



## TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, April 1, 2025, 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 (6:01)
- III. Local Liquor Control Board: (6:02)
  - a. Consider the Renewal of Evans Group of Vermont, Inc. d/b/a Evans Expressmart, 1038 North Main Street, White River Jct., VT 05001 for a 2<sup>nd</sup> Class Liquor License, a Tobacco License and a Vape Tobacco Substitute Endorsement
  - b. Consider the Renewal of Max Overstrom-Coleman d/b/a Fontinalis, LLC; 27 North Main St., Suite 10, White River Jct., VT 05001 for a 2<sup>nd</sup> Class Liquor License
  - c. Consider the Renewal of Max Overstrom-Coleman d/b/a Wolf Tree, 40 Currier Street, White River Jct., VT 05001 for a 1<sup>st</sup> & 3<sup>rd</sup> Class Liquor License and an Outside Consumption Permit
  - d. Consider the Renewal Application for Phnom Penh Sandwich Station, 7 North Main Street, White River Jct., VT 05001 for a 1st Class Liquor License
  - e. Consider the Renewal Application for Little Istanbul, Inc., d/b/a Little Istanbul, 27 North Main St., White River Jct., VT 05001 for a 1st Class Liquor License
  - f. Consider the Renewal of Quechee Club, Inc. d/b/a/ Quechee Club, 3268 Quechee Main Stret, Quechee, VT 05059 for a 1<sup>st</sup> Class & 3<sup>rd</sup> Class Liquor License and an Outside Consumption Permit
  - g. Consider the Renewal of Summit Stores, LLC d/b/a Three Cat Coffee, 18 & 42 Sykes Mt. Avenue, White River Jct., VT 05001 for a 1<sup>st</sup> Class, 2<sup>nd</sup> Class and 3<sup>rd</sup> Class Liquor License, a Tobacco License and a Vape Tobacco Substitute Endorsement
  - h. Consider the Renewal of Summit Stores, LLC d/b/a Quechee Mobile, 3479 Woodstock Road, Quechee, VT 05059 for a 2<sup>nd</sup> Class Liquor License, a Tobacco License and a Vape Tobacco Substitute Endorsement
  - i. Consider the Renewal of Blood's Catering & Party Rentals, Inc., 1147 Hartford Ave, White River Jct., VT 05001 for a 1<sup>st</sup> & 3<sup>rd</sup> Class License
- IV. Local Cannabis Control Board: None
- V. Order of Agenda (6:10)
- VI. Selectboard
  1. Public Comment (6:20)

*Public comment is an opportunity for the public to comment. It is not the place for dialogue.*
  2. Selectboard Comments and Announcements (6:30)
  3. Appointments (6:40)
    - a. Consider the New Appointment of Kim Souza to the Town & School Meeting Committee for a two year term beginning April 1, 2025 and ending March 31, 2027
    - b. Consider the New Appointment of Miranda Dupre to the Hartford Committee on Equity and Inclusion for a two year term beginning April 1, 2025 and ending on March 31, 2027
  4. Town Manager's Report (6:50)

Significant Activity Reports Link: <https://www.hartford-vt.org/Archive.aspx?ADID=506>
  5. Board Report, Motions & Ordinances
    - a. Sister City Committee Re-Cap of Trip to France (6:55)
    - b. Report on Feasibility of Creating a Geothermal Energy District in WRJ (7:05)
    - c. Housing and Homelessness Committee Update on Rental Housing Inventory (7:45)
    - d. Town Parking Lot at Pine & Maple Streets - Existing Revocable License Overview/Request to Advertise (8:00)
    - e. Safe Routes to School Improvements Discussion (8:20)
    - f. Review Selectboard's Strategic Vision and Consider Facilitated Retreat (8:35)
- VII. Commission Reports (8:45)
- VIII. Consent Agenda (8:50)

Approve Payroll Ending: 3/29/2025

Approve A/P Manifest: 3/28/2025 & 4/3/2025

Approve Meeting Minutes of: 3/18/2025

Approve Revised Meeting Minutes of: 8/20/2024

Future Meetings Approved: 4/15/2025; 4/29/2025; 5/13/2025

**IX. Adjourn the Selectboard Meeting**

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

Individuals wishing to address the board should do so during the Public Comment period. Please Note: The Hartford Selectboard offers public viewing of meetings live at Town Hall, and additionally as a courtesy generally on YouTube, Channel 1085, and Zoom. If a member of the public has technical difficulties accessing this meeting remotely, please alert us by emailing [Selectboard@hartford-vt.org](mailto:Selectboard@hartford-vt.org).



## John Haverstock

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**From:** Lisa O'Neil  
**Sent:** Wednesday, March 26, 2025 2:01 PM  
**To:** John Haverstock  
**Cc:** Sherry West; Melinda Brooks  
**Subject:** Re: Liquor Board  
**Attachments:** townclerkLicensinginfosheet2024 (1).pdf

Hi, John,

Attached please find an Information Sheet from the DLL website. This document was included in the packet when the previous board was revising the Liquor Policy in January. In addition, the link to the document is included below:

<https://liquorcontrol.vermont.gov/sites/dlc/files/documents/townclerkLicensinginfosheet2024.pdf>

The DLL website is a great resource for any member that wishes to dive in further:

<https://liquorcontrol.vermont.gov/>

<https://liquorcontrol.vermont.gov/education/publications>

Lisa

Lisa M. O'Neil, CVC  
Hartford Town Clerk  
171 Bridge St.  
White River Jct., VT 05001  
802-295-2785  
[loneil@hartford-vt.org](mailto:loneil@hartford-vt.org)

**PLEASE NOTE: HARTFORD does not bear any responsibility or liability for missing or incorrect information or documents.**

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

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**From:** John Haverstock <jhaverstock@hartford-vt.org>  
**Sent:** Wednesday, March 26, 2025 1:48 PM  
**To:** Lisa O'Neil <loneil@hartford-vt.org>; Sherry West <swest@hartford-vt.org>  
**Subject:** Liquor Board

Hi Lisa and Sherry.

Is there an explanatory document explaining 1<sup>st</sup> class, 2d class, 3d class liquor licenses, outside consumption permits, tobacco licenses and tobacco substitute endorsements? Mary and Mike feel that this sort of thing could be helpful, especially for new Selectboard members.

# Town/City Clerk Licensing Information



## What types of alcohol can be sold where?

- Ready-to-drink spirits beverages with not more than 12% alcohol in sizes not more than 24 oz and beer, wine, and hard cider with not more than 16% alcohol are sold at 1<sup>st</sup> Class and 2<sup>nd</sup> Class establishments.
- Beverages containing more than those amounts are considered liquor (or spirits) and are sold at 802 Spirits stores or served at businesses with 3<sup>rd</sup> Class Licenses.
- 2<sup>nd</sup> Class Licensees can sell Fortified Wines (16-23% alcohol) with a Fortified Wine Permit.

## What fees go where?

- 1<sup>st</sup> Class and 2<sup>nd</sup> Class Licenses are charged both a municipal and a state fee. Licensees apply on the DLL Portal and pay the town directly when applying. Licensees pay DLL fees on the DLL Portal once approved by the Town.
- 1<sup>st</sup> Class fee: Full year license: \$115 DLL/\$115 Town.
- 2<sup>nd</sup> Class fee: Full year license: \$70 DLL/\$70 Town.
- 3<sup>rd</sup> Class fee: Full year: \$1095 DLL. Half year: \$550 DLL. As of 7/1/21, the Town may add up to a \$50 fee for 3<sup>rd</sup> Class License applications when they are not submitted with a 1<sup>st</sup> Class License application.
- Fee for Manufacturers to have a 3<sup>rd</sup> Class License is \$230 DLL.

## Once the town approves a license, what happens?

- Towns will use the DLL Portal to notify DLL of approvals. The DLL Office of Licensing will review and process the application. It can take up to 8 weeks for the DLL to complete.
- Applications that are incomplete will take longer. Please note that an incomplete application can be approved by the Town and sent to DLL for completion and processing. Town fees should be paid before approval is sent.
- Approved 1<sup>st</sup> Class, 2<sup>nd</sup> Class, and/or 3<sup>rd</sup> Class Licenses, Tobacco Licenses and Outside Consumption Permits are emailed to the Town/City Clerk and to the licensee and are available to view on the DLL Portal.
- Towns can view applications and their statuses on the DLL Portal. Emails will be sent to both the Town/City Clerk and the licensee throughout the process as well as when the DLL issues the approval.

## Once the town approves a permit, what happens?

- Towns will use the DLL Portal to notify DLL of municipal approvals. Once the State receives the permit, it can take between 5 to 15 business days to approve, depending on the permit. Be sure to allow the DLL sufficient processing time.
- Towns can view applications and their statuses on the DLL Portal. Emails will be sent to both the Town/City Clerk and the permittee throughout the automated process as well as when the DLL issues the approval.

## What is the license renewal process?

- Renewal applications will appear in the Town/City Clerk's DLL Portal account under In Progress Applications. Towns must reapprove 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Class Licenses, Tobacco Licenses and Outside Consumption Permits annually and submit the approved businesses' renewals to the DLL for processing. Any changes in information, or incomplete information on the license, may cause a delay if not received and resolved in a timely manner. Delay in Town approval will also cause a delay in the State approval.
- Re-approved 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Class, Tobacco Licenses and Outside Consumption Permits are emailed to the Town/City Clerk. DLL emails all other re-approved licenses directly to the licensee. Town/City Clerks and licensees can check the status of any application on the DLL Portal.

## What licenses or permits do NOT require Town approval?

- Manufacturer Licenses
- 4<sup>th</sup> Class Licenses
- Farmers Market Permits
- Tasting Permits
- 1<sup>st</sup> Class Boat or Railroad Car Licenses
- Catering Licenses
- Wholesale Dealer License
- Retail Delivery License
- Fortified Wine Permit
- Destination Master Resort License

## What do license names mean?

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1<sup>st</sup> Class License</b>   | Allows a business on-premise service of beer, hard cider, wine and RTD spirits beverages.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>2<sup>nd</sup> Class License</b>   | Allows a business off-premise sales of beer, hard cider, wine and RTD spirits beverages.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>3<sup>rd</sup> Class License</b>   | Allows a business on-premise service of spirits/liquor.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Tobacco License</b>                | Allows a business to sell tobacco products and tobacco paraphernalia.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Tobacco Substitute Endorsement</b> | Needed for businesses with a Tobacco License to sell any e-cig product or paraphernalia. The business does not need to sell tobacco products but must have the license to receive the Endorsement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Manufacturer</b>                   | Allows a business to manufacture or rectify spirits onsite. Manufacturers can also apply for 1 <sup>st</sup> and 3 <sup>rd</sup> Class Licenses. They can apply for 4 <sup>th</sup> Class Licenses which allow them to serve samples of and sell their product and up to 5 other manufacturers' products by the bottle. They can apply for Farmer's Market Permits allowing them to serve samples of and sell by the bottle at those markets. No more than a combination of 20 Farmer's Market Permits and 4 <sup>th</sup> Class Licenses may be granted to one manufacturer or rectifier per year. Manufacturers can hold an event that is open to the public and serve their own beverages in full pours if notification to DLL as occurred. Manufacturers wanting to operate regularly with full pours must hold 1 <sup>st</sup> and/or 3 <sup>rd</sup> Class Licenses. Manufacturers may only sell unopened bottles of alcohol at 4 <sup>th</sup> Class establishments or Farmer's Markets. |
| <b>Special Event Permit</b>           | Allows manufacturers to hold an event lasting up to 4 days that is open to the public where they may promote their products with samples, offer/serve full pours, and may sell by the bottle. Each manufacturer at an event must hold their own permit. No more than 108 permits can be issued per year to each Manufacturer.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Caterer's License</b>              | Allows a business holding a 1 <sup>st</sup> Class License or a 1 <sup>st</sup> /3 <sup>rd</sup> Class License to apply for Catering Permits.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Commercial Caterer's License</b>   | Allows a business holding a 1 <sup>st</sup> Class License or a 1 <sup>st</sup> /3 <sup>rd</sup> Class License that is not licensed as a restaurant or club to apply for Catering Permits.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Catering Permits</b>               | Allows a business holding a Caterer's License or Commercial Caterer's License to serve alcohol at a specific event at a specified location.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Special Venue Permit</b>           | Allows a museum, art gallery, library or retail establishment to serve beer, hard cider, wine or RTD spirits beverages by the glass to the public at an event. No more than 12 permits are issued per year. This permit is not issued to DLL licensed locations or cannabis establishments.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Limited Event Permit</b>           | Allows an applicant to hold an event serving alcohol lasting up to 4 days. No more than 4 permits issued to the same applicant per year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Sampling Event Permit</b>          | Allows an applicant to hold an event serving samples of alcohol lasting up to 4 days. No more than 4 permits issued to the same applicant per year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

For additional information, please contact us at (802) 828-2339 or by email at [DLL.DLCLicensingteam@vermont.gov](mailto:DLL.DLCLicensingteam@vermont.gov).

Sent to PD: FIVE 2/25/25  
24 to TM 2/13/25



## TOWN OF HARTFORD

MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

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

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



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

### HARTFORD LIQUOR/TOBACCO LICENSE-ADDITIONAL INFORMATION

**All information must be completed (use a separate sheet, if needed)**

*Incomplete applications will cause delays in processing*

Date: 2/14/25 Applicant(s): Evans Group of Vermont Inc

Doing Business As: Evans Express Mart 1038 NORTH MAIN ST.

Business Address: PO Box 2446 habanah, nt 03766

Telephone Number(s): 603-448-3400 E-mail: BethWhite@Evansgroupinc.com

Other Contact Name(s), if applicable: \_\_\_\_\_

Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):

Name: Derek Evans

DOB: 10/17/70

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

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

Please list any other 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".

6/15/23 - ADMIN TICKET  
7/30/22 - FAILED TO ID

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. We acknowledge receipt of Hartford Liquor & Tobacco Control Policies & Procedures.



Licensee's Signature

DEREK EVANS

Printed Name

2/14/25

Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



Application ID: DLL - Application - 53732

Application for: Second Class License

Category of Business: Second Class

### Business/ Entity Information

**Business/ Entity Name:**

Evans Group of Vermont, Inc.

**Business ID:**

0000984

**Business Address:**

PO BOX 246,  
Lebanon, New Hampshire 03766

**Entity Type:**

Business Corporation

**Management Type if LLC:**

**Phone:**

(603) 448-3400

**Email:**

accounting@evansgroupinc.com

### People Information

• **Person:**

Beth White

**Business Role:**

Business Principal

**Email:**

accounting@evansgroupinc.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Beth White

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

### Location/ Premises Detail

**Location Name:**

**Do you lease this Premises:**



Evans Expressmart

**Location Address:**

Route 5 & Airport Road, 1638 N. Main St.  
Hartford, Vermont 05001

**Local Jurisdiction/ Town Clerk:**

Hartford

**Health License:**

Food:

Lodging:

**Vermont Tax Department:**

**Education Details**

**Student Name:**

Kristin King

**Training Completion Date:**

Tue Aug 08 00:00:00 GMT 2023

**Mode of Training:**

DLC Online Training

**Type of Training:**

Second Class (Off Premise)

**Foundational License (if applicable)**

**License Type:**

Second Class

**License Number:**

LP-012550

**Licensee Name:**

Evans Expressmart

**License Status:**

License Active - Ready for Renewal

**Licensee Address:**

Route 5 & Airport Road, 1638 N. Main Street  
Hartford, Vermont 05001

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name    | Document Type | Assosicated With             |
|---------|---------------|------------------------------|
| D-03023 | Other         | LN-016433                    |
| D-03024 | Other         | LN-016433                    |
| D-03025 | Other         | LN-016433                    |
| D-03026 | Other         | LN-016433                    |
| D-23860 | Other         | Evans Group of Vermont, Inc. |
| D-23862 | Other         | Evans Group of Vermont, Inc. |
| D-03023 | Other         | LN-016433                    |
| D-03024 | Other         | LN-016433                    |
| D-03025 | Other         | LN-016433                    |
| D-03026 | Other         | LN-016433                    |

**Payment and Acknowledgement**

**Signed by:**

Beth White

State of Vermont / DLL Application Fee:



**Date of Submission:**

2025-02-21 21:25:02

**Local Application Fee:**

70

70.00

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

**Local Control Payment Status:**

false



**VERMONT**  
DEPARTMENT OF LIQUOR AND LOTTERY  
DIVISION OF LIQUOR CONTROL

**Application ID:** DLL - Application - 53730

**Application for:** Tobacco License

**Category of Business:** Tobacco

### Business/ Entity Information

**Business/ Entity Name:**

Evans Group of Vermont, Inc.

**Business ID:**

0000984

**Business Address:**

PO BOX 246,  
Lebanon, New Hampshire 03766

**Entity Type:**

Business Corporation

**Management Type if LLC:**

**Phone:**

(603) 448-3400

**Email:**

accounting@evansgroupinc.com

### People Information

• **Person:**

Beth White

**Business Role:**

Business Principal

**Email:**

accounting@evansgroupinc.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Beth White

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

### Location/ Premises Detail

**Location Name:**

**Do you lease this Premises:**

Evans Expressmart

**Location Address:**

Route 5 & Airport Road,  
Hartford, Vermont 05001

**Local Jurisdiction/ Town Clerk:**

Hartford

**Health License:**

Food:

Lodging:

**Vermont Tax Department:**

**Education Details**

**Student Name:**

Kristin King

**Training Completion Date:**

Tue Aug 08 00:00:00 GMT 2023

**Mode of Training:**

DLC Online Training

**Type of Training:**

Second Class (Off Premise)

**Foundational License (if applicable)**

**License Type:**

Tobacco

**License Number:**

LP-012551

**Licensee Name:**

Evans Expressmart

**License Status:**

License Active - Ready for Renewal

**Licensee Address:**

Route 5 & Airport Road, 1038 N. MOYNS ST.  
Hartford, Vermont 05001

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name    | Document Type | Assosicated With             |
|---------|---------------|------------------------------|
| D-03023 | Other         | LN-016433                    |
| D-03024 | Other         | LN-016433                    |
| D-03025 | Other         | LN-016433                    |
| D-03026 | Other         | LN-016433                    |
| D-23860 | Other         | Evans Group of Vermont, Inc. |
| D-23862 | Other         | Evans Group of Vermont, Inc. |
| D-03023 | Other         | LN-016433                    |
| D-03024 | Other         | LN-016433                    |
| D-03025 | Other         | LN-016433                    |
| D-03026 | Other         | LN-016433                    |

**Payment and Acknowledgement**

Signed by:

State of Vermont / DLL Application Fee:

**Date of Submission:**

2025-02-21 21:19:07

110.00

**Local Application Fee:**

0

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

**Local Control Payment Status:**

false

 **VERMONT**  
DEPARTMENT OF LIQUOR AND LOTTERY  
DIVISION OF LIQUOR CONTROL

**Application ID:** DLL - Application - 53733  
**Application for:** Tobacco Substitute Endorsement  
**Category of Business:** Tobacco

**Business/ Entity Information**

|                                                                         |                                             |
|-------------------------------------------------------------------------|---------------------------------------------|
| <b>Business/ Entity Name:</b><br>Evans Group of Vermont, Inc.           | <b>Business ID:</b><br>0000984              |
| <b>Business Address:</b><br>PO BOX 246,<br>Lebanon, New Hampshire 03766 | <b>Entity Type:</b><br>Business Corporation |
| <b>Phone:</b><br>(603) 448-3400                                         | <b>Management Type if LLC:</b>              |
| <b>Email:</b><br>accounting@evansgroupinc.com                           |                                             |

**Foundational License (if applicable)**

|                                                                                                             |                                                              |
|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| <b>License Type:</b><br>Tobacco                                                                             | <b>License Number:</b><br>LP-012552                          |
| <b>Licensee Name:</b><br>Evans Expressmart                                                                  | <b>License Status:</b><br>License Active - Ready for Renewal |
| <b>Licensee Address:</b><br>Route 5 & Airport Road, 1038 W. Main St.<br>White River Junction, Vermont 05001 | <b>License Start Date:</b><br>2024-07-01                     |
|                                                                                                             | <b>License End Date:</b><br>2025-06-30                       |

**Event Contact/s**

**Person:**

|                          |               |
|--------------------------|---------------|
| <b>Business Role:</b>    | <b>Phone:</b> |
| <b>Business Address:</b> | <b>Email:</b> |

**Violations:**



|              |                      |         |                 |
|--------------|----------------------|---------|-----------------|
| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|

### Event Premises Details

**Location Name:**

Evans Expressmart

**Start date and time of event**

**End date and time of event**

**Location Address:**

Route 5 & Airport Road,  
Hartford, Vermont 05001

**Approximate Number of Persons Expected**

**Describe the type of event/ OCP Area:**

**Local Jurisdiction/ Town Clerk:**

Hartford

### Documents Attached

| Name    | Document Type | Assosicated With             |
|---------|---------------|------------------------------|
| D-03023 | Other         | LN-016433                    |
| D-03024 | Other         | LN-016433                    |
| D-03025 | Other         | LN-016433                    |
| D-03026 | Other         | LN-016433                    |
| D-23860 | Other         | Evans Group of Vermont, Inc. |
| D-23862 | Other         | Evans Group of Vermont, Inc. |
| D-03023 | Other         | LN-016433                    |
| D-03024 | Other         | LN-016433                    |
| D-03025 | Other         | LN-016433                    |
| D-03026 | Other         | LN-016433                    |

### Payment and Acknowledgement

**Signed by:**

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

50.00

**Date and time of Submission:**

2025-02-21 21:25:35

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

**Local Application Fee:**

0

**Local Control Payment Status:**

false



|                                                                                                                                                         |                         |                                                                                                                                       |                                                |                                                                                  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----------------------------------------------------------------------------------|--|
|                                                                        |                         | DLC ENFORCEMENT DIVISION<br>ADMINISTRATIVE NOTICE OF<br>AGENCY ACTION                                                                 |                                                |  |  |
|                                                                                                                                                         |                         | No 20220136                                                                                                                           |                                                |                                                                                  |  |
| License number: 00984002TOBC001                                                                                                                         |                         |                                                                                                                                       |                                                |                                                                                  |  |
| Corporation name: Evans Group of Vermont Inc.                                                                                                           |                         |                                                                                                                                       |                                                |                                                                                  |  |
| Doing business as: Evans Expressmart                                                                                                                    |                         |                                                                                                                                       |                                                |                                                                                  |  |
| Physical address of violation: Route 5 & Airport Road                                                                                                   |                         |                                                                                                                                       |                                                |                                                                                  |  |
| City White River Junction                                                                                                                               |                         | State VT                                                                                                                              | Zip code 05001                                 | Business phone (603)448-3400                                                     |  |
| Date of offense: 07-30-2022                                                                                                                             |                         |                                                                                                                                       | Time of offense: 09:55 (-4 GMT)                |                                                                                  |  |
| Licensee did then and there commit the following acts in violation of Liquor Board regulation:<br><br>13 FAILURE TO IDENTIFY PERSON OF QUESTIONABLE AGE |                         |                                                                                                                                       |                                                |                                                                                  |  |
| Case number: 22VL000977                                                                                                                                 |                         |                                                                                                                                       |                                                |                                                                                  |  |
| <input type="checkbox"/> Written Warning-No fines or Penalties                                                                                          |                         | <input checked="" type="checkbox"/> Waiver Fine                                                                                       |                                                |                                                                                  |  |
| <input type="checkbox"/> Hearing                                                                                                                        |                         | If you plead ADMITTED, you may pay the waiver amount instead of appearing at a Liquor Board Hearing. 260<br><b>WAIVER AMOUNT</b> ➔ \$ |                                                |                                                                                  |  |
| Delivered to: Last First MI                                                                                                                             |                         | Date of Birth                                                                                                                         |                                                |                                                                                  |  |
| Jordan, Delinda A                                                                                                                                       |                         | 08/16/1962                                                                                                                            |                                                |                                                                                  |  |
| Signature: <i>Delinda Jordan</i>                                                                                                                        |                         | Title: Clerk                                                                                                                          |                                                |                                                                                  |  |
| Investigator Name: Kimberly Mcleod                                                                                                                      |                         |                                                                                                                                       | Investigator Signature: <i>Kimberly Mcleod</i> |                                                                                  |  |
| Investigator #: 2090                                                                                                                                    | Date Served: 07-30-2022 | Time: 10:03 (-4 GMT)                                                                                                                  | <input type="checkbox"/> Hand                  | <input type="checkbox"/> US Mail                                                 |  |
|                                                                                                                                                         |                         |                                                                                                                                       | <input checked="" type="checkbox"/> Email      |                                                                                  |  |
| Failed to ID person of questionable age                                                                                                                 |                         |                                                                                                                                       |                                                |                                                                                  |  |

# LICENSEE PLEA AND WAIVER

☐ ADMITTED - LICENSEE WAIVES THE RIGHT TO A HEARING BEFORE THE LIQUOR CONTROL BOARD, ADMITS THE ALLEGATION AS TRUE, AND AGREES TO PAY THE DESIGNATED FINE.

☐ DENIED - LICENSEE REQUESTS A HEARING BEFORE THE LIQUOR CONTROL BOARD IN ORDER TO CONTEST THE ALLEGATION.

Deliver this plea in person or mail to:

Vermont Department of Liquor Control  
13 Green Mountain Drive  
Montpelier, Vt. 05620-4501

SIGN HERE:

|                           |  |                    |  |
|---------------------------|--|--------------------|--|
| <i>Beau Wilch</i>         |  | 8/2/22             |  |
| Licensee Authorized Agent |  | Date               |  |
| 59 Eastman Hill Road      |  | Enfield, NH 03748  |  |
| Street                    |  | City State Zip     |  |
| 603-448-3400              |  | 603-448-2407       |  |
| Licensee Phone            |  | Licensee Facsimile |  |

IF LICENSEE PLEADS ADMITTED: Mark the plea, and sign and complete above. Deliver the plea to the Department of Liquor Control within ten (10) days with payment of the designated fine shown on the front of the Complaint. Pay by check or money order in U.S. funds; make checks payable to VT DEPT. OF LIQUOR CONTROL. This plea will be entered in Licensee's enforcement history.

IF LICENSEE PLEADS DENIED: Mark the plea, and sign and complete above. Deliver the plea to the Department of Liquor Control within ten (10) days. Licensee will be scheduled to appear before the Liquor Control Board. There is more detailed information about appearing before the Board on the back of the other copy of the complaint, which should be kept for reference.

IF LICENSEE FAILS TO DELIVER A PLEA WITHIN TEN (10) DAYS OF COMPLAINT: The Department of Liquor Control will impose the designated fine and Licensee will be liable for payment. If Licensee fails to pay the designated fine within ten (10) days thereafter, Licensee will be ordered to a hearing before the Liquor Control Board to consider liquor license suspension or revocation.



## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 2/27/2025

Re: Liquor Licenses

---

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

Evans Expressmart  
1038 N Main St

*Derek Evans*

*Derek Evans*

Choose an item.



## Fire Inspection Report

Hartford Fire Department

Inspection 11978



### Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Alan Beebe  
Unit Number HFM3  
Shift DFM  
  
Scheduled 03/05/2025 00:00  
Inspected On 03/05/2025 11:30  
Finished At 03/05/2025 12:15  
Next Inspection  
  
Scheduled Beebe  
Inspection Length 0.75

### Occupant

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

### Owner

Owner / Company Evans Expressmart  
Contact Name Eric Lowery - Manager  
Address 1038 N MAIN ST  
City, State and Zip White River Junction, VT 05001--  
Phone 603-448-3400

### Comments

Liquor License Fire Inspection:  
Initial Inspection: 03/05/2025  
Final Inspection: PENDING  
Occupancy Type: Mercantile Occupancy  
Occupancy Status: GRANTED

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

### Violation Summary

| Status | Violation                                                                                                                                                                                                    | Location          |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Closed | 110.26 - Spaces About Electrical Equipment<br>Access and working space shall be provided and maintained about all electrical equipment to permit ready and safe operation and maintenance of such equipment. | Electrical Panels |



Comments: Electrical panels are blocked with boxes and supplies

Required Action: Electrical panels must have a minimum of 36 inches of clearance in front of the panel

A minimum clearance width of 30-inches or the width of the equipment, whichever is greater.

The clearance space must allow the electrical panel door to open at a 90-degree angle.

---

Closed

4.4.3.1 - Unobstructed Egress

Back door

In every occupied building or structure, means of egress from all parts of the building shall be maintained free and unobstructed.

Comments: Back door obstructed by accumulation of snow/ice

Back door partially obstructed on the inside with boxes and a shovel

Required Action: Door needs to have a path that is the width of the door for 10' back from the door

Door needs to open fully without obstructions

---

Closed

4.5 - Flexible Cords and Cables

Building

Flexible cords and cables shall not be used as follows:

- (1) As a substitute for the fixed wiring of a structure
- (2) Where run through holes in walls, ceilings, or floors
- (3) Where run through doorways or windows, under carpets, and so forth
- (4) Where attached to building surfaces

Flexible cords or cables used as a substitute for fixed wiring to supply outlets in rooms or areas shall be removed and, where required, shall be replaced with permanently installed receptacles using an approved wiring method.

Comments: GFCI outlets NOT noted in these areas:

- Sinks (Subway x2)
- Behind Ice Machine

Required Action: All 125-volt, single-phase, 15- and 20- ampere receptacles installed in the locations specified above shall have ground-fault circuit interrupter protection. Replace outlets with GFCI outlets in all noted applicable areas.

#### Tickler History

| Date       | Type           | Inspector   | Narrative                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|------------|----------------|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 03/05/2025 | Emailed Notice | Beebe, Alan | <p>An email was sent to elowery@evansgroupinc.com<br/>Message: Good afternoon</p> <p>Attached is the report from the inspection done earlier today.<br/>The electrical panel clearance is marked on the floor, but it does not appear to be helping.<br/>The rear door could not be opened due to ice and snow.<br/>These items needs to be continually addressed.</p> <p>Please let me know if you have any questions and when you will be ready for a quick follow up inspection.</p> <p>Thank you<br/>Alan Beebe, Deputy Fire Marshal<br/>Hartford Fire Dept<br/>603-359-6418</p> |
| 03/12/2025 | Emailed Notice | Beebe, Alan | <p>An email was sent to ericlowery@evansgroupinc.com<br/>Message: Eric,<br/>Please let me know what you have received this</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

03/13/2025 Emailed Notice Beebe, Alan

Alan

An email was sent to [ericlowery@evansgroupinc.com](mailto:ericlowery@evansgroupinc.com)  
Message: Good afternoon Eric.

I was able to stop in this afternoon. All looks pretty good. There is some stuff that has accumulated in front of some the electrical panels. I told the guy behind the counter about it and was able to show him. He said that he would move it. This may be something that you need to stay on top of. Maybe some large signs in bright colors may help? Not much room for storage, but the front of those panels do need to be clear all the way to the floor.

The CLOSED report is attached. I will also send it to the Town for the next Selectboard meeting

Thank you for your work!  
Alan Beebe, Deputy Fire Marshal  
Hartford Fire Dept  
603-359-6418





**TOWN OF HARTFORD**  
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171 Bridge Street  
White River Junction, Vermont 05001

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



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**HARTFORD LIQUOR/TOBACCO LICENSE-ADDITIONAL INFORMATION**

**All information must be completed (use a separate sheet, if needed)**

*Incomplete applications will cause delays in processing*

Date: 2/25/15 Applicant(s): Max Overstrom-COLEMAN

Doing Business As: FONTINALIS (LLC)

Business Address: 27 N MAIN ST, SUITE 10, WRJ, VT 05001

Telephone Number(s): 802 685 1330 E-mail: MAX@FONTINALISVT.COM

Other Contact Name(s), if applicable: N/A

**Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):**

Name: Max Overstrom-COLEMAN

DOB: 7.26.79

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

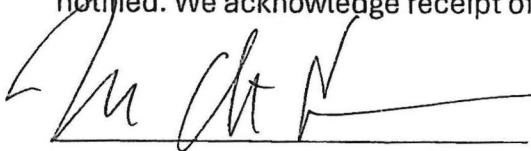
Name: \_\_\_\_\_

DOB: \_\_\_\_\_

**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".*

**Please list any other 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".*

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. We acknowledge receipt of *Hartford Liquor & Tobacco Control Policies & Procedures*.

 MAX OVERSTROM-COLEMAN 2/25/25

Licensee's Signature

Printed Name

Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



Application ID: **DLL - Application - 54056**  
Application for: **Second Class License**  
Category of Business: **Second Class**

#### Business/ Entity Information

**Business/ Entity Name:**  
**Fontinalis LLC**

**Business Address:**  
102 Turnpike Rd N,  
Fairlee, Vermont 05045

**Phone:**  
8036851330

**Email:**  
max@fontinalisvt.com

**Business ID:**  
0421517

**Entity Type:**  
Limited Liability Corporation

**Management Type if LLC:**

#### People Information

- **Person:**  
Max Overstrom-Coleman

**Business Role:**  
Business Principal

**Business Address:**  
102 Turnpike Rd N,  
Fairlee, Vermont, 05045

**Phone:**

**Email:**  
max@fontinalisvt.com

**US Citizen?**

**Political Position**

**Name:** Max Overstrom-Coleman

**Office:**

**Jurisdiction:**

#### Violations:

| Violation ID | Court/Traffic Bureau | Offense                            | Date of Offense |
|--------------|----------------------|------------------------------------|-----------------|
| CV-5658      |                      | Speeding tickets over 10 years old |                 |

#### Location/ Premises Detail

**Location Name:**

Fontinalis

**Do you lease this Premises:****Health License:**

Food:

Lodging:

**Location Address:**27 North Main St,  
White River Junction, Vermont 05001**Vermont Tax Department:**

SUT-11239250

**Local Jurisdiction/ Town Clerk:**

Hartford

**Education Details****Student Name:****Training Completion Date:****Mode of Training:****Type of Training:****Foundational License (if applicable)****License Type:**

Second Class

**License Number:**

LP-028543

**Licensee Name:**

Fontinalis

**License Status:**

License Active - Ready for Renewal

**Licensee Address:**27 North Main St Suite 10,  
White River Junction, Vermont 05001**License Start Date:****License End Date:****Documents Attached**

| Name    | Document Type                     | Assosicated With |
|---------|-----------------------------------|------------------|
| D-04183 | Articles of Organization          | Fontinalis LLC   |
| D-04184 | Federal Employee Identification # | Fontinalis LLC   |
| D-04186 | Lease or proof of ownership       | LN-025576        |

**Payment and Acknowledgement****Signed by:**

Max Overstrom-Coleman

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

70.00

**Date of Submission:**

2025-02-25 19:47:47

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

70

**Local Control Payment Status:**

false





## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West

From: Chief Connie Kelley

CC:

Date: 3/13/2025

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.

Fontinalis LLC  
27 N Main St Suite 10 WRJ VT

*Max Overstrom Coleman*

*Max Overstrom Coleman*

Choose an item.





# Fire Inspection Report

Hartford Fire Department

Inspection 11064



## Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Amy Jerome  
Unit Number  
Shift

Scheduled 03/06/2025 00:00  
Inspected On 03/06/2025 11:50  
Finished At 03/06/2025 12:15  
Next Inspection  
Scheduled Jerome  
Inspection Length 0.00

## Occupant

Occupant Name Fontinalis  
Building Name Mercantile  
Contact Name Maxwell Overstrom-Coleman- Business Owner  
Address 27 N MAIN ST  
City, State and Zip White River Junction, VT 05001-  
Phone 802-685-1330

## Owner

Owner / Company RAILROAD ROW LLC- Building Owner  
Contact Name Maxwell Overstrom-Coleman  
Address PO BOX 267  
City, State and Zip HANOVER, NH 03755-  
Phone 802-685-1330

## Comments

No violations noted upon inspection.

## Violation Summary

| Status | Violation | Location |
|--------|-----------|----------|
|--------|-----------|----------|

## Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|



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**HARTFORD LIQUOR/TOBACCO LICENSE-ADDITIONAL INFORMATION**

**All information must be completed (use a separate sheet, if needed)**

*Incomplete applications will cause delays in processing*

Date: 2/25/25 Applicant(s): MAX OVERSTROM-COLEMAN

Doing Business As: WOLF TREE

Business Address: 40 CARRIER ST, WRJ VT 05001

Telephone Number(s): 802 685 1330 E-mail: MAX@WOLFTREEVT.COM

Other Contact Name(s), if applicable: N/A

**Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):**

Name: MAX OVERSTROM-COLEMAN

DOB: 7-26-79

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

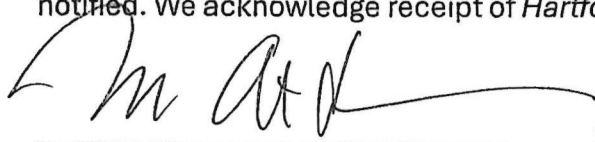
Name: \_\_\_\_\_

DOB: \_\_\_\_\_

**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".**

**Please list any other 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".**

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. We acknowledge receipt of *Hartford Liquor & Tobacco Control Policies & Procedures*.



MAX OVERSTROM-COLEMAN 2/25/25

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



Application ID: DLL - Application - 54027  
Application for: First Class Restaurant/Bar License  
Category of Business: First Class

#### Business/ Entity Information

**Business/ Entity Name:** Wolf Tree Hospitality, LLC  
**Business ID:** 0009966  
**Business Address:** 102 Turnpike Rd,  
Fairlee, Vermont 05045  
**Entity Type:** Limited Liability Corporation  
**Management Type if LLC:**  
**Phone:** 802-685-1330  
**Email:** max@wolftreevt.com

#### People Information

- **Person:**  
Max Overstrom-Coleman

**Business Role:** Business Principal  
**Email:** max@wolftreevt.com  
**Business Address:**  
**US Citizen?**  
**Political Position**  
**Name:** Max Overstrom-Coleman  
**Phone:**  
**Office:**  
**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

#### Location/ Premises Detail

**Location Name:** **Do you lease this Premises:**



Wolf Tree

**Location Address:**

40 Currier Street,  
White River Junction, Vermont 05001

**Local Jurisdiction/ Town Clerk:**

Hartford

**Health License:**

Food:10642

Lodging:

**Vermont Tax Department:**

MRT-11016555

**Education Details**

**Student Name:**

Max Overstrom-Coleman

**Training Completion Date:**

Wed Apr 10 00:00:00 GMT 2024

**Mode of Training:**

DLC Online Training

**Type of Training:**

First Class (On Premise)

**Foundational License (if applicable)**

**License Type:**

First Class

**License Number:**

LP-021339

**Licensee Name:**

Wolf Tree

**License Status:**

License Active - Renewal in Process

**Licensee Address:**

40 Currier Street ,  
White River Junction, Vermont 05001

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name | Document Type | Assosicated With |
|------|---------------|------------------|
|------|---------------|------------------|

**Payment and Acknowledgement**

**Signed by:**

Max Overstrom-Coleman

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

115.00

**Date of Submission:**

2025-02-25 19:29:39

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

**Local Application Fee:**

115

**Local Control Payment Status:**

false





Application ID: DLL - Application - 54045  
Application for: Third Class Restaurant/Bar License  
Category of Business: Third Class

#### Business/ Entity Information

**Business/ Entity Name:** Wolf Tree Hospitality, LLC  
**Business ID:** 0009966  
**Business Address:** 102 Turnpike Rd,  
Fairlee, Vermont 05045  
**Entity Type:** Limited Liability Corporation  
**Phone:** 802-685-1330  
**Management Type if LLC:**  
**Email:** max@wolftreevt.com

#### People Information

- **Person:**  
Max Overstrom-Coleman

**Business Role:** Business Principal  
**Email:** max@wolftreevt.com  
**Business Address:**  
,  
,  
**US Citizen?**  
**Political Position**  
**Phone:** **Name:** Max Overstrom-Coleman  
**Office:**  
**Jurisdiction:**

#### Violations:

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

#### Location/ Premises Detail

**Location Name:** **Do you lease this Premises:**

Wolf Tree

**Location Address:**

40 Currier Street,  
White River Junction, Vermont 05001

**Local Jurisdiction/ Town Clerk:**

Hartford

**Health License:**

Food:10642

Lodging:

**Vermont Tax Department:**

MRT-11016555

**Education Details**

**Student Name:**

Max Overstrom-Coleman

**Training Completion Date:**

Wed Apr 10 00:00:00 GMT 2024

**Mode of Training:**

DLC Online Training

**Type of Training:**

First Class (On Premise)

**Foundational License (if applicable)**

**License Type:**

Third Class

**License Number:**

LP-021340

**Licensee Name:**

Wolf Tree

**License Status:**

License Active - Renewal in Process

**Licensee Address:**

40 Currier Street ,  
White River Junction, Vermont 05001

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name | Document Type | Assosicated With |
|------|---------------|------------------|
|------|---------------|------------------|

**Payment and Acknowledgement**

**Signed by:**

Max Overstrom-Coleman

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

1095.00

**Date of Submission:**

2025-02-25 19:39:39

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

**Local Application Fee:**

0

**Local Control Payment Status:**

false



Application ID: DLL - Application - 54024  
Application for: Outside Consumption Permit  
Category of Business: OCP

#### Business/ Entity Information

|                                                                        |                                                      |
|------------------------------------------------------------------------|------------------------------------------------------|
| <b>Business/ Entity Name:</b><br>Wolf Tree Hospitality, LLC            | <b>Business ID:</b><br>0009966                       |
| <b>Business Address:</b><br>102 Turnpike Rd,<br>Fairlee, Vermont 05045 | <b>Entity Type:</b><br>Limited Liability Corporation |
| <b>Phone:</b><br>802-685-1330                                          | <b>Management Type if LLC:</b>                       |
| <b>Email:</b><br>max@wolftreevt.com                                    |                                                      |

#### Foundational License (if applicable)

|                                                                                        |                                                               |
|----------------------------------------------------------------------------------------|---------------------------------------------------------------|
| <b>License Type:</b><br>First Class                                                    | <b>License Number:</b><br>LP-021346                           |
| <b>Licensee Name:</b><br>Wolf Tree                                                     | <b>License Status:</b><br>License Active - Renewal in Process |
| <b>Licensee Address:</b><br>40 Currier Street ,<br>White River Junction, Vermont 05001 | <b>License Start Date:</b><br>2024-07-01                      |
|                                                                                        | <b>License End Date:</b><br>2025-06-30                        |

#### Event Contact/s

Person:

|                          |               |
|--------------------------|---------------|
| <b>Business Role:</b>    | <b>Phone:</b> |
| <b>Business Address:</b> | <b>Email:</b> |

Violations:

|              |                      |         |                 |
|--------------|----------------------|---------|-----------------|
| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|

### Event Premises Details

|                                                                                       |                                               |
|---------------------------------------------------------------------------------------|-----------------------------------------------|
| <b>Location Name:</b><br>Wolf Tree                                                    | <b>Start date and time of event</b>           |
| <b>Location Address:</b><br>40 Currier Street,<br>White River Junction, Vermont 05001 | <b>End date and time of event</b>             |
| <b>Local Jurisdiction/ Town Clerk:</b><br>Hartford                                    | <b>Approximate Number of Persons Expected</b> |

### Describe the type of event/ OCP Area:

On the porch immediately along side the building as previously permitted.

