartford. The committee decided it needs to solidify the purpose(s)/benefits and textural/statutory mechanisms of such a directory. One possible benefit could be the town learning of companies from out of town, or out of state, that might own large numbers of rentals, to ensure they comply with local rules. The group also discussed the first steps of discussion about housing developments around the north end of Route 5 near and into Norwich, which would require collaboration with the Department of Public Works on the implications to the water and wastewater systems.

Ida Griesemer:

Energy Commission: Approved funds (from Climate Action Reserve Fund) for design and installation of heat pump at the public safety building.

- Funds for the pumps will come from the Energy and Conservation Block Grant.

VIII. Consent Agenda: **Selectboard Member, Lannie Collins made the motion to approve the Consent Agenda. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 6.22.2024

Approve A/P Manifest of: 6/21/2024 and 6/27/2024

Approve Meeting Minutes of: 6/11/2024 (as amended)

Approve Selectboard Meetings: 7/9/2024 and 7/23/2024

XI. Adjourn the Selectboard Meeting
Selectboard Member, Mary Erdei made the motion to adjourn the meeting at 8:21 PM. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

Mary Erdei, Clerk
June 25, 2024 Meeting.



MINUTES

Special Selectboard Meeting

Tuesday, July 2, 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, John Haverstock; Heidi Duto; Gail Ostrout.

Absent: Ida Griesemer, Member

- I. Call to Order the Selectboard Meeting was called to order by Chair, Mike Hoyt at 6:00PM.**
- II. Pledge of Allegiance was recited and led by Gail Ostrout.**
- III. Order of Agenda: there were no changes to the order of agenda.**
- IV. Selectboard**

- 1. Public Comment: None**

- 2. Approve A/P Manifest of 7/1/2024**

Selectboard Member, Brandon Smith made the motion to approve the A/P Manifest of 7/1/2024. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.

- 3. Set Tax Rates for FY2025**

Selectboard Member, Brandon Smith made the motion to set the tax rate for FY2025 as follows:

TAX RATE 2024-2025, Town of Hartford

- The Fiscal Year 2025 General Highway Fund with:
- \$16,106,719 for Appropriation,
- \$14,183,161 for Grand List,
- \$1.1356 for Rate,
- and \$16,106,719 for Revenue;
- The Fiscal Year 2025 County Tax with:
- \$97,663 for Appropriation,
- \$14,183,161 for Grand List,
- \$0.0069 for Rate,
- and \$97,663 for Revenue;
- The Fiscal Year 2025 Restricted Appropriations with:

- \$257,988 for Appropriation,
- \$14,183,161 for Grand List,
- \$0.0182 for Rate,
- and \$257,988 for Revenue;
- The Fiscal Year 2025 Local Agreement Rate with:
- \$41,413 for Appropriation,
- \$14,183,161 for Grand List,
- \$0.0029 for Rate,
- and \$41,413 for Revenue;
- Total Fiscal Year 2025 Town Tax:
- \$16,503,783 for Appropriation,
- \$1.1636 for Rate,
- and \$16,503,783 for Revenue;
- Education Homestead Tax Rate \$2.0585
- Education Non-Homestead Tax Rate: \$2.0977
- Total Town and Education Homestead Tax Rate: \$3.2221
- Total Town and Education Non-Homestead Tax Rate: \$3.2613
- Total Appropriation 2024-2025 Fiscal Year: \$16,503,783

Selectboard Clerk, Mary Erdei seconded the motion.
5 were in favor (Hoyt, Souza, Erdei, Buckholz, Smith)
1 was not in favor (Collins)

The motion passed.

V. Adjourn the Selectboard Meeting

Selectboard Vice Chair, Kim Souza made the motion to adjourn the Selectboard Meeting at 6:20PM. Selectboard Clerk, Mary Erdei seconded the motion.
All were in favor and the motion passed.

Mary Erdei, Selectboard Clerk
 7.2.2024 Special Meeting