### Documents Attached

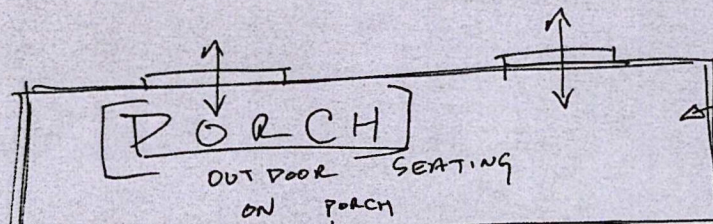
| Name | Document Type | Assosicated With |
|------|---------------|------------------|
|------|---------------|------------------|

### Payment and Acknowledgement

|                                                            |                                                         |
|------------------------------------------------------------|---------------------------------------------------------|
| <b>Signed by:</b>                                          | <b>State of Vermont / DLL Application Fee:</b><br>20.00 |
| <b>Date and time of Submission:</b><br>2025-02-25 19:28:53 | <b>State of Vermont / DLL Payment Status:</b>           |
| <b>Local Application Fee:</b><br>0                         | <b>Local Control Payment Status:</b><br>false           |



PARKING LOT



OUT DOOR SEATING  
ON PORCH

WINDOW  
FOR SERVICE

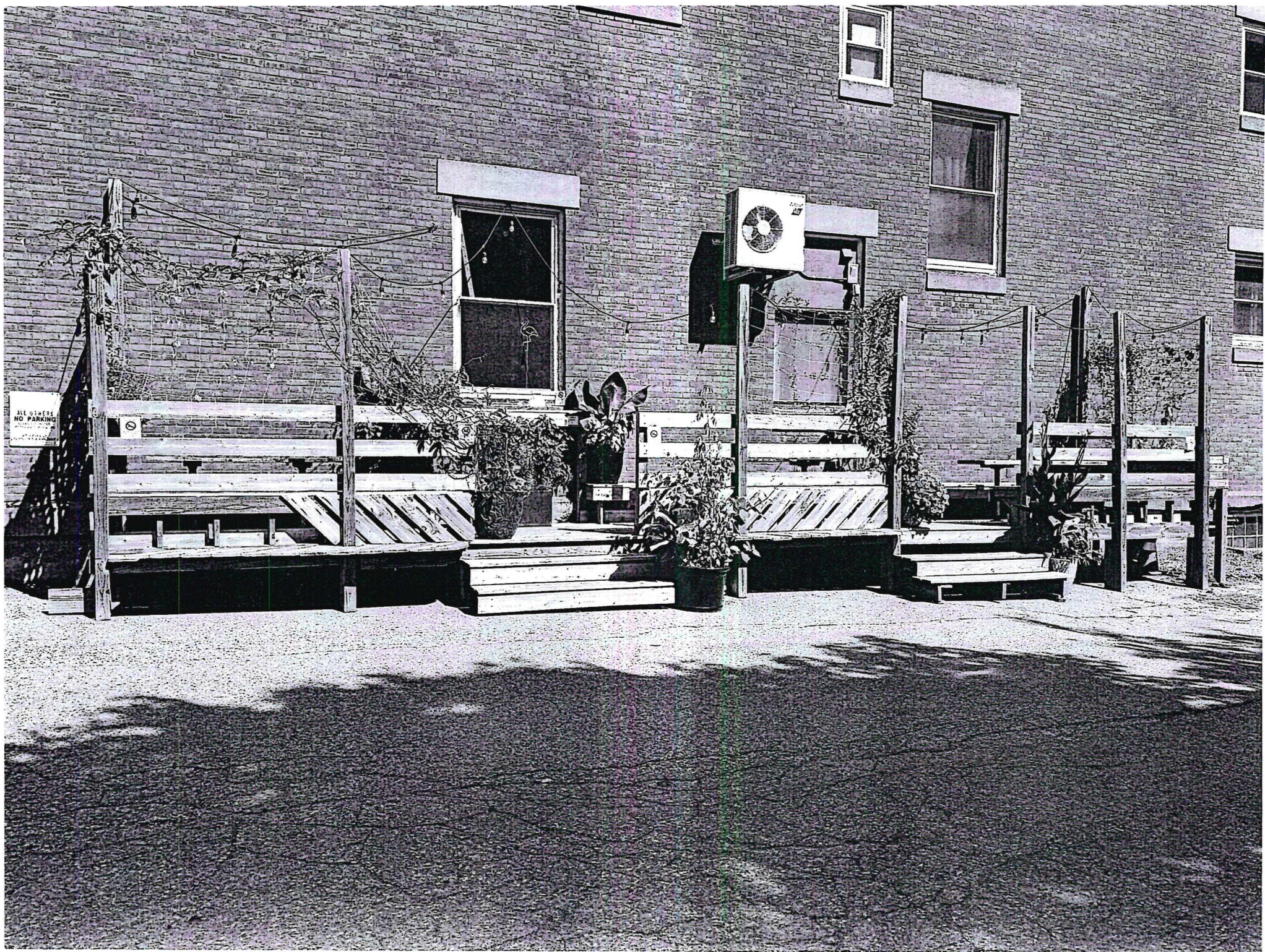
BATHROOM

BAR

OUTSIDE CONSUMPTION  
AREA -> NO CHANGES  
IN LAYOUT OR SEATING

BAL  
ENTRANCE/  
EXIT









## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West

From: Chief Connie Kelley

CC:

Date: 3/13/2025

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.

Wolf Tree  
40 Currier Street White River Jct

*Max Overstrom Coleman*

*Max Overstrom Coleman*

Choose an item.



# Fire Inspection Report

Hartford Fire Department



## Inspection

Type Liquor License Inspection  
Status Open/In-progress  
Inspector Amy Jerome  
Unit Number HFM4  
Shift DFM

Scheduled 03/06/2025 00:00  
Inspected On 03/06/2025 12:50  
Finished At 03/06/2025 13:15  
Next Inspection  
Scheduled Jerome  
Inspection Length 0.00

## Occupant

Occupant Name Wolf Tree  
Building Name Assembly  
Contact Name Maxwell Overstrom-Coleman  
Address 40 CURRIER ST  
City, State and Zip White River Junction, VT 05001-  
Phone 802-291-1994

## Owner

Owner / Company Wolf Tree  
Contact Name Maxwell Overstrom-Coleman  
Address 40 CURRIER ST  
City, State and Zip White River Junction, VT 05001--  
Phone 802--29-1-19

## Comments

All violations have been addressed and closed.

## Violation Summary

| Status | Violation                                                                                                                                                                                                                                                                                                     | Location |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 8.5.1 - Smoke Barriers<br>Smoke barriers shall be provided to subdivide building spaces for the purpose of restricting the movement of smoke.<br><br>Comments: Damaged and/or missing ceiling tiles noted in the basement.<br>Required Action: Replace and/or repair ceiling tiles to maintain smoke barrier. | Building |
| Closed | 4.9 - General-Use Switches and Receptacles.<br>4.9.1<br>Enclosures shall be fastened in place.<br><br>Comments: Loose outlet box noted on seating bench.<br>Required Action: Secure outlet/box                                                                                                                | Building |
| Closed | 7.1.9.4 - Securing Compressed Gas Cylinders, Containers, and Tanks.<br>Compressed gas cylinders, containers, and tanks in use or in storage shall be secured to prevent them from falling or being knocked over by corralling them and securing them                                                          | Building |

---

to a cart, framework, or fixed object by use of a restraint, unless otherwise permitted  
by 7.1.9.4.1 and 7.1.9.4.2.

Comments: An unsecured carbon dioxide cylinder was noted in the basement  
Required Action: Secure the tank as required by code.

**Tickler History**

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|



sent to HPD - HPD 2/25/25  
TB TM: 3/12/25



## TOWN OF HARTFORD

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### HARTFORD LIQUOR/TOBACCO LICENSE-ADDITIONAL INFORMATION

All information must be completed (use a separate sheet, if needed)

*Incomplete applications will cause delays in processing*

Date: 02/12/25 Applicant(s): SARIN TIN

Doing Business As: Phnom Penh Sandwich Station LLC

Business Address: 7 North Main St WRTJ VT 05001

Telephone Number(s): 603 667 0768 E-mail: ppsandwichstation@gmail.com

Other Contact Name(s), if applicable: \_\_\_\_\_

Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):

Name: SARIN TIN

DOB: 11/06/1989

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_



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

Please list any other 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

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. We acknowledge receipt of Hartford Liquor & Tobacco Control Policies & Procedures.

Justin

SARIN TIN

02/12/25

Licensee's Signature

Printed Name

Date

Licensee's Signature

Printed Name

Date

Licensee's Signature

Printed Name

Date

Licensee's Signature

Printed Name

Date



**Application ID:** DLL - Application - 52866  
**Application for:** First Class Restaurant/Bar License  
**Category of Business:** First Class

### Business/ Entity Information

|                                                                             |                                                      |
|-----------------------------------------------------------------------------|------------------------------------------------------|
| <b>Business/ Entity Name:</b><br>Phnom Penh Sandwich Station, LLC           | <b>Business ID:</b><br>0009702                       |
| <b>Business Address:</b><br>18 elm st,<br>West Lebanon, New Hampshire 03784 | <b>Entity Type:</b><br>Limited Liability Corporation |
| <b>Phone:</b><br>603-667-0768                                               | <b>Management Type if LLC:</b>                       |
| <b>Email:</b><br>ppsandwichstation@gmail.com                                |                                                      |

### People Information

### Location/ Premises Detail

|                                                                                         |                                                                        |
|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <b>Location Name:</b><br>Phnom Penh Sandwich Station                                    | <b>Do you lease this Premises:</b> <input checked="" type="checkbox"/> |
| <b>Location Address:</b><br>7 North Main Street,<br>White River Junction, Vermont 05001 | <b>Health License:</b><br>Food:<br>Lodging:                            |
| <b>Local Jurisdiction/ Town Clerk:</b><br>Hartford                                      | <b>Vermont Tax Department:</b>                                         |

### Education Details

|                                                 |                                                                  |
|-------------------------------------------------|------------------------------------------------------------------|
| <b>Student Name:</b><br>sarin tin               | <b>Training Completion Date:</b><br>Wed Mar 15 00:00:00 GMT 2023 |
| <b>Mode of Training:</b><br>DLC Online Training | <b>Type of Training:</b><br>First Class (On Premise)             |

### Foundational License (if applicable)



**License Type:**

First Class

**License Number:**

LP-020789

**Licensee Name:**

Phnom Penh Sandwich Station

**License Status:**

License Active - Ready for Renewal

**Licensee Address:**7 North Main Street ,  
White River Junction, Vermont 05001**License Start Date:****License End Date:****Documents Attached**

| Name    | Document Type | Assosicated With                 |
|---------|---------------|----------------------------------|
| D-01838 | Other         | Phnom Penh Sandwich Station, LLC |
| D-23551 | Other         | Phnom Penh Sandwich Station, LLC |
| D-23552 | Other         | Phnom Penh Sandwich Station, LLC |
| D-23553 | Other         | Phnom Penh Sandwich Station, LLC |

**Payment and Acknowledgement****Signed by:**

sarin tin

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

115.00

**Date of Submission:**

2025-02-11 20:40:37

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

115

**Local Control Payment Status:**

false



## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West  
From: Chief Gregory Sheldon  
CC:  
Date: 2/20/2025  
Re: Liquor Licenses

RECEIVED

FEB 21 2025

TOWN OF HARTFORD  
F.M.

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.

Phnom Penh Sandwich Station LLC  
7 North Main St White River Jct VT

*Sarin Tin*

*Sarin Tin*

Choose an item.



# Fire Inspection Report

Hartford Fire Department

inspection 11843



## Inspection

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

Scheduled 02/19/2025 12:00  
Inspected On 02/19/2025 14:00  
Finished At 02/19/2025 14:20  
Next Inspection  
Scheduled Beebe  
Inspection Length 0.33

## Occupant

Occupant Name Phnom Penh Sandwich Station  
Building Name  
Contact Name Sarin Tin  
Address 7 N MAIN ST  
City, State and Zip White River Junction, VT 05001-  
Phone 603-667-0768

## Owner

Owner / Company EXECUSUITES  
Contact Name  
Address 21 WATER ST  
City, State and Zip LEBANON, NH 03766-  
Phone

## Comments

Liquor License Fire Inspection:  
Initial Inspection: 02/19/2025  
Final Inspection: PENDING  
Occupancy Type: Assembly Occupancy  
Occupancy Status: GRANTED

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

## Violation Summary

| Status | Violation                                                                                                                                                                                | Location |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 50.5.2.1 - Commercial Cooking: Inspection, Testing, and Maintenance of Fire-Extinguishing Systems<br>Maintenance of the fire-extinguishing systems and listed exhaust hoods containing a | Kitchen  |



---

constant or fire-activated water system that is listed to extinguish a fire in the grease removal devices, hood exhaust plenums, and exhaust ducts shall be made by properly trained, qualified, and certified person(s) acceptable to the AHJ at least every 6 months. [96:11.2.1]

Comments: There is a gap noticed in the slats of the hood.

Cleaning is due this month

Required Action: Close gap in slats

---

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |               |
|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Closed | <b>1:11.5.1.7.1 - Periodic Inspection of Heating Appliances</b><br>All fuel fired heating appliances shall be cleaned and maintained in accordance with the manufacturer's instructions, and shall be inspected at least once during any 2 year period by person(s) certified in accordance with section 1.13. Inspections shall be in accordance with the standards and recommended procedures for inspection of existing appliances established under NFPA 31, 54 and 211, including the measurement of carbon monoxide in the flue gas. At the time of inspection the appliance shall be marked with the date of the inspection and the name and certificate number of the person who performed the inspection. When the inspection determines the existing situation involves a distinct hazard to life or property and requires immediate action, the violation(s) shall be immediately corrected or the certified inspector conducting the inspection shall contact the AHJ and disconnect the heating appliance from operation. | Rinnai Heater |
|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|

Comments: - Fuel fired heating appliance noted and operational.

Required Action: - Provide supporting documentation of appliance inspection and compliance within the past 24 months. .

---

|        |                                                                                                                                                                                                                                                                                                                                                                                                   |         |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| Closed | <b>4.2.8 - Panelboards and Distribution Equipment (Identification/Marking)</b><br>Each disconnecting means for motors and appliances, and each service, feeder, or branch circuit at the point where it originates, shall be legibly marked to indicate its purpose unless located and arranged so the purpose is evident. The marking shall be capable of withstanding the environment involved. | Kitchen |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|

Comments: Two electrical panels noted in the kitchen.

One is mostly labeled, one is not labeled at all.

Required Action: Label all breakers

#### Tickler History

| Date       | Type           | Inspector   | Narrative                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------|----------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 02/19/2025 | Emailed Notice | Beebe, Alan | <p>An email was sent to ppsandwichstation@gmail.com<br/>Message: Good afternoon</p> <p>Thank your for scheduling the Life and Fire Inspection of your business with me today. Attached is the report showing just a few issues.</p> <p>Please let me know if you have any questions. You could send me pictures of the corrected violations if that works best for you</p> <p>Thank you<br/>Alan Beebe, Deputy Fire Marshal<br/>Hartford Fire Dept<br/>603-359-6418</p> |



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Sent to FO-PD 3/7/25  
Rec'd PD-PD 3/10 + 3/12  
TO TM: 3/12/25

**HARTFORD LIQUOR/TOBACCO LICENSE-ADDITIONAL INFORMATION**

**All information must be completed (use a separate sheet, if needed)**

*Incomplete applications will cause delays in processing*

Date: 3/6/25 Applicant(s): Little Istanbul INC

Doing Business As: Little Istanbul

Business Address: 27 N. Main St., White River Jct., VT 05001

Telephone Number(s): 802-274-1104 E-mail: littleistanbulgift@gmail.com

Other Contact Name(s), if applicable: Jacqueline Oktay

**Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):**

Name: Jacqueline Oktay

DOB: 09/16/1986

Name: Vural Oktay

DOB: 04/14/1975

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

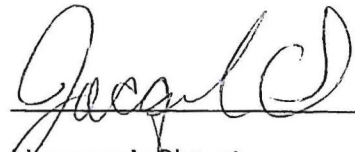
**Liquor/Tobacco License Violations for the past THREE Years** (See Hartford Liquor Policy for Details) including violations taking place on licensee's premises and/or charges against employee, etc.: If unsure of violations, contact DLL and obtain your records of violations. *If no violations, please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

None

**Please list any other 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".*

Jacqueline Oktay:  
Speeding ticket, 7/3/2024, Lyndonville  
Speeding ticket, 10/10/2023, Hartford

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. We acknowledge receipt of *Hartford Liquor & Tobacco Control Policies & Procedures*.

  
\_\_\_\_\_  
Licensee's Signature

Jacqueline Oktay  
\_\_\_\_\_  
Printed Name

3/5/25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Licensee's Signature

Vural Oktay  
\_\_\_\_\_  
Printed Name

3/5/25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date





Application ID: DLL - Application - 52200  
Application for: Second Class License  
Category of Business: Second Class

#### Business/ Entity Information

Business/ Entity Name: Little Istanbul, Inc.  
Business ID: 0009596  
Business Address: ,  
Entity Type: Business Corporation  
Phone: Management Type if LLC:  
Email: tuckerboxvt@gmail.com

#### People Information

- Person:  
Jacqueline Oktay

Business Role: Business Principal  
Email: littleistanbulgifts@gmail.com  
Business Address: 306 Runnals Road,  
White River Junction, Vermont, 05001  
US Citizen?  
Political Position  
Name: Jacqueline Oktay  
Office:  
Jurisdiction:

#### Violations:

| Violation ID | Court/Traffic Bureau | Offense  | Date of Offense              |
|--------------|----------------------|----------|------------------------------|
| CV-5840      | Hartford             | Speeding | Tue Oct 10 00:00:00 GMT 2023 |

#### Location/ Premises Detail

**Location Name:**

Little Istanbul

**Do you lease this Premises:****Health License:**

Food:

Lodging:

**Location Address:**27 North Main Street,  
White River Junction, Vermont 05001**Vermont Tax Department:****Local Jurisdiction/ Town Clerk:**

Hartford

**Education Details****Student Name:**

Vural Oktay

**Training Completion Date:**

Fri Mar 22 00:00:00 GMT 2024

**Mode of Training:**

DLC Online Training

**Type of Training:**

Second Class (Off Premise)

**Foundational License (if applicable)****License Type:**

Second Class

**License Number:**

LP-020449

**Licensee Name:**

Little Istanbul

**License Status:**

License Active - Renewal in Process

**Licensee Address:**27 North Main Street ,  
Hartford, Vermont 05001**License Start Date:****License End Date:****Documents Attached**

| Name    | Document Type                     | Assosicated With |
|---------|-----------------------------------|------------------|
| D-03031 | Articles of Organization          | LN-021700        |
| D-03032 | Other                             | LN-021700        |
| D-03033 | Lease or proof of ownership       | LN-021700        |
| D-03034 | Lease or proof of ownership       | LN-021700        |
| D-03035 | Sales and Use tax documents       | LN-021700        |
| D-03036 | Federal Employee Identification # | LN-021700        |
| D-03031 | Articles of Organization          | LN-021700        |
| D-03032 | Other                             | LN-021700        |
| D-03033 | Lease or proof of ownership       | LN-021700        |
| D-03034 | Lease or proof of ownership       | LN-021700        |
| D-03035 | Sales and Use tax documents       | LN-021700        |
| D-03036 | Federal Employee Identification # | LN-021700        |

## Payment and Acknowledgement

**Signed by:**

Jacqueline J. Oktay

**Date of Submission:**

2025-02-04 19:38:08

**Local Application Fee:**

70

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

70.00

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

false





## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West

From: Chief Connie Kelley

CC:

Date: 3/10/2025

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.

Little Istanbul Inc  
27 North Main St. White River Jct

*Jacqueline Oktay*

*Viral Oktay*

Choose an item.



# Fire Inspection Report

Hartford Fire Department



## Inspection

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

Scheduled 02/10/2025 12:00  
Inspected On 02/10/2025 13:00  
Finished At 02/10/2025 13:30  
Next Inspection

Scheduled Beebe

Inspection Length 0.50

## Occupant

Occupant Name Little Istanbul  
Building Name  
Contact Name Jacqueline Oktay  
Address 27 N MAIN ST  
City, State and Zip White River Junction, VT 05001-  
Phone

## Owner

Owner / Company RAILROAD ROW LLC  
Contact Name  
Address PO BOX 267  
City, State and Zip HANOVER, NH 03755-  
Phone

## Comments

All violators were corrected during inspection.

2025 Inspection has been CLOSED.

## Violation Summary

| Status | Violation                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Location |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 110.26 - Spaces About Electrical Equipment<br>Access and working space shall be provided and maintained about all electrical equipment to permit ready and safe operation and maintenance of such equipment.<br><br>Comments: - Electrical panel hidden behind hanging rug and electronic machine.<br>Required Action:- Clearance issue addressed during inspection. Owners informed to maintain clearance as this was an issue during last years inspection as well. | Showroom |

## Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|



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**HARTFORD LIQUOR/TOBACCO LICENSE-ADDITIONAL INFORMATION**

**All information must be completed (use a separate sheet, if needed)**

*Incomplete applications will cause delays in processing*

Date: 2/28/25 Applicant(s): Quechee Club, Inc.

Doing Business As: Quechee Club

Business Address: 3268 Quechee Main St Quechee VT 05059

Telephone Number(s): 802-299-2123 E-mail: marc.wilkins@quecheeclub.com

Other Contact Name(s), if applicable: \_\_\_\_\_  
\_\_\_\_\_

**Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):**

Name: Marc Wilkins

DOB: 1/13/1971

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_



**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

**Please list any other 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

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. We acknowledge receipt of *Hartford Liquor & Tobacco Control Policies & Procedures*.



Licensee's Signature

Marc Wilkins

Printed Name

2/28/25

Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



Application ID: **DLL - Application - 54318**  
Application for: **First Class Restaurant/Bar License**  
Category of Business: **First Class**

#### Business/ Entity Information

**Business/ Entity Name:** Quechee Club, Inc.  
**Business ID:** 0001151  
**Business Address:** P.O Box 1301,  
Quechee, Vermont 05059  
**Entity Type:** Business Corporation  
**Phone:** 435-640-3238  
**Management Type if LLC:**  
**Email:** marc.wilkins@quecheeclub.com

#### People Information

- **Person:**  
Nicolas Karabelas

**Business Role:** Registered Agent  
**Email:** nick.karabelas@quecheeclub.com  
**Business Address:**  
**US Citizen?**  
**Political Position**  
**Phone:**  
**Name:** Nicolas Karabelas  
**Office:**  
**Jurisdiction:**

#### Violations:

| Violation ID | Court/Traffic Bureau | Offense                                 | Date of Offense              |
|--------------|----------------------|-----------------------------------------|------------------------------|
| CV-5829      | Chittenden District  | Vehicle Operation-Careless or Negligent | Sun Jun 03 00:00:00 GMT 2012 |

- **Person:**  
Marc Wilkins

**Business Role:**  
Officer/Director

**Email:**  
marc.wilkins@quecheeclub.com

**Business Address:**  
3268 Quechee Main St,  
Quechee, Vermont, 05059

**US Citizen?**  
Yes

**Phone:**  
4356403238

**Political Position**

**Name:** Marc Wilkins

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

#### Location/ Premises Detail

**Location Name:**  
Quechee Club, Inc.

**Do you lease this Premises:**

**Location Address:**  
3268 Quechee Main Street,  
Quechee, Vermont 05059

**Health License:**  
Food:6426  
Lodging:

**Local Jurisdiction/ Town Clerk:**  
Hartford

**Vermont Tax Department:**  
MRT-10060148

#### Education Details

**Student Name:**  
Brandon Chiasson

**Training Completion Date:**  
Thu Oct 03 00:00:00 GMT 2024

**Mode of Training:**  
DLC Online Training

**Type of Training:**  
First Class (On Premise)

#### Foundational License (if applicable)

**License Type:**  
First Class

**License Number:**  
LP-012605

**Licensee Name:**  
Quechee Club, Inc.

**License Status:**  
License Active - Ready for Renewal

**Licensee Address:**  
3268 Quechee Main Street ,  
Quechee, Vermont 05059

**License Start Date:**

**License End Date:**

#### Documents Attached



| Name | Document Type | Assosicated With |
|------|---------------|------------------|
|------|---------------|------------------|

## Payment and Acknowledgement

**Signed by:**

Marc Wilkins

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

115.00

**Date of Submission:**

2025-02-27 21:15:14

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

**Local Application Fee:**

115

**Local Control Payment Status:**

false



Application ID: **DLL - Application - 54316**  
Application for: **Third Class Restaurant/Bar License**  
Category of Business: **Third Class**

#### Business/ Entity Information

**Business/ Entity Name:** **Quechee Club, Inc.**  
**Business ID:** **0001151**  
**Business Address:** **P.O Box 1301,**  
**Quechee, Vermont 05059**  
**Entity Type:** **Business Corporation**  
**Management Type if LLC:**  
**Phone:** **435-640-3238**  
**Email:** **marc.wilkins@quecheeclub.com**

#### People Information

- **Person:**  
Nicolas Karabelas

**Business Role:** **Registered Agent**  
**Email:** **nick.karabelas@quecheeclub.com**  
**Business Address:** **'**  
**US Citizen?**  
**Political Position**  
**Phone:** **..**  
**Name:** **Nicolas Karabelas**  
**Office:**  
**Jurisdiction:**

#### Violations:

| Violation ID | Court/Traffic Bureau | Offense                                 | Date of Offense              |
|--------------|----------------------|-----------------------------------------|------------------------------|
| CV-5829      | Chittenden District  | Vehicle Operation-Careless or Negligent | Sun Jun 03 00:00:00 GMT 2012 |

- **Person:**  
Marc Wilkins

**Business Role:**  
Officer/Director

**Email:**  
marc.wilkins@quecheeclub.com

**Business Address:**  
3268 Quechee Main St,  
Quechee, Vermont, 05059

**US Citizen?**  
Yes

**Phone:**  
4356403238

**Political Position**

**Name:** Marc Wilkins

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

#### Location/ Premises Detail

**Location Name:**  
Quechee Club, Inc.

**Do you lease this Premises:**

**Location Address:**  
3268 Quechee Main Street,  
Quechee, Vermont 05059

**Health License:**  
Food:6426  
Lodging:

**Local Jurisdiction/ Town Clerk:**  
Hartford

**Vermont Tax Department:**  
MRT-10060148

#### Education Details

**Student Name:**  
Brandon Chiasson

**Training Completion Date:**  
Thu Oct 03 00:00:00 GMT 2024

**Mode of Training:**  
DLC Online Training

**Type of Training:**  
First Class (On Premise)

#### Foundational License (if applicable)

**License Type:**  
Third Class

**License Number:**  
LP-012606

**Licensee Name:**  
Quechee Club, Inc.

**License Status:**  
License Active - Ready for Renewal

**Licensee Address:**  
3268 Quechee Main Street ,  
Quechee, Vermont 05059

**License Start Date:**

**License End Date:**

#### Documents Attached



---

| Name | Document Type | Assosicated With |
|------|---------------|------------------|
|------|---------------|------------------|

### Payment and Acknowledgement

**Signed by:**

Marc Wilkins

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

1095.00

**Date of Submission:**

2025-02-27 21:10:16

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

**Local Application Fee:**

0

**Local Control Payment Status:**

false



Application ID: DLL - Application - 54261  
Application for: Outside Consumption Permit  
Category of Business: OCP

#### Business/ Entity Information

|                                                                     |                                             |
|---------------------------------------------------------------------|---------------------------------------------|
| <b>Business/ Entity Name:</b><br>Quechee Club, Inc.                 | <b>Business ID:</b><br>0001151              |
| <b>Business Address:</b><br>P.O Box 1301,<br>Quechee, Vermont 05059 | <b>Entity Type:</b><br>Business Corporation |
| <b>Phone:</b><br>435-640-3238                                       | <b>Management Type if LLC:</b>              |
| <b>Email:</b><br>marc.wilkins@quecheeclub.com                       |                                             |

#### Foundational License (if applicable)

|                                                                                  |                                                              |
|----------------------------------------------------------------------------------|--------------------------------------------------------------|
| <b>License Type:</b><br>First Class                                              | <b>License Number:</b><br>LP-012608                          |
| <b>Licensee Name:</b><br>Quechee Club, Inc.                                      | <b>License Status:</b><br>License Active - Ready for Renewal |
| <b>Licensee Address:</b><br>3268 Quechee Main Street ,<br>Quechee, Vermont 05059 | <b>License Start Date:</b><br>2024-07-01                     |
|                                                                                  | <b>License End Date:</b><br>2025-06-30                       |

#### Event Contact/s

Person:

|                          |               |
|--------------------------|---------------|
| <b>Business Role:</b>    | <b>Phone:</b> |
| <b>Business Address:</b> | <b>Email:</b> |
| ,                        |               |
| ,                        |               |

Violations:

---

|              |                      |         |                 |
|--------------|----------------------|---------|-----------------|
| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|

### Event Premises Details

**Location Name:**

Quechee Club, Inc.

**Start date and time of event**

**End date and time of event**

**Location Address:**

3268 Quechee Main Street,  
Quechee, Vermont 05059

**Approximate Number of Persons Expected**

**Local Jurisdiction/ Town Clerk:**

Hartford

**Describe the type of event/ OCP Area:**

Golf Courses in entirety including the beverage carts, Lakeland  
10th tee snack bar (12x14 sq ft), decks on South side of  
Clubhouse, pool area South of Clubhouse, stone patio on East

side of Clubhouse

### Documents Attached

| Name | Document Type | Assosicated With |
|------|---------------|------------------|
|------|---------------|------------------|

### Payment and Acknowledgement

**Signed by:**

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

20.00

**Date and time of Submission:**

2025-02-27 17:06:45

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

**Local Application Fee:**

0

**Local Control Payment Status:**

false



# Quechee Club



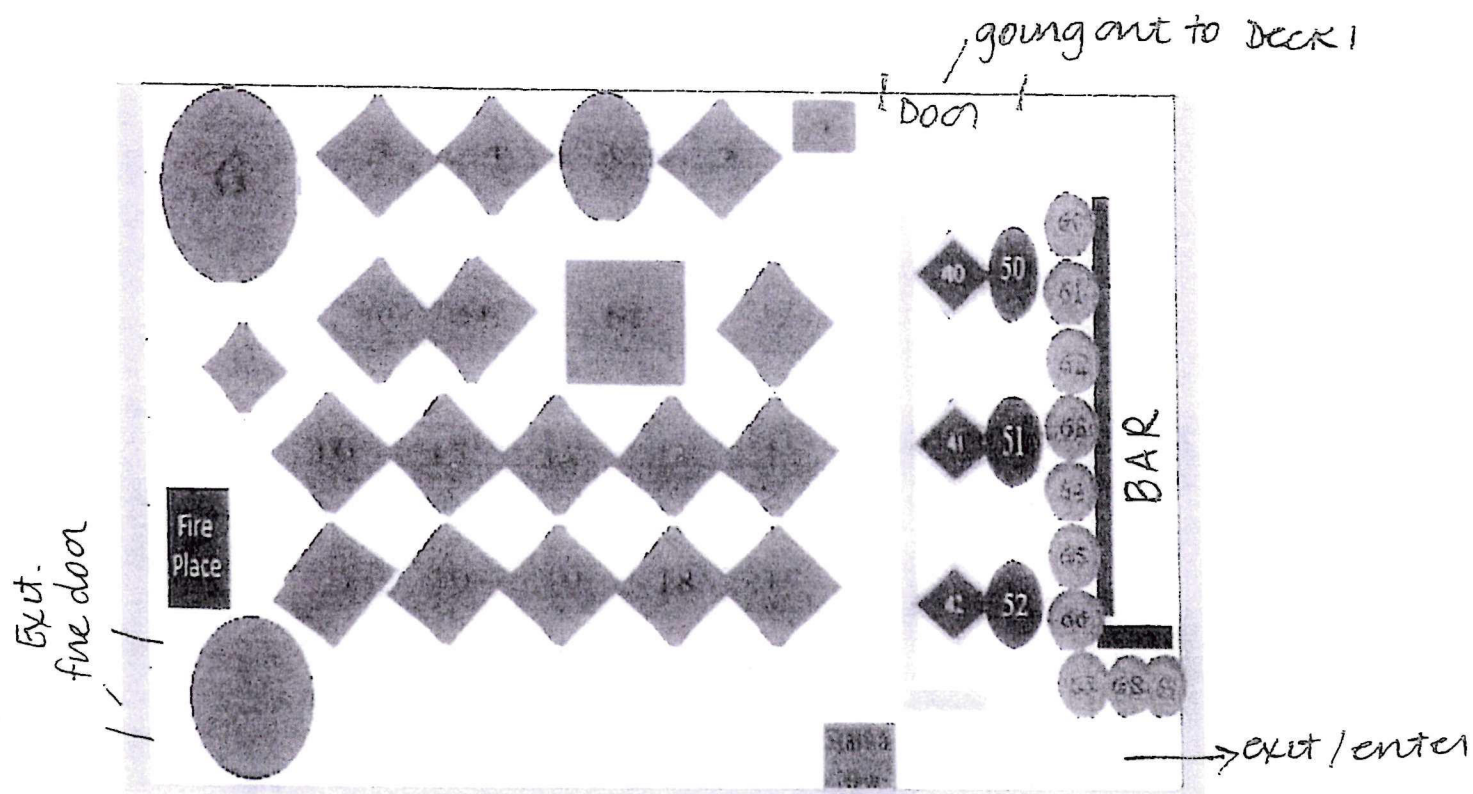
# Glacier Club







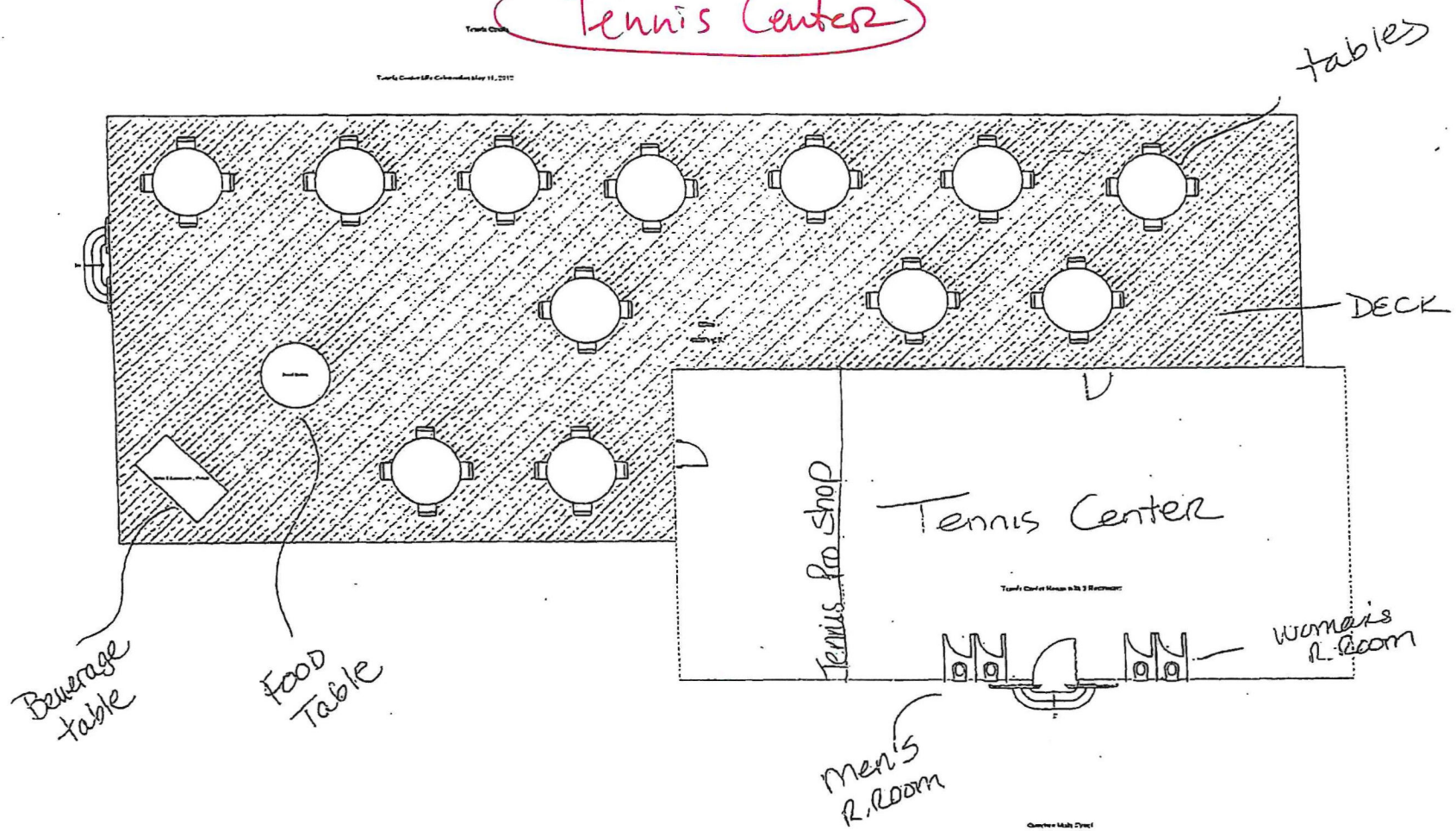
# Davidsons / The Quechee Club



\* restrooms are located across the lobby



# Tennis Center







**GolfTraxx.com**

Toll-free Hotline  
877-354-GOLF



GolfTraxx: A fusion of Golf, GPS, Database, Mapping, and FUN technologies

Available Platforms

SmartPhone Browser iPhone Blackberry PALM TREO (V.M) Windows Mobile SmartPhone Pocket PC Garmin

Quechee Club, The -Lakeland Hole# 10 Par 4 YDG 310 HCP: 9

Back Prev Hole 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 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1419 1420 1421 1422 1423 1424 1425 1426 1427 1428 1429 1430 1431 1432 1433 1434 1435 1436 1437 1438 1439 1440 1441 1442 1443 1444 1445 1446 1447 1448 1449 1450 1451 1452 1453 1454 1455 1456 1457 1458 1459 1460 1461 1462 1463 1464 1465 1466 1467 1468 1469 1470 1471 1472 1473 1474 1475 1476 1477 1478 1479 1480 1481 1482 1483 1484 1485 1486 1487 1488 1489 1490 1491 1492 1493 1494 1495 1496 1497 1498 1499 1500 1501 1502 1503 1504 1505 1506 1507 1508 1509 1510 1511 1512 1513 1514 1515 1516 1517 1518 1519 1520 1521 1522 1523 1524 1525 1526 1527 1528 1529 1530 1531 1532 1533 1534 1535 1536 1537 1538 1539 1540 1541 1542 1543 1544 1545 1546 1547 1548 1549 1550 1551 1552 1553 1554 1555 1556 1557 1558 1559 1560 1561 1562 1563 1564 1565 1566 1567 1568 1569 1570 1571 1572 1573 1574 1575 1576 1577 1578 1579 1580 1581 1582 1583 1584 1585 1586 1587 1588 1589 1590 1591 1592 1593 1594 1595 1596 1597 1598 1599 1600 1601 1602 1603 1604 1605 1606 1607 1608 1609 1610 1611 1612 1613 1614 1615 1616 1617 1618 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2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100 2101 2102 2103 2104 2105 2106 2107 2108 2109 2110 2111 2112 2113 2114 2115 2116 2117 2118 2119 2120 2121 2122 2123 2124 2125 2126 2127 2128 2129 2130 2131 2132 2133 2134 2135 2136 2137 2138 2139 2140 2141 2142 2143 2144 2145 2146 2147 2148 2149 2150 2151 2152 2153 2154 2155 2156 2157 2158 2159 2160 2161 2162 2163 2164 2165 2166 2167 2168 2169 2170 2171 2172 2173 2174 2175 2176 2177 2178 2179 2180 2181 2182 2183 2184 2185 2186 2187 2188 2189 2190 2191 2192 2193 2194 2195 2196 2197 2198 2199 2200 2201 2202 2203 2204 2205 2206 2207 2208 2209 2210 2211 2212 2213 2214 2215 2216 2217 2218 2219 2220 2221 2222 2223 2224 2225 2226 2227 2228 2229 2230 2231 2232 2233 2234 2235 2236 2237 2238 2239 2240 2241 2242 2243 2244 2245 2246 2247 2248 2249 2250 2251 2252 2253 2254 2255 2256 2257 2258 2259 2260 2261 2262 2263 2264 2265 2266 2267 2268 2269 2270 2271 2272 2273 2274 2275 2276 2277 2278 2279 2280 2281 2282 2283 2284 2285 2286 2287 2288 2289 2290 2291 2292 2293 2294 2295 2296 2297 2298 2299 2300 2301 2302 2303 2304 2305 2306 2307 2308 2309 2310 2311 2312 2313 2314 2315 2316 2317 2318 2319 2320 2321 2322 2323 2324 2325 2326 2327 2328 2329 2330 2331 2332 2333 2334 2335 2336 2337 2338 2339 2340 2341 2342 2343 2344 2345 2346 2347 2348 2349 2350 2351 2352 2353 2354 2355 2356 2357 2358 2359 2360 2361 2362 2363 2364 2365 2366 2367 2368 2369 2370 2371 2372 2373 2374 2375 2376 2377 2378 2379 2380 2381 2382 2383 2384 2385 2386 2387 2388 2389 2390 2391 2392 2393 2394 2395 2396 2397 2398 2399 2400 2401 2402 2403 2404 2405 2406 2407 2408 2409 2410 2411 2412 2413 2414 2415 2416 2417 2418 2419 2420 2421 2422 2423 2424 2425 2426 2427 2428 2429 2430 2431 2432 2433 2434 2435 2436 2437 2438 2439 2440 2441 2442 2443 2444 2445 2446 2447 2448 2449 2450 2451 2452 2453 2454 2455 2456 2457 2458 2459 2460 2461 2462 2463 2464 2465 2466 2467 2468 2469 2470 2471 2472 2473 2474 2475 2476 2477 2478 2479 2480 2481 2482 2483 2484 2485 2486 2487 2488 2489 2490 2491 2492 2493 2494 2495 2496 2497 2498 2499 2500 2501 2502 2503 2504 2505 2506 2507 2508 2509 2510 2511 2512 2513 2514 2515 2516 2517 2518 2519 2520 2521 2522 2523 2524 2525 2526 2527 2528 2529 2530 2531 2532 2533 2534 2535 2536 2537 2538 2539 2540 2541 2542 2543 2544 2545 2546 2547 2548 2549 2550 2551 2552 2553 2554 2555 2556 2557 2558 2559 2560 2561 2562 2563 2564 2565 2566 2567 2568 2569 2570 2571 2572 2573 2574 2575 2576 2577 2578 2579 2580 2581 2582 2583 2584 2585 2586 2587 2588 2589 2590 2591 2592 2593 2594 2595 2596 2597 2598 2599 2600 2601 2602 2603 2604 2605 2606 2607 2608 2609 2610 2611 2612 2613 2614 2615 2616 2617 261



## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West

From: Chief Connie Kelley

CC:

Date: 3/10/2025

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.

Quechee Club Inc.  
3268 Quechee Main St Quechee VT

*Marc Wilkins*

*Marc Wilkins*

Choose an item.



# Fire Inspection Report

Hartford Fire Department

Inspection 11977



## Inspection

Type Liquor License Inspection  
Status Completed/Closed  
Inspector Amy Jerome  
Unit Number HFM4  
Shift DFM  
Scheduled 03/05/2025 00:00  
Inspected On 03/05/2025 10:00  
Finished At 03/05/2025 12:00  
Next Inspection 03/31/2025  
Scheduled Jerome  
Inspection Length 0.00

## Occupant

Occupant Name Quechee Lakes Association - Quechee Club  
Building Name Assembly  
Contact Name Larry Gould  
Address 3268 QUECHEE MAIN ST  
City, State and Zip Quechee, VT 05059-  
Phone 802-316-2878

## Owner

Owner / Company Quechee Lakes Association - Quechee Club  
Contact Name Larry Gould  
Address 3268 QUECHEE MAIN ST  
City, State and Zip Quechee, VT 05059--  
Phone 802--31-6-28

## Comments

All violations have been addressed.

## Violation Summary

| Status | Violation                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Location |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 14.14.5.2.1 - Illumination of Exit Signs<br>Every sign required to be illuminated by 14.14.6.3, 14.14.7, and 14.14.8.1 shall be continuously illuminated as required under the provisions of Section 14.12, unless otherwise provided in 14.14.5.2.2. [101:7.10.5.2.1]<br><br>Comments: Various Emergency Exit signs requiring maintenance throughout the building.<br><br>Required Action: Repair/Replace signs as needed to maintain working condition with proper battery backup. | Building |
| Closed | 8.5.1 - Smoke Barriers<br>Smoke barriers shall be provided to subdivide building spaces for the purpose of restricting the movement of smoke.<br><br>Comments: Various missing and/or damaged ceiling tiles noted throughout the building.<br><br>Required Action: Replace/Repair ceiling tiles to maintain smoke barrier.                                                                                                                                                           | Building |



|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |          |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | <p>110.26 - Spaces About Electrical Equipment<br/>Access and working space shall be provided and maintained about all electrical equipment to permit ready and safe operation and maintenance of such equipment.</p> <p>Comments: Several items noted as blocking access to the electrical panels located in the kitchen. Items moved at the time of inspection.</p> <p>Required Action:- Electrical panels must have a minimum of 36 inches of clearance in front of the panel</p> <ul style="list-style-type: none"> <li>- A minimum clearance width of 30-inches or the width of the equipment, whichever is greater.</li> <li>- The clearance space must allow the electrical panel door to open at a 90-degree angle.</li> </ul>                                                                                                                                                                                                                                                                                                                              | Building |
| Closed | <p>11.1.8 - Covers (Electrical)<br/>All panelboard and switchboards, pull boxes, junction boxes, switches, receptacles, and conduit bodies shall be provided with covers compatible with</p> <p>the box or conduit body construction and suitable for the conditions of use.</p> <p>Comments: Cover missing from dumbbell waiter box in kitchen closet.<br/>Pool storage area of MDR - open junction box.<br/>Boiler room-cover missing junction box.</p> <p>Required Action:Replace cover on open electrical/junction boxes to meet code compliance.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Building |
| Closed | <p>9.9 - Portable Fire Extinguishers<br/>Portable fire extinguishers shall be located, installed, inspected and maintained in accordance with NFPA 1 section 13.6.</p> <p>Comments: Extinguisher in Boiler room displaying expired tag 2023. Extinguisher in Women's locker room found to be hidden behind a trash can and on the floor.</p> <p>Required Action:Extinguisher needs to be inspected and tagged. Mount Extinguisher and remove obstructions.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Building |
| Closed | <p>10.18.3.2 - Sprinkler Head Clearances<br/>The clearance between the deflector and the top of storage shall be 18 in. (457 mm) or greater. [13:8.6.6.1]</p> <p>Comments: Storage in closets/Office space noted as close proximity to ceiling ultimately restricting efficiency of sprinklers in the event of activation.</p> <p>Required Action:Maintain 18in clearance from ceiling in sprinklered areas.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Building |
| Closed | <p>8.7 - Hazardous Area Protection<br/>Protection from any area having a degree of hazard greater than that normal to the general occupancy of the building or structure shall be provided by one of the following means:</p> <ul style="list-style-type: none"> <li>(1) Enclosing the area with a fire barrier without windows that has a 1-hour fire resistance rating in accordance with Section 8.3</li> <li>(2) Protecting the area with automatic extinguishing systems in accordance with Section 9.7</li> <li>(3) Applying both 8.7.1.1(1) and (2) where the hazard is severe or where otherwise specified by Chapters 11 through 43</li> </ul> <p>Areas requiring special hazard protection include, but are not limited to, areas such as those used for storage of combustibles or flammables, areas housing heat-producing appliances, or areas used for maintenance purposes.</p> <p>Comments: Boiler room noted as having open penetrations.</p> <p>Required Action:Maintain smoke/fire rating by fire stopping open penetrations/wall openings.</p> | Building |
| Closed | <p>110.3(b) - Installation and Use.<br/>Listed or labeled equipment shall be installed and used in accordance with any instructions included in the listing or labeling.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Building |

Comments: Administrative offices noted to be utilizing power strip for multiple appliances to include, coffee maker, microwave, and mini-fridge appliances.

Required Action: Power strips are not rated for high-wattage appliances. These appliances are best suited for direct outlet connection.

|        |                                                                                                                                                                                                                                                                                                                                                                                                        |          |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 7.1.10.1 - Means of Egress<br>Means of egress shall be continuously maintained free of all obstructions or impediments to full instant use in the case of fire or other emergency.<br><br>Comments: Emergency Exit discharge areas noted as blocked by storage.<br>Required Action: A clear and unobstructed egress from the exit to the public way shall be provided.                                 | Building |
| Closed | 4.9.1 - General-Use Switches and Receptacles.<br>Enclosures shall be fastened in place<br><br>Comments: Loose outlet kitchen<br>Required Action: Secure outlet.                                                                                                                                                                                                                                        | Building |
| Closed | 7.2.1.8.1 - Self-Closing Devices<br>A door leaf normally required to be kept closed shall not be secured in the open position at any time and shall be self-closing or automatic-closing in accordance with 7.2.1.8.2, unless otherwise permitted by 7.2.1.8.3.<br><br>Comments: Kitchen/Basement door chocked open. Door Magnet is broken.<br>Required Action: Repair door magnet. Remove door chock. | Building |

#### Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|

Sent to PD-FD 4/10/25



## TOWN OF HARTFORD

MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

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

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



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

### HARTFORD LIQUOR/TOBACCO LICENSE-ADDITIONAL INFORMATION

All information must be completed (use a separate sheet, if needed)

*Incomplete applications will cause delays in processing*

Date: 1-20-25 Applicant(s): Summit Stores LLC

Doing Business As: Three Cat Coffee

Business Address: 56 + 42 Sykes Mtn Ave, White River Jct, VT 05001

Telephone Number(s): 802-698-8486 E-mail: terri@sumd.com

Other Contact Name(s), if applicable: \_\_\_\_\_

Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):

Name: Thomas Frawley

DOB: 11-13-58

Name: Denise Frawley

DOB: 6-30-59

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_



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

Please list any other 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".

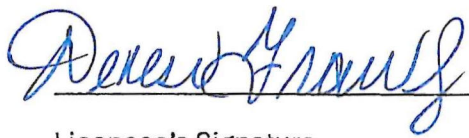
None

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. We acknowledge receipt of *Hartford Liquor & Tobacco Control Policies & Procedures*.

  
\_\_\_\_\_  
Licensee's Signature

Thomas Frawley  
\_\_\_\_\_  
Printed Name

1/31/25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Licensee's Signature

Denise Frawley  
\_\_\_\_\_  
Printed Name

1/31/25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



Application ID: **DLL - Application - 52473**  
Application for: **First Class Restaurant/Bar License**  
Category of Business: First Class

#### Business/ Entity Information

**Business/ Entity Name:** Summit Stores, LLC  
**Business ID:** 0301650  
**Business Address:** 240 Mechanic Street,  
Lebanon, New Hampshire 3766  
**Entity Type:** Limited Liability Corporation  
**Phone:** 603-448-4000  
**Management Type if LLC:** Manager-managed  
**Email:** terrip@sumd.com

#### People Information

- **Person:**  
Terri Pare

**Business Role:** Business Principal  
**Email:** terrip@sumd.com  
**Business Address:** ,  
,  
**US Citizen?**  
**Political Position**  
**Phone:** **Name:** Terri Pare  
**Office:**  
**Jurisdiction:**

#### Violations:

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

- **Person:**  
Thomas Frawley

**Business Role:** **Email:**

Member/Manager

tomf@sumd.com

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire, 03766

**US Citizen?**

Yes

**Phone:**

6034484000

**Political Position**

**Name:** Thomas Frawley

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Katie Green

**Business Role:**

Registered Agent

**Email:**

katiechampney84@gmail.com

**Business Address:**

,  
.

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Katie Green

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

**Location/ Premises Detail**

**Location Name:**

Three Cat Coffee

**Do you lease this Premises:**

**Location Address:**

18 and 42 Sykes Mountain Ave.,  
Hartford, Vermont 05060

**Health License:**

Food:13632

Lodging:

**Local Jurisdiction/ Town Clerk:**

Hartford

**Vermont Tax Department:**

MRT10060912008

**Education Details**

**Student Name:**

Jeanne Manchester

**Training Completion Date:**

Fri Jun 07 00:00:00 GMT 2024



**Mode of Training:**  
DLC In Person Training

**Type of Training:**  
First Class (On Premise)

#### Foundational License (if applicable)

**License Type:**  
First Class

**License Number:**  
LP-018751

**Licensee Name:**  
Three Cat Coffee

**License Status:**  
License Active - Ready for Renewal

**Licensee Address:**  
18 and 42 Sykes Mountain Ave ,  
Hartford, Vermont 05060

**License Start Date:**

**License End Date:**

#### Documents Attached

| Name    | Document Type                          | Assosicated With   |
|---------|----------------------------------------|--------------------|
| D-02277 | Articles of Organization               | Summit Stores, LLC |
| D-02278 | Federal Employee Identification #      | Summit Stores, LLC |
| D-02279 | Health License                         | Summit Stores, LLC |
| D-02280 | Other                                  | Summit Stores, LLC |
| D-02281 | Other                                  | Summit Stores, LLC |
| D-02282 | Meals & Rooms Tax Certificate          | Summit Stores, LLC |
| D-02283 | Lease or proof of ownership            | Summit Stores, LLC |
| D-02386 | Other                                  | Summit Stores, LLC |
| D-02395 | Other                                  | LN-020304          |
| D-06895 | Lease or proof of ownership            | Summit Stores, LLC |
| D-06964 | Other                                  | Summit Stores, LLC |
| D-07006 | Sales and Use tax documents            | Summit Stores, LLC |
| D-07007 | Proof of Worker Compensation Insurance | Summit Stores, LLC |
| D-07014 | ACH Authorization Form                 | Summit Stores, LLC |
| D-07015 | W-9 tax form                           | Summit Stores, LLC |
| D-07206 | Other                                  | Summit Stores, LLC |
| D-07307 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | Summit Stores, LLC |
| D-22915 | Other                                  | LN-020304          |
| D-02395 | Other                                  | LN-020304          |
| D-22915 | Other                                  | LN-020304          |

#### Payment and Acknowledgement

**Signed by:**

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

Terri Pare

115.00

**Date of Submission:**

2025-02-06 18:14:05

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

**Local Control Payment Status:**

false

**Local Application Fee:**

115



Application ID: **DLL - Application - 52475**

Application for: **Second Class License**

Category of Business: **Second Class**

### Business/ Entity Information

**Business/ Entity Name:**

**Summit Stores, LLC**

**Business ID:**

0301650

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire 3766

**Entity Type:**

Limited Liability Corporation

**Phone:**

603-448-4000

**Management Type if LLC:**

Manager-managed

**Email:**

terrip@sumd.com

### People Information

• **Person:**

Terri Pare

**Business Role:**

Business Principal

**Email:**

terrip@sumd.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Terri Pare

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Thomas Frawley

**Business Role:**

**Email:**



Member/Manager

tomf@sumd.com

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire, 03766

**US Citizen?**

Yes

**Phone:**

6034484000

**Political Position**

**Name:** Thomas Frawley

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Katie Green

**Business Role:**

Registered Agent

**Email:**

katiechampney84@gmail.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Katie Green

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

**Location/ Premises Detail**

**Location Name:**

Three Cat Coffee

**Do you lease this Premises:**

**Health License:**

Food:13632

Lodging:

**Location Address:**

18 and 42 Sykes Mountain Ave.,

Hartford, Vermont 05060

**Vermont Tax Department:**

MRT10060912008

**Local Jurisdiction/ Town Clerk:**

Hartford

**Education Details**

**Student Name:**

Jeanne Manchester

**Training Completion Date:**

Thu Feb 06 00:00:00 GMT 2025

**Mode of Training:**  
DLC Online Training

**Type of Training:**  
Second Class (Off Premise)

**Foundational License (if applicable)**

**License Type:**  
Second Class

**License Number:**  
LP-018742

**Licensee Name:**  
Three Cat Coffee

**License Status:**  
License Active - Ready for Renewal

**Licensee Address:**  
18 and 42 Sykes Mountain Ave. ,  
Hartford, Vermont 05060

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name    | Document Type                          | Assosicated With   |
|---------|----------------------------------------|--------------------|
| D-02277 | Articles of Organization               | Summit Stores, LLC |
| D-02278 | Federal Employee Identification #      | Summit Stores, LLC |
| D-02279 | Health License                         | Summit Stores, LLC |
| D-02280 | Other                                  | Summit Stores, LLC |
| D-02281 | Other                                  | Summit Stores, LLC |
| D-02282 | Meals & Rooms Tax Certificate          | Summit Stores, LLC |
| D-02283 | Lease or proof of ownership            | Summit Stores, LLC |
| D-02386 | Other                                  | Summit Stores, LLC |
| D-02395 | Other                                  | LN-020304          |
| D-06895 | Lease or proof of ownership            | Summit Stores, LLC |
| D-06964 | Other                                  | Summit Stores, LLC |
| D-07006 | Sales and Use tax documents            | Summit Stores, LLC |
| D-07007 | Proof of Worker Compensation Insurance | Summit Stores, LLC |
| D-07014 | ACH Authorization Form                 | Summit Stores, LLC |
| D-07015 | W-9 tax form                           | Summit Stores, LLC |
| D-07206 | Other                                  | Summit Stores, LLC |
| D-07307 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | Summit Stores, LLC |
| D-22915 | Other                                  | LN-020304          |
| D-02395 | Other                                  | LN-020304          |
| D-22915 | Other                                  | LN-020304          |

**Payment and Acknowledgement**

**Signed by:**

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

Terri Pare

70.00

**Date of Submission:**

2025-02-06 18:15:45

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

**Local Control Payment Status:**

false

**Local Application Fee:**

70





Application ID: DLL - Application - 52474  
Application for: Third Class Restaurant/Bar License  
Category of Business: Third Class

#### Business/ Entity Information

**Business/ Entity Name:** Summit Stores, LLC  
**Business ID:** 0301650  
**Business Address:** 240 Mechanic Street,  
Lebanon, New Hampshire 3766  
**Entity Type:** Limited Liability Corporation  
**Phone:** 603-448-4000  
**Management Type if LLC:** Manager-managed  
**Email:** terrip@sumd.com

#### People Information

- **Person:**  
Terri Pare

**Business Role:** Business Principal  
**Email:** terrip@sumd.com  
**Business Address:**  
,  
,  
**US Citizen?**  
**Political Position**  
**Phone:** **Name:** Terri Pare  
**Office:**  
**Jurisdiction:**

#### Violations:

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

- **Person:**  
Thomas Frawley

**Business Role:** **Email:**

Member/Manager

tomf@sumd.com

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire, 03766

**US Citizen?**

Yes

**Phone:**

6034484000

**Political Position**

**Name:** Thomas Frawley

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Katie Green

**Business Role:**

Registered Agent

**Email:**

katiechampney84@gmail.com

**Business Address:**

,  
,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Katie Green

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

**Location/ Premises Detail**

**Location Name:**

Three Cat Coffee

**Do you lease this Premises:**

**Health License:**

Food:13632

Lodging:

**Location Address:**

18 and 42 Sykes Mountain Ave.,  
Hartford, Vermont 05060

**Vermont Tax Department:**

MRT10060912008

**Local Jurisdiction/ Town Clerk:**

Hartford

**Education Details**

**Student Name:**

Jeanne Manchester

**Training Completion Date:**

Fri Jun 07 00:00:00 GMT 2024

**Mode of Training:**  
DLC In Person Training

**Type of Training:**  
First Class (On Premise)

**Foundational License (if applicable)**

**License Type:**  
Third Class

**License Number:**  
LP-018752

**Licensee Name:**  
Three Cat Coffee

**License Status:**  
License Active - Ready for Renewal

**Licensee Address:**  
18 and 42 Sykes Mountain Ave ,  
Hartford, Vermont 05060

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name    | Document Type                          | Assosicated With   |
|---------|----------------------------------------|--------------------|
| D-02277 | Articles of Organization               | Summit Stores, LLC |
| D-02278 | Federal Employee Identification #      | Summit Stores, LLC |
| D-02279 | Health License                         | Summit Stores, LLC |
| D-02280 | Other                                  | Summit Stores, LLC |
| D-02281 | Other                                  | Summit Stores, LLC |
| D-02282 | Meals & Rooms Tax Certificate          | Summit Stores, LLC |
| D-02283 | Lease or proof of ownership            | Summit Stores, LLC |
| D-02386 | Other                                  | Summit Stores, LLC |
| D-02395 | Other                                  | LN-020304          |
| D-06895 | Lease or proof of ownership            | Summit Stores, LLC |
| D-06964 | Other                                  | Summit Stores, LLC |
| D-07006 | Sales and Use tax documents            | Summit Stores, LLC |
| D-07007 | Proof of Worker Compensation Insurance | Summit Stores, LLC |
| D-07014 | ACH Authorization Form                 | Summit Stores, LLC |
| D-07015 | W-9 tax form                           | Summit Stores, LLC |
| D-07206 | Other                                  | Summit Stores, LLC |
| D-07307 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | Summit Stores, LLC |
| D-22915 | Other                                  | LN-020304          |
| D-02395 | Other                                  | LN-020304          |
| D-22915 | Other                                  | LN-020304          |

**Payment and Acknowledgement**

**Signed by:**

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

Terri Pare

1095.00

**Date of Submission:**

2025-02-06 18:14:58

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

**Local Control Payment Status:**

false

**Local Application Fee:**

0





**VERMONT**  
DEPARTMENT OF LIQUOR AND LOTTERY  
DIVISION OF LIQUOR CONTROL

Application ID: **DLL - Application - 52470**  
Application for: **Tobacco License**  
Category of Business: **Tobacco**

### Business/ Entity Information

**Business/ Entity Name:**

**Summit Stores, LLC**

**Business ID:**

0301650

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire 3766

**Entity Type:**

Limited Liability Corporation

**Phone:**

603-448-4000

**Management Type if LLC:**

Manager-managed

**Email:**

terrip@sumd.com

### People Information

• **Person:**

Terri Pare

**Business Role:**

Business Principal

**Email:**

terrip@sumd.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Terri Pare

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Thomas Frawley

**Business Role:**

**Email:**

Member/Manager

tomf@sumd.com

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire, 03766

**US Citizen?**

Yes

**Political Position**

**Phone:**

6034484000

**Name:** Thomas Frawley

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Katie Green

**Business Role:**

Registered Agent

**Email:**

katiechampney84@gmail.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Katie Green

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

**Location/ Premises Detail**

**Location Name:**

Three Cat Coffee

**Do you lease this Premises:**

**Health License:**

Food:13632

Lodging:

**Location Address:**

18 and 42 Sykes Mountain Ave.,  
Hartford, Vermont 05060

**Vermont Tax Department:**

MRT10060912008

**Local Jurisdiction/ Town Clerk:**

Hartford

**Education Details**

**Student Name:**

Jeanne Manchester

**Training Completion Date:**

Thu Feb 06 00:00:00 GMT 2025



Application ID: DLL - Application - 52472  
Application for: Tobacco Substitute Endorsement  
Category of Business: Tobacco

#### Business/ Entity Information

|                                                                                 |                                                      |
|---------------------------------------------------------------------------------|------------------------------------------------------|
| <b>Business/ Entity Name:</b><br>Summit Stores, LLC                             | <b>Business ID:</b><br>0301650                       |
| <b>Business Address:</b><br>240 Mechanic Street,<br>Lebanon, New Hampshire 3766 | <b>Entity Type:</b><br>Limited Liability Corporation |
| <b>Phone:</b><br>603-448-4000                                                   | <b>Management Type if LLC:</b><br>Manager-managed    |
| <b>Email:</b><br>terrip@sumd.com                                                |                                                      |

#### Foundational License (if applicable)

|                                                                                                    |                                                              |
|----------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| <b>License Type:</b><br>Tobacco                                                                    | <b>License Number:</b><br>LP-018744                          |
| <b>Licensee Name:</b><br>Three Cat Coffee                                                          | <b>License Status:</b><br>License Active - Ready for Renewal |
| <b>Licensee Address:</b><br>18 and 42 Sykes Mountain Ave. ,<br>White River Junction, Vermont 05060 | <b>License Start Date:</b><br>2024-07-01                     |
|                                                                                                    | <b>License End Date:</b><br>2025-06-30                       |

#### Event Contact/s

Person:

|                          |               |
|--------------------------|---------------|
| <b>Business Role:</b>    | <b>Phone:</b> |
| <b>Business Address:</b> | <b>Email:</b> |

Violations:



|              |                      |         |                 |
|--------------|----------------------|---------|-----------------|
| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|

### Event Premises Details

**Location Name:**

Three Cat Coffee

**Start date and time of event**

**End date and time of event**

**Location Address:**

18 and 42 Sykes Mountain Ave.,  
Hartford, Vermont 05060

**Approximate Number of Persons Expected**

**Describe the type of event/ OCP Area:**

**Local Jurisdiction/ Town Clerk:**

Hartford

### Documents Attached

| Name    | Document Type                          | Assosicated With   |
|---------|----------------------------------------|--------------------|
| D-02277 | Articles of Organization               | Summit Stores, LLC |
| D-02278 | Federal Employee Identification #      | Summit Stores, LLC |
| D-02279 | Health License                         | Summit Stores, LLC |
| D-02280 | Other                                  | Summit Stores, LLC |
| D-02281 | Other                                  | Summit Stores, LLC |
| D-02282 | Meals & Rooms Tax Certificate          | Summit Stores, LLC |
| D-02283 | Lease or proof of ownership            | Summit Stores, LLC |
| D-02386 | Other                                  | Summit Stores, LLC |
| D-02395 | Other                                  | LN-020304          |
| D-06895 | Lease or proof of ownership            | Summit Stores, LLC |
| D-06964 | Other                                  | Summit Stores, LLC |
| D-07006 | Sales and Use tax documents            | Summit Stores, LLC |
| D-07007 | Proof of Worker Compensation Insurance | Summit Stores, LLC |
| D-07014 | ACH Authorization Form                 | Summit Stores, LLC |
| D-07015 | W-9 tax form                           | Summit Stores, LLC |
| D-07206 | Other                                  | Summit Stores, LLC |
| D-07307 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | Summit Stores, LLC |
| D-22915 | Other                                  | LN-020304          |
| D-02395 | Other                                  | LN-020304          |
| D-22915 | Other                                  | LN-020304          |

### Payment and Acknowledgement

**Signed by:**

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

50.00

**Date and time of Submission:**

2025-02-06 18:13:39

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



**Local Application Fee:**

0

**Local Control Payment Status:**

false



## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 2/11/2025

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.

Summit Stores LLC Three Cat Coffee  
18 & 42 Sykes Mtn Ave White River Jct

*Thomas Frawley*

*Denise Frawley*

Choose an item.



## Fire Inspection Report

Hartford Fire Department

Inspection 11963



### Inspection

Type Liquor License Inspection  
Status Open/In-progress  
Inspector Amy Jerome  
Unit Number  
Shift  
Scheduled 02/24/2025 00:00  
Inspected On 02/24/2025 11:15  
Finished At 02/24/2025 12:00  
Next Inspection  
Scheduled Jerome  
Inspection Length 0.00

### Occupant

Occupant Name SUMMIT (Fuel Canopy)  
Building Name Mercantile Occupancy  
Contact Name Mark Graham  
Address 18 SYKES MOUNTAIN AVE  
City, State and Zip White River Junction, VT 05001-  
Phone 603-448-4000

### Owner

Owner / Company SUMMIT DISTRIBUTING, LLC  
Contact Name Mark Graham  
Address 240 MECHANIC STREET  
City, State and Zip LEBANON, NH 03766-  
Phone

### Comments

Fire And Life Safety Inspection:  
Initial Inspection: 02/24/2025  
Follow-up Inspection: TBD  
Final Inspection: (Pending Violations)  
Occupancy Type: Mercantile Occupancy  
Occupancy Status: Granted

#### Initial Inspection Notes:

All noted violations shall be properly addressed and completed within a limited but reasonable time. Immediate life safety hazards shall be addressed and corrected IMMEDIATELY. A response with a plan of action is REQUIRED within 30 days of receipt of this fire inspection report - A final inspection shall be completed before a clear fire inspection report can be obtained. Please contact me by phone 802-299-0708 or by email at [ajerome@hartford-vt.org](mailto:ajerome@hartford-vt.org) when violations are completed and or a plan of corrective action is ready for review.

\*All violations have been addressed.

### Violation Summary

| Status | Violation | Location |
|--------|-----------|----------|
|--------|-----------|----------|

Date: 03/24/2025

Page: 1

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | <p>8.5.1 - Smoke Barriers<br/>Smoke barriers shall be provided to subdivide building spaces for the purpose of restricting the movement of smoke.</p> <p>Comments: Ceiling tiles missing or broken.</p> <p>Required Action: Replace/repair missing tiles for intact smoke barrier.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Building |
| Closed | <p>4.5.8.7 - Periodic Inspection and Test of Fire Protection Systems (Fire Sprinkler System)<br/>Inspections and tests of fire sprinkler (other than multipurpose piping systems), suppression, emergency electrical generation, alarm, detection and any other fire protection systems, devices and equipment shall be conducted for the owner by a technically qualified person (TQP) who has obtained the required certificate of fitness according to section 1.13. Inspections and tests shall be conducted at least annually or semi-annually for kitchen hood suppression systems as required by a specific standard. Annual testing by a technically qualified person does not prohibit the owner from inspection and testing at more frequent intervals. A technically qualified person shall file a written inspection report with the AHJ within 14 days of completion of each inspection.</p> <p>Comments: Violation noted on the sprinkler system.</p> <p>Required Action: Provide copy of reported violations for review by AHJ</p> | Building |
| Closed | <p>9.9 - Portable Fire Extinguishers<br/>Portable fire extinguishers shall be located, installed, inspected and maintained in accordance with NFPA 1 section 13.6.</p> <p>Comments: Fire extinguisher noted as expired.- Back Storage Area.</p> <p>Required Action: Inspection/Re-cert. of Extinguisher required.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Building |
| Closed | <p>12.3.3.1 - Maintenance of Fire-Resistive Construction.<br/>Required fire-resistive construction, including fire barriers, fire walls, exterior walls due to location on property, fire-resistive requirements based on type of construction, draft-stop partitions, and roof coverings, shall be maintained and shall be properly repaired, restored, or replaced where damaged, altered, breached, penetrated, removed, or improperly installed.</p> <p>Comments: Open penetrations noted in the sprinkler room.</p> <p>Required Action: Maintain fire rating, all penetrations require fire stopping.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                    | Building |
| Closed | <p>4.5 - Flexible Cords and Cables<br/>Flexible cords and cables shall not be used as follows:<br/>(1) As a substitute for the fixed wiring of a structure<br/>(2) Where run through holes in walls, ceilings, or floors<br/>(3) Where run through doorways or windows, under carpets, and so forth<br/>(4) Where attached to building surfaces<br/>Flexible cords or cables used as a substitute for fixed wiring to supply outlets in rooms or areas shall be removed and, where required, shall be replaced with permanently installed receptacles using an approved wiring method.</p> <p>Comments: Cords fed through ceiling tiles.</p> <p>Required Action: Ensure that flex cords/extension cords are not fed through walls/ceiling tiles. *Note this is only pertaining to flex/extension.</p>                                                                                                                                                                                                                                             | Building |
| Closed | <p>1:14.10.2.4 - Snow removal<br/>All portions of the means of egress, including outside stairs and fire escapes, shall be kept clear of any accumulation of snow and ice at all times that the building is occupied. For multi-family dwellings with direct exit access to the outside and one and two family dwellings snow and ice shall be removed as soon as practicable.</p> <p>Comments: Snow and Ice build up at rear exit of building restricting egress to the public way.</p> <p>Required Action: Remove snow and ice to allow full opening of the exit door and a clear path to the public way.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                   | Building |

#### Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|





## TOWN OF HARTFORD

### MUNICIPAL OFFICES

171 Bridge Street  
White River Junction, Vermont 05001

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

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



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

## HARTFORD LIQUOR/TOBACCO LICENSE-ADDITIONAL INFORMATION

**All information must be completed (use a separate sheet, if needed)**

*Incomplete applications will cause delays in processing*

Date: 1-20-25 Applicant(s): Summit Stores

Doing Business As: Quechee Mobile

Business Address: 3479 Woodstock Rd, Quechee, VT 05059

Telephone Number(s): 802-211-6084 E-mail: terri.p@sumd.com

Other Contact Name(s), if applicable: \_\_\_\_\_

Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):

Name: Thomas Frawley

DOB: 11-13-58

Name: Denise Frawley

DOB: 6-30-59

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

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*

Please list any other 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*

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. We acknowledge receipt of *Hartford Liquor & Tobacco Control Policies & Procedures*.



Licensee's Signature

Thomas Frawley

Printed Name

1/31/25

Date



Licensee's Signature

Denise Frawley

Printed Name

1/31/25

Date



Licensee's Signature

Printed Name

Date

\_\_\_\_\_  
Licensee's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

 **VERMONT**  
DEPARTMENT OF LIQUOR AND LOTTERY  
DIVISION OF LIQUOR CONTROL

Application ID: **DLL - Application - 52468**

Application for: **Second Class License**

Category of Business: **Second Class**

**Business/ Entity Information**

**Business/ Entity Name:**

**Summit Stores, LLC**

**Business ID:**

0301650

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire 3766

**Entity Type:**

Limited Liability Corporation

**Phone:**

603-448-4000

**Management Type if LLC:**

Manager-managed

**Email:**

terrip@sumd.com

**People Information**

• **Person:**

Terri Pare

**Business Role:**

Business Principal

**Email:**

terrip@sumd.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Terri Pare

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Thomas Frawley

**Business Role:**

**Email:**

Member/Manager

tomf@sumd.com

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire, 03766

**Phone:**

6034484000

**US Citizen?**

Yes

**Political Position**

**Name:** Thomas Frawley

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Katie Green

**Business Role:**

Registered Agent

**Email:**

katiechampney84@gmail.com

**Business Address:**

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Katie Green

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

**Location/ Premises Detail**

**Location Name:**

Quechee Mobile

**Do you lease this Premises:**

**Health License:**

Food:13608

Lodging:

**Location Address:**

3479 Woodstock Road,  
Hartford, Vermont 05060

**Vermont Tax Department:**

MRT10060912002

**Local Jurisdiction/ Town Clerk:**

Hartford

**Education Details**

**Student Name:**

Brent Kangas

**Training Completion Date:**

Mon Aug 28 00:00:00 GMT 2023



**Mode of Training:**  
DLC In Person Training

**Type of Training:**  
Second Class (Off Premise)

**Foundational License (if applicable)**

**License Type:**  
Second Class

**License Number:**  
LP-018748

**Licensee Name:**  
Quechee Mobile

**License Status:**  
License Active - Ready for Renewal

**Licensee Address:**  
3479 Woodstock Road ,  
Hartford, Vermont 05060

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name    | Document Type                          | Assosicated With   |
|---------|----------------------------------------|--------------------|
| D-02277 | Articles of Organization               | Summit Stores, LLC |
| D-02278 | Federal Employee Identification #      | Summit Stores, LLC |
| D-02279 | Health License                         | Summit Stores, LLC |
| D-02280 | Other                                  | Summit Stores, LLC |
| D-02281 | Other                                  | Summit Stores, LLC |
| D-02282 | Meals & Rooms Tax Certificate          | Summit Stores, LLC |
| D-02283 | Lease or proof of ownership            | Summit Stores, LLC |
| D-02386 | Other                                  | Summit Stores, LLC |
| D-02395 | Other                                  | Summit Stores, LLC |
| D-06895 | Lease or proof of ownership            | Summit Stores, LLC |
| D-06964 | Other                                  | Summit Stores, LLC |
| D-07006 | Sales and Use tax documents            | Summit Stores, LLC |
| D-07007 | Proof of Worker Compensation Insurance | Summit Stores, LLC |
| D-07014 | ACH Authorization Form                 | Summit Stores, LLC |
| D-07015 | W-9 tax form                           | Summit Stores, LLC |
| D-07206 | Other                                  | Summit Stores, LLC |
| D-07307 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | LN-020306          |
| D-22915 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | LN-020306          |

**Payment and Acknowledgement**

**Signed by:**  
Terri Pare

**State of Vermont / DLL Application Fee:**  
70.00

**Date of Submission:**

2025-02-06 18:09:11

**Local Application Fee:**

70

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

**Local Control Payment Status:**

false



Application ID: **DLL - Application - 52469**

Application for: **Tobacco License**

Category of Business: **Tobacco**

### Business/ Entity Information

**Business/ Entity Name:**

**Summit Stores, LLC**

**Business ID:**

0301650

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire 3766

**Entity Type:**

Limited Liability Corporation

**Phone:**

603-448-4000

**Management Type if LLC:**

Manager-managed

**Email:**

terrip@sumd.com

### People Information

• **Person:**

Terri Pare

**Business Role:**

Business Principal

**Email:**

terrip@sumd.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Terri Pare

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Thomas Frawley

**Business Role:**

**Email:**

Member/Manager

tomf@sumd.com

**Business Address:**

240 Mechanic Street,  
Lebanon, New Hampshire, 03766

**US Citizen?**

Yes

**Political Position**

**Name:** Thomas Frawley

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

• **Person:**

Katie Green

**Business Role:**

Registered Agent

**Email:**

katiechampney84@gmail.com

**Business Address:**

,  
, ,

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Katie Green

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

**Location/ Premises Detail**

**Location Name:**

Quechee Mobile

**Do you lease this Premises:**

**Health License:**

Food:13608

Lodging:

**Location Address:**

3479 Woodstock Road,  
Hartford, Vermont 05060

**Vermont Tax Department:**

MRT10060912002

**Local Jurisdiction/ Town Clerk:**

Hartford

**Education Details**

**Student Name:**

Brent Kangas

**Training Completion Date:**

Mon Aug 28 00:00:00 GMT 2023



**Mode of Training:**  
DLC In Person Training

**Type of Training:**  
Second Class (Off Premise)

**Foundational License (if applicable)**

**License Type:**  
Tobacco

**License Number:**  
LP-018749

**Licensee Name:**  
Quechee Mobile

**License Status:**  
License Active - Ready for Renewal

**Licensee Address:**  
3479 Woodstock Road ,  
Hartford, Vermont 05060

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name    | Document Type                          | Assosicated With   |
|---------|----------------------------------------|--------------------|
| D-02277 | Articles of Organization               | Summit Stores, LLC |
| D-02278 | Federal Employee Identification #      | Summit Stores, LLC |
| D-02279 | Health License                         | Summit Stores, LLC |
| D-02280 | Other                                  | Summit Stores, LLC |
| D-02281 | Other                                  | Summit Stores, LLC |
| D-02282 | Meals & Rooms Tax Certificate          | Summit Stores, LLC |
| D-02283 | Lease or proof of ownership            | Summit Stores, LLC |
| D-02386 | Other                                  | Summit Stores, LLC |
| D-02395 | Other                                  | Summit Stores, LLC |
| D-06895 | Lease or proof of ownership            | Summit Stores, LLC |
| D-06964 | Other                                  | Summit Stores, LLC |
| D-07006 | Sales and Use tax documents            | Summit Stores, LLC |
| D-07007 | Proof of Worker Compensation Insurance | Summit Stores, LLC |
| D-07014 | ACH Authorization Form                 | Summit Stores, LLC |
| D-07015 | W-9 tax form                           | Summit Stores, LLC |
| D-07206 | Other                                  | Summit Stores, LLC |
| D-07307 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | LN-020306          |
| D-22915 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | LN-020306          |

**Payment and Acknowledgement**

**Signed by:**

**State of Vermont / DLL Application Fee:**  
110.00

**Date of Submission:**

2025-02-06 18:11:08

**Local Application Fee:**

0

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

**Local Control Payment Status:**

false



Application ID: **DLL - Application - 52386**  
Application for: **Tobacco Substitute Endorsement**  
Category of Business: Tobacco

#### Business/ Entity Information

|                                                                                 |                                                      |
|---------------------------------------------------------------------------------|------------------------------------------------------|
| <b>Business/ Entity Name:</b><br>Summit Stores, LLC                             | <b>Business ID:</b><br>0301650                       |
| <b>Business Address:</b><br>240 Mechanic Street,<br>Lebanon, New Hampshire 3766 | <b>Entity Type:</b><br>Limited Liability Corporation |
| <b>Phone:</b><br>603-448-4000                                                   | <b>Management Type if LLC:</b><br>Manager-managed    |
| <b>Email:</b><br>terrip@sumd.com                                                |                                                      |

#### Foundational License (if applicable)

|                                                                             |                                                              |
|-----------------------------------------------------------------------------|--------------------------------------------------------------|
| <b>License Type:</b><br>Tobacco                                             | <b>License Number:</b><br>LP-018750                          |
| <b>Licensee Name:</b><br>Quechee Mobile                                     | <b>License Status:</b><br>License Active - Ready for Renewal |
| <b>Licensee Address:</b><br>3479 Woodstock Road ,<br>Quechee, Vermont 05060 | <b>License Start Date:</b><br>2024-07-01                     |
|                                                                             | <b>License End Date:</b><br>2025-06-30                       |

#### Event Contact/s

Person:

|                          |               |
|--------------------------|---------------|
| <b>Business Role:</b>    | <b>Phone:</b> |
| <b>Business Address:</b> | <b>Email:</b> |
| ,                        |               |
| , ,                      |               |

Violations:

---

|              |                      |         |                 |
|--------------|----------------------|---------|-----------------|
| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|

#### Event Premises Details

Location Name:

Quechee Mobile

Start date and time of event

End date and time of event

Location Address:

3479 Woodstock Road,  
Hartford, Vermont 05060

Approximate Number of Persons Expected

Describe the type of event/ OCP Area:

Local Jurisdiction/ Town Clerk:

Hartford

#### Documents Attached

| Name    | Document Type                          | Assosicated With   |
|---------|----------------------------------------|--------------------|
| D-02277 | Articles of Organization               | Summit Stores, LLC |
| D-02278 | Federal Employee Identification #      | Summit Stores, LLC |
| D-02279 | Health License                         | Summit Stores, LLC |
| D-02280 | Other                                  | Summit Stores, LLC |
| D-02281 | Other                                  | Summit Stores, LLC |
| D-02282 | Meals & Rooms Tax Certificate          | Summit Stores, LLC |
| D-02283 | Lease or proof of ownership            | Summit Stores, LLC |
| D-02386 | Other                                  | Summit Stores, LLC |
| D-02395 | Other                                  | Summit Stores, LLC |
| D-06895 | Lease or proof of ownership            | Summit Stores, LLC |
| D-06964 | Other                                  | Summit Stores, LLC |
| D-07006 | Sales and Use tax documents            | Summit Stores, LLC |
| D-07007 | Proof of Worker Compensation Insurance | Summit Stores, LLC |
| D-07014 | ACH Authorization Form                 | Summit Stores, LLC |
| D-07015 | W-9 tax form                           | Summit Stores, LLC |
| D-07206 | Other                                  | Summit Stores, LLC |
| D-07307 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | LN-020306          |
| D-22915 | Other                                  | Summit Stores, LLC |
| D-22896 | Other                                  | LN-020306          |

#### Payment and Acknowledgement

Signed by:

State of Vermont / DLL Application Fee:

50.00

Date and time of Submission:

2025-02-06 12:37:38

State of Vermont / DLL Payment Status:



**Local Application Fee:**

0

**Local Control Payment Status:**

false



## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 2/11/2025

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.

Summit Stores DBA Quechee Mobil  
3479 Woodstock Road Quechee VT

*Thomas Frawley*

*Denise Frawley*

Choose an item.



## Fire Inspection Report

Hartford Fire Department

Inspection 11902



### Inspection

Type Liquor License Inspection  
Status Open/In-progress  
Inspector Amy Jerome  
Unit Number HFM4  
Shift DFM

Scheduled 02/24/2025 00:00  
Inspected On 02/24/2025 10:30  
Finished At 02/24/2025 11:15  
Next Inspection

Scheduled Jerome

Inspection Length 0.00

### Occupant

Occupant Name Summit Stores LLC  
Building Name Mercantile Occupancy  
Contact Name Mark Graham  
Address 3479 WOODSTOCK RD  
City, State and Zip Quechee, VT 05059-  
Phone 603-448-4000

### Owner

Owner / Company Thomas Frawley  
Contact Name Mark Graham  
Address 240 Mechanic Street  
City, State and Zip Lebanon, NH 03766-  
Phone

### Comments

Fire And Life Safety Inspection:  
Initial Inspection: 02/24/2025  
Follow-up Inspection: TBD  
Final Inspection: (Pending Violations)  
Occupancy Type: Mercantile Occupancy  
Occupancy Status: Granted

#### Initial Inspection Notes:

All noted violations shall be properly addressed and completed within a limited but reasonable time. Immediate life safety hazards shall be addressed and corrected IMMEDIATELY. A response with a plan of action is REQUIRED within 30 days of receipt of this fire inspection report - A final inspection shall be completed before a clear fire inspection report can be obtained. Please contact me by phone 802-299-0708 or by email at [ajerome@hartford-vt.org](mailto:ajerome@hartford-vt.org) when violations are completed and or a plan of corrective action is ready for review.

\* All items have been addressed.

### Violation Summary

| Status | Violation | Location |
|--------|-----------|----------|
|--------|-----------|----------|

Date: 03/24/2025

Page: 1

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |          |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | <p>11.1.2 - Electrical Systems<br/>All electrical wiring and equipment shall be installed and maintained in accordance with NFPA 70, National Electrical Code and NFPA 73, Residential Safety Code, and as adopted by Electricians Licensing Board.</p> <p>Comments: Open electrical noted in the freezer/fridge.</p> <p>Required Action:Box or remove wiring.</p>                                                                                                                                                                                                                                                                                    | Building |
| Closed | <p>4.9 - General-Use Switches and Receptacles.<br/>4.9.1<br/>Enclosures shall be fastened in place.</p> <p>Comments: Loose outlet noted in front store space and rear bathroom.</p> <p>Required Action:Adjust/tighten loose outlets.</p>                                                                                                                                                                                                                                                                                                                                                                                                              | Building |
| Closed | <p>7.2.1.8.1 - Self Closing Hardware required<br/>A door leaf normally required to be kept closed shall not be secured in the open position at any time and shall be self-closing or automatic-closing in accordance with 7.2.1.8.2, unless otherwise permitted by 7.2.1.8.3.<br/>Meet 1 hr fire rating for applicable doors and obtain self-latching hardware for said doors.</p> <p>Comments: Noted back storage door propped open at time of inspection. Self-closing hinges not working properly on some rated doors.</p> <p>Required Action:Adjust/repair self-closers as necessary to maintain separation of spaces.<br/>Do not prop doors.</p> | Building |

#### Tickler History

| Date | Type | Inspector | Narrative |
|------|------|-----------|-----------|
|------|------|-----------|-----------|



To PD-FD 2/10/25



# 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 a separate sheet, if needed)

Incomplete applications will cause delays in processing

Date: 1/25/25 Applicant(s): Blood's Catering & Party Rentals Inc.

Doing Business As: Same

Business Address: 147 Hartford Ave White River Junction VT 05001

Telephone Number(s): 802/295-5393 E-mail: same@bloodscatering.com

Other Contact Name(s), if applicable: Same Blood

Please list below ALL licensees, managers, directors, owners, stockholders name & dates of birth (DOB):

Name: Sara Blood

DOB: [REDACTED]

Name: Brandon Blood

DOB: [REDACTED]

Name: Michael Blood

DOB: [REDACTED]

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

**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

**Please list any other 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

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. We acknowledge receipt of *Hartford Liquor & Tobacco Control Policies & Procedures*.



Licensee's Signature

Sara Blood

Printed Name

2/10/25

Date

Licensee's Signature

Printed Name

Date

Licensee's Signature

Printed Name

Date

Licensee's Signature

Printed Name

Date



Application ID: DLL - Application - 52353  
Application for: First Class Restaurant/Bar License  
Category of Business: First Class

#### Business/ Entity Information

**Business/ Entity Name:**  
Blood's Catering & Party Rentals Inc.

**Business ID:**  
0006558

**Business Address:**  
1147 Hartford Ave,  
White River Jct, Vermont 05001

**Entity Type:**  
Business Corporation

**Phone:**  
8022955393

**Management Type if LLC:**

**Email:**  
sara@bloodscatering.com

#### People Information

- **Person:**  
Sara Blood

**Business Role:**  
Business Principal

**Email:**  
sara@bloodscatering.com

**Business Address:**

**US Citizen?**

**Political Position**

**Phone:**

**Name:** Sara Blood

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

#### Location/ Premises Detail

**Location Name:**

**Do you lease this Premises:**

Blood's Catering & Party Rentals Inc.

**Location Address:**

1147 Hartford Ave,  
White River Junction, Vermont 05001

**Local Jurisdiction/ Town Clerk:**

Hartford

**Health License:**

Food:4459

Lodging:

**Vermont Tax Department:**

MRT-10013517

**Education Details**

**Student Name:**

Sara Blood

**Training Completion Date:**

Thu Apr 18 00:00:00 GMT 2024

**Mode of Training:**

DLC Online Training

**Type of Training:**

First Class (On Premise)

**Foundational License (if applicable)**

**License Type:**

First Class

**License Number:**

LP-015778

**Licensee Name:**

Blood's Catering & Party Rentals Inc.

**License Status:**

License Active - Renewal in Process

**Licensee Address:**

1147 Hartford Ave ,  
White River Junction, Vermont 05001

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name    | Document Type | Assosicated With |
|---------|---------------|------------------|
| D-02028 | Other         | LN-018216        |
| D-02028 | Other         | LN-018216        |

**Payment and Acknowledgement**

**Signed by:**

Sara Blood

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

115.00

**Date of Submission:**

2025-02-05 19:22:50

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

**Local Application Fee:**

115

**Local Control Payment Status:**

false





Application ID: DLL - Application - 52355  
Application for: Third Class Restaurant/Bar License  
Category of Business: Third Class

#### Business/ Entity Information

**Business/ Entity Name:**  
Blood's Catering & Party Rentals Inc.

**Business ID:**  
0006558

**Business Address:**  
1147 Hartford Ave,  
White River Jct, Vermont 05001

**Entity Type:**  
Business Corporation

**Phone:**  
8022955393

**Management Type if LLC:**

**Email:**  
sara@bloodscatering.com

#### People Information

- **Person:**  
Sara Blood

**Business Role:**  
Business Principal

**Email:**  
sara@bloodscatering.com

**Business Address:**

**US Citizen?**

,  
, ,

**Political Position**

**Phone:**

**Name:** Sara Blood

**Office:**

**Jurisdiction:**

**Violations:**

| Violation ID | Court/Traffic Bureau | Offense | Date of Offense |
|--------------|----------------------|---------|-----------------|
|--------------|----------------------|---------|-----------------|

#### Location/ Premises Detail

**Location Name:**

**Do you lease this Premises:**

Blood's Catering & Party Rentals Inc.

**Location Address:**

1147 Hartford Ave,  
White River Junction, Vermont 05001

**Local Jurisdiction/ Town Clerk:**

Hartford

**Health License:**

Food:4459

Lodging:

**Vermont Tax Department:**

MRT-10013517

**Education Details**

**Student Name:**

Sara Blood

**Training Completion Date:**

Thu Apr 18 00:00:00 GMT 2024

**Mode of Training:**

DLC Online Training

**Type of Training:**

First Class (On Premise)

**Foundational License (if applicable)**

**License Type:**

Third Class

**License Number:**

LP-015779

**Licensee Name:**

Blood's Catering & Party Rentals Inc.

**License Status:**

License Active - Renewal in Process

**Licensee Address:**

1147 Hartford Ave ,  
White River Junction, Vermont 05001

**License Start Date:**

**License End Date:**

**Documents Attached**

| Name    | Document Type | Assosicated With |
|---------|---------------|------------------|
| D-02028 | Other         | LN-018216        |
| D-02028 | Other         | LN-018216        |

**Payment and Acknowledgement**

**Signed by:**

Sara Blood

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

1095.00

**Date of Submission:**

2025-02-05 19:33:39

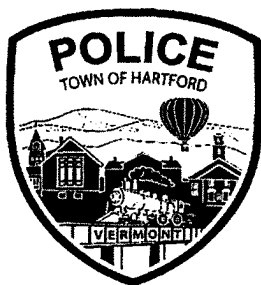
**State of Vermont / DLL Payment Status:**

**Local Application Fee:**

0

**Local Control Payment Status:**

false



## Hartford Police Department

# Memo

To: Lisa O'Neil, Sherry West

From: Chief Gregory Sheldon

CC:

Date: 2/11/2025

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.

Bloods Catering & Party Rentals Inc  
1147 Hartford Ave White River Jct Vt

*Sara Blood*

*Michael Blood*

*Brendan Blood*



## Fire Inspection Report

Hartford Fire Department



### Inspection

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

Scheduled 02/11/2025 00:00

Scheduled Beebe

Inspected On 02/18/2025 11:30

Finished At 02/18/2025 12:10

Inspection Length 0.67

Next Inspection

### Occupant

Occupant Name Blood's Catering & Party Rentals

Building Name

Contact Name David Davis, General Manager

Address 1147 HARTFORD AVE

City, State and Zip White River Junction, VT 05001-

Phone 802-295-5393

### Owner

Owner / Company Brendon Michael Blood

Contact Name

Address 162 Westfield Drive

City, State and Zip West Hartford, VT 05084-

Phone

### Comments

Liquor License Fire Inspection:

Initial Inspection: 02/18/2025

Final Inspection: Pending

Occupancy Type: Business Occupancy

Occupancy Status: GRANTED

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

### Violation Summary

| Status | Violation                                                                                                                  | Location |
|--------|----------------------------------------------------------------------------------------------------------------------------|----------|
| Closed | 11.1.3.2 - Multiplug Adapters<br>Multiplug adapters shall not be used as a substitute for permanent wiring or receptacles. | Showroom |



Comments: Multi-plug adapter noted to be in use

Required Action: Remove all multi-plug adapters

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                        |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| Closed | <p>4.2.8 - Panelboards and Distribution Equipment (Identification/Marking)<br/>Each disconnecting means for motors and appliances, and each service, feeder, or branch circuit at the point where it originates, shall be legibly marked to indicate its purpose unless located and arranged so the purpose is evident. The marking shall be capable of withstanding the environment involved.</p> <p>Comments: Some but not all breakers are noted to be labeled</p> <p>Required Action: Ensure all breakers are adequately labeled</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Electrical Panels                      |
| Closed | <p>11.5.1.11 - Clothes Dryers<br/>Clothes dryers shall be cleaned to maintain the lint trap and keep the mechanical and heating components free from excessive accumulations of lint.</p> <p>Comments: Clothes dryer noted to be operational</p> <p>Required Action: Provide documentation of annual cleaning of dryer vent within the past 12 months</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Laundry                                |
| Closed | <p>7.2.2.4.5 - Handrails<br/>Existing required handrails shall be not less than 30 in. and not more than 38 in. above the surface of the tread, measured vertically to the top of the rail from the leading edge of the tread. Required guards and handrails shall continue for the full length of each flight of stairs. At turns of new stairs, inside handrails shall be continuous between flights at landings. New handrail ends shall be returned to the wall or floor or shall terminate at newel posts.<br/>Handrails shall include the following features:<br/>(1) A circular cross section with an outside diameter of not less than 1½ in. and not more than 2 in.<br/>(2) A shape that is other than circular with a perimeter dimension of not less than 4 in. but not more than 6¼ in., and with the largest cross-sectional dimension not more than 2¼ in. provided that graspable edges are rounded</p> <p>Comments: - Handrails noted as either missing and or non-compliant</p> <p>Required Action: - Compliant Handrails shall be installed in all applicable areas.</p> | Stairs to overhead storage and furnace |
| Closed | <p>4.2.8 - Panelboards and Distribution Equipment (Identification/Marking)<br/>Each disconnecting means for motors and appliances, and each service, feeder, or branch circuit at the point where it originates, shall be legibly marked to indicate its purpose unless located and arranged so the purpose is evident. The marking shall be capable of withstanding the environment involved.</p> <p>Comments: Knife switch to outside freezer noted to not be labeled</p> <p>Required Action: Label knife switch</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Dish Pit                               |
| Closed | <p>110.26 - Spaces About Electrical Equipment<br/>Access and working space shall be provided and maintained about all electrical equipment to permit ready and safe operation and maintenance of such equipment.</p> <p>Comments: Knife switch to outside freezer is blocked by large dish rack</p> <p>Required Action: Provide and maintain 36" of clearance in front of knife switch</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Dish Pit                               |
| Closed | <p>10.18.7 - Fueled Equipment<br/>Fueled equipment, including but not limited to motorcycles, mopeds, lawn-care equipment, and portable cooking equipment, shall not be stored, operated, or repaired within a building except under one of the following conditions:<br/>(1) The building or room has been constructed for such use in accordance with the building code.<br/>(2) The use is allowed by other provisions of this Code.</p> <p>Comments: Acetylene torches noted as stored under cabinet</p> <p>Required Action: Pressurized fuels shall be stored in a 1 hour rated room. Remove torches from inside of building.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Dish Pit                               |

### Tickler History

| Date       | Type           | Inspector   |
|------------|----------------|-------------|
| 03/26/2025 | Emailed Notice | Beebe, Alan |

### Narrative

An email was sent to dave@bloodscatering.com  
Message: David,  
Thank you for doing such a wonderful job!

Attached is the CLOSED report. I will also send a copy to the  
Town for the next Selectboard meeting.

Alan Beebe, Deputy Fire Marshal  
Hartford Fire Dept  
603-359-6418

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

**ADVISORY BOARD/COMMISSION APPLICATION**

Application for X appointment(s) or \_\_\_ re-appointment to: Town & School Meeting Committee

**I. APPLICANT DATA:**

Name: Kim Souza

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

Telephone: (Home) [REDACTED] (Work) [REDACTED] (Other) \_\_\_\_\_

Email Address: kimsouzavt@gmail.com

How long have you been a Hartford resident? 18 Years

Are you a registered voter? Yes

**II. EDUCATION:**

High School: Mascoma High School Year Graduated: 1987

College 1: Hesser College Degree Earned: AS

Course of Study: Business Year: 1989

College 2: \_\_\_\_\_ Degree Earned: \_\_\_\_\_

Course of Study: \_\_\_\_\_ Year: \_\_\_\_\_

**III. WORK HISTORY:**

| Please list Employer name<br>& address (most recent first) | Dates of<br>Employment | Position held | Job duties |
|------------------------------------------------------------|------------------------|---------------|------------|
|------------------------------------------------------------|------------------------|---------------|------------|

|            |              |       |            |
|------------|--------------|-------|------------|
| Revolution | 2002-Present | Owner | Management |
|------------|--------------|-------|------------|

|                |           |           |            |
|----------------|-----------|-----------|------------|
| Winged Victory | 1990-2002 | Senior VP | Management |
|----------------|-----------|-----------|------------|

#### IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.  
Would you be available for evening meetings? \_\_\_\_\_  
I can be available for 1 evening or afternoon meeting per week. Weds & Thurs afternoons are most flexible for me.
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? \_\_\_\_\_  
Historically, the committee has played an instrumental role in publicizing and coordinating logistics for events of the Town Meeting Cycle. The membership has waned over the last couple of years and I would like to support efforts to revive the group's important work.
- c. What are your past experiences in Municipal, State or Federal Government? \_\_\_\_\_  
For 7 years, I served as a member of the Hartford Selectboard and liaison to committees including HCOREI, HBRLF, Planning Commission & Design Review Committee. I also served on the advisory group for the Hartford Police Chief & Town Manager searches.
- d. What civic or social organizations have belonged to and what positions did you hold? \_\_\_\_\_  
Cover Home Repair, Board of Directors. Upper Valley Response Team, Steering Committee. Vermont Saves, Advisory Board. White River Junction Downtown Business Association, Current Acting Chair.
- 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? \_\_\_\_\_  
Improving civic engagement through the promotion of Town Meeting Cycle events and opportunities including, but not limited to, things like posting public signage, reinstituting coffee with committees, establishing a standard annual 'Voter Guide' and supporting the Town Clerk's office with direct mail & ballot processing efforts.
- f. What might some solutions be? \_\_\_\_\_  
Additional support for the capable skills of Hartford's Communications Specialist and Clerk's office to engage the public to help inform Hartford voters and encourage election cycle participation.
- g. Other hobbies/interests: Travelling, Sewing, Reading, Thrifting

#### V. REFERENCES: (Please list three)

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

Name: Matt Bucy Telephone: [REDACTED] 3

Name: David Briggs Telephone: 8 [REDACTED]

*Kim Souza*

APPLICANTS SIGNATURE

02.15.2025

DATE



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

**ADVISORY BOARD/COMMISSION APPLICATION**

Application for 1 appointment(s) or    re-appointment to: Hartford Committee On Racial Equity & Inclusion

**I. APPLICANT DATA:**

Name: Miranda Dupre

Address: 48 Fairview Terrace, apt 2  
White River Junction, VT 05001

Telephone: (Home) 802-242-5342 (Work)                      (Other)                     

Email Address: mdupre@hartford-vt.org

How long have you been a Hartford resident? 2.5 years

Are you a registered voter? yes

**II. EDUCATION:**

High School: Helen Cox High School Year Graduated: 2012

College 1: University of New Orleans Degree Earned: Bachelor of Science  
Course of Study: Biology & Psychology Year: 2016

College 2: University of Michigan Degree Earned: Master of Science  
Course of Study: Environment & Sustainability Year: 2022

**III. WORK HISTORY:**

| Please list Employer name<br>& address (most recent first) | Dates of<br>Employment | Position held | Job duties |
|------------------------------------------------------------|------------------------|---------------|------------|
| <u>resume attached</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? answers attached on seperate page
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? \_\_\_\_\_
- c. What are your past experiences in Municipal, State or 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: \_\_\_\_\_

**V. REFERENCES: (Please list three)**

|                              |                                    |
|------------------------------|------------------------------------|
| Name: <u>Ellen Hender</u>    | Telephone: <u>802-161-0030</u>     |
| Name: <u>Conicia Jackson</u> | Telephone: <u>314-222-1500</u>     |
| Name: <u>Kelli Perkins</u>   | Telephone: <u>802-224-0100-100</u> |

*Miranda Dupre*

APPLICANTS SIGNATURE

March 12, 2025

DATE

- 1. If you were appointed to a board or commission which met 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?**

I could dedicate up to 3 nights a month to evening meetings for the commission and have a flexible evening schedule that could allow for additional meetings outside of the planned meeting schedule.

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

In graduate school, I completed certifications for the Rackham Professional Development Diversity, Equity, and Inclusion program and the SEAS Social Justice Dialogue Series on Race & the Environment. Currently, my work as the BIPOC Community Navigator is focused on racial equity and inclusion for home and business ownership in the Upper Valley area with an additional focus on building a more inclusive community. I also continue learning as opportunities arise, recently completing a training for Anti-Racist Results Based Accountability.

Also, I am a Black woman living in the area so I believe that I can contribute my lived experience in addition to my educational & professional experience to the commission. Being one of the few people of color living in the area, I also feel inclined to participate in these types of community efforts.

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

I was recently elected to serve on the Hartford Selectboard, but have not had any experience outside of that other than as a voter.

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

None

- 5. 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?**

I think the committee could be involved in building relationships between our community members to create a more welcoming and inclusive environment.

- 6. What might some solutions be?**

Hosting community conversations, creating a Newcomers' Guide, and partnering with Green Mountain Economic Development Center's Welcome Wagon program.

- 7. Other hobbies/interests?**

I enjoy various forms of art—pottery, zine-making, crochet, and lego building.



# MIRANDA DUPRE (SHE/HER)

ENVIRONMENTAL JUSTICE ADVOCATE



## CONTACT

-  (504)-813-5746
-  miranda.dupre@gmail.com

## ABOUT ME

I was born and raised in New Orleans, Louisiana, a resilient community that is the reason I have pursued a career in this field. In my free time, you can find me playing my ukulele, lying in my hammock, caring for my gaggle of plants, snuggling with my cats, or trying my hand at a new to me activity, crocheting.

## CERTIFICATIONS / AWARDS

- SEAS Social Justice Dialogue Series on Race & the Environment
- Rackham Professional Development Diversity, Equity, and Inclusion
- Michigan Environmental Justice Coalition Movement School Intensive
- Recipient of Spirit of Detroit Award

## EDUCATION

### **Master of Science in Environment and Sustainability**

University of Michigan, 2022

- Specialization in Environmental Justice
- GPA: 4.0
- Recipient of SEAS Bryant Academic Merit Fellowship

### **Bachelor of Science in Biology and Psychology**

University of New Orleans, 2016

Minor in Sociology and Chemistry

## EXPERIENCE

### **BIPOC COMMUNITY NAVIGATOR**

Vital Communities, June 2024-current

I am currently the program manager for the BIPOC Home and Business Ownership Project, a project that is working to advance home ownership, business ownership, and a sense of belonging for BIPOC community members in the Upper Valley area. I am working to build meaningful relationships by hosting convenings where community members and stakeholders can collaborate and develop cross-sector solutions that remove barriers and create systemic change throughout our community. I am also working to create the conditions for BIPOC folks to utilize ownership as a pathway for building wealth while cultivating a support system within the community that allows them to thrive through community working groups, a business mentorship program, and community conversations.

### **ENVIRONMENTAL JUSTICE RESEARCH CONSULTANT**

The JPB Foundation, December 2022 - July 2023

In this research project, I created and delivered a national scan of Environmental and Climate Justice (ECJ) networks across the country; assessed their operations, issue areas, funding, scope of influence, and membership practices; identified strengths, gaps, and needs; and recommended pathways for the foundation to support grassroots ECJ networks.

### **FELLOW**

The JPB Foundation, May - September 2022

While working with the foundation's Environment Team for Yale's Environmental Fellows Program, I investigated power dynamics in grantor-grantee relationships through equitable grantmaking practices. I completed this research through interviews with subgrantees, and presented the results so that they may be used to guide further relationship development in philanthropy based on



## **Ecoworks, October 2021 - May 2022**

During my time with Ecoworks, I collaborated with Washtenaw County on their initiative of eliminating greenhouse gas emissions in the county by 2030. In an effort to create community partnerships and ensure that community members' voices were incorporated in an equitable, inclusive, and sustainable way, I created educational materials, facilitated community meetings in each district, and relayed feedback for next steps to the county.

## **ACCESS AND EQUITY PROGRAM COORDINATOR**

### **Vote Solar, November 2021 - May 2022**

As part of the Access & Equity team, I worked to employ diversity, equity, inclusion, and justice in Vote Solar's external partnership work and energy policy research and analysis. This included synthesizing and translating complex energy information for public communications (websites, blog posts, and meetings), creating toolkits for just partnership engagement, and designing plans for community engagement in relation to energy burden education. The goal of my work was to fight for affordable and equitable solar power access across the nation to engage in restorative justice and create healthy communities.

## **GRADUATE RESEARCH ASSISTANT**

### **Great Lakes Integrated Sciences and Assessments , August 2021 - May 2022**

In partnership with Adaptation International, I worked on the "Making Communities More Resilient: Scaling-up Customized Vulnerability Assessment for Extreme Events in Gulf Cities" project team, where I collected participation observation data, prepared workshop materials, coordinated schedules between communities and colleagues, and facilitated communications with local practitioners. Through this project, I effectively led discussions with communities on the Gulf Coast to assess their sensitivity, adaptation, and resiliency as it relates to the intersection of climate change, life on the Gulf Coast, and stormwater management.

## **GRADUATE STUDENT CONSULTANT**

### **Vermont Conservation Districts, January 2021 - April 2022**

In collaboration with a team, I conducted a Delphi interview survey process as well as an organizational-wide DEI survey to measure employee and board member attitudes and beliefs. The result of this process guided our development of a DEI-Self Assessment Tool and Growth Guide that was adopted by Vermont's 14 conservation districts. Throughout the course of the project, I worked to meet client expectations, quickly adjusted to changing client needs, facilitated discussions around sensitive topic materials, and managed client expectations on a strict project timeline.

## **GRADUATE RESEARCH ASSISTANT**

### **Urban Energy Justice Lab, Sept 2020 - May 2021**

At the Urban Energy Justice Lab, I worked with Dr. Tony Reames on a report that analyzed energy burdens and their relationship with eviction rates across the state of Michigan, as well as a research project exploring public participation incentives in state utility regulation cases across the United States.

## **FELLOW**

### **The Chip Bag Project, May - August 2021**

Throughout this fellowship, I applied for grant funding and furthered my skills in community organizing, communication, and volunteer coordination in an effort to

# Town Manager's Report

April 1, 2025

## **Selectboard Essentials Training**

The Town Manager joined Selectboard members Ashley Andreas, Miranda Dupre and Erik Krauss in Montpelier on Saturday, March 22 for a VLCT training session for Selectboard members. Other opportunities for education and training of Selectboard members will be discussed later in tonight's agenda.

## **Ethics Training Reminder**

A reminder that each Selectboard member is required to take a 45-minute online ethics/conflict of interest training before September 25 of this year.

## **Clerical Workers' Union**

There was another meeting between the Clerical Worker's Union and the Town's management team on Friday, March 28. There will be another session on Friday, April 11. The Town Manager will inform the Selectboard about these negotiations in Executive Session periodically.

## **Police Chief Reception**

Thanks to the Hartford Police Department for hosting a reception in Chief Connie Kelley's honor on March 25. There was a good crowd and plenty of support and well wishes for our new Chief.

## **Safety Study**

Some may recall that the Town used ARPA funds to hire a consultant, Strategy Matters, to perform a Community Safety Study last year. Strategy Matters offered a no-extra-charge follow up and the Hartford Police Department (particularly its Outreach Division) took advantage by participating in a Zoom call with them and me on March 27.

## **Karl Ebbighausen Retirement**

Lt. Commander Karl Ebbighausen of the Hartford Police Department's Outreach Division has retired from the HPD.

## **Site Visit for Hickory Ridge Road Realignment**

Just a reminder that on April 15 at 4:30 pm, just before the Selectboard meeting, there will be a site visit to review the proposed Hickory Ridge Road Realignment. This is part of the process related to housing to be built on Sykes Mountain Avenue.

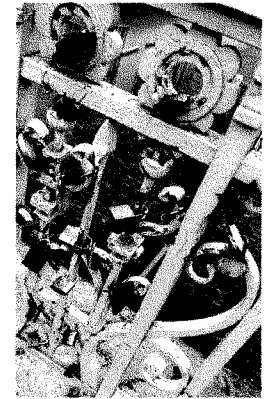
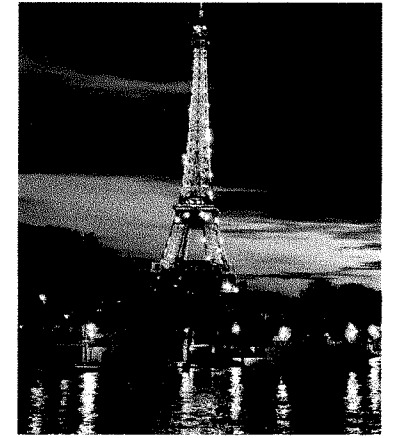
## **Town Manager Training**

The Town Manager will be out of the office for parts of Wednesday and Thursday, April 2 and 3 to attend the Second Annual Municipal Solutions Summit, held in Woodstock.

# France

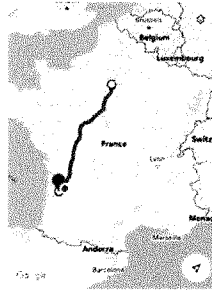
2024

# Day 1-Paris

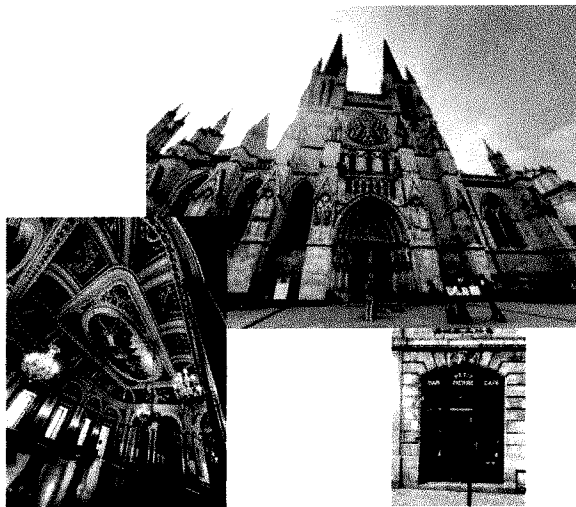
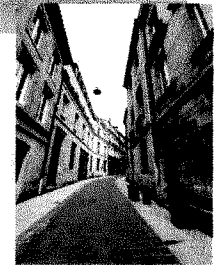
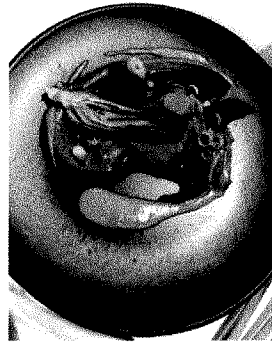
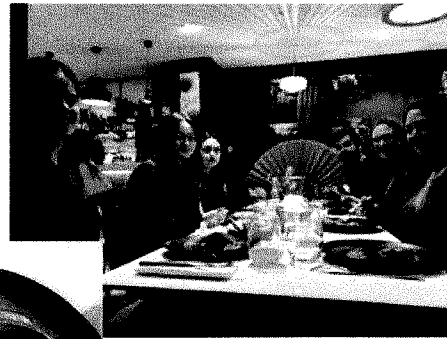




# Day 2-Paris/Travel to Cenon



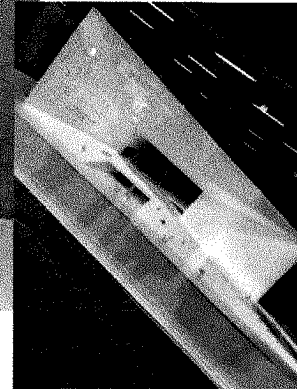
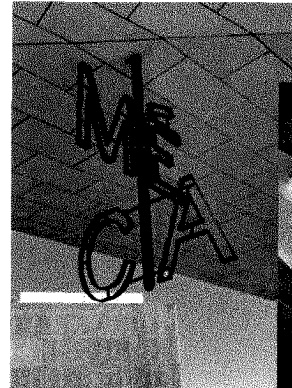
# Day 3-Cenon Sightseeing



# Day 4-Settling In/La Morlette



## Day 5-Lamorlette

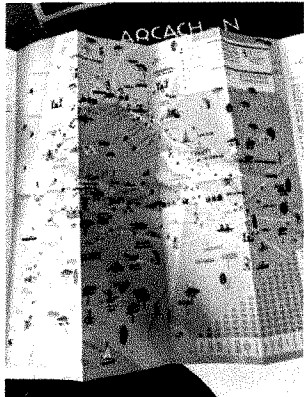
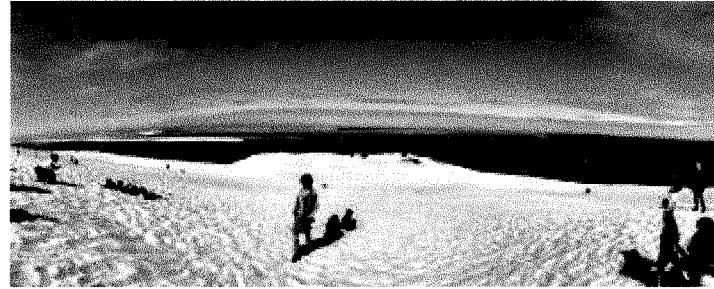
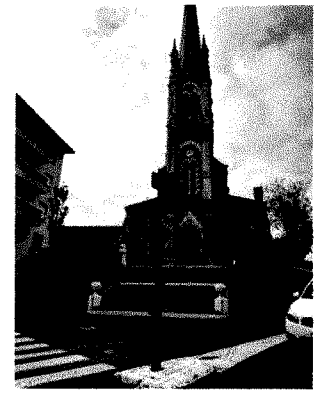




# Day 6



Day 7



# Student Experiences

Sara



Reese

Alex





## **AGENDA MEMORANDUM**

**April 1<sup>st</sup>, 2025**

### **Town Selectboard Meeting Item: 5B**

**Submitted by: Dana Clawson, Environmental Sustainability Coordinator**

**Subject:** Exploring a geothermal district in downtown White River Junction.

#### **Background:**

Geothermal heating districts have been widely used in many European countries for decades and have been found to be an efficient and relatively inexpensive way to heat and cool buildings. These systems utilize the constant temperature of the earth a couple of feet underground, which stays around 55 degrees year-round. So unlike air sourced heat pumps which need to produce more heat from air as the air temperature drops and more cooling from air as the air temperature increases, ground sourced heat pumps are constantly pulling heat and dumping it into the 55 degree ground.

In the past couple of years ground sourced heat pumps districts, also known as TENs (Thermal Energy Networks), which is when one system serves multiple homes or larger facilities, have been becoming a popular idea as we look to heat and cool occupied spaces while lowering our greenhouse gas emissions. In June 2024 the utility company, Eversource, started operating a pilot project in Framingham, MA that serves 32 homes and 5 other buildings. Vermont Gas Systems, the only gas utility in Vermont, is currently in the planning phase for a network that will serve a low-income housing development in Hinesburg Vermont. And in late 2023 the Hartford Energy Commission began exploring the idea of such a system in downtown White River Junction where buildings are in close proximity and such a system might make sense.

At the same time legislation was being proposed and then eventually passed in early 2024 that directed the Vermont Public Utilities Commission to put together rules and regulations for the installation and operation of district geothermal systems. Given this enabling legislation the Energy Commission wanted to find out if such a system was feasible in White River Junction. The Environmental Sustainability Coordinator applied for technical assistance through the Department of Energy's C2C (Clean Energy 2 Communities) program and Hartford was selected for the program. Hartford was then paired with Oak Ridge National Laboratory and over a period of five months worked with them to model a networked geothermal district that would serve four buildings in White River Junction, 5 Main St, 46 S Main St., 72 S Main St, and the Coolidge Hotel. Oak Ridge Found that a networked geothermal system is feasible in downtown White River Junction and that such a system, if it only served those four buildings, would save an estimated \$371,839 in electricity and propane cost and approximately 484,148 kg of CO<sub>2</sub>.

Such a system would cost approximately 5-6 million dollars for the system (boreholes, pumps, piping) and it would be up to building owners to retrofit their buildings to make them compatible with a geothermal district. The Hartford Energy Commission is currently exploring how such a system could be financed and operated. HEC is exploring grants, though there is currently a lot of uncertainty with those. We have also seen interest from the private sector, given the forthcoming redevelopment of the Coolidge Hotel there is potential interest from geothermal companies to install such a system if the areas being redeveloped where to connect to the system and become anchor customers.



**Discussion:**

Exploring a networked geothermal system in downtown White River Junction remains ongoing, this memo and the accompanying documents are intended to inform the Selectboard and the public of these efforts. No decisions are needed at this time and any questions or comments are welcomed.

# Preliminary Design and Performance Analysis of a District Ground Source Heat Pump System in Hartford, Vermont

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1/15/2024



# Executive Summary

- The project conducted a techno-economic analysis of deploying a district ground source heat pump (GSHP) system for four buildings in Hartford, Vermont.
- The results show that it is possible to deploy a district GSHP system utilizing the available land to meet the thermal loads of all four buildings.
- The deployment of this system can potentially save \$371,839 in operating costs and reduce CO<sub>2</sub> emission by 484,148 kg annually.

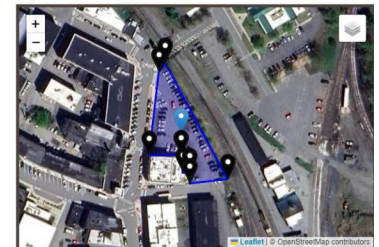
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# Overview of buildings and available land

- Buildings included in the district GSHP system:
  - 5 S Main St. (Pre-1980s)  
(Mixed use)
  - 46 S Main St. (New Construction – ASHRAE 90.1 2019)  
(Classrooms)
  - 72 S Main St. (Pre-1980s)  
(Office space)
  - Coolidge Hotel (New Construction – ASHRAE 90.1 2019)
- Two potential locations for installing ground heat exchangers of the district GSHP system
  - Beneath the new Coolidge hotel and its parking area (34,343 ft<sup>2</sup>)
  - Parking lot near 46 S Main St. (22,521 ft<sup>2</sup>)



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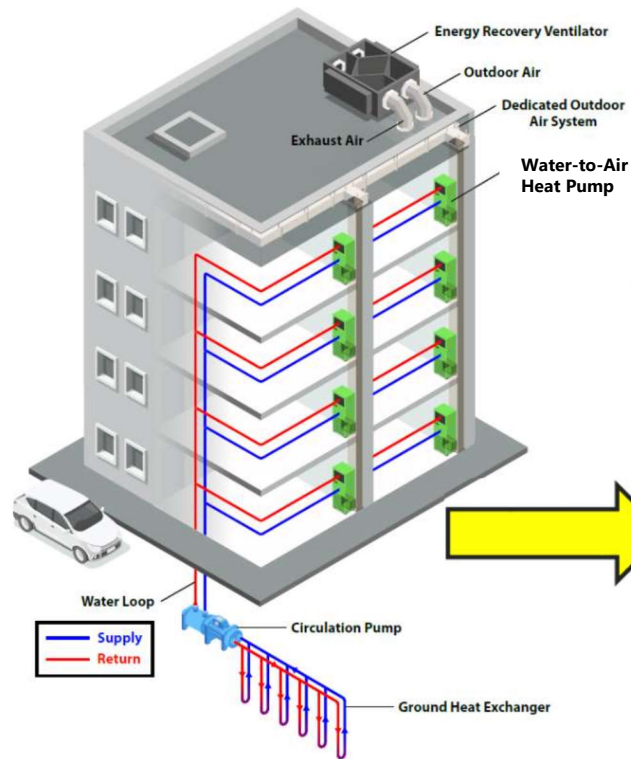


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**For internal discussion only. Do Not Distribute.**

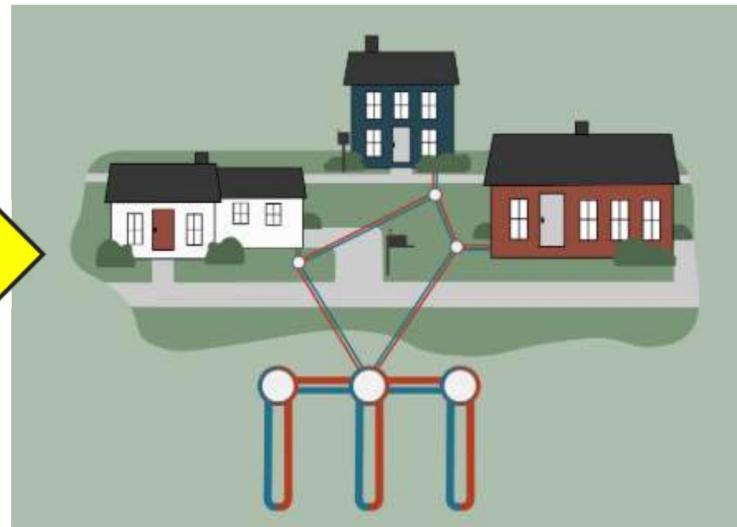


# Characteristics of the district GSHP system in this study



Distributed GSHP serving individual building

Connect distributed GSHP in each building to a common central ground heat exchanger



District GSHP system

- Use a dedicated outdoor air system for outdoor air ventilation
- No supplemental electric resistance heating
- A two-pipe hydronic loop connecting buildings with a central ground heat exchanger
- Neglect the heat loss in the hydronic loop

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# Conducted this study based on limited data

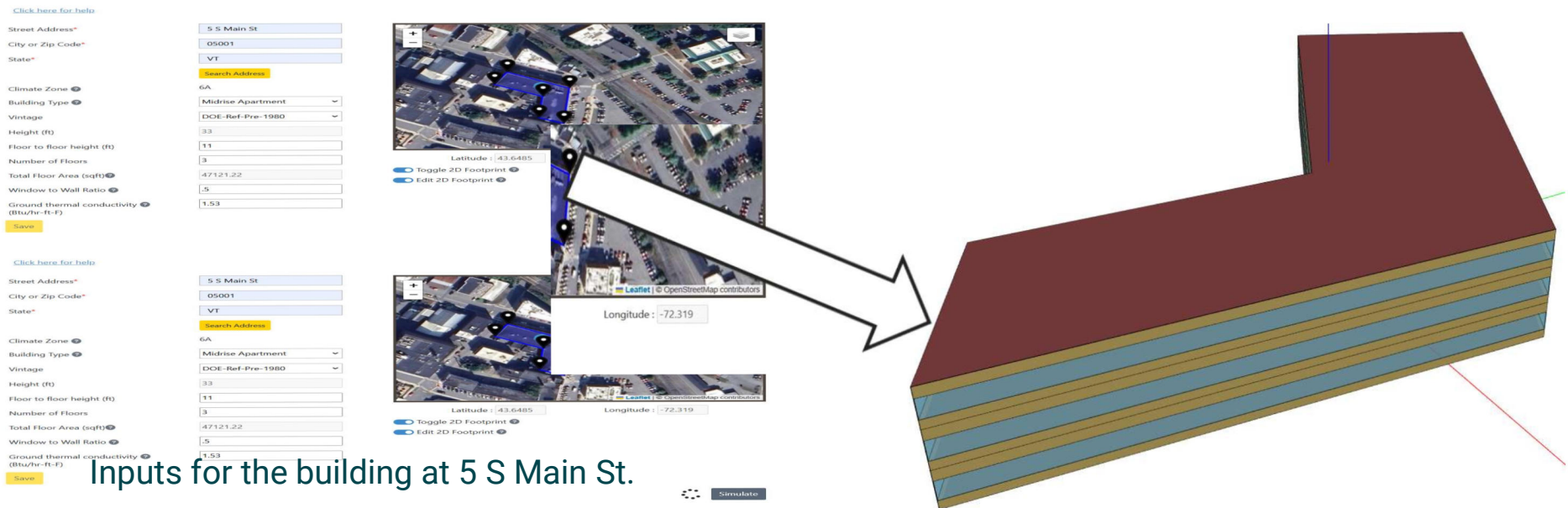
## Available data

- Information of existing buildings, including principal function, total floor area, number of floor. Window-to-wall ratio is estimated based on Google Street View
- Preliminary design of the new Coolidge Hotel
- Ground thermal properties (i.e., temperature and thermal conductivities) measured at a nearby location
- Electricity usage of the commercial spaces (level 1) and HVAC equipment information of the building at 5 S Main St.

## Not available data

- Detailed information of building construction (roof, wall, windows) and internal layout
- Occupants and energy use of equipment and lighting in each building
- HVAC equipment information of other buildings
- Electricity usage of top floors of the building at 5 S Main St. and other buildings
- Fuel usage data of all buildings

# Simulated each building using The Labs Screening Tool



- Building footprint are traced based on satellite images of the building
- Window-to-wall ratio and number of floors, and height are based on visual judgement from Google Street View
- Other building characteristics are adopted from DOE's prototype building in same climate zone with same building function and vintage

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# Inputs for the building at 46 S Main St

[Click here for help](#)

|                                                |                  |
|------------------------------------------------|------------------|
| Street Address*                                | 46 South Main St |
| City or Zip Code*                              | 05001            |
| State*                                         | VT               |
| <a href="#">Search Address</a>                 |                  |
| Climate Zone ⓘ                                 | 6A               |
| Building Type ⓘ                                | College          |
| Vintage                                        | 90.1-2019        |
| Height (ft)                                    | 24               |
| Floor to floor height (ft)                     | 8                |
| Number of Floors                               | 3                |
| Total Floor Area (sqft) ⓘ                      | 13398.61         |
| Window to Wall Ratio ⓘ                         | .35              |
| Ground thermal conductivity ⓘ<br>(Btu/hr-ft-F) | 1.53             |
| <a href="#">Save</a>                           |                  |

[Click here for help](#)

|                                                |                  |
|------------------------------------------------|------------------|
| Street Address*                                | 46 South Main St |
| City or Zip Code*                              | 05001            |
| State*                                         | VT               |
| <a href="#">Search Address</a>                 |                  |
| Climate Zone ⓘ                                 | 6A               |
| Building Type ⓘ                                | College          |
| Vintage                                        | 90.1-2019        |
| Height (ft)                                    | 24               |
| Floor to floor height (ft)                     | 8                |
| Number of Floors                               | 3                |
| Total Floor Area (sqft) ⓘ                      | 13398.61         |
| Window to Wall Ratio ⓘ                         | .35              |
| Ground thermal conductivity ⓘ<br>(Btu/hr-ft-F) | 1.53             |
| <a href="#">Save</a>                           |                  |



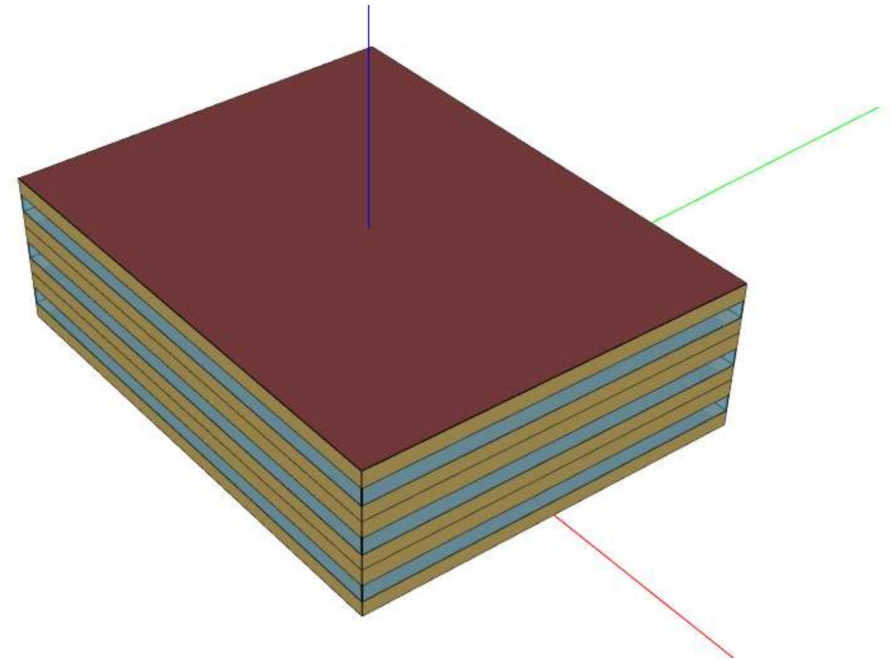
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[Simulate](#)



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[Simulate](#)



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# Inputs for the building at 72 S Main St

[Click here for help](#)

|                                           |                  |
|-------------------------------------------|------------------|
| Street Address*                           | 72 S Main St     |
| City or Zip Code*                         | 05001            |
| State*                                    | VT               |
| <a href="#">Search Address</a>            |                  |
| Climate Zone                              | 6A               |
| Building Type                             | Medium Office    |
| Vintage                                   | DOE-Ref-Pre-1980 |
| Height (ft)                               | 22               |
| Floor to floor height (ft)                | 11               |
| Number of Floors                          | 2                |
| Total Floor Area (sqft)                   | 14524.11         |
| Window to Wall Ratio                      | .55              |
| Ground thermal conductivity (Btu/hr-ft-F) | 1.53             |
| <a href="#">Save</a>                      |                  |

[Click here for help](#)

|                                           |                  |
|-------------------------------------------|------------------|
| Street Address*                           | 72 S Main St     |
| City or Zip Code*                         | 05001            |
| State*                                    | VT               |
| <a href="#">Search Address</a>            |                  |
| Climate Zone                              | 6A               |
| Building Type                             | Medium Office    |
| Vintage                                   | DOE-Ref-Pre-1980 |
| Height (ft)                               | 22               |
| Floor to floor height (ft)                | 11               |
| Number of Floors                          | 2                |
| Total Floor Area (sqft)                   | 14524.11         |
| Window to Wall Ratio                      | .55              |
| Ground thermal conductivity (Btu/hr-ft-F) | 1.53             |
| <a href="#">Save</a>                      |                  |



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Longitude : -72.3187

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Simulate



Latitude : 43.6474

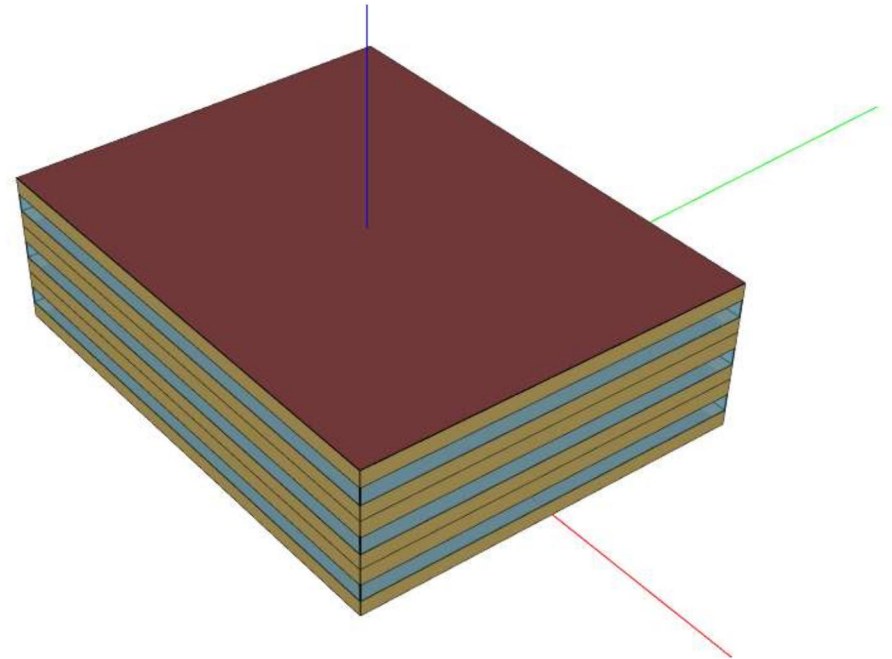
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# Inputs for the Coolidge Hotel

Street Address\* 5 S Main St  
City or Zip Code\* 05001  
State\* VT  
Search Address

Climate Zone 6A  
Building Type Small Hotel  
Vintage 90.1-2019  
Height (ft) 65  
Floor to floor height (ft) 13  
Number of Floors 5  
Total Floor Area (sqft) 136488.69  
Window to Wall Ratio .33  
Ground thermal conductivity (Btu/hr-ft-F) 1.53  
Save

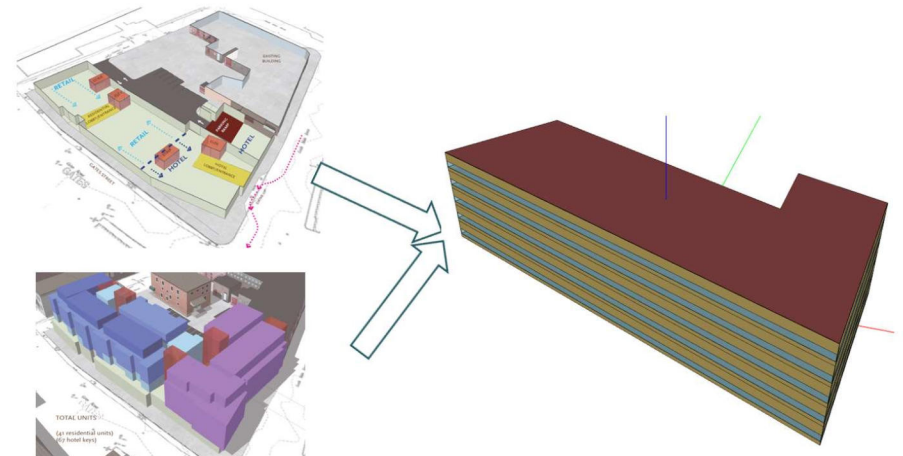
Street Address\* 5 S Main St  
City or Zip Code\* 05001  
State\* VT  
Search Address

Climate Zone 6A  
Building Type Small Hotel  
Vintage 90.1-2019  
Height (ft) 65  
Floor to floor height (ft) 13  
Number of Floors 5  
Total Floor Area (sqft) 136488.69  
Window to Wall Ratio .33  
Ground thermal conductivity (Btu/hr-ft-F) 1.53  
Save



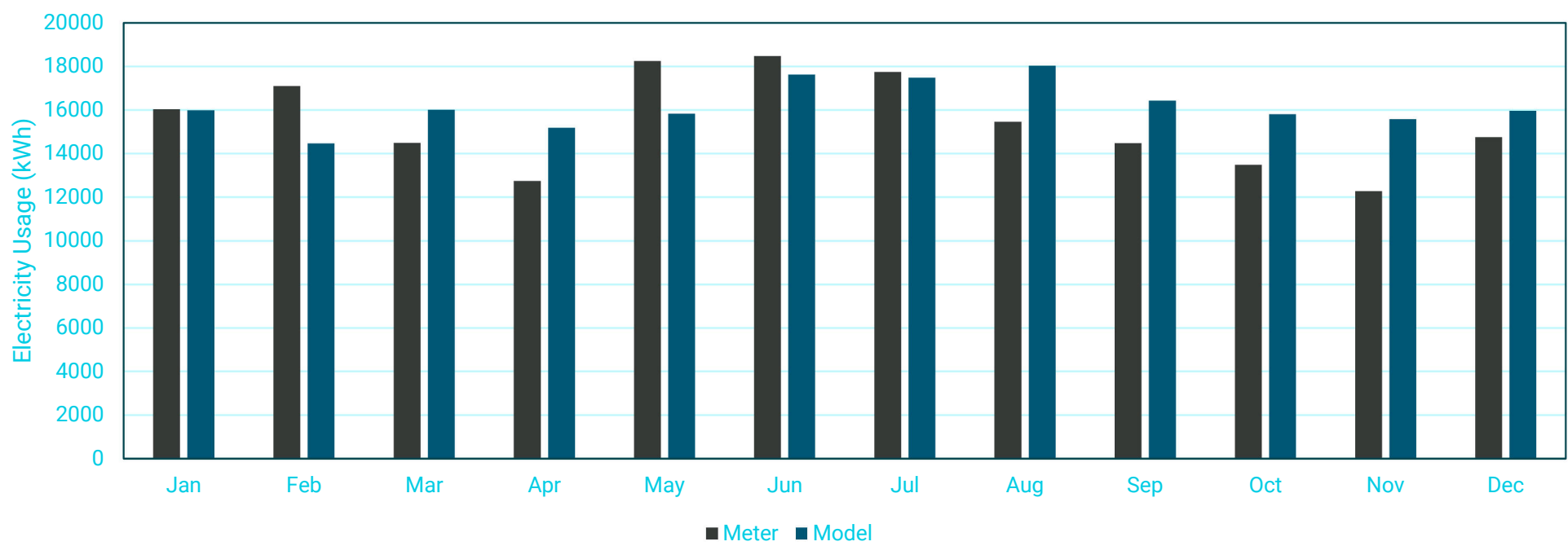
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# Calibrated/validated simulation for the building at 5 S Main St. with available metered electricity use data



Metered electricity use data is for cooling, appliances, and lighting for the first floor of the building at 5 S Main St. Simulation predicted electricity use of the first floor closely matches the metered electricity use data.

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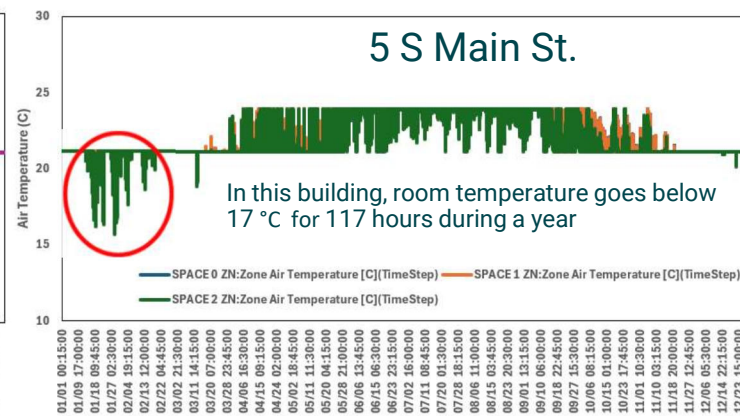
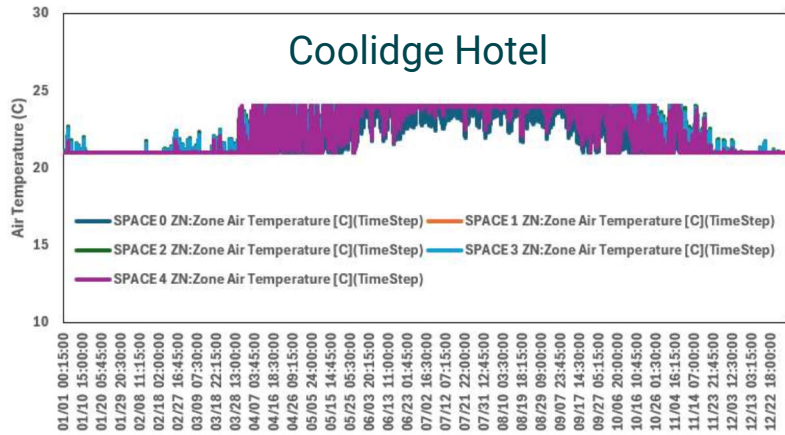
# Sized heat pump to meet the thermal loads of each building

- Nominal heat pump efficiency:
  - Cooling: 22 EER
  - Heating: 4.0 COP (w/o any supplemental heating)
- Heat pump capacity for each building:
  - 5 S Main St.: 101 ton
  - 46 S Main St.: 29 ton
  - 72 S Main St.: 36 ton
  - Coolidge Hotel: 235 ton
- Total capacity of the district GSHP system is 401 ton

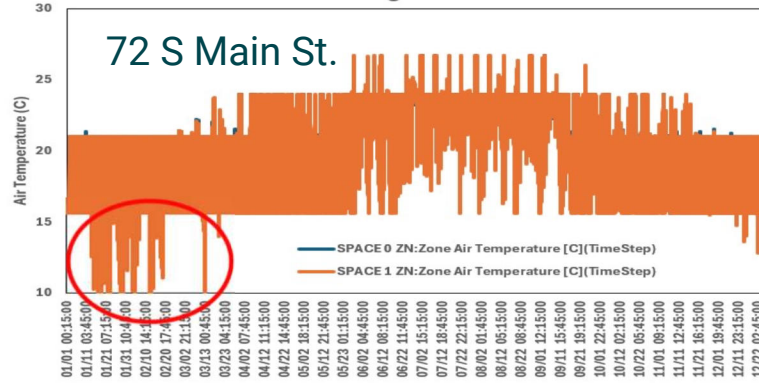
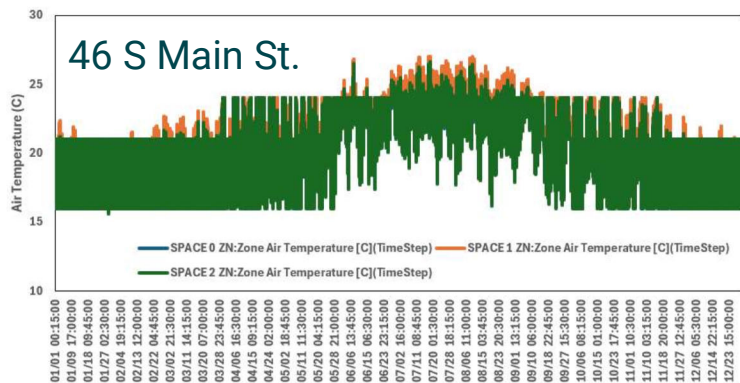
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# Simulation results indicate the GSHP system can maintain room temperatures within set points at most time



|                | No. of unmet occupied hours |
|----------------|-----------------------------|
| 5 S Main St.   | 283                         |
| 46 S Main St.  | 0                           |
| 72 S Main St.  | 177                         |
| Coolidge Hotel | 0                           |



- Low room temperatures usually occur in unoccupied hours, (e.g., weekend or nighttime)
- Use a small supplemental electric resistance heater can prevent these rare cold room temperatures

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# Sized a central ground heat exchanger for the district GSHP system using the Labs Screening Tool

- Type
  - Closed-loop vertical bore ground heat exchanger
- Size
  - Number of boreholes: 121
  - Spacing between boreholes: 20 ft (6.1 m)
  - Borehole depth: 454 ft (138 m)
  - Total linear length of borehole: 54,934 ft (16,744 m)
  - Max. flowrate: 1,157 gpm (0.073 m<sup>3</sup>/s)

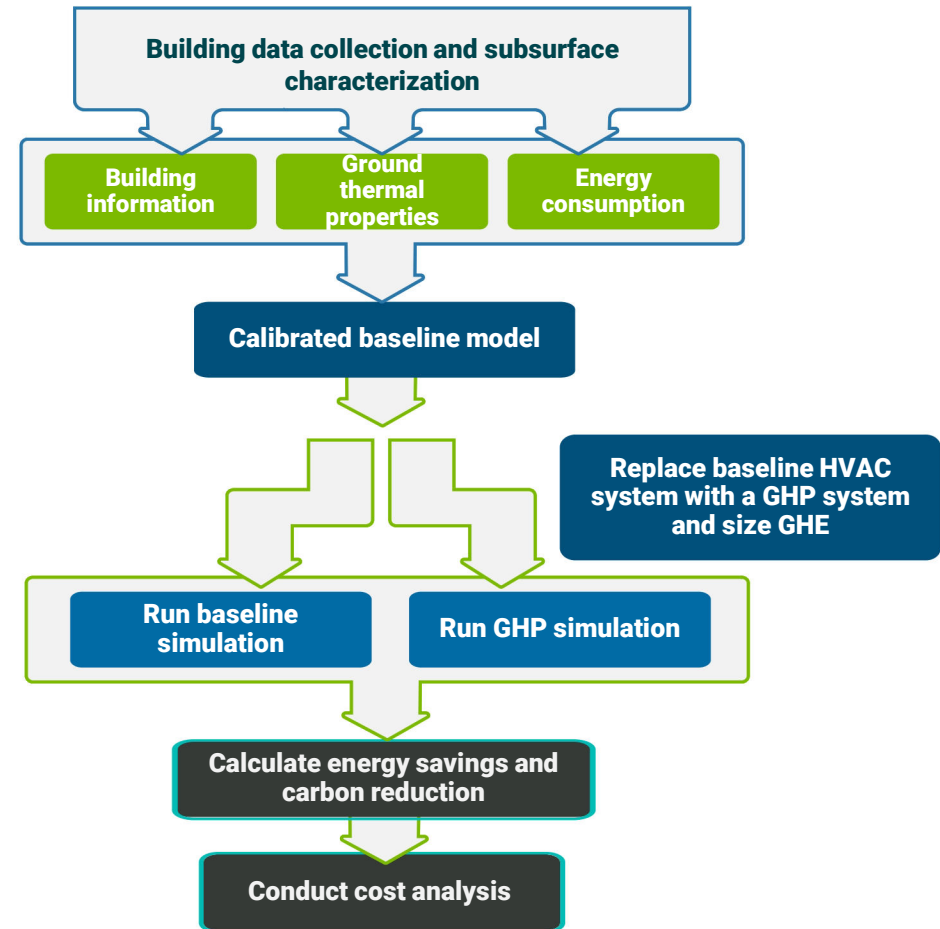
## Ground heat exchanger design parameters

| Parameter                                 | Default value | Parameter                                   | Default value                                                        |
|-------------------------------------------|---------------|---------------------------------------------|----------------------------------------------------------------------|
| Borehole radius (m)                       | 0.0762        | Grout heat capacity (kJ/m <sup>3</sup> -K)  | 3,901                                                                |
| U-tube pipe thickness (m)                 | 0.002         | Ground conductivity (W/m-k)                 | 1.29*                                                                |
| U-tube pipe outer diameter (m)            | 0.027         | Ground heat capacity (kJ/m <sup>3</sup> -K) | 2,347                                                                |
| U-tube leg spacing (m)                    | 0.025         | Undisturbed ground temperature (°C)         | Site-specific. Calculated with the method by Xing and Spitler (2015) |
| Pipe conductivity (W/m-K)                 | 0.39          | Bore spacing (m)                            | 6.1                                                                  |
| Pipe heat capacity (kJ/m <sup>3</sup> -K) | 1,542         | Maximum GHE supply temp. (°C)               | 35                                                                   |
| Grout conductivity (W/m-k)                | 1.29          | Minimum GHE supply temp. (°C)               | 1                                                                    |

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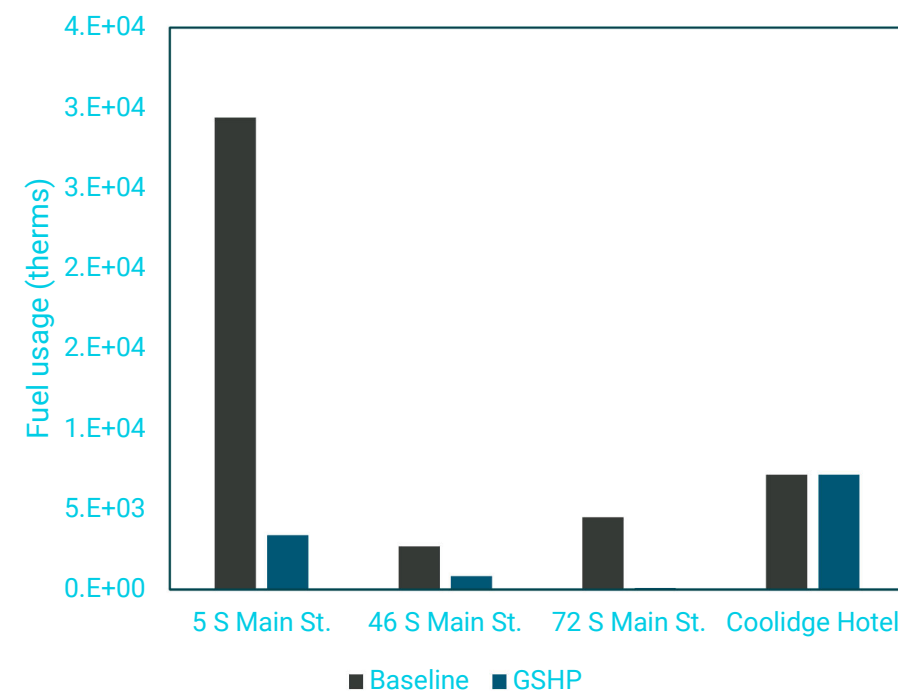
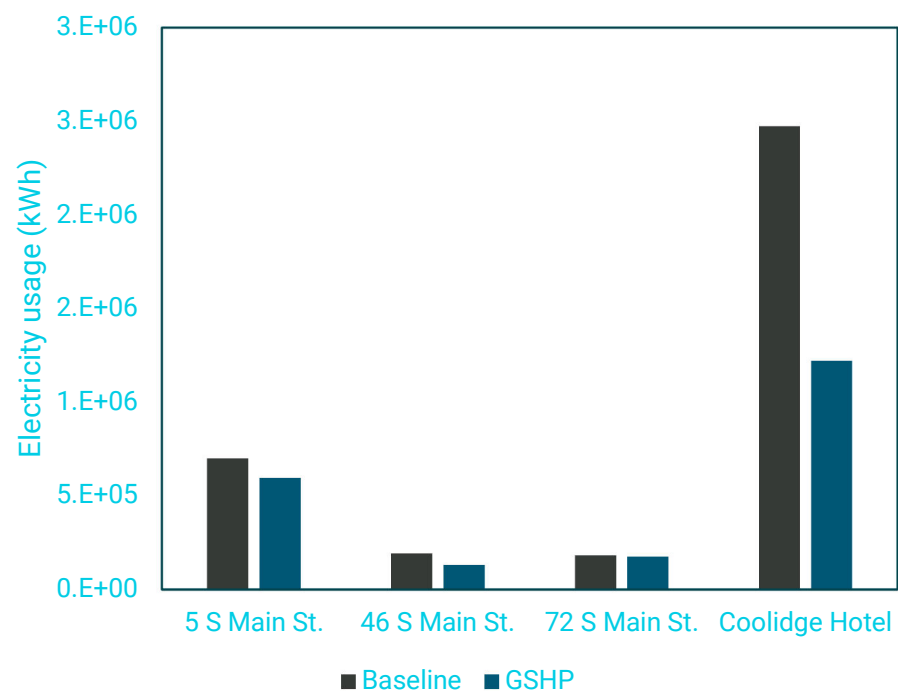
# Calculated energy savings and estimated costs using the Labs Screening Tool

|                | Baseline HVAC system                           |
|----------------|------------------------------------------------|
| 5 S Main St.   | Air conditioner and fuel furnace               |
| 46 S Main St.  | VAV with air-cooled chiller and fuel furnace   |
| 72 S Main St.  | Air conditioner and fuel furnace               |
| Coolidge hotel | Air conditioner and electric resistance heater |



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# Simulation results indicate the district GSHP system can reduce annual energy usage significantly

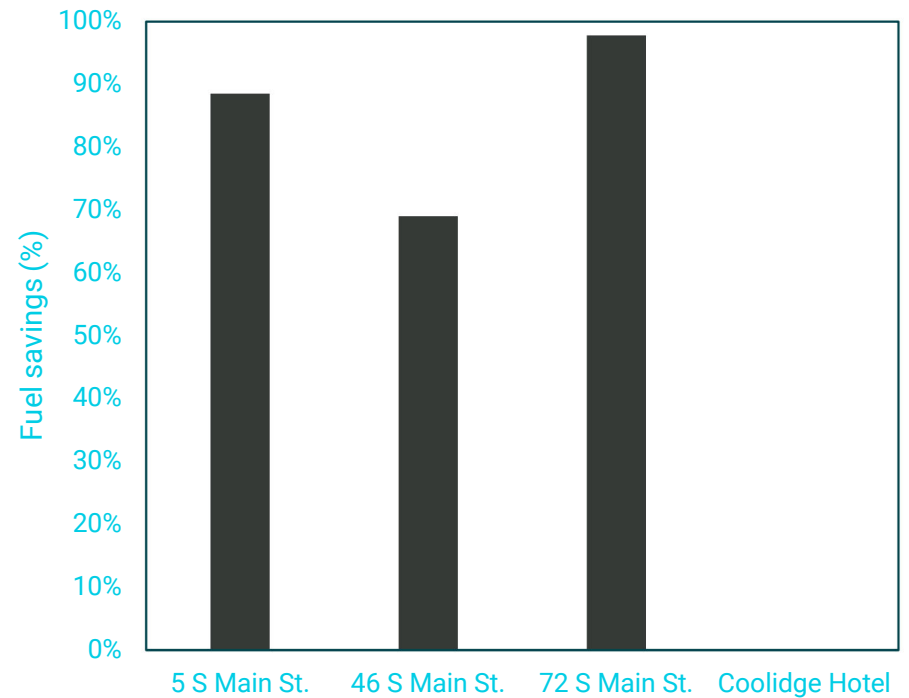
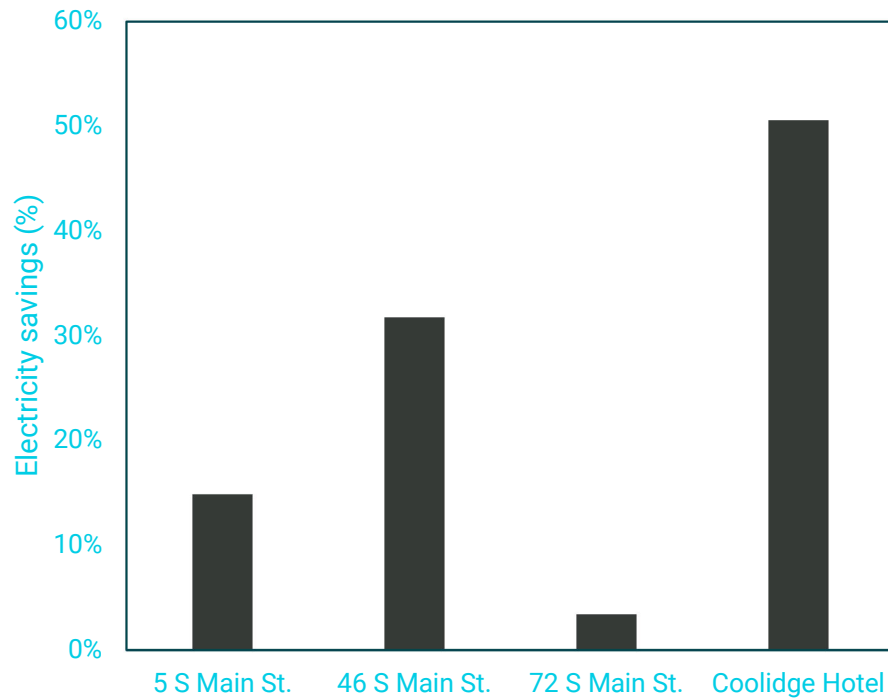


Energy savings are calculated based on the baseline HVAC system in each building, which is commonly used in similar buildings.

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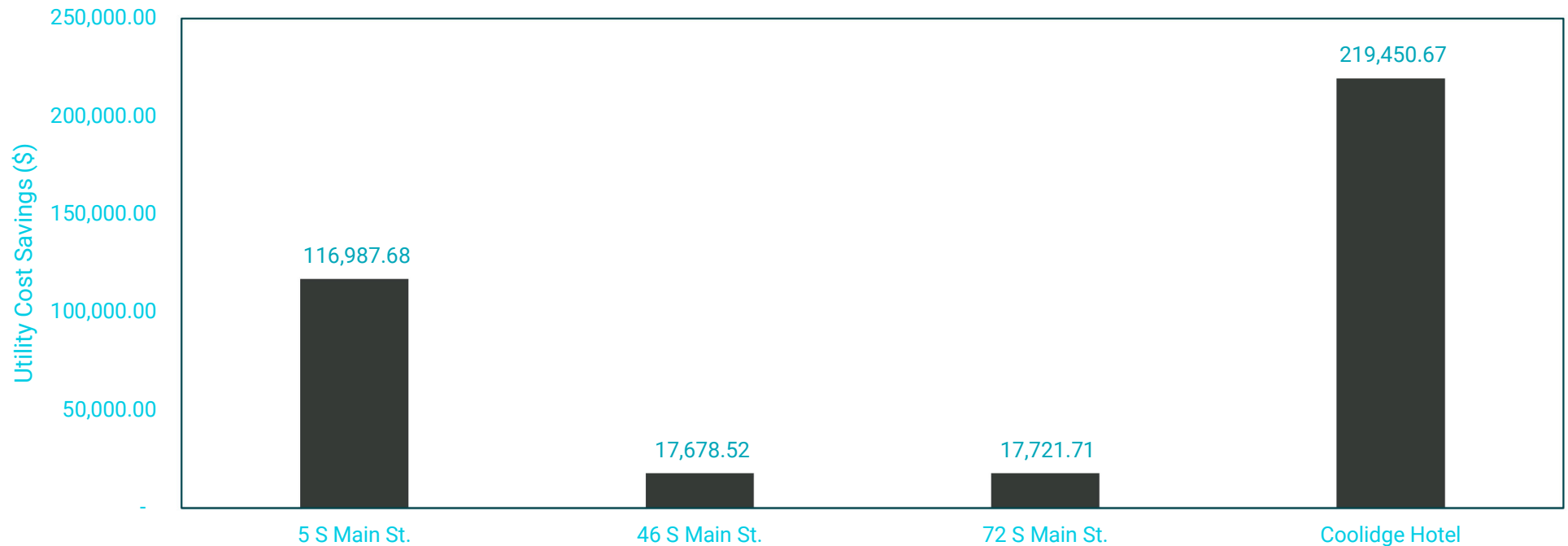
# Percentage reduction in annual energy usage



Energy savings are calculated based on the baseline HVAC system in each building, which is commonly used in similar buildings.

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# Energy savings lead to annual utility cost savings



Energy savings are calculated based on the baseline HVAC system in each building, which is commonly used in similar buildings.

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# Potential benefits from using the district GSHP system

- Annual electricity savings: 1,423 MWh
- Annual propane savings: 33,784 gallon
- Annual emission reduction: 484,148 kg of CO<sub>2</sub> (from both electricity savings and fuel consumption reduction)
- Annual utility cost savings\*: \$ 371,839

\*Based on 2023 annual average electricity and fuel cost in Vermont

- Electricity Price: 17.53 cents/kWh based on Energy Information Administration (Vermont state average)
- Fuel price: \$3.62 per gallon propane based on Energy Information Administration (Vermont state average)

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## Estimated the cost of deploying the district GSHP system in Hartford

- A recent study indicates that the average price of GSHP systems in the United States is \$13,084/ton in 2024 dollars.
  - With this average price, the cost of the district GSHP system (with 401-ton capacity) could be over \$5 million.
  - However, the cost varies based on several local factors, including labor costs and geological conditions for drilling.
- 

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# Conclusions

- Results from this study show that:
  - Deploying the district GSHP system can generate significant utility cost savings annually.
  - Available lands are enough for installing the needed boreholes.
- Suggest pursuing funding opportunities for implementation, such as:
  - Community Geothermal Heating and Cooling Initiative (<https://www.energy.gov/eere/geothermal/community-geothermal-heating-and-cooling-initiative>).
  - Connected Communities (<https://www.energy.gov/eere/funding-notice-connected-communities-20>).

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## **AGENDA MEMORANDUM**

**April 1, 2025**

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

**Submitted by:** John Haffner, Chair of the Hartford Committee on Housing & Homelessness  
Lexi Webster, Housing & Development Specialist, Planning & Development  
Lori Hirshfield, Director, Planning & Development Department

**Subject:** Housing and Homelessness Committee Update on Rental Housing Inventory

**Background:** The Hartford Committee on Housing & Homelessness (HCHH) has been working on a rental inventory survey to distribute within the Town. HCHH believes the survey could serve to compile information about the Town's rental market which can be used to inform policy and build relationships between renters, property owners, and developers. Although there is generalized data about broad categories of housing, there is a lack of clear information about Hartford's current rental housing stock. The fast-changing housing market over the past few years also has highlighted the need to understand the current status. The inventory survey would be combined with general data to provide a fuller picture of Hartford's housing needs today and in the future.

**Discussion:** The HCHH has developed two separate tracks: one for property owners and one for renters within the Town. The survey will be available as a hard copy and accessible to the public online. The survey would be administered by the Hartford Planning and Development Office with the intention to conduct the inventory annually.

**Financial Impact:** None.

**Requested Action:** The Hartford Committee on Housing & Homelessness is seeking feedback and input from Selectboard members concerning the inventory survey, and if ready to be distributed to the public.

**Attachment:** Rental Inventory survey – One for Property Owners and One for Renters

# Welcome to the Town of Hartford, VT

## Rental Housing Inventory for Property Owners



This inventory has been created to build a better understanding of the residential rental market in the Town of Hartford and how that market meets the needs of our community. We hope this form will create a dialogue between the Hartford Committee on Housing and Homelessness, Town planners, and property owners on continued initiatives to address the on-going housing shortage in Hartford and the Upper Valley. We also have provided some pertinent information and contacts to assist you in providing safe and healthy housing options.

**Please fill out a form for each property address where you have dwelling units for rent.**

For the purpose of this inventory, a dwelling unit is defined as:

*One room, or rooms connected together, as an independent and physically separate housekeeping area with sleeping, sanitation, potable water and food preparation facilities.*

**Thank you for helping to inform potential housing solutions in the Town of Hartford.**

1. Street address of this property: \_\_\_\_\_
2. Property Owner Information:
  - a. Name: \_\_\_\_\_
  - b. Mailing address: \_\_\_\_\_
  - c. Phone number: \_\_\_\_\_
  - d. Email address: \_\_\_\_\_
3. Is this property the property owner's primary residence? \_\_\_\_\_ Yes \_\_\_\_\_ No
4. Is any portion of this property used as a  
\_\_\_\_\_ **long-term rental**, *rented to guests for more than 30 consecutive days. Typically, there exists a lease between owner/manager and tenant(s) and tenants are protected under landlord/tenant laws.*  
\_\_\_\_\_ **short-term rental**, *rented to guests for more than 14 days during a calendar year; rented less than thirty (30) consecutive days per guest and is subject to the Vermont rooms and meals tax.*
5. If this property is a short-term rental, is it registered with the State? \_\_\_\_\_ Yes \_\_\_\_\_ No
6. What type of rental structure is at this address? (Definitions follow each type of rental structure)  
\_\_\_\_\_ Single-family *(a standalone building with its own land, kitchen, walls, and utilities)*  
\_\_\_\_\_ Duplex *(a single property with two separate living units, each with its own entrance)*  
\_\_\_\_\_ Multi-family *(a residential property that contains multiple housing units for separate families to live in)*  
\_\_\_\_\_ Accessory Dwelling Unit (ADU; *a secondary living space on the same property as a single-family home*)  
\_\_\_\_\_ Apartment building *(a large building divided into separate apartments each with their own entrance)*

\_\_\_\_\_ Room within a dwelling unit (*must include facilities for living, sleeping, cooking, potable water and sanitation*)

7. What is the total number of separate rental dwelling units at this address? \_\_\_\_\_
8. What is the total number of bedrooms at this address, if rooms are for rent within a dwelling?  
\_\_\_\_\_
9. Are there unoccupied dwelling units or room rentals at this property? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If yes, how many? \_\_\_\_\_
10. How many dwelling units are considered affordable through deed, covenant restrictions, or  
public financing? \_\_\_\_\_
11. What is the closest average rental rate for each type of rental dwelling unit you rent out?

Please circle:

| STUDIO        | 1 BEDROOM       | 2 BEDROOM       | 3 BEDROOM | 4+ BEDROOM |
|---------------|-----------------|-----------------|-----------|------------|
| \$900 or less | \$1,000 or less | \$1,150 or less | \$1,300   | \$1,500    |
| \$1,000       | \$1150          | \$1,400         | \$1,600   | \$1800     |
| \$1,250       | \$1350          | \$1,600         | \$1,850   | \$2,050    |
| \$1,450       | \$1550          | \$1,850         | \$2,100   | \$2,350    |
| \$1,600       | \$1750          | \$2,000         | \$2,400   | \$2,650    |
| \$1,800       | \$1950          | \$2,300         | \$2,650   | \$3,000    |
| \$2,000+      | \$2,200+        | \$2,600+        | \$3,000+  | \$3,500+   |

12. What utilities are included in these rents?

- |                                      |                                          |                                 |
|--------------------------------------|------------------------------------------|---------------------------------|
| <input type="checkbox"/> Sewer       | <input type="checkbox"/> Oil/gas/propane | <input type="checkbox"/> None   |
| <input type="checkbox"/> Water       | <input type="checkbox"/> Internet        | <input type="checkbox"/> Unsure |
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Phone           |                                 |

13. Do you use any software or databases to help inform rental rates? If so, which ones?

14. Please share any questions or concerns about your rental property. (state if N/A)

The following are links to helpful compliance information:

- Permitting: <https://www.hartford-vt.org/2463/Planning-Zoning>
- Inspections & Fire Code: <https://www.hartford-vt.org/2447/Inspections-Permits-Forms>

- Et  $\frac{3}{4}$  ♯  $\rightarrow \frac{3}{4}$  ♯

Please contact Lexi Webster at the Town of Hartford Department of Planning: [awebster@hartford-vt.org](mailto:awebster@hartford-vt.org) & 802-295-9353 if you have any questions about this inventory survey.

*Return responses to Hartford Town Hall, 171 Bridge Street, White River Junction, Vermont 05001 or email to [awebster@hartford-vt.org](mailto:awebster@hartford-vt.org) with the subject "Owner Inventory Survey". Thank You.*

# Welcome to the Town of Hartford, VT

## Rental Housing Inventory for Renters



This inventory has been created to build a better understanding of the residential rental market in the Town of Hartford and how that market meets the needs of our community. We hope this form will create a dialogue between the Hartford Committee on Housing and Homelessness, Town planners, and renters on continued initiatives to address the on-going housing shortage in Hartford and the Upper Valley.

**Please fill out a form for the property address that you currently are renting.**

For the purpose of this inventory, a dwelling unit is defined as:

*One room, or rooms connected together, as an independent and physically separate housekeeping area with sleeping, sanitation, potable water and food preparation facilities.*

**Thank you for helping to inform potential housing solutions in the Town of Hartford.**

1. Street address of this property: \_\_\_\_\_

2. Is your rental lease with this property a

\_\_\_\_\_ **lease of six months or longer**

\_\_\_\_\_ **month-to-month lease**

3. What type of structure are you renting? (Definitions follow each type of rental structure)

\_\_\_\_\_ Single-family (*a standalone building with its own land, kitchen, walls, and utilities*)

\_\_\_\_\_ Duplex (*a single property with two separate living units, each with its own entrance*)

\_\_\_\_\_ Multi-family (*a residential property that contains multiple housing units for separate families to live in*)

\_\_\_\_\_ Accessory Dwelling Unit (ADU; *a secondary living space on the same property as a single-family home*)

\_\_\_\_\_ Apartment building (*a large building divided into separate apartments each with their own entrance*)

\_\_\_\_\_ Room within a dwelling unit (*must include facilities for living, sleeping, cooking, potable water and sanitation*)



4. What is the closest rental rate that you pay for the type of dwelling that you rent?

Please circle:

| STUDIO        | 1 BEDROOM       | 2 BEDROOM       | 3 BEDROOM | 4+ BEDROOM |
|---------------|-----------------|-----------------|-----------|------------|
| \$900 or less | \$1,000 or less | \$1,150 or less | \$1,300   | \$1,500    |
| \$1,000       | \$1150          | \$1,400         | \$1,600   | \$1800     |
| \$1,250       | \$1350          | \$1,600         | \$1,850   | \$2,050    |
| \$1,450       | \$1550          | \$1,850         | \$2,100   | \$2,350    |
| \$1,600       | \$1750          | \$2,000         | \$2,400   | \$2,650    |
| \$1,800       | \$1950          | \$2,300         | \$2,650   | \$3,000    |
| \$2,000+      | \$2,200+        | \$2,600+        | \$3,000+  | \$3,500+   |

5. What utilities are included in the rent?

- ☐ Sewer
- ☐ Water
- ☐ Electricity
- ☐ Oil/gas/propane
- ☐ Internet
- ☐ Phone
- ☐ None
- ☐ Unsure

6. How long have you been renting at this location? \_\_\_\_\_

7. Please share any questions or concerns about your rental property. (state if N/A)

\_\_\_\_\_

Please contact Lexi Webster at the Town of Hartford Department of Planning: [awebster@hartford-vt.org](mailto:awebster@hartford-vt.org) & 802-295-9353 if you have any questions about this inventory survey.

Return responses to Hartford Town Hall, 171 Bridge Street, White River Junction, Vermont 05001 or email to [awebster@hartford-vt.org](mailto:awebster@hartford-vt.org) with the subject "Renter Inventory Survey". Thank You.



## AGENDA MEMORANDUM

April 1, 2025

### Town Selectboard Meeting Item: 5.d.

**Submitted by:** Lori Hirshfield, Director, Department of Planning & Development

**Subject:** Town Parking Lot at Pine & Maple Streets – Revocable License Overview/Request to Advertise

**Background:** In 2009, the Town granted a Non-exclusive Revocable License to St. Albans Shopping Center, Inc. (SASCI) for use of a Town parking lot located next to property owned by SASCI between Pine Street and Hartford Ave. Historically the parking lot had served the public going to the P&C Grocery Store in this shopping Center. In exchange, SASCI agreed to be responsible for all general maintenance including but not limited to snow removal, paving, patching and periodic repaving, lighting improvements and associated electrical charges, and other specific improvements as noted. The License also maintains full access of the parking lot to the general public. In 2014, the Town granted an addendum to the License to extend it for another 20 years with SASCI making specific additional improvements to the lot.

The non-exclusive Revocable License is scheduled to end on September 30, 2034. SASCI and its tenant (Coop Food Store) are evaluating expansion options to meet current and future needs of maintaining a full-service grocery store in the Town. Within this context, SASCI is requesting the Town extend the current license to 2054; such use would be conditioned on maintaining the present parking for a grocery store. Other provisions have been added, such as the process for future site improvements, and the parties engaging in an annual review of parking lot conditions and needed improvements.

**Discussion:** Attached is a draft Second Addendum to extend the License which has gone through Town and SASCI respective legal reviews. Given the extended period of the License until 2054, the Town's attorney advises that the Town go through the conveyance of municipal real estate process under 24 V.S.A. Section 1061. This process involves providing 30-day notice to the public of the Terms of the Conveyance for a Non-Exclusive Revocable License, and a draft Authorizing Resolution if the Selectboard decides to go forward with the proposed License Addendum. Attached are the draft "Notice of Terms of Conveyance of Municipal Real Estate", and draft "Authorizing Resolution and Consent of the Town of Hartford Selectboard". Following the 30-day notice period, the proposed License Addendum will come back to the Selectboard for approval consideration.

**Financial Impact:** SASCI will continue to maintain the parking lot as described in the License as amended.

**Recommendation:** If the Selectboard wants to further consider the proposed Second Addendum to the St. Albans Shopping Center, Inc.'s Non-exclusive Revocable License for use of the Town Parking Lot, then authorize the Town Manager to:

- make any required changes to the proposed License Second Addendum, the draft "Notice of Terms of Conveyance of Municipal Real Estate" and the draft "Authorizing Resolution and Consent of the Town of Hartford Selectboard," and
- proceed with the required 30-day public notice requirements.

#### Attachments:

1. 2009 Town approved Non-Exclusive Revocable License for use of Town Parking Lot
2. 2014 First Addendum to the Non-Exclusive Revocable License
3. Proposed Second Addendum to the Non-Exclusive Revocable License
4. Draft Notice of Terms of Conveyance of Municipal Real Estate
5. Draft Authorizing Resolution and Consent of the Town of Hartford Selectboard.
6. Locational Map

LAW OFFICES  
**MANBY & BABCOCK, LLP**  
220 HOLIDAY DRIVE, SUITE 6  
P.O. Box 858  
WHITE RIVER JUNCTION, VERMONT 05001-0858

C. ROBERT MANBY, JR.  
JANET L. BABCOCK

TELEPHONE  
802-295-9347  
FAX  
802-295-8790  
E-MAIL  
[WGM@WGMLEGAL.COM](mailto:WGM@WGMLEGAL.COM)

February 4, 2009

Antonio B. Pomerleau, Chmn.  
Pomerleau Real Estate  
69 College St.  
Burlington, VT 05401

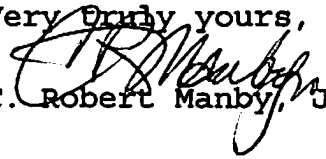
RE: TOWN OF HARTFORD MUNICIPAL PARKING LOT/ST. ALBANS  
SHOPPING CENTER, INC. (P&C FOOD MARKETS, INC.)

Dear Mr. Pomerleau:

I enclose a fully executed original of the agreement between  
St. Albans Shopping Center, Inc. and Town of Hartford, Vermont.

Thank you for your prompt attention and cooperation.

Very truly yours,

  
C. Robert Manby, Jr.

CRM,JR/jrc  
Enc.

CC: Hunter Rieseberg

## Duplicate Originals

### Memorandum of Agreement and Grant of Revocable License

This Agreement is made and effective this 2nd day of February, 2009 by and between the Town of Hartford, Vermont (Town) and St. Albans Shopping Center, Inc. (SASCI).

WHEREAS, Town is the owner of a parcel of property now improved as a paved parking area which is situated in an area which may be generally described as bordered on the west by a portion of a parking area and a building now owned by SASCI and presently known as the P&C Supermarket; bounded on the north by property of Town of Hartford School District; bounded on the east by Maple Street, so-called, and further bounded on the south and east by property now occupied by Citizens Bank, so-called. The parcel owned by the Town of Hartford, Vermont (the Property) is more particularly depicted on a plan sheet and in a deed from Floyd E. Eastman dated October 27, 1948 as recorded in Book 52, Page 337 of the Hartford Land Records, both of which are attached hereto and made a part hereof by this reference, and;

WHEREAS, SASCI is presently the Owner of the property having an address of 209 Maple Street (Hartford Tax Map Parcel 42-158) which is now leased to and occupied by P&C Food Markets, Inc. which generally borders the Property of the Town to the west, and;

WHEREAS for the past many years, SASCI in its capacity as Owner and Landlord of the 209 Maple Street property, along with the premises where Citizens Bank, so-called, is now located at 155 Maple Street (Hartford Tax Map Parcel 46-0002, reference Hartford Records Book 407, Page 647), have made use of the Town Property for a parking area to serve customers of and vendors to the SASCI property tenant and the Citizens Bank premises, and;

WHEREAS, the parties to this Agreement wish to express their understanding as to their respective rights, duties and obligations in order to express and clarify their relationship.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is acknowledged by the parties hereto by signature hereon, the parties do agree as follows:

1. Town grants to SASCI a non-exclusive Revocable License to continue the use now made by SASCI of the Property of the Town as a parking area. Notwithstanding the revocable nature of the license granted hereby, the Town does by signature hereon covenant and agree not to disturb the present use made of the Property by SASCI for a period of at least fifteen (15) years from the date of this Agreement or for as long as the present use continues, whichever is shorter;

2. SASCI acknowledges that a certain light pole(s) which provide lighting to the parking area on the Property are to be removed from their present location in the parking area and substitute adequate lighting is to be placed either on the Property, or other Town property, or on the premises owned and leased by SASCI in order to provide adequate lighting of the Property. SASCI agrees that it will be responsible for all costs, if any, associated with the relocation of any such lighting, it being the intent of this Agreement in all respects that while SASCI makes use of the Property for its purposes or those of its tenant (as they may be shared and enjoyed by the occupant or owner of the premises where Citizens Bank is now located) there shall be no cost incurred by the Town;

3. SASCI agrees to pay the electric bill for the cost of providing lighting to the Property and the Town agrees to forward bills to SASCI at the following address with regular frequency as received by the Town:

Address for SASCI: c/o Pomerleau Real Estate  
P.O. Box 6  
Burlington, VT 05402

4. SASCI agrees that it will be responsible for all costs associated with general maintenance, including but not limited to snow removal, paving and patching of pavement on the Property for so long as it makes use thereof, and further agrees to completely re-pave the Property at such frequency as may be necessary to maintain it in a safe and sound and serviceable condition as a parking area. In any event, such complete re-paving shall occur no less frequently than every ten years, measured from the date of this Agreement. To the extent that SASCI, or any tenant of SASCI, and the premises occupied by Citizens Bank make any joint use of the Property, then it shall be up to SASCI to come to such agreement as it may desire with the



occupants of the so-called Citizens Bank property, or the owner thereof, for the sharing of costs of any such maintenance;

5. SASCI agrees for itself, its tenant(s) and any sub-licensee that no structure of any description of any other encroachment or utility infrastructure (either overhead or underground) will be placed on the Property without the prior express written consent of Town during the term of this license or any extension thereof.

6. SASCI further agrees that it will maintain (or require its tenant to maintain) general premises liability coverage including the Property with limits not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate liability for so long as SASCI or its tenant has the benefit of use of the Property pursuant to this License Agreement or any extension thereof. Proof of such insurance, naming the Town of Hartford, Vermont as an additional insured, shall be supplied to Town upon execution of this Agreement and thereafter no less frequently than annually. To the fullest extent possible, SASCI and Town waive rights to subrogation against each other. In any event, SASCI by signature hereon does agree to fully indemnify and hold harmless Town and any of Town's officers, agents, employees, contractors and sub-contractors from any loss, cost, expense, claim or cause of action, of any description, including reasonable attorney's fees, which Town may incur or be threatened with by reason of use of the Property by SASCI or its tenant(s) or sub-licensees, whether or not a lawsuit is commenced.

Dated at Burlington this 2nd day of February, 2009.

Burlington

ST. ALBANS SHOPPING CENTER, INC.

By: [Signature]

Its Duly Authorized Agent

STATE OF VERMONT  
COUNTY OF CHITTENDEN, SS.

At Burlington in said county and state on this 2nd day of February, 2009 personally appeared Antonio Pomeckan in his/her capacity as duly authorized officer and agent for St. Albans Shopping Center, Inc. and said person acknowledged that the foregoing instrument was executed by him/her as his/her free act and deed in his/her capacity as aforesaid and as the free act and deed of St. Albans Shopping Center, Inc. for the purposes therein contained.

Nancy Sato

My Comm. Exp.: 2/10/11

Please Affix Seal

Dated at Hartford this 4th day of February, 2009.  
TOWN OF HARTFORD

By: Hunter F. Rieseberg  
Hunter F. Rieseberg, Town Manager

STATE OF VERMONT  
COUNTY OF WINDSOR, SS.

At Hartford in said county and state on this 4th day of FEBRUARY, 2009 personally appeared Hunter F. Rieseberg in his capacity as Town Manager and duly authorized agent for Town of Hartford, Vermont and said person acknowledged that the foregoing instrument was executed by him as his free act and deed in his capacity as aforesaid and as the free act and deed of Town of Hartford, Vermont for the purposes therein contained.

[Signature]  
Notary Public

My Comm. Exp.: 2/10/11

Please Affix Seal

Hartford  
BK 52  
p. 337

## Know all Men by These Presents:

That I, Floyd E. Eastman

of Lebanon in the County of Grafton and State of New Hampshire Grantor  
in the consideration of One Dollar and other valuable considerations ----- Dollars  
paid to MY full satisfaction by Town of Hartford, a Municipal Corporation duly  
existing under the laws of the State of Vermont  
of Hartford in the County of Windsor and State of Vermont Grantee  
by these presents, do freely GIVE, GRANT, SELL, CONVEY AND CONFIRM unto the said Grantee  
Town of Hartford  
and its successors and assigns forever, a certain piece of land in Hartford in the  
County of Windsor and State of Vermont, described as follows, viz:

Being the Lyman Homestead premises so-called, situate on the corner of Pine and Maple  
Streets in White River Junction, and bounded southerly by Maple Street, westerly by land of  
Carroll P. Abbott, formerly of E. J. Johnson, and by a line continuing on said Abbott line  
north to land of the Hartford High School, and bounded easterly by Pine Street so-called.

Excepting therefrom land sold by Floyd E. Eastman, joined by his wife, Ruby S. Eastman  
to the Gulf Oil Corporation, said warranty deed dated September 27, 1944 and recorded in Book 50,  
page 69 of the Hartford Land Records; and more particularly described as follows: Beginning  
at a point at the north-west corner of Maple Street and Pine Street, and thence running north  
along the west line of said Pine Street to an iron pin driven in the ground 3 feet north from  
an existing fence on the within described premises; thence turning and running west in a  
straight line parallel to the north line of said fence, and 3 feet distant therefrom to an iron  
pin driven in the ground 3 feet west from the northerly continuation of the west line of said  
fence; thence turning and running southerly along a line 3 feet west from and parallel to the  
west line of said fence to an iron pin set in the ground in the northerly line of Maple Street;  
thence turning and running east along said north line of Maple Street to the point of beginning.

Being the same and all of the same land and premises conveyed to the grantor, Floyd E. East-  
man, by warranty deed of William H. Lyman, which deed is dated March 17, 1930, and is recorded  
in Book 45 Page 19 of the Hartford Land Records, with the exception as above described, to which  
deed and deeds and records therein referred to reference is had for more particular description.

Said premises are not homestead premises.

To Have and to Hold said granted premises, with all the privileges and appurtenance thereof, to the said Grantee  
Town of Hartford and its successors and assigns

and I the said Grantor, Floyd E. Eastman, bind ourselves, to their own use and behoof forever;

and my heirs, executors and administrators, do covenant with the said Grantee  
Town of Hartford and its successors and assigns

that until the sealing of these presents, I am the sole owner  
of the premises, and have good right and title to convey the same in manner aforesaid, that they are FREE FROM EVERY  
ENCUMBRANCE;

hereby engage to WARRANT AND DEFEND the same against all lawful claims whatever.

In Witness Whereof, I hereunto set MY hand and seal this 27th day of October A. D. 1948

IN PRESENCE OF

Doris F. Richardson

Franklin S. Billings, Jr.

Floyd E. Eastman (Seal)

New Hampshire

State of New Hampshire

Grafton County

At Lebanon this 27th day of October A. D. 1948

Floyd E. Eastman

personally appeared, and he acknowledged this instrument, by him sealed and subscribed, to be his  
free act and deed.

Before Me, Geo. F. Richardson, Jr. (Not. Seal)

Notary Public

Hartford Town Clerk's Office, October 27 A. D. 1948, at 2 o'clock 15 minutes P. M.

Received for record a Deed, of which the foregoing is a true copy.

A True Record. Attest, Rachel W. Gordon Town Clerk

I hereby certify that United States stamp to the amount of \$ 2.75 were affixed to the foregoing instrument  
and were duly canceled.

Attest: Rachel W. Gordon Town Clerk

**ADDENDUM TO MEMORANDUM OF AGREEMENT AND  
GRANT OF REVOCABLE LICENSE**

THIS ADDENDUM, made effective as of October 1, 2014, is made a part of that certain Memorandum of Agreement and Grant of Revocable License (the "Agreement") dated February 2, 2009, by and between the Town of Hartford (the "Town") and St. Albans Shopping Center, Inc. ("SASCI"), concerning lands and premises located on Maple Street in the Town of Hartford, Vermont.

In consideration of the covenants and mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which the parties hereby acknowledge, the parties agree as follows:

1. Paragraph 1 of the Agreement is deleted in its entirety and replaced with the following:

"1. Town grants to SASCI a non-exclusive Revocable License to continue the use now made by SASCI of the Property of the Town as a parking area. Notwithstanding the revocable nature of the license granted hereby, the Town does by signature hereon covenant and agree not to disturb the present use made of the Property by SASCI for a period of twenty (20) years from the effective date of this Addendum or for as long as the present use continues, whichever is shorter;"

2. The following Paragraph 7 is added to the Agreement:

"7. SASCI shall reconstruct the storm water system serving the Town and SASCI properties and shall re-surface the parking area that is subject to the Agreement in the manner set forth and depicted on a plan entitled "Proposed Drainage Improvements Plan, Hanover Consumer Cooperative Society, Inc., Maple and Pine Streets, Hartford, Vermont, Sheet C-1, prepared by Schall Engineering, P.C. dated September 10<sup>th</sup>, 2014 and attached hereto as Exhibit A. The reconstruction of the storm water system as depicted on the attached Plan, and the resurfacing of the parking area subject to the Agreement shall be completed to the reasonable satisfaction of the Town no later than July 1st, 2015. SASCI, at its sole expense, shall apply for and acquire any State or local permit as may be necessary for the completion of the work depicted on the attached Plan. The Town will cooperate with SASCI as and if necessary in the process of application for and acquisition of any such permit as may be required.

3. The following Paragraph 8 is added to the Agreement:

8. Town and SASCI confirm and agree that the common boundary line between the parties' properties is that line shown and depicted as "LINE SHOWN TO BE PROPERTY LINE BY "VERBAL AGREEMENT" ON STATE OF VERMONT R.O.W. PLANS" on that certain plan entitled, "St. Albans Shopping Center, Inc., Maple Street, Hartford, VT" dated April 23, 1986, prepared by K.A. Leclair Assoc., Inc. and attached hereto as Exhibit B. The Town acknowledges and agrees that it has no interest in and to SASCI's lands and premises located to west of said line.

4. It is agreed that all other terms and conditions of the Agreement, except as modified herein, shall remain valid, enforceable and in full force and effect according to the terms thereof.

IN WITNESS WHEREOF, the parties hereto have executed this Addendum as of this

12 day of November, 2014.

Town of Hartford

St. Albans Shopping Center, Inc.

By: Hunter Riesberg  
Duly Authorized Agent

By: [Signature]  
Duly Authorized Agent

STATE OF VERMONT  
Windsor COUNTY, SS.

At Hartford in said County and State, this 12<sup>th</sup> day of Nov, 2014, personally appeared Hunter Riesberg, duly authorized agent for the Town of Hartford, and acknowledged the foregoing instrument, by him/her subscribed, to be his/her free act and deed and the free act and deed of the Town of Hartford.

Before me, Mary E. Hill  
Notary Public

STATE OF VERMONT  
CHITTENDEN COUNTY, SS.

At Burlington in said County and State, this 24 day of November, 2014, personally appeared Ernest A. Pomerleau, duly authorized agent of St. Albans Shopping Center, Inc., and acknowledged the foregoing instrument, by him/her subscribed, to be his/her free act and deed and the free act and deed of St. Albans Shopping Center, Inc.

Before me, Candace A. Cobb  
Notary Public



©1997 American Psychological Association 0893-3200/97/\$12.00  
DOI: 10.1037/0893-3200.11.4.455

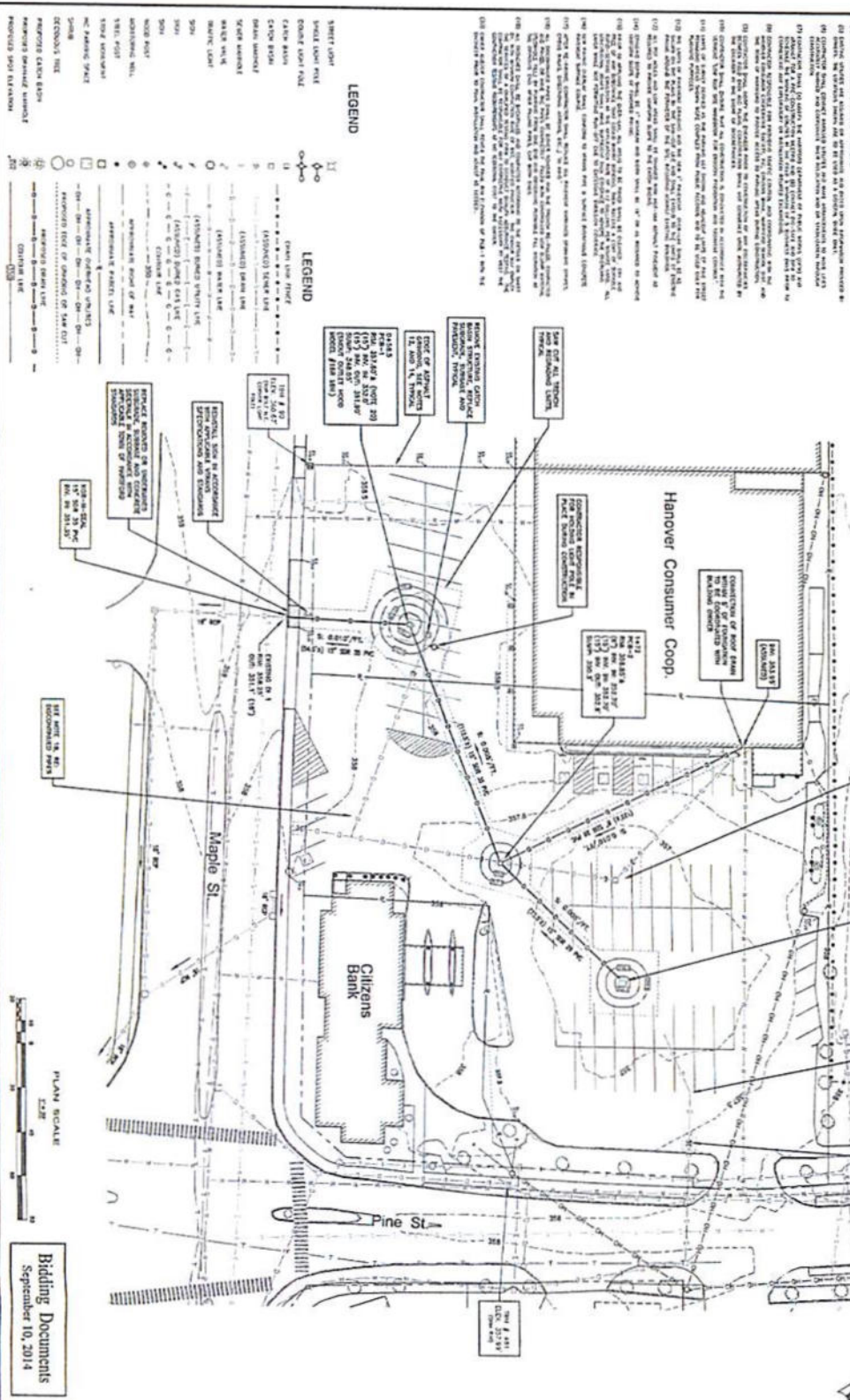


**MILKWEED EXTRACTS CAN  
GAIN EMPLOYMENT, IMPROVE  
NUTRITION, PRODUCE AND  
PASTEURIZE, TRY SOME IN,  
ALL DOMESTICATED PERKS,  
TYPICAL.**

24-08  
PCB-3  
Rm. 358.55-A  
(187) Rm. C-51; 353.10  
Rm. 350.97

SEE PAGE 18, 40  
DISCONTINUED PAGES

CAP ENDS OF EXISTING DE-  
FACTO WITH REASONABLE ALTERN-  
TIVE, FACTS ON AS DIST-  
BY FACTORS OF DEFAULTS  
OF PUBLIC WORKS, FEDERAL



|                                                                                     |                                                                                 |                                                                                                             |                                                                                                                                             |                                                                                                                                                                                                                         |                                                                                                             |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
|  | DRAWN BY: C.S.A.<br>CHECKED BY: T.L.S.<br>DATE: 5/10/2014<br>PROJ. NO: 3014-260 | Proposed Drainage Improvements Plan<br><br>Pomerleau Real Estate<br>Maple & Pine Streets, Hartford, Vermont | SCHAAL ENGINEERING, P.C.<br>20 JULY NEW ROAD<br>SUITE 100A WILSON - HARTFORD VT 06105<br>TEL/FAX: (802) 269-5500<br>Email: schaal@sever.com |  Millbrook Design, LLC<br>LAND USE CONSULTING DESIGN AND PLANNING<br>10 HILL STREET - HARTFORD VT 06105<br>TEL/FAX: (802) 426-2252 | Rockwood Land Services, LLC<br>1000 WOODBURY ROAD<br>SUITE 100 - WILSON VT 06105<br>TEL/FAX: (802) 426-2252 |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|

# EXHIBIT B



TOWN OF HARTFORD  
SCHOOL DISTRICT

TOWN OF HARTFORD  
(EASTMAN PARK)

- MAP SYMBOLS**
- EXISTING IRON ROD
  - EXISTING IRON PIPE
  - EXISTING STATE HWY. CONC. RD.
  - EXISTING STATE HWY. LARGE IRON ROD
  - SET IRON ROD
  - CHAIN LINK FENCE
  - UTILITY POLE
  - T & E TELEPHONE/ELECTRIC LINES

## REFERENCE PLANS

1. STATE OF VT. R.O.W. PLANS
2. PLAN BY JOHN DUCK AUG. 13, 1983
3. PLAN BY K.A. LECLAIR ASSOC. - PROJ. NO. 28364, DATED 4/23/1986



I HEREBY CERTIFY THAT I HAVE MADE A SURVEY OF THE TRACT SHOWN HEREON AND THAT THIS PLAT IS MADE IN ACCORDANCE WITH THE FIELD NOTES OF SAID SURVEY.

*(Signature)*



ST. ALBANS SHOPPING CENTER, INC.  
MAPLE STREET HARTFORD, VT.  
Scale 1"=40' Date APRIL 23, 1986  
Proj. No 37486  
K.A. LECLAIR ASSOC., INC. Civil Engineers  
HANOVER, N.H.

SECOND ADDENDUM TO MEMORANDUM OF AGREEMENT AND GRANT OF  
REVOCABLE LICENSE

This Second Addendum to Memorandum of Agreement and Grant of Revocable License ("Second Addendum") is made this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between **TOWN OF HARTFORD** ("Town"), and **ST. ALBANS SHOPPING CENTER, INC.**, ("SASCI").

**WHEREAS**, Town and SASCI executed a Memorandum of Agreement and Grant of Revocable License dated February 2, 2009, as modified by an Addendum dated October 1, 2014, for certain parcel of property now improved as a paved parking area located in Hartford, VT (together, the "Agreement"); and

**WHEREAS**, the Agreement is set to expire on September 30, 2034; and

**WHEREAS**, Town and SASCI now desire to add to and confirm the Agreement pursuant to the terms and conditions herein contain.

**NOW, THEREFORE**, in consideration of the mutual promises contained herein, and other good and valuable consideration, the receipt of which is hereby acknowledged, Town and SASCI agree as follows:

1. Stormwater Reconstruction Work Completion

The Parties acknowledge that the "Stormwater Reconstruction Work" required to be completed by September 10, 2014, as referenced in Paragraph 7 of the Agreement, has been completed in accordance with the requirements set forth in the Agreement. SASCI confirms that the stormwater reconstruction work is now considered fully executed and complies with all necessary regulations.

2. Paragraph 1 of the Agreement is deleted in its entirety and replaced with the following:

"1. Town grants to SASCI a non-exclusive Revocable License to continue the use now made by SASCI of the Property of the Town as a parking area. Notwithstanding the revocable nature of the license granted hereby, the Town does by signature hereon covenant and agree not to disturb the present use made of the Property by SASCI until September 30, 2054 or for as long as the present use as parking for a grocery store continues, whichever is shorter."

3. Potential Market Expansion

In the event that SASCI purchases the property directly adjacent to its existing property located at 209 Maple Street, and undertakes efforts to expand the current tenant, Hanover Consumer Cooperative Society, Inc., into said adjacent property, this Agreement shall be subject to review and amendment as necessary to address any modifications or requirements of the Town, including those concerning the layout and usage of the parking lot.

4. New Site Plan

The site plan for the property has been updated as a result of a boundary adjustment and Quitclaim Deed performed by the Town. The boundary adjustment was completed by VHB on December 18, 2018. A copy of the updated site plan and the relevant survey will be provided by the Town to SASCI, and a copy of the updated site plan will be attached as Exhibit A to this Second Addendum.

5. Review of Parking Lot Maintenance

The Parties agree to conduct a review of the general maintenance of the parking lot on the leased premises every year during the term of this Agreement. The review will ensure that the parking lot is properly maintained and in compliance with any applicable regulations, and any necessary adjustments or repairs will be made accordingly. The review will take place every twelve (12) months from the effective date of this Second Addendum.

6. Termination

The Town may terminate the Agreement with thirty (30) days' written notice should SASCI violate any provision of the Agreement and not cure such violation or be actively working with the Town to cure or resolve the violation after a ninety (90) day period.

7. Except as set forth above, the terms and provisions of the Agreement are not modified, and both SASCI and Town agree that it shall continue in full force and effect and is hereby ratified and confirmed as modified by this Second Addendum to Agreement & Grant of Revocable License.

**IN WITNESS WHEREOF**, this agreement has been executed in duplicate as of the day and year first written above, TOWN OF HARTFORD, has caused this instrument to be executed and ST. ALBANS SHOPPING CENTER, INC., has signed and sealed this instrument.

Witnessed:

Town of Hartford

\_\_\_\_\_

\_\_\_\_\_

By:

Witnessed:

St. Albans Shopping Center, Inc.

\_\_\_\_\_

\_\_\_\_\_

By:

DRAFT



## **NOTICE OF TERMS OF CONVEYANCE OF MUNICIPAL REAL ESTATE**

NOTICE IS HEREBY GIVEN TO THE LEGAL VOTERS OF THE TOWN OF HARTFORD, pursuant to 24 V.S.A. §1061, that the TOWN OF HARTFORD proposes to convey certain real property by non-exclusive Revocable License to ST. ALBANS SHOPPING CENTER, INC. ("SASCI"), a Vermont corporation. The real property to be conveyed by Revocable License to the SASCI is more particularly described as follows:

A portion of the lands and premises conveyed to the Town of Hartford by deed of Floyd E. Eastman dated October 27, 1948, and of record in Book 52, Page 337 of the Town of Hartford Land Records, with Parcel ID 43-0121-001.

Being a revocable easement to use the paved parking lot situated in an area generally described as bordered on the west by a portion of a parking area and a building owned by SASCI, bounded on the north by property of the Town of Hartford School District, bounded on the east by Maple Street, and bounded on the south by a property occupied by Citizens Bank, so called. The Town proposes to extend the existing Revocable License, which expires in November 2034, until September 30, 2054, or for as long as the present use as parking for a grocery store continues, whichever is shorter.

The Selectboard proposes to convey the above Revocable License to SASCI, with consideration being that SASCI will continue to maintain the parking area and to make any necessary repairs.

Pursuant to 24 V.S.A. § 1061, this notice has been posted at three regular posting places within the Town of Hartford and will be published in the \_\_\_\_\_, a newspaper of general circulation within the Town of Hartford on or before [DATE].

If a petition signed by 5% of the legal voters of the Town of Hartford objecting to the details of this sale is presented to the Town Clerk within 30 days of the date of the posting and publication of this notice, then the Town will cause the question of whether to convey the property under the terms set forth above at a special or annual meeting called for that purpose.

The Selectboard will authorize the Town Manager to effectuate the conveyance, unless the Town receives a petition in accordance with 24 V.S.A. § 1061(a) by 4:00 p.m. on [DATE].

## **AUTHORIZING RESOLUTION AND CONSENT OF THE TOWN OF HARTFORD SELECTBOARD**

The undersigned, being the Selectboard of the Town of Hartford, a municipal corporation duly created and validly existing under and pursuant to the laws of the State of Vermont (the "Town"), hereby resolve as follows:

**WHEREAS**, the Town owns a parcel of land identified with Parcel ID #43-0121-001, conveyed to the Town of Hartford by deed of Floyd E. Eastman dated October 27, 1948, and of record in Book 52, Page 337 of the Town of Hartford Land Records ("Property");

**WHEREAS**, the ST. ALBANS SHOPPING CENTER, INC. ("SASCI") of Burlington, Vermont has requested that the Town extend an existing Revocable Easement to use the paved parking lot situated in an area generally described as bordered on the west by a portion of a parking area and a building owned by SASCI, bounded on the north by property of the Town of Hartford School, bounded on the east by Maple Street, and bounded on the south by a property occupied by Foreyes, so called;

**WHEREAS**, the SASCI desired to extend the existing Revocable License, which expires in November 2034, until September 30, 2054, or for as long as the present use as parking for a grocery store continues, whichever is shorter;

**WHEREAS**, SASCI maintains the shared municipal paved parking lot in exchange for the non-exclusive Revocable License and proposes to continue to do so;

**WHEREAS**, the proposed conveyance is in the best interest of the Town and its taxpayers;

**WHEREAS**, the Town has published notice of the terms of this proposed conveyance in the [NEWSPAPER] on [DATE], and posted notice in three locations in the Town of Hartford on [DATE] and this conveyance is expressly contingent on the Town's receipt of any petition pursuant to 24 V.S.A. § 1061(a) by 4:00 p.m. on [30 DAYS AFTER DATE OF PUBLICATION AND POSTING].

**NOW THEREFORE, BE IT RESOLVED**, that the Selectboard approves the conveyance of the extended Revocable License on the Property to SASCI in exchange for SASCI maintaining the shared municipal parking lot;

**RESOLVED**, that the Town will execute and record a Second Addendum to Memorandum of Agreement and Grant of Revocable License to SASCI conveying certain rights to the Property; and

**RESOLVED**, that the Town hereby authorizes the Town Manager, John Haverstock, to execute on behalf of the Town any and all necessary and incidental documents, papers and materials, including but not limited to leases, agreements, contracts, assignments, and any and all other documents, written materials or other

papers required in connection with the above-described conveyance.

**IN WITNESS WHEREOF**, the undersigned have executed this Authorizing Resolution and Consent on the dates set forth below.

|                |           |
|----------------|-----------|
| -----<br>Dated | By: ----- |
| -----<br>Dated | By: ----- |
| -----<br>Dated | By: ----- |
| -----<br>Dated | By: ----- |
| -----<br>Dated | By: ----- |
| -----<br>Dated | By: ----- |
| -----<br>Dated | By: ----- |



**AGENDA MEMORANDUM**  
**April 1, 2025**  
**Town Selectboard Meeting Items: 5.e.**

**Submitted By:** Matt Osborn, Planner, Planning & Development Department

**Through:** Lori Hirshfield, Director, Planning & Development Department

**Subject:** Safe Routes to School Grant Update/Public Information Meeting

**Background:** Beginning in 2006, the Town partnered with the Dothan Brook School (DBS) on an application to the Vermont Safe Routes to School (SRTS) Program. DBS was accepted into the program at that time. Since 2006, DBS has participated in the SRTS program and the Town/School have been awarded \$111,900 in grant funds. Grant funds have included radar speed feedback signs, sidewalk and intersection improvements and a Bicycle/Pedestrian Scoping Study.

**Current Project:** In 2022, Planning and Development staff conferred with the DBS principal Rick-Dustin-Eichler, the DBS Parent Teacher Organization as well as DPW staff and Transportation Planner Rita Seto of the Two Rivers-Ottawaquechee Regional Commission. There was consensus to apply for a SRTS grant for two solar-powered Rectangular Rapid Flashing Beacons (RRFB): one for the Wilder Multi-use Path crosswalk on Christian Street and one for the Hartford Avenue crosswalk at the Gillette Street intersection. The RRFB's will result in increased visibility and improved safety. There is an early era RRFB at the Quechee Gorge Visitor's Center and several newer versions of RRFB's have been installed in the last few years in Lebanon, Hanover and Norwich. The Selectboard approved submission of the grant application and the grant was awarded. VTrans contracted with consultant Stantec who provides engineering and permitting services.

Stantec has been working on design plans for the RRFB's. On April 1<sup>st</sup>, Stantec engineer Erik Alling will be presenting the plans to the Selectboard and the public, providing a recap of the project and anticipated schedule.

**Financial Impact:** This is a 100% grant with no local match requirement.

**Action Requested:** None. This is an informational meeting.





Statewide  
SRIN (45) –  
Bike/Ped Spot  
Improvements

Public  
Information  
Meeting





## Project Team

### Town of Hartford:

Rita Seto – TRORC

Matt Osborn –  
Community  
Development Planner

### Stantec Consulting:

Chris Gendron – Project  
Manager

Erik Alling – Design Lead

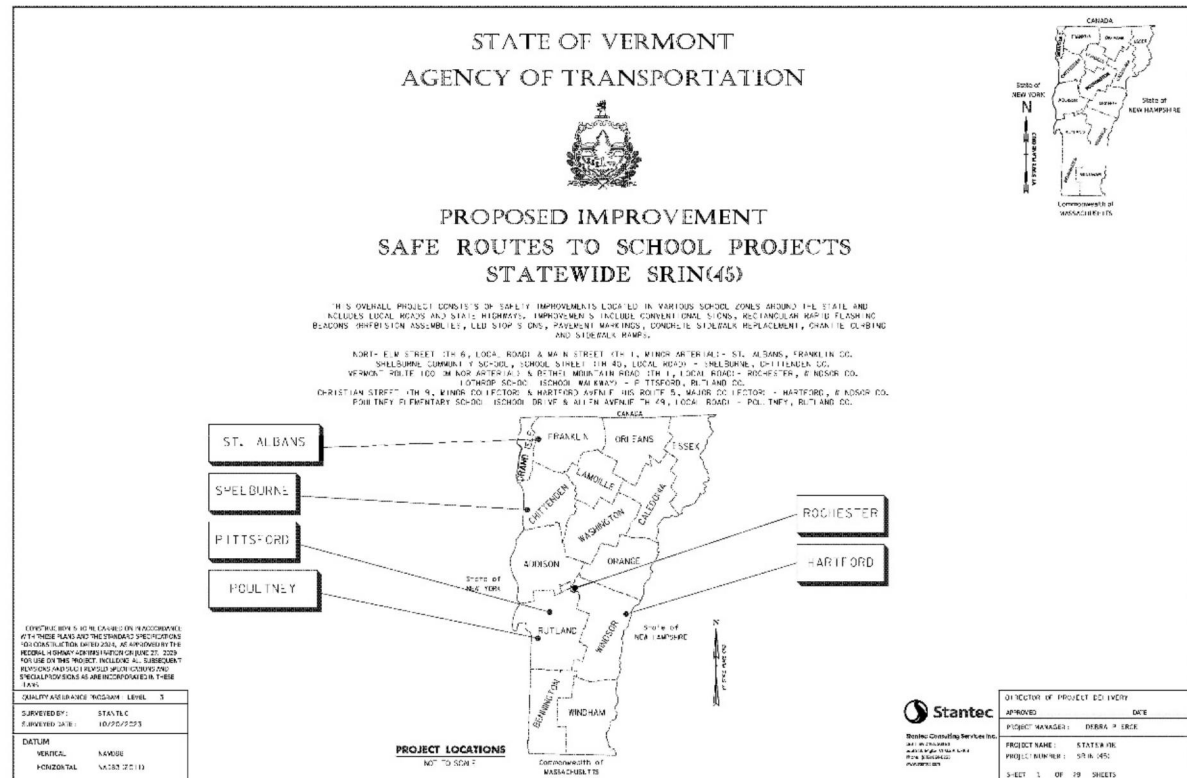
### VTrans:

Derek Kennison – Project  
Supervisor

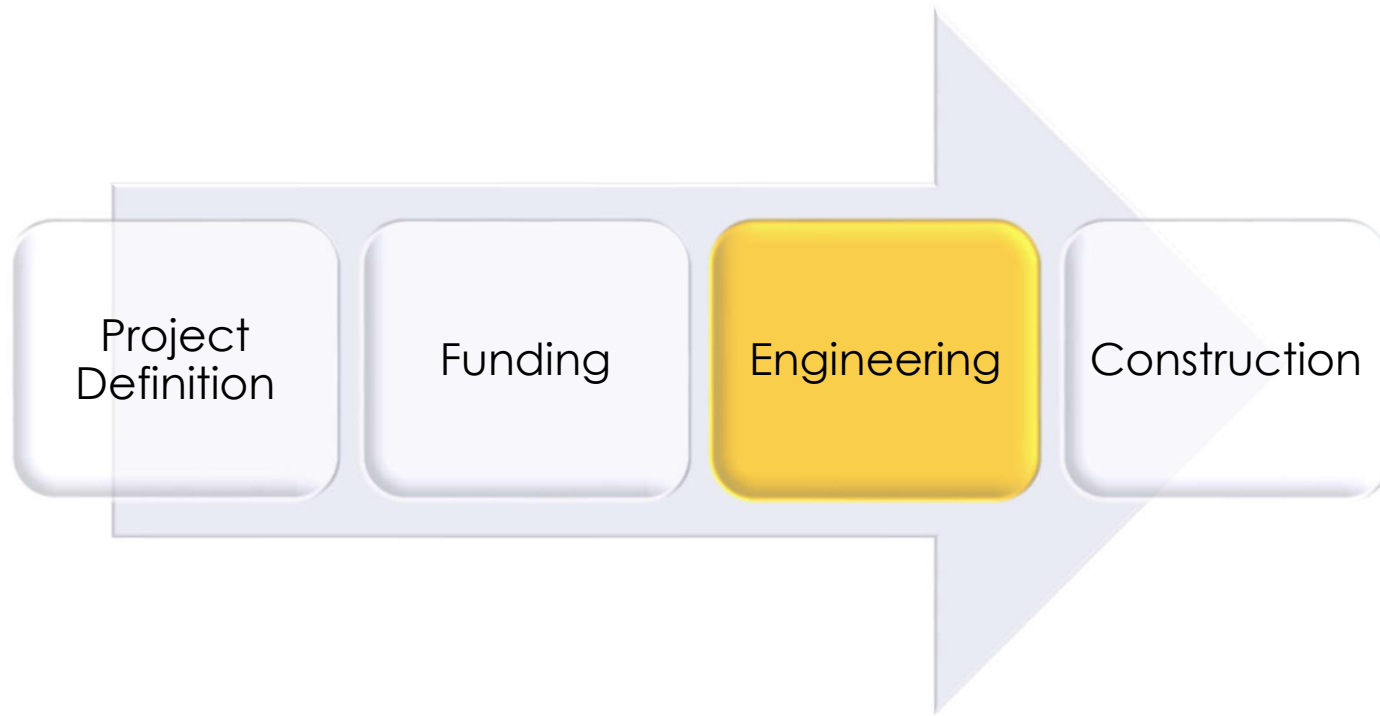
# Tonight's Purpose

- Review project development process
- Review project areas
- Review existing conditions and proposed design
- Discuss next steps





# Typical Project Process





# Project Location & Existing Conditions

## Hartford Avenue

- Speed limit: 30 mph
- 2' shoulders, 11' lanes
- 4499 AADT (2024)
- ROW width: 66'
- Residences and drives within project area
- Near the Wilder Path trailhead







# Project Plan View



# Project Location & Existing Conditions

## Christian Street

- Speed Limit: 35 mph
- 5' shoulders, 12' lanes at crosswalk
- 2338 AADT (2024)
- ROW width: 49.5'
- Dothan Brook School is nearby
- Existing crosswalk is not properly marked







# Project Plan View

## Next Steps

- Final Plans and Specs. (March/April 2025)
- Contract Plans and Specs (May 2025)
- Bidding (May/June 2025)
- Construction (complete by fall 2025)

# Thank you!

## Questions?

### Contact information

Derek Kennison, VTrans:  
[derek.kenison@vermont.gov](mailto:derek.kenison@vermont.gov)

Rita Seto, TRORC:  
[rseto@trorc.org](mailto:rseto@trorc.org)

Erik Alling, Stantec:  
[erik.alling@stantec.com](mailto:erik.alling@stantec.com)



To: Members of the Hartford, VT Select Board

From: John Haverstock, Town Manager

Re: Selectboard Retreat Training

Date: April 1, 2025

### **Discussion**

Selectboard training and team-building are always good ideas and even more so where a Selectboard has so many new members. That is the pitch I threw on behalf of the Town of Hartford to the Vermont League of Cities & Towns (VLCT) when I learned that VLCT was putting together a pilot program in this regard. Happily, VLCT has offered the Town's Selectboard an opportunity to participate in this pilot program. See attached email and draft agenda.

If the Board is interested, we could accept this offer of a three-hour facilitated retreat, with the possibility of tweaking the attached draft agenda to suit our specific wishes and needs.

On another note, some members of the Selectboard have expressed interest in carrying last fall's Selectboard work to update its Strategic Vision forward. Perhaps we could use some of the facilitated event time to discuss the best means to refine and implement the Selectboard's Strategic Vision.

### **Recommendation**

Move that the Selectboard accept VLCT's offer to provide a facilitator to guide a three-hour Selectboard retreat on one of following three dates **(PICK 3 for VLCT to choose from)**:

**Tuesday evenings (5:00 pm to 8:00 pm): May 6, May 20, June 3 or June 17**

**OR**

**Saturday mornings: May 3, 10, 17 or 31 (May 24 falls on Memorial Day weekend); June 7, 14, or 28 (June 21 is Balloon Fest weekend).**

### **Impact**

The cost of this facilitated event would be \$245.

Attachments

## John Haverstock

---

**From:** Kathleen Ramsay <kramsay@vlct.org>  
**Sent:** Thursday, March 27, 2025 11:34 AM  
**To:** John Haverstock  
**Subject:** Town of Hartford Selectboard Retreat  
**Attachments:** Draft Going Beyond Transparency to Build Trust Agenda 3-26-27.docx

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

As requested, this e-mail outlines the Vermont League of Cities & Towns' proposal for conducting the inaugural session of our pilot project for Selectboard Onboarding, *Going Beyond Transparency to Build Trust*, a three-hour onsite retreat.

A draft agenda for the retreat, which can be customized to some extent, is attached for your review. Alex Torpey of *ReThink Local* will be the primary presenter and facilitator of the retreat and I will provide event support. We will provide a booklet for participants which will include the agenda and key takeaways, and copies of materials referenced in the course of the training as well.

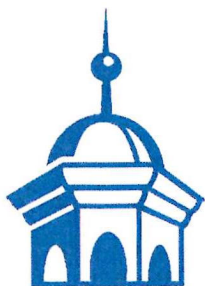
As the retreat includes a meal break, the Town of Hartford will be responsible for coordinating those details (i.e. Bring Your Own or town provided).

We discussed scheduling the retreat in May or June as the Selectboard's scheduling allows. We currently have availability in the afternoon and evening of workdays and on weekends to meet your scheduling requirements.

PACIF members receive the deeply discounted fee of \$245 for this training (normally \$845). Please confirm acceptance of this cost by replying to this email.

Thank you for considering participating in our pilot project! Please do not hesitate to contact me with any questions you may have or to discuss this proposal further.

Please be well,  
Kathleen



**Kathleen Ramsay**

*Municipal Operations Specialist*

**Vermont League of Cities & Towns**

89 Main St. Suite 4, Montpelier, VT 05602

Direct: 802-262-1912

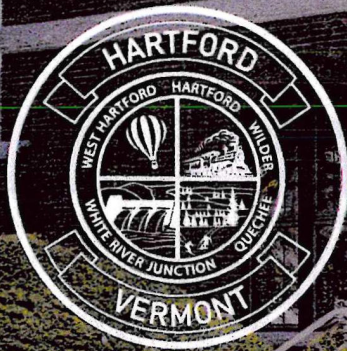
Cell: 802-989-4704

[kramsay@vlct.org](mailto:kramsay@vlct.org)

[VLCT.ORG](http://VLCT.ORG)

*Coaching & Support for Municipal Leaders*





HARTFORD TOWN HALL

# STRATEGIC VISION

## MAPPING THE FUTURE OF HARTFORD, VT

### ENGAGED AND WELCOMING COMMUNITY

*A diverse, caring, engaged, and inclusive community.*

Stimulate community excellence through a culture of appreciation. Maintain a robust network of committees, high voter participation, and a strong culture of volunteerism. Ensure voices are heard through open and civil dialogue. Create comfort and safety for all through anti-discrimination and pro-diversity policies and practices.



#### EQUITABLE OPPORTUNITIES

*A place where everyone has the opportunity to thrive.*

Appeal to a diverse ethnic, racial, and socio-economic demographic. Provide holistic care and services with dignity and without stigma. Residents have equal access to services, employment, and programs. Total cost of living is within reach through a balance of affordable housing, low-cost services, and affordable tax rates.



#### ENVIRONMENTAL SUSTAINABILITY

*Valuing and protecting our natural environment.*

Lead the transition to renewable energy and reduce greenhouse emissions. Protect wildlife corridors, green spaces, forests, rivers, and other outdoor spaces. Manage our waste stream responsibly. Draw inspiration from the Iroquois Seventh Generation Principle: make decisions that take into account the impact on future generations.



#### STRONG AND STABLE LOCAL ECONOMY

*An evolving, culturally connected, four-season, creative economy.*

Strike a balance between commercial and industrial businesses with a thriving arts scene. Local businesses add character to the community. Attract visitors and new residents with a thriving local economy and high quality of life.



#### FUNCTIONAL INFRASTRUCTURE

*Thoughtfully planned and well-maintained infrastructure.*

Prepare and follow a Capital Improvement Plan that prioritizes projects based on the needs of the Town. Prioritize public safety. Actively address emerging needs, such as parking, high-speed internet, **distributed energy**, waste stream, and others. Adequately fund and staff departments to continually maintain and improve infrastructure.



#### RESILIENCE

*Preparing for and responding to emergent challenges.*

Provide thorough resilience training programs. Ensure departments are well-equipped for natural disasters. Maintain plans for potential supply interruption of basic necessities (food, water, electricity, medical supplies, energy, and communication).



#### HIGH QUALITY LEARNING OPPORTUNITIES

*Excellent and extensive learning opportunities for all ages.*

Excellent public, private, and volunteer-led educational opportunities attract participants from around the world. Life-long learning opportunities improve our natural, social, and professional environments. Career opportunity enhancement through continued education.



The following list of actionable Strategic Priorities was identified by the Town of Hartford Selectboard in July 2019 to support the goals set forth in the Strategic Vision, which was adopted in October 2018. Updated in 2024.

## ENGAGED & WELCOMING COMMUNITY

- Downtown diverse food festival.
- Town Manager regular Cable TV interview.

## STRONG & STABLE LOCAL ECONOMY

- Resolve downtown parking shortage.
- Create incentives for more diverse business ownership opportunities.
- Brand, market, and cross promote Town of Hartford.
- Build Hartford Riverwalk.
- Encourage local purchasing within Town and region.

## VISIONARY & RESPONSIVE GOVERNANCE

- Improve media presence online and establish a marketing plan.
- Create methods for receiving and celebrating visionary, innovative solutions from staff, volunteers, and public officials.
- Citizen survey: satisfaction with services and spending priorities.

## HIGH-QUALITY LEARNING OPPORTUNITIES

- Have High School Liaisons to committees and commissions and/or youth councils.

## SUPPORT DPW EFFORTS

- Increase system capacity of downtown drainage
- Bring public walkways, sidewalks, and parking up to ADA standards and codes
- Analyze the need for stormwater, wastewater, and sewer improvements

## ENVIRONMENTAL SUSTAINABILITY

- Decide the future of the Transfer Station and solid waste enterprise.
- Develop and track metrics associated with greenhouse gas and renewable energy goals.

## FUNCTIONAL INFRASTRUCTURE

- Restore Fairview/Gates Street and sidewalk.
- Fix or replace Bugbee Senior Center.
- Determine cemetery management plan.
- Develop a plan to fix or close Wright's Reservoir.
- Develop a program(s) for non-winter recreational use of WABA.
- Seek private sources to fund recreational capital projects.

## UPDATE AND MAINTAIN A ROBUST HAZARD MITIGATION PLAN

- Investigate and develop a plan to prepare for clean energy disruption
- Heighten environmental awareness of rail car storage
- Work toward the Town's ability to be self-sustaining for some limited period of time (e.g. 3-7 days).
- Create a Town-wide green storm management plan
- Carry out flood criticality analysis

## EQUITABLE OPPORTUNITIES

- Work toward a regional solution to adequate low-income housing with Core 4 Towns.
- **Increase the intake of new Americans.**
- Work towards an effective zero % homelessness.
- Take action to make Hartford more hospitable for the LGBTQ+ community.



WE HAVE **TOWN UNITY** AND **VILLAGE PRIDE.**



HARTFORD-VT.ORG





**Vermont League of Cities & Towns**  
**Going Beyond Transparency to Build Trust**  
**3-hour Retreat**  
**Draft Agenda**

**Welcome & Introductions**

**Transparency Essentials**

- Open Meeting Law
- Municipal Code of Ethics & Conflicts of Interest
- Tools for Effective Meetings, including Hartford's Rules of Procedure

**Going Beyond Transparency to Build Trust - Part 1**

- Importance of Why
- Relationships with your Key Stakeholders
- Proactive Public Communication, Outreach & Engagement

**Break for Lunch/Dinner**

**Going Beyond Transparency to Build Trust – Part 2**

- Public Engagement in Goal Setting, Action Plans & Prioritizing Work
- Cultivating Volunteerism & Leadership

**Wrap-up**

- Opportunities & Next Steps

**Farewell**

-----

Facilitator/Presenter: Alex Torpey, ReThink Local. Event Support: Kathleen Ramsay, Municipal Operations Specialist, Vermont League of Cities & Towns

March 26, 2025 -- Draft

**Erik Krauss**

Historic Preservation Committee for the April 1 SB meeting:

The Demers Avenue and Victory Circle/Highland Park historic district nomination work is in progress.

Earliest possible VACHP review of these nominations is June. The Performing Arts History report was updated with an interview of Bill Bittinger on WRJ Indie Film Festival. The report will be available on HPC page in future. Railroad station weathervane to be installed in protective case in west end of foyer in Town Hall. Erik was asked if the Selectboard plans to appoint a liaison to the 250th Anniversary Commemoration Committee.

Report Date: 3/28/25  
8:18AM

**Payment Manifest**  
**by Vendor ID**

**Town of Hartford**

Check Date: 3/28/2025 - 3/28/2025

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                    |                       |                                       |            |            |
| 500691                                   | U.S. BANK                          | U.S. BANK             | 3/28/2025                             |            | 1033       |
| VMBBHAR102 2025-2                        | BOND PAYMENTS                      | 0.00                  | \$71,916.41                           | 0.00       | 71,916.41  |
| Desc: 2014-3 TIF                         |                                    | Acct: 13-912-542-0100 | Bond Interest - TIF 2014-3            |            |            |
| Desc: 2014-3 TIF                         |                                    | Acct: 13-912-542-0100 | Bond Interest - TIF 2014-3            |            |            |
| Desc: 2017-3 TIF                         |                                    | Acct: 13-912-542-0350 | Bond Interest - TIF 2017-3            |            |            |
| Desc: 2020-2 TIF                         |                                    | Acct: 13-912-542-0371 | Bond Principal - TIF 2020 - 3         |            |            |
| Desc: 2021-1 TIF                         |                                    | Acct: 13-912-542-0380 | Bond Interest - TIF 2021-1            |            |            |
| Desc: 2022-1 (728A) TIF                  |                                    | Acct: 13-912-542-0382 | Bond Interest - TIF 2022 - 1 (728A)   |            |            |
| Desc: 2022-1 (728B) TIF                  |                                    | Acct: 13-912-542-0384 | Bond Interest - TIF 2022 - 1 (728B)   |            |            |
| Vendor Total:                            |                                    |                       | 71,916.41                             | 0.00       | 71,916.41  |
|                                          |                                    |                       |                                       |            |            |
| 13-0200                                  | AMERICAN RECOVERY FUNDS            |                       | Bank Total:                           |            | 71,916.41  |
| 25-0121                                  | AMERICAN RECOVERY FUNDS            |                       |                                       |            |            |
| 024235                                   | IPS GROUP, INC                     |                       | 3/28/2025                             |            | 2049       |
| INV106378                                | PROJ#14 - PARKING METERS           | 0.00                  | \$120,692.00                          | 0.00       | 120,692.00 |
| Desc: PROJ#14 - PARKING METERS           |                                    | Acct: 25-985-121-0108 | ARPA - Planning - Parking Meters      |            |            |
| Vendor Total:                            |                                    |                       | 120,692.00                            | 0.00       | 120,692.00 |
|                                          |                                    |                       |                                       |            |            |
| 043876                                   | STANTEC CONSULTING SERVICES, INC   |                       | 3/28/2025                             |            | 2050       |
| 179450898,                               | PROJ#5 HTFD ALL BRIDGE INSP-JAN'25 | 0.00                  | \$819.16                              | 0.00       | 819.16     |
| Desc: PROJ#5 HTFD ALL BRIDGE INSP-JAN'25 |                                    | Acct: 25-985-121-0116 | ARPA - DPW - Bridge Maint/Capital Imp |            |            |
| Vendor Total:                            |                                    |                       | 819.16                                | 0.00       | 819.16     |
|                                          |                                    |                       |                                       |            |            |
| 054815                                   | WORKSAFE TCI INC                   |                       | 3/28/2025                             |            | 2051       |
| 36082                                    | PROJ#16-SIGNS QUE/W.HTFD BRIDGE    | 0.00                  | \$539.73                              | 0.00       | 539.73     |
| Desc: PROJ#16-SIGNS QUE/W.HTFD BRIDGE    |                                    | Acct: 25-985-121-0110 | ARPA - Planning - Quechee- WH Bridge  |            |            |
| Vendor Total:                            |                                    |                       | 539.73                                | 0.00       | 539.73     |
|                                          |                                    |                       |                                       |            |            |
| 25-0121                                  | K-9                                | Bank Total:           |                                       | 122,050.89 |            |
| 25-0126                                  | K-9                                |                       |                                       |            |            |
| 036115                                   | ONION RIVER ANIMAL HOSPITAL        |                       | 3/28/2025                             |            | 113        |
| 699093341                                | K9 ATLAS ANNUAL                    | 0.00                  | \$203.48                              | 0.00       | 203.48     |
| Desc: K9 ATLAS ANNUAL                    |                                    | Acct: 25-985-211-0127 | HPD K-9 Stanton Foundation            |            |            |
| Vendor Total:                            |                                    |                       | 203.48                                | 0.00       | 203.48     |
|                                          |                                    |                       |                                       |            |            |
| 25-0126                                  | Revaluation Reserve                | Bank Total:           |                                       | 203.48     |            |
| 25-0174                                  | Revaluation Reserve                |                       |                                       |            |            |
| 005048                                   | BERNAICHE, NORMAND                 |                       | 3/28/2025                             |            | 1084       |
| 03-25-2025                               | 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            |                       | 3/28/2025                             |            | 1085       |
| 060-116363                               | 2025 REVALUATION CONTRACT FEB'25   | 0.00                  | \$22,887.86                           | 0.00       | 22,887.86  |

Report Date: 3/28/25  
8:18AM

**Payment Manifest**  
**by Vendor ID**  
**Town of Hartford**  
Check Date: 3/28/2025 - 3/28/2025

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.   |
|                                           |                                   |                                      |              |           |            |
| Desc: 2025 REVALUATION CONTRACT FEB'25    | Acct: 25-985-100-0174             | Revaluation Exp                      |              |           |            |
| Vendor Total:                             |                                   |                                      | 22,887.86    | 0.00      | 22,887.86  |
| 25-0174                                   | Fire & Ambulance                  | Bank Total:                          | 25,387.86    |           |            |
| 25-0221                                   | Fire & Ambulance                  |                                      |              |           |            |
| 043570                                    | SPECIALTY VEHICLES, INC           |                                      | 3/28/2025    | 2007      |            |
| 020                                       | 2024 NEW F550 AMBULANCE           | 0.00                                 | \$71,530.00  | 0.00      | 71,530.00  |
| Desc: 2024 NEW F550 AMBULANCE             | Acct: 25-985-100-0221             | Fire & Ambulance                     |              |           |            |
| Desc: 2024 NEW F550 AMBULANCE             | Acct: 25-985-100-0221             | Fire & Ambulance                     |              |           |            |
| Vendor Total:                             |                                   |                                      | 71,530.00    | 0.00      | 71,530.00  |
| 25-0221                                   | Local Option Tax                  | Bank Total:                          | 71,530.00    |           |            |
| 25-0500                                   | Local Option Tax                  |                                      |              |           |            |
| 043570                                    | SPECIALTY VEHICLES, INC           |                                      | 3/28/2025    | 2005      |            |
| 020                                       | 2024 NEW F550 AMBULANCE           | 0.00                                 | \$200,000.00 | 0.00      | 200,000.00 |
| Desc: 2024 NEW F550 AMBULANCE             | Acct: 25-985-100-0500             | Local Option Tax                     |              |           |            |
| Vendor Total:                             |                                   |                                      | 200,000.00   | 0.00      | 200,000.00 |
| 25-0500                                   | PARKS - REC RESTRICTED            | Bank Total:                          | 200,000.00   |           |            |
| 25-8055                                   | PARKS - REC RESTRICTED            |                                      |              |           |            |
| 022890                                    | HOLIDAYGOO, INC                   |                                      | 3/28/2025    | 2013      |            |
| 21121                                     | HOLIDAY EGGS                      | 0.00                                 | \$837.00     | 0.00      | 837.00     |
| Desc: HOLIDAY EGGS 802 CU Sponsorship     | Acct: 25-985-511-0004             | P & R Restricted - Members Advantage |              |           |            |
| Desc: HOLIDAY EGGS - Mascoma Bank Sponsor | Acct: 25-985-511-0006             | P & R Restricted - Community Events  |              |           |            |
| Vendor Total:                             |                                   |                                      | 837.00       | 0.00      | 837.00     |
| 501002                                    | ECHO COMMUNICATIONS, INC          |                                      | 3/28/2025    | 2014      |            |
| 42366                                     | 2025 SPRING BROCHURE              | 0.00                                 | \$1,000.00   | 0.00      | 1,000.00   |
| Desc: 2025 SPRING BROCHURE                | Acct: 25-985-511-0004             | P & R Restricted - Members Advantage |              |           |            |
| Vendor Total:                             |                                   |                                      | 1,000.00     | 0.00      | 1,000.00   |
| 25-8055                                   | Water Capital Reserve             | Bank Total:                          | 1,837.00     |           |            |
| 50-0100                                   | Water Capital Reserve             |                                      |              |           |            |
| 019391                                    | GRAND TRUNK WESTERN RAILROAD COMF |                                      | 3/28/2025    | 1026      |            |
| CV-7283                                   | APPLICATION+LICENSE FEE NUTT LANE | 0.00                                 | \$5,250.00   | 0.00      | 5,250.00   |
| Desc: APPLICATION+LICENSE FEE NUTT LANE   | Acct: 50-952-543-0000             | CAPITAL OUTLAY - WILDER              |              |           |            |
| Vendor Total:                             |                                   |                                      | 5,250.00     | 0.00      | 5,250.00   |
| 50-0100                                   | GENERAL FUND - MASCOMA            | Bank Total:                          | 5,250.00     |           |            |
| FUND 1 0                                  | GENERAL FUND - MASCOMA            |                                      |              |           |            |
| 000590                                    | ACRISURE NEW ENGLAND PARTNERS     |                                      | 3/28/2025    | 94524     |            |
| 2025 JAN-MAR                              | HEALTH INSURANCE JAN-MAR 2025     | 758.58                               | \$4,925.00   | 0.00      | 4,925.00   |
| Desc: HEALTH INSURANCE JAN-MAR 2025       | Acct: 10-121-220-0000             | TM -HEALTH INSURANCE                 |              |           |            |



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| Bank ID   | Bank Name     |                                 |            |                      |                                  |          |          |
|-----------|---------------|---------------------------------|------------|----------------------|----------------------------------|----------|----------|
| Vendor ID | Vendor Name   | Payee Name                      |            | Check Date           | Check No.                        |          |          |
| Detail:   | Invoice No.   | Invoice Description             | Cross Fund | Invoice Amt          | Disc. Amt                        | Net Amt. |          |
|           |               |                                 |            |                      |                                  |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-151-220-0000      | TC -HEALTH INSURANCE             |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-171-220-0000      | FIN -HEALTH INSURANCE            |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-171-418-0100      | FIN -RETIREE HEALTH INSURANCE    |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-174-220-0000      | ASE -HEALTH INSURANCE            |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-181-220-0000      | IT -HEALTH INSURANCE             |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-211-220-0000      | HPD -HEALTH INSURANCE            |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-211-418-0100      | HPD -RETIREE HEALTH INSURANCE    |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-221-220-0000      | HFD -HEALTH INSURANCE            |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-221-418-0100      | HFD -RETIREE HEALTH INSURANCE    |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-271-220-0000      | DISP -HEALTH INSURANCE           |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-325-418-0100      | DPW -RETIREE HEALTH INSURANCE    |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-311-220-0000      | DPW -HEALTH INSURANCE            |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-325-220-0000      | DPW -HEALTH INSURANCE            |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-511-220-0000      | PR -HEALTH INSURANCE             |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-514-220-0000      | PR -HEALTH INSURANCE             |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-521-220-0000      | PR -HEALTH INSURANCE             |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-521-418-0100      | PR -RETIREE HEALTH INSURANCE     |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 10-622-220-0000      | PDZ -HEALTH INSURANCE            |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 30-975-220-0000      | HEALTH INSURANCE                 |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 50-954-220-0000      | HEALTH INSURANCE                 |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 50-955-220-0000      | HEALTH INSURANCE                 |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 55-955-220-0000      | HEALTH INSURANCE                 |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 60-961-220-0000      | HEALTH INSURANCE                 |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 60-965-220-0000      | HEALTH INSURANCE                 |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 65-963-220-0000      | HEALTH INSURANCE                 |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 65-965-220-0000      | HEALTH INSURANCE                 |          |          |
|           | Desc:         | HEALTH INSURANCE JAN-MAR 2025   | Acct:      | 65-963-220-0000      | HEALTH INSURANCE                 |          |          |
|           |               | Vendor Total:                   |            | 4,925.00             | 0.00                             | 4,925.00 |          |
| 000870    |               | ADVANCE AUTO PARTS              |            | ADVANCED AUTO PARTS  | 3/28/2025                        | 94525    |          |
|           | 6084507602190 | FORESTRY                        |            | 0.00                 | \$71.75                          | 0.00     | 71.75    |
|           | Desc:         | FORESTRY                        | Acct:      | 10-221-321-0000      | HFD -REPAIRS & MAINT-VEHICLES    |          |          |
|           |               | Vendor Total:                   |            | 71.75                | 0.00                             | 71.75    |          |
| 001170    |               | AIRGAS, INC.                    |            | AIRGAS USA, LLC      | 3/28/2025                        | 94526    |          |
|           | 9158993395    | MED 02                          |            | 0.00                 | \$102.88                         | 0.00     | 102.88   |
|           | Desc:         | MED 02                          | Acct:      | 10-221-331-0500      | HFD -MEDICAL EQUIPMENT & SUPPL   |          |          |
|           |               | Vendor Total:                   |            | 102.88               | 0.00                             | 102.88   |          |
| 002845    |               | ARC MECHANICAL CONTRACTORS, INC |            |                      | 3/28/2025                        | 94527    |          |
|           | 106597        | SERVICE CALL: CU - HP           |            | 0.00                 | \$155.00                         | 0.00     | 155.00   |
|           | Desc:         | SERVICE CALL: CU - HP           | Acct:      | 10-421-321-0100      | SEN -REPAIRS & MAINT-BUILD & GRC |          |          |
|           |               | Vendor Total:                   |            | 155.00               | 0.00                             | 155.00   |          |
| 003580    |               | ODYSSEY ADVISORS INC            |            | ODYSSEY ADVISORS INC | 3/28/2025                        | 94528    |          |
|           | 9431          | FYE 2024 + 2025 ACTUARIAL       |            | 0.00                 | \$3,125.00                       | 0.00     | 3,125.00 |
|           | Desc:         | FYE 2024 + 2025 ACTUARIAL       | Acct:      | 10-171-318-0000      | FIN -CONTRACTED SERVICES         |          |          |
|           |               | Vendor Total:                   |            | 3,125.00             | 0.00                             | 3,125.00 |          |

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| Bank ID                    | Bank Name                           |       |                         |                                |           |          |
|----------------------------|-------------------------------------|-------|-------------------------|--------------------------------|-----------|----------|
| Vendor ID                  | Vendor Name                         |       | Payee Name              | Check Date                     | Check No. |          |
| <b>Detail:</b> Invoice No. | Invoice Description                 |       | Cross Fund              | Invoice Amt                    | Disc. Amt | Net Amt. |
|                            |                                     |       |                         |                                |           |          |
| 004582                     | BATTERIES PLUS BULBS #697           |       |                         | 3/28/2025                      | 94529     |          |
| P81176447                  | BATTERY                             |       | 15.95                   | \$15.95                        | 0.00      | 15.95    |
| Desc:                      | BATTERY                             | Acct: | 65-963-320-0100         | EQUIP OPERATION/MAINT-GENERAL  |           |          |
| Vendor Total:              |                                     |       |                         | 15.95                          | 0.00      | 15.95    |
|                            |                                     |       |                         |                                |           |          |
| 004863                     | BENNETT, DANIEL J                   |       | DANIEL J BENNETT        | 3/28/2025                      | 94530     |          |
| 03.26.25                   | REIMBURSEMENT OF FOOD PURCHASED FOR |       | 0.00                    | \$12.32                        | 0.00      | 12.32    |
| Desc:                      | REIMBURSEMENT OF FOOD PURCHASED FOR | Acct: | 10-211-311-0000         | HPD -TRAVEL & MEETINGS         |           |          |
| Vendor Total:              |                                     |       |                         | 12.32                          | 0.00      | 12.32    |
|                            |                                     |       |                         |                                |           |          |
| 005800                     | BLAKTOP INC.                        |       |                         | 3/28/2025                      | 94531     |          |
| 33862                      | COLD PATCH                          |       | 0.00                    | \$1,425.54                     | 0.00      | 1,425.54 |
| Desc:                      | High Performance Cold Patch         | Acct: | 10-312-323-0000         | DPW -MATERIAL & SUPPLIES       |           |          |
| Vendor Total:              |                                     |       |                         | 1,425.54                       | 0.00      | 1,425.54 |
|                            |                                     |       |                         |                                |           |          |
| 006100                     | BMO FINANCIAL GROUP                 |       |                         | 3/28/2025                      | 94532     |          |
| Hausler 02/01-27/25        | Haulser, Scott - REC                |       | 0.00                    | \$247.27                       | 0.00      | 247.27   |
| Desc:                      | REDZONE 5K RACE                     | Acct: | 10-516-323-0000         | PR -MATERIAL & SUPPLIES        |           |          |
| Jay 02/01-27/25            | McDonough, Jay - REC                |       | 0.00                    | \$419.45                       | 0.00      | 419.45   |
| Desc:                      | BJ's - Ice Fishing Supplies         | Acct: | 10-516-323-0000         | PR -MATERIAL & SUPPLIES        |           |          |
| Desc:                      | NRPA Renewal                        | Acct: | 10-514-315-0000         | PR -RECRUITMENT & TRAINING     |           |          |
| Desc:                      | DollarTree-Dance Supplies           | Acct: | 10-516-323-0000         | PR -MATERIAL & SUPPLIES        |           |          |
| Kenison 02/01-27/25        | Kenison, Corey - REC                |       | 0.00                    | \$624.52                       | 0.00      | 624.52   |
| Desc:                      | HD - BATTERY                        | Acct: | 10-530-320-0000         | PR -EQUIP OPERATION & MAINT    |           |          |
| Desc:                      | AMAZON - NEW PARK FLAGS             | Acct: | 10-521-323-0000         | PR -MATERIAL & SUPPLIES        |           |          |
| Tatum 02/01-27/25          | Barnes, Tatum - REC                 |       | 0.00                    | \$613.69                       | 0.00      | 613.69   |
| Desc:                      | AFTERSCHOOL SUPPLIES                | Acct: | 10-514-318-0000         | PR -CONTRACTED SERVICES        |           |          |
| Desc:                      | AFTERSCHOOL FIELD TRIP              | Acct: | 10-514-318-0000         | PR -CONTRACTED SERVICES        |           |          |
| Desc:                      | VALENTINE'S DAY DANCE SUPPLIES      | Acct: | 10-514-323-0000         | PR -MATERIAL & SUPPLIES        |           |          |
| Desc:                      | AFTERSCHOOL SNACKS                  | Acct: | 10-514-323-0000         | PR -MATERIAL & SUPPLIES        |           |          |
| Desc:                      | TARGET - CLEANING SUPPLIES          | Acct: | 10-514-323-0000         | PR -MATERIAL & SUPPLIES        |           |          |
| Vendor Total:              |                                     |       |                         | 1,904.93                       | 0.00      | 1,904.93 |
|                            |                                     |       |                         |                                |           |          |
| 006700                     | BOUND TREE MEDICAL, LLC             |       | BOUND TREE MEDICAL, LLC | 3/28/2025                      | 94533     |          |
| 85674861                   | MED SUPPLIES                        |       | 0.00                    | \$1,819.18                     | 0.00      | 1,819.18 |
| Desc:                      | MED SUPPLIES                        | Acct: | 10-221-331-0500         | HFD -MEDICAL EQUIPMENT & SUPPL |           |          |
| 85678467                   | MED SUPPLIES                        |       | 0.00                    | \$339.90                       | 0.00      | 339.90   |
| Desc:                      | MED SUPPLIES                        | Acct: | 10-221-331-0500         | HFD -MEDICAL EQUIPMENT & SUPPL |           |          |
| Vendor Total:              |                                     |       |                         | 2,159.08                       | 0.00      | 2,159.08 |
|                            |                                     |       |                         |                                |           |          |
| 006965                     | BRADYPLUS OF VERMONT                |       | BRADY INDUSTRIES        | 3/28/2025                      | 94534     |          |
| 9857654                    | Mop heads                           |       | 0.00                    | \$21.35                        | 0.00      | 21.35    |
| Desc:                      | Mop heads                           | Acct: | 10-211-323-0000         | HPD -MATERIAL & SUPPLIES       |           |          |
| 9864290                    | CLEANING PROD RETURN                |       | 0.00                    | \$-48.53                       | 0.00      | -48.53   |
| Desc:                      | CLEANING PROD RETURN                | Acct: | 10-211-323-0000         | HPD -MATERIAL & SUPPLIES       |           |          |
| 9880781                    | BATH TISSUE RETURN                  |       | 0.00                    | \$-402.80                      | 0.00      | -402.80  |
| Desc:                      | BATH TISSUE RETURN                  | Acct: | 10-211-323-0000         | HPD -MATERIAL & SUPPLIES       |           |          |
| 9888316                    | CLEANING SUPPLIES                   |       | 0.00                    | \$606.37                       | 0.00      | 606.37   |

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| Bank ID                    | Bank Name                                 |                       |            |                               |            |           |
|----------------------------|-------------------------------------------|-----------------------|------------|-------------------------------|------------|-----------|
| Vendor ID                  | Vendor Name                               |                       | Payee Name |                               | Check Date | Check No. |
| <b>Detail:</b> Invoice No. | Invoice Description                       |                       | Cross Fund | Invoice Amt                   | Disc. Amt  | Net Amt.  |
|                            |                                           |                       |            |                               |            |           |
|                            | Desc: CLEANING SUPPLIES                   | Acct: 10-421-323-0000 |            | SEN -MATERIAL & SUPPLIES      |            |           |
| 9799725                    | Cleaning supplies: trash bags, solu       | 0.00                  |            | \$1,105.43                    | 0.00       | 1,105.43  |
|                            | Desc: Cleaning supplies: trash bags, solu | Acct: 10-211-323-0000 |            | HPD -MATERIAL & SUPPLIES      |            |           |
| 9820125                    | Toilet paper, paper towel                 | 0.00                  |            | \$464.58                      | 0.00       | 464.58    |
|                            | Desc: Toilet paper, paper towel           | Acct: 10-211-323-0000 |            | HPD -MATERIAL & SUPPLIES      |            |           |
| 9822480                    | TISSUE, TOWEL RETURN                      | 0.00                  |            | \$-374.86                     | 0.00       | -374.86   |
|                            | Desc: TISSUE, TOWEL RETURN                | Acct: 10-211-323-0000 |            | HPD -MATERIAL & SUPPLIES      |            |           |
| 9838744                    | TOWEL RETURN                              | 0.00                  |            | \$-162.48                     | 0.00       | -162.48   |
|                            | Desc: TOWEL RETURN                        | Acct: 10-211-323-0000 |            | HPD -MATERIAL & SUPPLIES      |            |           |
| 9851951                    | Toilet paper, paper towel                 | 0.00                  |            | \$516.41                      | 0.00       | 516.41    |
|                            | Desc: Toilet paper, paper towel           | Acct: 10-211-323-0000 |            | HPD -MATERIAL & SUPPLIES      |            |           |
|                            | Vendor Total:                             |                       |            | 1,725.47                      | 0.00       | 1,725.47  |
| 008120                     | C-CLEAR AUTO GLASS I NC                   |                       |            |                               | 3/28/2025  | 94535     |
|                            | W019200 PD-12 Windshield                  | 0.00                  |            | \$495.00                      | 0.00       | 495.00    |
|                            | Desc: PD-12 Windshield                    | Acct: 10-211-321-0000 |            | HPD -REPAIRS & MAINT-VEHICLES |            |           |
|                            | Vendor Total:                             |                       |            | 495.00                        | 0.00       | 495.00    |
| 008244                     | CAMPBELL, NATHAN                          |                       |            |                               | 3/28/2025  | 94536     |
|                            | 03.18.2025 AFTERSCHOOL PROGRAMS           | 0.00                  |            | \$200.00                      | 0.00       | 200.00    |
|                            | Desc: AFTERSCHOOL PROGRAMS                | Acct: 10-514-318-0000 |            | PR -CONTRACTED SERVICES       |            |           |
|                            | Vendor Total:                             |                       |            | 200.00                        | 0.00       | 200.00    |
| 009120                     | CHADWICK-BAROSS INC                       |                       |            |                               | 3/28/2025  | 94537     |
|                            | C33954 PARTS                              | 0.00                  |            | \$280.40                      | 0.00       | 280.40    |
|                            | Desc: PARTS                               | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES |            |           |
|                            | Vendor Total:                             |                       |            | 280.40                        | 0.00       | 280.40    |
| 009460                     | CHAMPLAIN VALLEY EQUIPMENT INC            |                       |            |                               | 3/28/2025  | 94538     |
|                            | CM06713 ELBOW PIPE                        | 0.00                  |            | \$171.66                      | 0.00       | 171.66    |
|                            | Desc: ELBOW PIPE                          | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES |            |           |
|                            | Vendor Total:                             |                       |            | 171.66                        | 0.00       | 171.66    |
| 009470                     | CHAMPLIN ASSOCIATES INC                   |                       |            |                               | 3/28/2025  | 94539     |
|                            | 5322 SERVICE CALL: FLOOD IN BASEMENT      | 1,443.63              |            | \$1,443.63                    | 0.00       | 1,443.63  |
|                            | Desc: SERVICE CALL: FLOOD IN BASEMENT     | Acct: 60-961-318-0000 |            | CONTRACTED SERVICES           |            |           |
|                            | Vendor Total:                             |                       |            | 1,443.63                      | 0.00       | 1,443.63  |
| 009818                     | CINTAS CORPORATION NO. 2                  | CINTAS LOC. #68M, 71M |            |                               | 3/28/2025  | 94540     |
|                            | 4220075661 UNIFORMS                       | 0.00                  |            | \$52.44                       | 0.00       | 52.44     |
|                            | Desc: UNIFORMS                            | Acct: 10-325-326-0000 |            | DPW -UNIFORMS                 |            |           |
|                            | 4223787172 MECHANIC LAUNDRY               | 0.00                  |            | \$35.76                       | 0.00       | 35.76     |
|                            | Desc: MECHANIC LAUNDRY                    | Acct: 10-221-326-0000 |            | HFD -PURCHASE/RENTAL UNIFORMS |            |           |
|                            | 4223787182 UNIFORMS                       | 0.00                  |            | \$50.40                       | 0.00       | 50.40     |
|                            | Desc: UNIFORMS                            | Acct: 10-325-326-0000 |            | DPW -UNIFORMS                 |            |           |
|                            | 4224527226 MECHANIC LAUNDRY               | 0.00                  |            | \$35.76                       | 0.00       | 35.76     |
|                            | Desc: MECHANIC LAUNDRY                    | Acct: 10-221-326-0000 |            | HFD -PURCHASE/RENTAL UNIFORMS |            |           |
|                            | 4224527275 SHOP TOWELS                    | 0.00                  |            | \$50.40                       | 0.00       | 50.40     |

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| Bank ID                    | Bank Name                               |                              | Payee Name               |                                  | Check Date | Check No. |
|----------------------------|-----------------------------------------|------------------------------|--------------------------|----------------------------------|------------|-----------|
| Vendor ID                  | Vendor Name                             |                              |                          |                                  |            |           |
| <b>Detail:</b> Invoice No. | Invoice Description                     |                              | Cross Fund               | Invoice Amt                      | Disc. Amt  | Net Amt.  |
|                            |                                         |                              |                          |                                  |            |           |
|                            | Desc: SHOP TOWELS                       |                              | Acct: 10-325-326-0000    | DPW -UNIFORMS                    |            |           |
| 4225267094                 | SHOP TOWELS                             |                              | 0.00                     | \$50.40                          | 0.00       | 50.40     |
|                            | Desc: SHOP TOWELS                       |                              | Acct: 10-325-326-0000    | DPW -UNIFORMS                    |            |           |
|                            | Vendor Total:                           |                              |                          | 275.16                           | 0.00       | 275.16    |
| 010420                     | COATES, THOMAS                          |                              | THOMAS COATES            |                                  | 3/28/2025  | 94541     |
|                            | APR'25                                  | RET REIMB APR 25             | 281.26                   | \$281.26                         | 0.00       | 281.26    |
|                            | Desc: Ret reimb Apr 25                  |                              | Acct: 65-963-418-0100    | RETIRE HEALTH INSURANCE          |            |           |
|                            | DEC'24                                  | REIMBURSEMENT                | 234.89                   | \$234.89                         | 0.00       | 234.89    |
|                            | Desc: Ret reimb Dec 24                  |                              | Acct: 65-963-418-0100    | RETIRE HEALTH INSURANCE          |            |           |
|                            | Vendor Total:                           |                              |                          | 516.15                           | 0.00       | 516.15    |
| 010702                     | COLONIAL CHEVROLET                      |                              | COLONIAL MUNICIPAL GROUP |                                  | 3/28/2025  | 94542     |
|                            | SO54054                                 | RADIO ANTENNA                | 0.00                     | \$608.61                         | 0.00       | 608.61    |
|                            | Desc: RADIO ANTENNA                     |                              | Acct: 10-211-321-0000    | HPD -REPAIRS & MAINT-VEHICLES    |            |           |
|                            | Vendor Total:                           |                              |                          | 608.61                           | 0.00       | 608.61    |
| 010832                     | COMCAST                                 |                              |                          |                                  | 3/28/2025  | 94543     |
|                            | 0042221APR'25                           | INTERNET - LIB               | 0.00                     | \$60.20                          | 0.00       | 60.20     |
|                            | Desc: INTERNET - LIB                    |                              | Acct: 10-712-316-0500    | LIB -APPROP - W. HARTFORD LIBRAF |            |           |
|                            | Vendor Total:                           |                              |                          | 60.20                            | 0.00       | 60.20     |
| 011905                     | CREATIVE INFORMATION SYSTEMS INC        |                              |                          |                                  | 3/28/2025  | 94544     |
|                            | INV-013456                              | SOFTWARE - SCALE             | 1,183.00                 | \$1,183.00                       | 0.00       | 1,183.00  |
|                            | Desc: SOFTWARE - SCALE                  |                              | Acct: 30-974-318-0000    | CONTRACTED SERVICES              |            |           |
|                            | Vendor Total:                           |                              |                          | 1,183.00                         | 0.00       | 1,183.00  |
| 012665                     | DANIELS, WANDA                          |                              | WANDA DANIELS            |                                  | 3/28/2025  | 94545     |
|                            | APR'25                                  | RET REIMB APR 25             | 0.00                     | \$229.17                         | 0.00       | 229.17    |
|                            | Desc: Ret reimb Apr 25                  |                              | Acct: 10-211-418-0100    | HPD -RETIREE HEALTH INSURANCE    |            |           |
|                            | Vendor Total:                           |                              |                          | 229.17                           | 0.00       | 229.17    |
| 013200                     | DEAN, DAVID                             |                              | DAVID DEAN               |                                  | 3/28/2025  | 94546     |
|                            | APR'25                                  | RET REIMB APR 25             | 0.00                     | \$419.77                         | 0.00       | 419.77    |
|                            | Desc: Ret reimb Apr 25                  |                              | Acct: 10-530-418-0100    | PR -RETIREE HEALTH INSURANCE     |            |           |
|                            | Vendor Total:                           |                              |                          | 419.77                           | 0.00       | 419.77    |
| 013653                     | DENNISON LUBRICANTS INC                 |                              |                          |                                  | 3/28/2025  | 94547     |
|                            | 3821086                                 | MOTOR OIL                    | 0.00                     | \$995.00                         | 0.00       | 995.00    |
|                            | Desc: Shell Rotella T4 TTRIP 15W40 CK-4 |                              | Acct: 10-321-319-0000    | DPW -EQUIPMENT OPERATION-GAS     |            |           |
|                            | Vendor Total:                           |                              |                          | 995.00                           | 0.00       | 995.00    |
| 013821                     | DEYO, BRADLEY                           |                              | BRADLEY DEYO             |                                  | 3/28/2025  | 94548     |
|                            | JAN-MAR'25                              | GYM MEMBERSHIP REIMBURSEMENT | 0.00                     | \$60.09                          | 0.00       | 60.09     |
|                            | Desc: GYM MEMBERSHIP REIMBURSEMENT      |                              | Acct: 10-171-318-0000    | FIN -CONTRACTED SERVICES         |            |           |
|                            | Vendor Total:                           |                              |                          | 60.09                            | 0.00       | 60.09     |



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| Vendor ID | Vendor Name                         |                               | Payee Name            |                                        | Check Date | Check No.  |
| Detail:   | Invoice No.                         | Invoice Description           | Cross Fund            | Invoice Amt                            | Disc. Amt  | Net Amt.   |
|           |                                     |                               |                       |                                        |            |            |
| 014415    | DUBE, CHRISTOPHER                   |                               | CHRISTOPHER DUBE      |                                        | 3/28/2025  | 94549      |
|           | APR'25                              | RET REIMB APR 25              | 0.00                  | \$312.50                               | 0.00       | 312.50     |
|           | Desc: Ret reimb Apr 25              |                               | Acct: 10-221-418-0100 | HFD -RETIREE HEALTH INSURANCE          |            |            |
|           | Vendor Total:                       |                               |                       | 312.50                                 | 0.00       | 312.50     |
|           |                                     |                               |                       |                                        |            |            |
| 014447    | DUFRESNE GROUP                      |                               |                       |                                        | 3/28/2025  | 94550      |
|           | 19501                               | WILDER WATER MAIN FD - FEB'25 | 5,048.75              | \$5,048.75                             | 0.00       | 5,048.75   |
|           | Desc: WILDER WATER MAIN FD - FEB'25 |                               | Acct: 50-954-331-0100 | DEPT EQUIP-CAPITAL RESERVE             |            |            |
|           | Vendor Total:                       |                               |                       | 5,048.75                               | 0.00       | 5,048.75   |
|           |                                     |                               |                       |                                        |            |            |
| 015500    | ENDYNE, INC                         |                               |                       |                                        | 3/28/2025  | 94551      |
|           | 524224                              | TESTING                       | 20.00                 | \$20.00                                | 0.00       | 20.00      |
|           | Desc: TESTING                       |                               | Acct: 50-954-318-0000 | CONTRACTED SERVICES                    |            |            |
|           | 524358                              | TESTING                       | 90.00                 | \$90.00                                | 0.00       | 90.00      |
|           | Desc: TESTING                       |                               | Acct: 60-961-318-0000 | CONTRACTED SERVICES                    |            |            |
|           | 524668                              | TESTING                       | 55.00                 | \$55.00                                | 0.00       | 55.00      |
|           | Desc: TESTING                       |                               | Acct: 50-954-318-0000 | CONTRACTED SERVICES                    |            |            |
|           | 525056                              | TESTING                       | 220.00                | \$220.00                               | 0.00       | 220.00     |
|           | Desc: TESTING                       |                               | Acct: 60-961-318-0000 | CONTRACTED SERVICES                    |            |            |
|           | Vendor Total:                       |                               |                       | 385.00                                 | 0.00       | 385.00     |
|           |                                     |                               |                       |                                        |            |            |
| 015730    | ESTES & GALLUP, INC                 |                               |                       |                                        | 3/28/2025  | 94552      |
|           | 11994                               | STATION #2 EXPANSION FEB'25   | 0.00                  | \$167,087.51                           | 0.00       | 167,087.51 |
|           | Desc: STATION #2 EXPANSION FEB'25   |                               | Acct: 10-985-513-0513 | US Bank - Fire Station #2 Bond 2024 Se |            |            |
|           | Vendor Total:                       |                               |                       | 167,087.51                             | 0.00       | 167,087.51 |
|           |                                     |                               |                       |                                        |            |            |
| 015805    | EUROFINS ENVIRONMENT TESTING        |                               |                       |                                        | 3/28/2025  | 94553      |
|           | 4750000303                          | QUECHEE WW TESTING            | 217.80                | \$217.80                               | 0.00       | 217.80     |
|           | Desc: QUECHEE WW TESTING            |                               | Acct: 65-964-318-0000 | CONTRACTED SERVICES                    |            |            |
|           | Vendor Total:                       |                               |                       | 217.80                                 | 0.00       | 217.80     |
|           |                                     |                               |                       |                                        |            |            |
| 016080    | CONSOLIDATED COMMUNICATIONS         |                               |                       |                                        | 3/28/2025  | 94554      |
|           | 111020181918MAR'25                  | QUE WW PLANT - INTERNET       | 52.96                 | \$52.96                                | 0.00       | 52.96      |
|           | Desc: QUE WW PLANT - INTERNET       |                               | Acct: 65-963-324-0000 | TELEPHONE                              |            |            |
|           | 122569096956MAR'25                  | INTERNET - LF                 | 64.17                 | \$64.17                                | 0.00       | 64.17      |
|           | Desc: INTERNET - LF                 |                               | Acct: 30-971-324-0000 | TELEPHONE                              |            |            |
|           | 14091736024MAR'25                   | INTERNET-WABA                 | 0.00                  | \$332.19                               | 0.00       | 332.19     |
|           | Desc: INTERNET-WABA                 |                               | Acct: 10-530-324-0000 | PR -Telephone                          |            |            |
|           | 14362366935MAR'25                   | INTERNET - HEMLOCK RIDGE      | 88.22                 | \$88.22                                | 0.00       | 88.22      |
|           | Desc: INTERNET - HEMLOCK RIDGE      |                               | Acct: 50-952-324-0000 | TELEPHONE                              |            |            |
|           | 8022957049639MAR'25                 | INTERNET-SPORTS PARK PUMP     | 60.31                 | \$60.31                                | 0.00       | 60.31      |
|           | Desc: INTERNET-SPORTS PARK PUMP     |                               | Acct: 60-964-324-0000 | TELEPHONE                              |            |            |
|           | 8022959708618MAR'25                 | INTERNET-MAXFIELD PUMP HOUSE  | 67.20                 | \$67.20                                | 0.00       | 67.20      |
|           | Desc: INTERNET-MAXFIELD PUMP HOUSE  |                               | Acct: 60-964-324-0000 | TELEPHONE                              |            |            |
|           | Vendor Total:                       |                               |                       | 665.05                                 | 0.00       | 665.05     |
|           |                                     |                               |                       |                                        |            |            |
| 016390    | FASTENAL COMPANY                    |                               |                       |                                        | 3/28/2025  | 94555      |

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| Vendor ID      | Vendor Name               |                     | Payee Name                    |            | Check Date                    | Check No. |          |
| <b>Detail:</b> | Invoice No.               | Invoice Description |                               | Cross Fund | Invoice Amt                   | Disc. Amt | Net Amt. |
|                |                           |                     |                               |            |                               |           |          |
|                | NHCLA144032               | PARTS               |                               | 0.00       | \$120.92                      | 0.00      | 120.92   |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | NHCLA144140               | SUPPLIES            |                               | 0.00       | \$83.90                       | 0.00      | 83.90    |
|                | Desc: SUPPLIES            |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                |                           | Vendor Total:       |                               |            | 204.82                        | 0.00      | 204.82   |
| 016540         | FERGUSON ENTERPRISES, INC |                     | FERGUSON WATERWORKS #591 #576 |            | 3/28/2025                     |           | 94556    |
|                | 1274491                   | MATERIALS           |                               | 110.12     | \$110.12                      | 0.00      | 110.12   |
|                | Desc: MATERIALS           |                     | Acct: 50-954-321-0200         |            | REPAIRS & MAINT-MAINS & APPUR |           |          |
|                |                           | Vendor Total:       |                               |            | 110.12                        | 0.00      | 110.12   |
| 017110         | FISHER AUTO PARTS, INC    |                     |                               |            | 3/28/2025                     |           | 94557    |
|                | 301-216238                | PARTS               |                               | 0.00       | \$127.85                      | 0.00      | 127.85   |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-216994                | PARTS               |                               | 40.05      | \$40.05                       | 0.00      | 40.05    |
|                | Desc: PARTS               |                     | Acct: 60-961-321-0000         |            | REPAIRS & MAINT-VEHICLES      |           |          |
|                | 301-218025                | PARTS               |                               | 0.00       | \$59.95                       | 0.00      | 59.95    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-218086                | PARTS               |                               | 0.00       | \$53.95                       | 0.00      | 53.95    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-218373                | PARTS               |                               | 0.00       | \$51.38                       | 0.00      | 51.38    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-218582                | PARTS               |                               | 19.20      | \$19.20                       | 0.00      | 19.20    |
|                | Desc: HOSE CLAMPS         |                     | Acct: 65-963-319-0000         |            | EQUIPMENT OPERATION-GAS       |           |          |
|                | 301-220845                | PARTS               |                               | 0.00       | \$122.28                      | 0.00      | 122.28   |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-220851                | LIGHT BULBS         |                               | 0.00       | \$30.34                       | 0.00      | 30.34    |
|                | Desc: LIGHT BULBS         |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-223745                | PARTS               |                               | 0.00       | \$46.67                       | 0.00      | 46.67    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-224002                | PARTS               |                               | 0.00       | \$50.29                       | 0.00      | 50.29    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-225439                | RETURNED PARTS      |                               | 0.00       | \$-46.67                      | 0.00      | -46.67   |
|                | Desc: RETURNED PARTS      |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-225472                | PARTS               |                               | 0.00       | \$111.99                      | 0.00      | 111.99   |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-227000                | PARTS               |                               | 0.00       | \$290.75                      | 0.00      | 290.75   |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-227014                | PARTS               |                               | 0.00       | \$71.99                       | 0.00      | 71.99    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-227139                | PARTS               |                               | 0.00       | \$26.55                       | 0.00      | 26.55    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-227177                | RETURNED PARTS      |                               | 0.00       | \$-6.29                       | 0.00      | -6.29    |
|                | Desc: RETURNED PARTS      |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-227178                | PARTS               |                               | 0.00       | \$14.68                       | 0.00      | 14.68    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |
|                | 301-227870                | PARTS               |                               | 0.00       | \$13.34                       | 0.00      | 13.34    |
|                | Desc: PARTS               |                     | Acct: 10-321-321-0000         |            | DPW -REPAIRS & MAINT-VEHICLES |           |          |

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| Vendor ID                            | Vendor Name                    | Payee Name                |                                  | Check Date | Check No. |  |
| <b>Detail:</b> Invoice No.           | Invoice Description            | Cross Fund                | Invoice Amt                      | Disc. Amt  | Net Amt.  |  |
| 301-228014                           | PARTS                          | 27.99                     | \$27.99                          | 0.00       | 27.99     |  |
| Desc: PARTS                          |                                | Acct: 65-963-323-0000     | MATERIALS & SUPPLIES             |            |           |  |
| 301-228067                           | PARTS FORESTRY & AMB 22        | 0.00                      | \$80.03                          | 0.00       | 80.03     |  |
| Desc: FORESTRY                       |                                | Acct: 10-221-321-0000     | HFD -REPAIRS & MAINT-VEHICLES    |            |           |  |
| Desc: AMB 22                         |                                | Acct: 10-221-321-0200     | HFD -REPAIRS & MAINT EMS VEHICLI |            |           |  |
| 301-228162                           | E1 PARTS                       | 0.00                      | \$28.33                          | 0.00       | 28.33     |  |
| Desc: E1                             |                                | Acct: 10-221-321-0000     | HFD -REPAIRS & MAINT-VEHICLES    |            |           |  |
| 301-228164                           | E2 PARTS                       | 0.00                      | \$28.33                          | 0.00       | 28.33     |  |
| Desc: E2                             |                                | Acct: 10-221-321-0000     | HFD -REPAIRS & MAINT-VEHICLES    |            |           |  |
| 301-228177                           | FORESTRY TRUCK PARTS           | 0.00                      | \$31.55                          | 0.00       | 31.55     |  |
| Desc: FORESTRY                       |                                | Acct: 10-221-321-0000     | HFD -REPAIRS & MAINT-VEHICLES    |            |           |  |
| 301-228311                           | OIL-GREASE                     | 0.00                      | \$178.00                         | 0.00       | 178.00    |  |
| Desc: OIL-GREASE                     |                                | Acct: 10-321-319-0000     | DPW -EQUIPMENT OPERATION-GAS     |            |           |  |
| 301-228495                           | PARTS                          | 0.00                      | \$10.13                          | 0.00       | 10.13     |  |
| Desc: PARTS                          |                                | Acct: 10-321-323-0000     | DPW -MATERIAL & SUPPLIES         |            |           |  |
| 301-229344                           | ANTIFREEZE                     | 0.00                      | \$122.28                         | 0.00       | 122.28    |  |
| Desc: ANTIFREEZE                     |                                | Acct: 10-321-321-0000     | DPW -REPAIRS & MAINT-VEHICLES    |            |           |  |
| 301-229444                           | PARTS                          | 0.00                      | \$123.88                         | 0.00       | 123.88    |  |
| Desc: PARTS                          |                                | Acct: 10-321-321-0000     | DPW -REPAIRS & MAINT-VEHICLES    |            |           |  |
| Desc: PARTS                          |                                | Acct: 10-321-323-0000     | DPW -MATERIAL & SUPPLIES         |            |           |  |
| Vendor Total:                        |                                |                           | 1,708.82                         | 0.00       | 1,708.82  |  |
| 017301                               | FOGG'S LUMBER AND HARDWARE     |                           |                                  | 3/28/2025  | 94558     |  |
| 327349/6                             | VINEGAR                        | 7.99                      | \$7.99                           | 0.00       | 7.99      |  |
| Desc: VINEGAR                        |                                | Acct: 50-952-323-0000     | MATERIAL & SUPPLIES              |            |           |  |
| 327686/6                             | GAS                            | 38.99                     | \$38.99                          | 0.00       | 38.99     |  |
| Desc: GAS                            |                                | Acct: 65-963-323-0000     | MATERIALS & SUPPLIES             |            |           |  |
| 328229/6                             | CLEANING SUPPLIES              | 0.00                      | \$43.97                          | 0.00       | 43.97     |  |
| Desc: CLEANING SUPPLIES              |                                | Acct: 10-521-320-0000     | PR -EQUIP OPERATION & MAINT      |            |           |  |
| 328386/6                             | MATERIALS                      | 13.99                     | \$13.99                          | 0.00       | 13.99     |  |
| Desc: MATERIALS                      |                                | Acct: 50-952-323-0000     | MATERIAL & SUPPLIES              |            |           |  |
| 328846/6                             | BLEACH SPRAYER                 | 0.00                      | \$35.99                          | 0.00       | 35.99     |  |
| Desc: BLEACH SPRAYER                 |                                | Acct: 10-321-321-0000     | DPW -REPAIRS & MAINT-VEHICLES    |            |           |  |
| 329824/6                             | LOCK KEY STORAGE               | 0.00                      | \$44.99                          | 0.00       | 44.99     |  |
| Desc: LOCK KEY STORAGE               |                                | Acct: 10-712-316-0500     | LIB -APPROP - W. HARTFORD LIBRAF |            |           |  |
| Vendor Total:                        |                                |                           | 185.92                           | 0.00       | 185.92    |  |
| 019850                               | GREEN MOUNTAIN POWER CORP      | GREEN MOUNTAIN POWER CORP |                                  | 3/28/2025  | 94559     |  |
| 43833000003MAR'25                    | BRIDGE ST TRAFFIC LGT          | 0.00                      | \$86.30                          | 0.00       | 86.30     |  |
| Desc: BRIDGE ST TRAFFIC LGT          |                                | Acct: 10-314-329-0000     | DPW -ELECTRICITY                 |            |           |  |
| 44926000009MAR'25                    | STREET LIGHTS HWY              | 0.00                      | \$2,527.46                       | 0.00       | 2,527.46  |  |
| Desc: STREET LIGHTS HWY              |                                | Acct: 10-314-329-0000     | DPW -ELECTRICITY                 |            |           |  |
| 48832000003MAR'25                    | ARBORETUM LN                   | 109.98                    | \$109.98                         | 0.00       | 109.98    |  |
| Desc: ARBORETUM LN                   |                                | Acct: 60-964-329-0000     | ELECTRICITY                      |            |           |  |
| 48933200007MAR'25                    | VILLAGE GREEN BALLOON FESTIVAL | 0.00                      | \$25.96                          | 0.00       | 25.96     |  |
| Desc: VILLAGE GREEN BALLOON FESTIVAL |                                | Acct: 10-521-329-0000     | PR -ELECTRICITY                  |            |           |  |
| 49424000005MAR'25                    | VA CUTOFF WTR                  | 37.59                     | \$37.59                          | 0.00       | 37.59     |  |
| Desc: VA CUTOFF WTR                  |                                | Acct: 50-954-329-0000     | ELECTRICITY                      |            |           |  |

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| Vendor ID                      | Vendor Name              | Payee Name            | Check Date       | Check No. |          |  |
| Detail: Invoice No.            | Invoice Description      | Cross Fund            | Invoice Amt      | Disc. Amt | Net Amt. |  |
| 49662156394MAR'25              | SYKES MOUNTAIN AVE       | 0.00                  | \$127.73         | 0.00      | 127.73   |  |
| Desc: SYKES MOUNTAIN AVE       |                          | Acct: 10-314-329-0000 | DPW -ELECTRICITY |           |          |  |
| 49672200000MAR'25              | RTE WEST HTFD & QUE ST   | 0.00                  | \$605.02         | 0.00      | 605.02   |  |
| Desc: RTE WEST HTFD & QUE ST   |                          | Acct: 10-314-329-0000 | DPW -ELECTRICITY |           |          |  |
| 50776120219MAR'25              | 1103 N MAIN ST           | 0.00                  | \$84.31          | 0.00      | 84.31    |  |
| Desc: 1103 N MAIN ST           |                          | Acct: 10-314-329-0000 | DPW -ELECTRICITY |           |          |  |
| 53833000002MAR'25              | MUNICIPAL BLDG           | 0.00                  | \$2,650.58       | 0.00      | 2,650.58 |  |
| Desc: MUNICIPAL BLDG           |                          | Acct: 10-161-329-0000 | TH -ELECTRICITY  |           |          |  |
| 57303200000MAR'25              | HIGH ST                  | 894.08                | \$894.08         | 0.00      | 894.08   |  |
| Desc: HIGH ST                  |                          | Acct: 60-964-329-0000 | ELECTRICITY      |           |          |  |
| 62592200000MAR'25              | WOODSTOCK RD             | 0.00                  | \$155.80         | 0.00      | 155.80   |  |
| Desc: WOODSTOCK RD             |                          | Acct: 10-314-329-0000 | DPW -ELECTRICITY |           |          |  |
| 62713200004MAR'25              | WOODSTOCK RD HEAT TAPE   | 26.22                 | \$26.22          | 0.00      | 26.22    |  |
| Desc: WOODSTOCK RD HEAT TAPE   |                          | Acct: 55-954-329-0000 | ELECTRICITY      |           |          |  |
| 65590000009MAR'25              | DEPOT ST                 | 756.37                | \$756.37         | 0.00      | 756.37   |  |
| Desc: DEPOT ST                 |                          | Acct: 60-962-329-0000 | ELECTRICITY      |           |          |  |
| 67003200002MAR'25              | STATION 2                | 0.00                  | \$401.91         | 0.00      | 401.91   |  |
| Desc: STATION 2                |                          | Acct: 10-221-329-0000 | HFD -ELECTRICITY |           |          |  |
| 67303200009MAR'25              | 78 MURPHYS RD            | 323.46                | \$323.46         | 0.00      | 323.46   |  |
| Desc: 78 MURPHYS RD            |                          | Acct: 65-964-329-0000 | ELECTRICITY      |           |          |  |
| 67399084366MAR'25              | 120 LESLE DR PAVILLION B | 0.00                  | \$43.69          | 0.00      | 43.69    |  |
| Desc: 120 LESLE DR PAVILLION B |                          | Acct: 10-528-329-0000 | PR -ELECTRICITY  |           |          |  |
| 68053200009MAR'25              | RT 14 W HARTFORD LIB     | 0.00                  | \$232.34         | 0.00      | 232.34   |  |
| Desc: RT 14 W HARTFORD LIB     |                          | Acct: 10-524-329-0000 | PR -ELECTRICITY  |           |          |  |
| 71013200002MAR'25              | WHITMAN BROOK PUMP       | 429.46                | \$429.46         | 0.00      | 429.46   |  |
| Desc: WHITMAN BROOK PUMP       |                          | Acct: 65-964-329-0000 | ELECTRICITY      |           |          |  |
| 74713200009MAR'25              | WOODSTOCK RD             | 0.00                  | \$30.06          | 0.00      | 30.06    |  |
| Desc: WOODSTOCK RD             |                          | Acct: 10-314-329-0000 | DPW -ELECTRICITY |           |          |  |
| 74872200006MAR'25              | LAKE PINNEO WELL         | 1,241.42              | \$1,241.42       | 0.00      | 1,241.42 |  |
| Desc: LAKE PINNEO WELL         |                          | Acct: 55-953-329-0000 | ELECTRICITY      |           |          |  |
| 74972200005MAR'25              | WHEELOCK RD SEC 2        | 28.26                 | \$28.26          | 0.00      | 28.26    |  |
| Desc: WHEELOCK RD SEC 2        |                          | Acct: 55-954-329-0000 | ELECTRICITY      |           |          |  |
| 77303200008MAR'25              | LAKE PINNEO WW PUMP      | 156.92                | \$156.92         | 0.00      | 156.92   |  |
| Desc: LAKE PINNEO WW PUMP      |                          | Acct: 65-964-329-0000 | ELECTRICITY      |           |          |  |
| 80082200009MAR'25              | NOYES LN KINGSWOOD       | 256.77                | \$256.77         | 0.00      | 256.77   |  |
| Desc: NOYES LN KINGSWOOD       |                          | Acct: 55-954-329-0000 | ELECTRICITY      |           |          |  |
| 82948328248MAR'25              | PROSPECT ST TEMP SERVICE | 0.00                  | \$133.26         | 0.00      | 133.26   |  |
| Desc: PROSPECT ST TEMP SERVICE |                          | Acct: 10-314-329-0000 | DPW -ELECTRICITY |           |          |  |
| 84443200005MAR'25              | WATERMAN HL              | 0.00                  | \$47.04          | 0.00      | 47.04    |  |
| Desc: WATERMAN HL              |                          | Acct: 10-314-329-0000 | DPW -ELECTRICITY |           |          |  |
| 84964606663MAR'25              | 45 HIGHLAND AVE WABA     | 0.00                  | \$8,330.67       | 0.00      | 8,330.67 |  |
| Desc: 45 HIGHLAND AVE WABA     |                          | Acct: 10-530-329-0000 | PR -ELECTRICITY  |           |          |  |
| 87303200007MAR'25              | QUECHEE HARTLAND RD      | 154.30                | \$154.30         | 0.00      | 154.30   |  |
| Desc: QUECHEE HARTLAND RD      |                          | Acct: 65-964-329-0000 | ELECTRICITY      |           |          |  |
| 87833000000MAR'25              | MAPLE ST TRAFFIC LGT     | 0.00                  | \$85.64          | 0.00      | 85.64    |  |
| Desc: MAPLE ST TRAFFIC LGT     |                          | Acct: 10-314-329-0000 | DPW -ELECTRICITY |           |          |  |
| 91624000005MAR'25              | SOLID WASTE ADMIN        | 45.70                 | \$45.70          | 0.00      | 45.70    |  |
| Desc: SOLID WASTE ADMIN        |                          | Acct: 30-971-329-0000 | ELECTRICITY      |           |          |  |



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|---------------------|--------------------------------|-----------------------|------------------------|-----------|-----------|--|
| Vendor ID           | Vendor Name                    | Payee Name            | Check Date             | Check No. |           |  |
| Detail: Invoice No. | Invoice Description            | Cross Fund            | Invoice Amt            | Disc. Amt | Net Amt.  |  |
| 92124869873MAR'25   | 43 HIGHLAND AVE - POOL         | 0.00                  | \$27.46                | 0.00      | 27.46     |  |
|                     | Desc: 43 HIGHLAND AVE - POOL   | Acct: 10-530-329-0000 | PR -ELECTRICITY        |           |           |  |
| 97303200006MAR'25   | NOYES LN PUMP                  | 121.77                | \$121.77               | 0.00      | 121.77    |  |
|                     | Desc: NOYES LN PUMP            | Acct: 65-964-329-0000 | ELECTRICITY            |           |           |  |
| 01013200009MAR'25   | 1299 QUECHEE MAIN ST           | 234.55                | \$234.55               | 0.00      | 234.55    |  |
|                     | Desc: 1299 QUECHEE MAIN ST     | Acct: 65-964-329-0000 | ELECTRICITY            |           |           |  |
| 02624000002MAR'25   | SOLID WASTE FACILITY           | 272.85                | \$272.85               | 0.00      | 272.85    |  |
|                     | Desc: SOLID WASTE FACILITY     | Acct: 30-971-329-0000 | ELECTRICITY            |           |           |  |
| 04013200003MAR'25   | BENTLY RD PUMP                 | 101.93                | \$101.93               | 0.00      | 101.93    |  |
|                     | Desc: BENTLY RD PUMP           | Acct: 65-964-329-0000 | ELECTRICITY            |           |           |  |
| 08303200003MAR'25   | DEWEY FAMILY RD                | 64.31                 | \$64.31                | 0.00      | 64.31     |  |
|                     | Desc: DEWEY FAMILY RD          | Acct: 65-964-329-0000 | ELECTRICITY            |           |           |  |
| 09732000006MAR'25   | 319 LATHAM WORKS               | 13,313.90             | \$13,313.90            | 0.00      | 13,313.90 |  |
|                     | Desc: 319 LATHAM WORKS         | Acct: 60-961-329-0000 | ELECTRICITY            |           |           |  |
| 11013200008MAR'25   | HENDEE WAY                     | 72.94                 | \$72.94                | 0.00      | 72.94     |  |
|                     | Desc: HENDEE WAY               | Acct: 65-964-329-0000 | ELECTRICITY            |           |           |  |
| 13414587553MAR'25   | 120 LESLE DR PAV A             | 0.00                  | \$115.46               | 0.00      | 115.46    |  |
|                     | Desc: 120 LESLE DR PAV A       | Acct: 10-528-329-0000 | PR -ELECTRICITY        |           |           |  |
| 13833000006MAR'25   | LYMAN POINT PARK               | 0.00                  | \$39.78                | 0.00      | 39.78     |  |
|                     | Desc: LYMAN POINT PARK         | Acct: 10-521-329-0000 | PR -ELECTRICITY        |           |           |  |
| 15631100003MAR'25   | 173 AIRPORT RD                 | 0.00                  | \$1,029.51             | 0.00      | 1,029.51  |  |
|                     | Desc: 173 AIRPORT RD           | Acct: 10-321-329-0000 | DPW -ELECTRICITY       |           |           |  |
| 18303200002MAR'25   | 142 IZZO PL                    | 2,060.44              | \$2,060.44             | 0.00      | 2,060.44  |  |
|                     | Desc: 142 IZZO PL              | Acct: 65-963-329-0000 | ELECTRICITY            |           |           |  |
| 21257439196MAR'25   | 1774 HILLSIDE RD TOWER         | 0.00                  | \$265.42               | 0.00      | 265.42    |  |
|                     | Desc: 1774 HILLSIDE RD TOWER   | Acct: 10-221-329-0000 | HFD -ELECTRICITY       |           |           |  |
| 23490000009MAR'25   | 200 CRANBERRY LN               | 5,326.58              | \$5,326.58             | 0.00      | 5,326.58  |  |
|                     | Desc: 200 CRANBERRY LN         | Acct: 50-952-329-0000 | ELECTRICITY            |           |           |  |
| 23833000005MAR'25   | ROUTE 5 HIGHLAND AVE           | 0.00                  | \$108.19               | 0.00      | 108.19    |  |
|                     | Desc: ROUTE 5 HIGHLAND AVE     | Acct: 10-314-329-0000 | DPW -ELECTRICITY       |           |           |  |
| 27333200007MAR'25   | ALDEN PARTRIDGE RD             | 71.48                 | \$71.48                | 0.00      | 71.48     |  |
|                     | Desc: ALDEN PARTRIDGE RD       | Acct: 65-964-329-0000 | ELECTRICITY            |           |           |  |
| 27762000001MAR'25   | 262 N MAIN SENIOR CTR          | 0.00                  | \$1,551.03             | 0.00      | 1,551.03  |  |
|                     | Desc: 262 N MAIN SENIOR CTR    | Acct: 10-421-329-0000 | SEN -ELECTRICITY / GAS |           |           |  |
| 28933000003MAR'25   | MAPLE ST SEWER PUMP            | 254.88                | \$254.88               | 0.00      | 254.88    |  |
|                     | Desc: MAPLE ST SEWER PUMP      | Acct: 60-964-329-0000 | ELECTRICITY            |           |           |  |
| 33833000004MAR'25   | MAXFIELD PUMP STA              | 134.14                | \$134.14               | 0.00      | 134.14    |  |
|                     | Desc: MAXFIELD PUMP STA        | Acct: 60-964-329-0000 | ELECTRICITY            |           |           |  |
| 38035000009MAR'25   | OLCOTT COMMERCE PARK           | 293.01                | \$293.01               | 0.00      | 293.01    |  |
|                     | Desc: OLCOTT COMMERCE PARK     | Acct: 60-964-329-0000 | ELECTRICITY            |           |           |  |
| 39135140109MAR'25   | 120 LESLE DR PAVILLION C       | 0.00                  | \$25.96                | 0.00      | 25.96     |  |
|                     | Desc: 120 LESLE DR PAVILLION C | Acct: 10-528-329-0000 | PR -ELECTRICITY        |           |           |  |
| 39424000006MAR'25   | PUBLIC SAFETY BLDG             | 0.00                  | \$1,712.25             | 0.00      | 1,712.25  |  |
|                     | Desc: PUBLIC SAFETY BLDG       | Acct: 10-221-329-0000 | HFD -ELECTRICITY       |           |           |  |
|                     | Desc: PUBLIC SAFETY BLDG       | Acct: 10-211-329-0000 | HPD -ELECTRICITY       |           |           |  |
|                     | Desc: PUBLIC SAFETY BLDG       | Acct: 10-271-329-0000 | DISP -ELECTRICITY      |           |           |  |
| 41082200001MAR'25   | 291 SUGAR HILL LN              | 419.76                | \$419.76               | 0.00      | 419.76    |  |
|                     | Desc: 291 SUGAR HILL LN        | Acct: 55-954-329-0000 | ELECTRICITY            |           |           |  |

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|----------------|------------------------------------|---------------------------------|--------------------------------|----------------------------------|------------|--------------|
| Vendor ID      | Vendor Name                        |                                 |                                |                                  |            |              |
| <b>Detail:</b> | Invoice No.                        | Invoice Description             | Cross Fund                     | Invoice Amt                      | Disc. Amt  | Net Amt.     |
|                |                                    |                                 |                                |                                  |            |              |
|                | 43382200004MAR'25                  | EASTMAN HILL PUMP               | 321.88                         | \$321.88                         | 0.00       | 321.88       |
|                | Desc:                              | EASTMAN HILL PUMP               | Acct: 55-954-329-0000          | ELECTRICITY                      |            |              |
|                | Vendor Total:                      |                                 |                                | 47,967.78                        | 0.00       | 47,967.78    |
| 020223         | G. STONE COMMERCIAL DIVISION LLC   |                                 |                                |                                  | 3/28/2025  | 94560        |
|                | 96774                              | Cutting Edge for Excavator      | 0.00                           | \$380.40                         | 0.00       | 380.40       |
|                | Desc:                              | Cutting Edge for Excavator      | Acct: 10-321-321-0000          | DPW -REPAIRS & MAINT-VEHICLES    |            |              |
|                | 96977                              | Filters, Antifreeze, Thermostat | 594.18                         | \$594.18                         | 0.00       | 594.18       |
|                | Desc:                              | Filters, Antifreeze, Thermostat | Acct: 50-954-321-0000          | REPAIRS & MAINT-VEHICLES         |            |              |
|                | Vendor Total:                      |                                 |                                | 974.58                           | 0.00       | 974.58       |
| 021500         | HARTFORD SCHOOL, TOWN OF           |                                 | TOWN OF HARTFORD SCHOOL        |                                  | 3/28/2025  | 94561        |
|                | 2025 TAXES#5                       | FYE 2025 TAXES PMNT#5 - APR'25  | 0.00                           | \$4,000,000.00                   | 0.00       | 4,000,000.00 |
|                | Desc:                              | FYE 2025 TAXES PMNT#5 - APR'25  | Acct: 10-015-100-0100          | DUE TO SCHOOL DISTRICT - TAXES   |            |              |
|                | Vendor Total:                      |                                 |                                | 4,000,000.00                     | 0.00       | 4,000,000.00 |
| 022400         | HERRIN, RANDY                      |                                 | RANDALL HERRIN                 |                                  | 3/28/2025  | 94562        |
|                | APR'25                             | RET REIMB APR 25                | 229.17                         | \$229.17                         | 0.00       | 229.17       |
|                | Desc:                              | Ret reimb Apr 25                | Acct: 60-961-418-0100          | RETIREE HEALTH INSURANCE         |            |              |
|                | Vendor Total:                      |                                 |                                | 229.17                           | 0.00       | 229.17       |
| 022630         | HIGH COUNTRY ALUMINUM PRODUCTS, LL |                                 | HIGH COUNTRY ALUMINUM PRODUCTS |                                  | 3/28/2025  | 94563        |
|                | 18499                              | FORESTRY                        | 0.00                           | \$120.00                         | 0.00       | 120.00       |
|                | Desc:                              | FORESTRY                        | Acct: 10-221-321-0000          | HFD -REPAIRS & MAINT-VEHICLES    |            |              |
|                | Vendor Total:                      |                                 |                                | 120.00                           | 0.00       | 120.00       |
| 023303         | HUNGERFORD & TERRY, INC.           |                                 | HUNGERFORD & TERRY, INC.       |                                  | 3/28/2025  | 94564        |
|                | RS06461-IN                         | GASKETS FOR WATER FILTERS       | 135.00                         | \$135.00                         | 0.00       | 135.00       |
|                | Desc:                              | GASKETS FOR WATER FILTERS       | Acct: 50-952-323-0000          | MATERIAL & SUPPLIES              |            |              |
|                | Vendor Total:                      |                                 |                                | 135.00                           | 0.00       | 135.00       |
| 023473         | INGRAM LIBRARY SERVICES LLC        |                                 |                                |                                  | 3/28/2025  | 94565        |
|                | 87213220                           | BOOKS                           | 0.00                           | \$17.47                          | 0.00       | 17.47        |
|                | Desc:                              | BOOKS                           | Acct: 10-712-316-0500          | LIB -APPROP - W. HARTFORD LIBRAF |            |              |
|                | 87141104                           | BOOKS                           | 0.00                           | \$359.44                         | 0.00       | 359.44       |
|                | Desc:                              | BOOKS                           | Acct: 10-712-316-0500          | LIB -APPROP - W. HARTFORD LIBRAF |            |              |
|                | 87109490                           | BOOKS                           | 0.00                           | \$15.55                          | 0.00       | 15.55        |
|                | Desc:                              | BOOKS                           | Acct: 10-712-316-0500          | LIB -APPROP - W. HARTFORD LIBRAF |            |              |
|                | 87109491                           | BOOKS                           | 0.00                           | \$20.19                          | 0.00       | 20.19        |
|                | Desc:                              | BOOKS                           | Acct: 10-712-316-0500          | LIB -APPROP - W. HARTFORD LIBRAF |            |              |
|                | 87158800                           | BOOKS                           | 0.00                           | \$22.94                          | 0.00       | 22.94        |
|                | Desc:                              | BOOKS                           | Acct: 10-712-316-0500          | LIB -APPROP - W. HARTFORD LIBRAF |            |              |
|                | 87158801                           | BOOKS                           | 0.00                           | \$54.67                          | 0.00       | 54.67        |
|                | Desc:                              | BOOKS                           | Acct: 10-712-316-0500          | LIB -APPROP - W. HARTFORD LIBRAF |            |              |
|                | 87213219                           | BOOKS                           | 0.00                           | \$38.78                          | 0.00       | 38.78        |
|                | Desc:                              | BOOKS                           | Acct: 10-712-316-0500          | LIB -APPROP - W. HARTFORD LIBRAF |            |              |
|                | 87213221                           | BOOKS                           | 0.00                           | \$25.02                          | 0.00       | 25.02        |
|                | Desc:                              | BOOKS                           | Acct: 10-712-316-0500          | LIB -APPROP - W. HARTFORD LIBRAF |            |              |

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| Vendor ID     | Vendor Name                  |                                      | Payee Name                |                               | Check Date | Check No. |
| Detail:       | Invoice No.                  | Invoice Description                  | Cross Fund                | Invoice Amt                   | Disc. Amt  | Net Amt.  |
|               |                              |                                      |                           |                               |            |           |
| Vendor Total: |                              |                                      |                           | 554.06                        | 0.00       | 554.06    |
| 024670        | JEROME, AMY                  |                                      | AMY JEROME                |                               | 3/28/2025  | 94566     |
|               | 03.26.2025                   | GYM MEMBERSHIP MAR'25-MAR'26         | 0.00                      | \$370.00                      | 0.00       | 370.00    |
|               | Desc:                        | GYM MEMBERSHIP                       | Acct: 10-221-318-0000     | HFD -CONTRACTED SERVICES      |            |           |
| Vendor Total: |                              |                                      |                           | 370.00                        | 0.00       | 370.00    |
| 025175        | SANEL NAPA WEST LEBANON      |                                      | SANEL NAPA - WEST LEBANON |                               | 3/28/2025  | 94567     |
|               | 197944                       | E3 PARTS                             | 0.00                      | \$8.48                        | 0.00       | 8.48      |
|               | Desc:                        | E3                                   | Acct: 10-221-321-0000     | HFD -REPAIRS & MAINT-VEHICLES |            |           |
| Vendor Total: |                              |                                      |                           | 8.48                          | 0.00       | 8.48      |
| 025715        | KEY CHEVROLET OF WHITE RIVER |                                      |                           |                               | 3/28/2025  | 94568     |
|               | 10456                        | H-10 SERVICE                         | 0.00                      | \$292.90                      | 0.00       | 292.90    |
|               | Desc:                        | H-10 SERVICE                         | Acct: 10-321-321-0000     | DPW -REPAIRS & MAINT-VEHICLES |            |           |
|               | 51444                        | CHEVY SILVERADO SERVICE              | 107.45                    | \$107.45                      | 0.00       | 107.45    |
|               | Desc:                        | CHEVY SILVERADO SERVICE              | Acct: 50-954-318-0000     | CONTRACTED SERVICES           |            |           |
|               | 51857                        | H-10 SERVICE                         | 0.00                      | \$199.95                      | 0.00       | 199.95    |
|               | Desc:                        | H-10 SERVICE                         | Acct: 10-321-318-0000     | DPW -CONTRACTED SERVICES      |            |           |
| Vendor Total: |                              |                                      |                           | 600.30                        | 0.00       | 600.30    |
| 027402        | LEBANON, CITY OF             |                                      | CITY OF LEBANON           |                               | 3/28/2025  | 94569     |
|               | JAN'25                       | Tipping Fees_01/14/25 - 01/21/25     | 3,194.85                  | \$3,194.85                    | 0.00       | 3,194.85  |
|               | Desc:                        | Tipping Fees_01/14/25 - 01/21/25     | Acct: 30-974-318-0000     | CONTRACTED SERVICES           |            |           |
| Vendor Total: |                              |                                      |                           | 3,194.85                      | 0.00       | 3,194.85  |
| 027750        | DEAD RIVER COMPANY           |                                      | DEAD RIVER COMPANY        |                               | 3/28/2025  | 94570     |
|               | 4935943,50106                | PROPANE 96GAL@\$1.5075 275DEPOT ST   | 146.64                    | \$146.64                      | 0.00       | 146.64    |
|               | Desc:                        | PROPANE 96GAL@\$1.5075 275DEPOT ST   | Acct: 60-962-327-0000     | BUILDING HEAT                 |            |           |
|               | 4333626,24597                | #2OIL 1168.6G@\$2.818 PUBLIC SAFETY  | 0.00                      | \$3,328.29                    | 0.00       | 3,328.29  |
|               | Desc:                        | #2OIL 1168.6G@\$2.818 PUBLIC SAFETY  | Acct: 10-221-327-0000     | HFD -BUILDING HEAT            |            |           |
|               | Desc:                        | #2OIL 1168.6G@\$2.818 PUBLIC SAFETY  | Acct: 10-211-327-0000     | HPD -BUILDING HEAT            |            |           |
|               | Desc:                        | #2OIL 1168.6G@\$2.818 PUBLIC SAFETY  | Acct: 10-271-327-0000     | DISP -Building - Heat         |            |           |
|               | 4935943,19880                | PROPANE 1721.10G@\$1.5075 WABA       | 0.00                      | \$2,628.98                    | 0.00       | 2,628.98  |
|               | Desc:                        | PROPANE 1721.10G@\$1.5075 WABA       | Acct: 10-530-327-0000     | PR -BUILDING HEAT             |            |           |
|               | 4935943,24751                | PROPANE 144.6G@\$1.5075 262 NORTH MA | 0.00                      | \$220.87                      | 0.00       | 220.87    |
|               | Desc:                        | PROPANE 144.6G@\$1.5075 262 NORTH MA | Acct: 10-421-329-0000     | SEN -ELECTRICITY / GAS        |            |           |
|               | 4935943,34689                | HEAT STATION 2 SVC CALL              | 0.00                      | \$219.20                      | 0.00       | 219.20    |
|               | Desc:                        | HEAT STATION 2                       | Acct: 10-221-327-0000     | HFD -BUILDING HEAT            |            |           |
|               | 4935943,66263                | PROPANE 1000G@\$1.5075 200 CRANBERR  | 1,527.50                  | \$1,527.50                    | 0.00       | 1,527.50  |
|               | Desc:                        | PROPANE 1000G@\$1.5075 200 CRANBERR  | Acct: 50-952-327-0000     | BUILDING HEAT                 |            |           |
| Vendor Total: |                              |                                      |                           | 8,071.48                      | 0.00       | 8,071.48  |
| 027849        | LEWIS, WILLIAM J.            |                                      | WILLIAM J. LEWIS          |                               | 3/28/2025  | 94571     |
|               | APR'25                       | Ret sp reimb Apr 25                  | 0.00                      | \$932.82                      | 0.00       | 932.82    |
|               | Desc:                        | Ret sp reimb Apr 25                  | Acct: 10-221-418-0100     | HFD -RETIREE HEALTH INSURANCE |            |           |
|               | MAR'25                       | RET SP REIMB MAR 2025                | 0.00                      | \$932.82                      | 0.00       | 932.82    |
|               | Desc:                        | Ret sp reimb Mar 2025                | Acct: 10-221-418-0100     | HFD -RETIREE HEALTH INSURANCE |            |           |

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|---------------------|-------------------------------------|-------------------------|---------------------------------|-----------|----------|
| Vendor ID           | Vendor Name                         |                         |                                 |           |          |
| Detail: Invoice No. | Invoice Description                 | Cross Fund              | Invoice Amt                     | Disc. Amt | Net Amt. |
|                     |                                     |                         |                                 |           |          |
| Vendor Total:       |                                     |                         | 1,865.64                        | 0.00      | 1,865.64 |
| 028024              | LIFTOFF, LLC                        |                         | 3/28/2025                       |           | 94572    |
| 7934Add26           | OFFICE 365 LICENSES                 | 0.00                    | \$552.00                        | 0.00      | 552.00   |
| Desc:               | OFFICE 365 LICENSES                 | Acct: 10-622-318-0000   | PDZ -CONTRACTED SERVICES        |           |          |
| Desc:               | OFFICE 365 LICENSES                 | Acct: 10-325-320-0000   | DPW -EQUIPMENT OPER/MAINT - OFI |           |          |
| Vendor Total:       |                                     |                         | 552.00                          | 0.00      | 552.00   |
| 028848              | MADISON NATIONAL LIFE INSURANCE CO, |                         | 3/28/2025                       |           | 94573    |
| APR'25              | LIFE INSURANCE APR 2025             | 291.82                  | \$2,766.77                      | 0.00      | 2,766.77 |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-121-240-0000   | TM -LIFE INSURANCE              |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-151-240-0000   | TC -LIFE INSURANCE              |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-171-240-0000   | FIN -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-174-240-0000   | ASE -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-175-240-0000   | DEL -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-181-240-0000   | IT -LIFE INSURANCE              |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-211-240-0000   | HPD -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-221-240-0000   | HFD -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-271-240-0000   | DISP -LIFE INSURANCE            |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-312-240-0000   | DPW -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-325-240-0000   | DPW -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-511-240-0000   | PR -LIFE INSURANCE              |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-514-240-0000   | PR -LIFE INSURANCE              |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-530-240-0000   | PR -LIFE INSURANCE              |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-621-240-0000   | PDZ -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 10-622-240-0000   | PDZ -LIFE INSURANCE             |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 30-974-240-0000   | LIFE INSURANCE                  |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 30-975-240-0000   | LIFE INSURANCE                  |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 50-954-240-0000   | LIFE INSURANCE                  |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 50-955-240-0000   | LIFE INSURANCE                  |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 55-955-240-0000   | LIFE INSURANCE                  |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 60-961-240-0000   | LIFE INSURANCE                  |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 60-965-240-0000   | LIFE INSURANCE                  |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 65-963-240-0000   | LIFE INSURANCE                  |           |          |
| Desc:               | LIFE iNSURANCE - APRIL 2025         | Acct: 65-965-240-0000   | LIFE INSURANCE                  |           |          |
| Vendor Total:       |                                     |                         | 2,766.77                        | 0.00      | 2,766.77 |
| 029745              | DARTMOUTH HITCHCOCK                 | DARTMOUTH HITCHCOCK     | 3/28/2025                       |           | 94574    |
| 03.05.25            | 3-3-25 & 3-4-25 REFRESHER EMT       | 0.00                    | \$3,750.00                      | 0.00      | 3,750.00 |
| Desc:               | 3-3-25 & 3-4-25 REFRESHER EMT       | Acct: 10-221-331-0000   | HFD -DEPARTMENT EQUIPMENT       |           |          |
| Vendor Total:       |                                     |                         | 3,750.00                        | 0.00      | 3,750.00 |
| 029746              | DARTMOUTH-HITCHCOCK                 | DARTMOUTH - HITCHCOCK   | 3/28/2025                       |           | 94575    |
| 70000551,234084996  | PRE EMPLOYMENT TESTING              | 140.00                  | \$280.00                        | 0.00      | 280.00   |
| Desc:               | PRE EMPLOYMENT TESTING              | Acct: 50-955-315-0000   | RECRUITMENT & TRAINING          |           |          |
| Desc:               | PRE EMPLOYMENT TESTING              | Acct: 10-622-315-0000   | PDZ -RECRUITMENT & TRAINING     |           |          |
| Vendor Total:       |                                     |                         | 280.00                          | 0.00      | 280.00   |
| 029815              | MASON, W.B. COMPANY, INC            | W.B. MASON COMPANY, INC | 3/28/2025                       |           | 94576    |

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|----------------------------------|---------------------------------|--------------------------|------------|--------------------------------|------------|------------|
| Vendor ID                        | Vendor Name                     |                          | Payee Name |                                | Check Date | Check No.  |
| <b>Detail:</b> Invoice No.       | Invoice Description             |                          | Cross Fund | Invoice Amt                    | Disc. Amt  | Net Amt.   |
|                                  |                                 |                          |            |                                |            |            |
| 253095949                        | OFFICE SUPPLIES                 |                          | 0.00       | \$65.94                        | 0.00       | 65.94      |
| Desc: OFFICE SUPPLIES            |                                 | Acct: 10-171-323-0000    |            | FIN -MATERIAL & SUPPLIES       |            |            |
| 253152381                        | OFFICE SUPPLIES                 |                          | 0.00       | \$18.30                        | 0.00       | 18.30      |
| Desc: OFFICE SUPPLIES            |                                 | Acct: 10-121-323-0000    |            | TM -MATERIAL & SUPPLIES        |            |            |
| 253166836                        | WATER COOLER RENTAL             |                          | 14.82      | \$14.82                        | 0.00       | 14.82      |
| Desc: WATER COOLER RENTAL        |                                 | Acct: 30-971-328-0000    |            | WATER                          |            |            |
| Desc: WATER COOLER RENTAL        |                                 | Acct: 30-974-328-0000    |            | WATER                          |            |            |
| 252974707                        | 10000 WINDOW ENVELOPES          |                          | 692.27     | \$692.27                       | 0.00       | 692.27     |
| Desc: 10000 WINDOW ENVELOPES     |                                 | Acct: 50-955-323-0000    |            | MATERIAL & SUPPLIES            |            |            |
| Desc: 10000 WINDOW ENVELOPES     |                                 | Acct: 55-955-323-0000    |            | MATERIALS & SUPPLIES           |            |            |
| Desc: 10000 WINDOW ENVELOPES     |                                 | Acct: 60-965-323-0000    |            | MATERIAL & SUPPLIES            |            |            |
| Desc: 10000 WINDOW ENVELOPES     |                                 | Acct: 65-965-323-0000    |            | MATERIALS & SUPPLIES           |            |            |
| Vendor Total:                    |                                 |                          |            | 791.33                         | 0.00       | 791.33     |
| 029886                           | MAYFIELD, WILLIAM BRETT         | WILLIAM BRETT MAYFIELD   |            |                                | 3/28/2025  | 94577      |
| 03.24.2025                       | KARATE PROGRAM                  |                          | 0.00       | \$432.00                       | 0.00       | 432.00     |
| Desc: KARATE PROGRAM             |                                 | Acct: 10-514-318-0000    |            | PR -CONTRACTED SERVICES        |            |            |
| Vendor Total:                    |                                 |                          |            | 432.00                         | 0.00       | 432.00     |
| 030250                           | MCNALL, KAREN                   | KAREN MCNALL             |            |                                | 3/28/2025  | 94578      |
| 2025-3                           | CARD MAKING CLASS               |                          | 0.00       | \$201.60                       | 0.00       | 201.60     |
| Desc: CARD MAKING CLASS 01.29.25 |                                 | Acct: 10-515-318-0000    |            | PR -CONTRACTED SERVICES        |            |            |
| Desc: CARD MAKING CLASS 02.26.25 |                                 | Acct: 10-515-318-0000    |            | PR -CONTRACTED SERVICES        |            |            |
| Vendor Total:                    |                                 |                          |            | 201.60                         | 0.00       | 201.60     |
| 031622                           | MOODY, BRYCE A                  | BRYCE A MOODY            |            |                                | 3/28/2025  | 94579      |
| 03.25.25                         | GAS TO TRAINING 03.14.25        |                          | 0.00       | \$15.07                        | 0.00       | 15.07      |
| Desc: GAS TO TRAINING            |                                 | Acct: 10-211-319-0000    |            | HPD -EQUIPMENT OPERATION-GAS   |            |            |
| Vendor Total:                    |                                 |                          |            | 15.07                          | 0.00       | 15.07      |
| 031875                           | MOTOROLA SOLUTIONS, INC         |                          |            |                                | 3/28/2025  | 94580      |
| 1187141901                       | S2 NETWORK SUPPORT              |                          | 0.00       | \$5,560.06                     | 0.00       | 5,560.06   |
| Desc: S2 NETWORK SUPPORT         |                                 | Acct: 10-181-318-0100    |            | IT -CONTRACTED SERVICES - MANA |            |            |
| Vendor Total:                    |                                 |                          |            | 5,560.06                       | 0.00       | 5,560.06   |
| 031955                           | MES SERVICE COMPANY, LLC        | MES SERVICE COMPANY, LLC |            |                                | 3/28/2025  | 94581      |
| IN2217403                        | SCBA FLOW TEST/REPAIRS          |                          | 0.00       | \$940.13                       | 0.00       | 940.13     |
| Desc: SCBA FLOW TEST/REPAIRS     |                                 | Acct: 10-221-331-0100    |            | HFD -FIRE SUPPRESSION EQUIPMEN |            |            |
| IN2196010                        | DUTY BOOTS                      |                          | 0.00       | \$148.06                       | 0.00       | 148.06     |
| Desc: DUTY BOOTS                 |                                 | Acct: 10-221-326-0000    |            | HFD -PURCHASE/RENTAL UNIFORMS  |            |            |
| Vendor Total:                    |                                 |                          |            | 1,088.19                       | 0.00       | 1,088.19   |
| 032106                           | MVP HEALTH CARE, INC - UNDER 65 | MVP HEALTH CARE, INC     |            |                                | 3/28/2025  | 94582      |
| APR'25                           | MVP APRIL 2025                  |                          | 27,792.55  | \$193,165.52                   | 0.00       | 193,165.52 |
| Desc: MVP APRIL 2025 BILL        |                                 | Acct: 10-121-220-0000    |            | TM -HEALTH INSURANCE           |            |            |
| Desc: MVP APRIL 2025 BILL        |                                 | Acct: 10-151-220-0000    |            | TC -HEALTH INSURANCE           |            |            |
| Desc: MVP APRIL 2025 BILL        |                                 | Acct: 10-171-220-0000    |            | FIN -HEALTH INSURANCE          |            |            |
| Desc: MVP APRIL 2025 BILL        |                                 | Acct: 10-171-418-0100    |            | FIN -RETIREE HEALTH INSURANCE  |            |            |



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|---------------------|---------------------------------------|-----------------------|-------------------------------|-----------|------------|--|
| Vendor ID           | Vendor Name                           | Payee Name            | Check Date                    | Check No. |            |  |
| Detail: Invoice No. | Invoice Description                   | Cross Fund            | Invoice Amt                   | Disc. Amt | Net Amt.   |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-174-220-0000 | ASE -HEALTH INSURANCE         |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-181-220-0000 | IT -HEALTH INSURANCE          |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-211-220-0000 | HPD -HEALTH INSURANCE         |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-211-418-0100 | HPD -RETIREE HEALTH INSURANCE |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-221-220-0000 | HFD -HEALTH INSURANCE         |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-211-418-0100 | HPD -RETIREE HEALTH INSURANCE |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-271-220-0000 | DISP -HEALTH INSURANCE        |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-325-418-0100 | DPW -RETIREE HEALTH INSURANCE |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-312-220-0000 | DPW -HEALTH INSURANCE         |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-325-220-0000 | DPW -HEALTH INSURANCE         |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-511-220-0000 | PR -HEALTH INSURANCE          |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-514-220-0000 | PR -HEALTH INSURANCE          |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-530-220-0000 | PR -HEALTH INSURANCE          |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-530-418-0100 | PR -RETIREE HEALTH INSURANCE  |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 10-622-220-0000 | PDZ -HEALTH INSURANCE         |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 30-975-220-0000 | HEALTH INSURANCE              |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 50-954-220-0000 | HEALTH INSURANCE              |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 50-955-220-0000 | HEALTH INSURANCE              |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 55-955-220-0000 | HEALTH INSURANCE              |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 60-961-220-0000 | HEALTH INSURANCE              |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 60-961-418-0100 | RETIREE HEALTH INSURANCE      |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 60-965-220-0000 | HEALTH INSURANCE              |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 65-963-220-0000 | HEALTH INSURANCE              |           |            |  |
|                     | Desc: MVP APRIL 2025 BILL             | Acct: 65-965-220-0000 | HEALTH INSURANCE              |           |            |  |
| Vendor Total:       |                                       |                       | 193,165.52                    | 0.00      | 193,165.52 |  |
| 034785              | NORTHEAST COMMUNITY SOLAR LLC         |                       | 3/28/2025                     |           | 94583      |  |
| 5042                | SOLLAR ARRAY - JAN'25                 | 894.83                | \$1,278.33                    | 0.00      | 1,278.33   |  |
|                     | Desc: SOLLAR ARRAY - JAN'25           | Acct: 10-321-329-0000 | DPW -ELECTRICITY              |           |            |  |
|                     | Desc: SOLLAR ARRAY - JAN'25           | Acct: 60-961-329-0000 | ELECTRICITY                   |           |            |  |
| 5014                | SOLLAR ARRAY - DEC'24                 | 894.83                | \$1,278.33                    | 0.00      | 1,278.33   |  |
|                     | Desc: SOLLAR ARRAY - DEC'24           | Acct: 10-321-329-0000 | DPW -ELECTRICITY              |           |            |  |
|                     | Desc: SOLLAR ARRAY - DEC'24           | Acct: 60-961-329-0000 | ELECTRICITY                   |           |            |  |
| 5077                | February 2025 solar electricity       | 894.83                | \$1,278.33                    | 0.00      | 1,278.33   |  |
|                     | Desc: February 2025 solar electricity | Acct: 10-321-329-0000 | DPW -ELECTRICITY              |           |            |  |
|                     | Desc: February 2025 solar electricity | Acct: 60-961-329-0000 | ELECTRICITY                   |           |            |  |
| Vendor Total:       |                                       |                       | 3,834.99                      | 0.00      | 3,834.99   |  |
| 034800              | NORTHEAST DELTA DENTAL                |                       | 3/28/2025                     |           | 94584      |  |
| APR'25              | DENTAL INS - April 2025               | 1,465.25              | \$10,256.26                   | 0.00      | 10,256.26  |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-121-230-0000 | TM -DENTAL                    |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-151-230-0000 | TC -DENTAL                    |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-171-230-0000 | FIN -DENTAL                   |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-174-230-0000 | ASE -DENTAL                   |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-175-230-0000 | DEL -DENTAL                   |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-181-230-0000 | IT -DENTAL                    |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-211-230-0000 | HPD -DENTAL                   |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-221-230-0000 | HFD -DENTAL                   |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-271-230-0000 | DISP -DENTAL                  |           |            |  |
|                     | Desc: DENTAL INS - April 2025         | Acct: 10-312-230-0000 | DPW -DENTAL                   |           |            |  |

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| Bank ID             | Bank Name                                 |  |                             |                               |           |           |
|---------------------|-------------------------------------------|--|-----------------------------|-------------------------------|-----------|-----------|
| Vendor ID           | Vendor Name                               |  | Payee Name                  | Check Date                    | Check No. |           |
| Detail: Invoice No. | Invoice Description                       |  | Cross Fund                  | Invoice Amt                   | Disc. Amt | Net Amt.  |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 10-325-230-0000       | DPW -DENTAL                   |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 10-511-230-0000       | PR -DENTAL                    |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 10-514-230-0000       | PR -DENTAL                    |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 10-530-230-0000       | PR -DENTAL                    |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 10-621-230-0000       | PDZ -DENTAL                   |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 10-622-230-0000       | PDZ -DENTAL                   |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 30-975-230-0000       | DENTAL                        |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 50-954-230-0000       | DENTAL                        |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 50-955-230-0000       | DENTAL                        |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 55-955-230-0000       | DENTAL                        |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 60-961-230-0000       | DENTAL                        |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 60-965-230-0000       | DENTAL                        |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 65-963-230-0000       | DENTAL                        |           |           |
|                     | Desc: DENTAL INS - April 2025             |  | Acct: 65-965-230-0000       | DENTAL                        |           |           |
|                     | Vendor Total:                             |  |                             | 10,256.26                     | 0.00      | 10,256.26 |
| 034925              | NORTHEAST RESOURCE RECOVERY ASSC          |  |                             | 3/28/2025                     |           | 94585     |
| 142038              | FREON UNITS                               |  | 457.25                      | \$457.25                      | 0.00      | 457.25    |
|                     | Desc: FREON UNITS                         |  | Acct: 30-971-318-0000       | CONTRACTED SERVICES           |           |           |
| 142174              | GLASS - PGA                               |  | 265.50                      | \$265.50                      | 0.00      | 265.50    |
|                     | Desc: GLASS - PGA                         |  | Acct: 30-971-318-0000       | CONTRACTED SERVICES           |           |           |
|                     | Vendor Total:                             |  |                             | 722.75                        | 0.00      | 722.75    |
| 036165              | OSBORN, MATTHEW                           |  | MATTHEW J. OSBORN           | 3/28/2025                     |           | 94586     |
| 10.15.2024          | REGISTRATION FEE - NNECAPA                |  | 0.00                        | \$272.00                      | 0.00      | 272.00    |
|                     | Desc: REGISTRATION FEE - NNECAPA          |  | Acct: 10-622-311-0000       | PDZ -TRAVEL & MEETINGS        |           |           |
|                     | Vendor Total:                             |  |                             | 272.00                        | 0.00      | 272.00    |
| 037450              | PIKE INDUSTRIES INC                       |  |                             | 3/28/2025                     |           | 94587     |
| 1315016             | CRUSHED STONE SUGARHOUSE RD               |  | 0.00                        | \$577.95                      | 0.00      | 577.95    |
|                     | Desc: 1-1/2" Crushed Stone Base_Sugarhous |  | Acct: 10-312-323-0000       | DPW -MATERIAL & SUPPLIES      |           |           |
| 1314623             | STONE                                     |  | 0.00                        | \$168.84                      | 0.00      | 168.84    |
|                     | Desc: General Roads                       |  | Acct: 10-312-323-0000       | DPW -MATERIAL & SUPPLIES      |           |           |
| 1314696             | STONE                                     |  | 0.00                        | \$509.76                      | 0.00      | 509.76    |
|                     | Desc: Taftsville River Road               |  | Acct: 10-312-323-0000       | DPW -MATERIAL & SUPPLIES      |           |           |
| 1315022             | CRUSHED STONE WOOD RD                     |  | 0.00                        | \$556.02                      | 0.00      | 556.02    |
|                     | Desc: 1-1/2" Crushed Stone Base_Wood Road |  | Acct: 10-312-323-0000       | DPW -MATERIAL & SUPPLIES      |           |           |
|                     | Vendor Total:                             |  |                             | 1,812.57                      | 0.00      | 1,812.57  |
| 037751              | PONZONI, JOAN                             |  | JOAN M. PONZONI             | 3/28/2025                     |           | 94588     |
| MAR'25              | RET REIMB MAR 2025                        |  | 317.16                      | \$396.45                      | 0.00      | 396.45    |
|                     | Desc: Ret reimb Mar 2025                  |  | Acct: 50-955-418-0100       | RETIREE HEALTH INSURANCE      |           |           |
|                     | Desc: Ret reimb Mar 2025                  |  | Acct: 60-965-418-0100       | RETIREE HEALTH INSURANCE      |           |           |
|                     | Desc: Ret reimb Mar 2025                  |  | Acct: 55-955-418-0100       | RETIREE HEALTH INSURANCE      |           |           |
|                     | Desc: Ret reimb Mar 2025                  |  | Acct: 65-965-418-0100       | RETIREE HEALTH INSURANCE      |           |           |
|                     | Desc: Ret reimb Mar 2025                  |  | Acct: 10-325-418-0100       | DPW -RETIREE HEALTH INSURANCE |           |           |
|                     | Vendor Total:                             |  |                             | 396.45                        | 0.00      | 396.45    |
| 039710              | REED TRUCK SERVICES INC                   |  | SG REED TRUCK SERVICES INC, | 3/28/2025                     |           | 94589     |

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|-------------------------------------------|-------------------------------------|-----------------------|------------|--------------------------------|------------|-----------|
| Vendor ID                                 | Vendor Name                         |                       | Payee Name |                                | Check Date | Check No. |
| <b>Detail:</b> Invoice No.                | Invoice Description                 |                       | Cross Fund | Invoice Amt                    | Disc. Amt  | Net Amt.  |
|                                           |                                     |                       |            |                                |            |           |
| CM28978                                   | CORE RETURN                         |                       | 0.00       | \$-1,423.64                    | 0.00       | -1,423.64 |
| Desc: Core Return                         |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| CM29108                                   | Camshaft Brake_H5                   |                       | 0.00       | \$-63.47                       | 0.00       | -63.47    |
| Desc: Camshaft Brake_H5                   |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| 29108                                     | Camshaft, Seal, Nut, Gasket, Repair |                       | 0.00       | \$258.39                       | 0.00       | 258.39    |
| Desc: Camshaft, Seal, Nut, Gasket, Repair |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| 29128                                     | Fuel Tank Cap N/Lock_H6             |                       | 0.00       | \$73.21                        | 0.00       | 73.21     |
| Desc: Fuel Tank Cap N/Lock_H6             |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| 28897                                     | Meritor Differential_H-7            |                       | 0.00       | \$5,543.51                     | 0.00       | 5,543.51  |
| Desc: Meritor Differential_H-7            |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| 28978                                     | PARTS H-7                           |                       | 0.00       | \$4,351.85                     | 0.00       | 4,351.85  |
| Desc: Differential & Core Deposit         |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| 29106                                     | PARTS H-1                           |                       | 0.00       | \$458.44                       | 0.00       | 458.44    |
| Desc: Module, Wiper (H-1)                 |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| 29116                                     | Bracket Chamber_H5                  |                       | 0.00       | \$142.80                       | 0.00       | 142.80    |
| Desc: Bracket Chamber_H5                  |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| CM28897                                   | Meritor Differential, Core Deposit_ |                       | 0.00       | \$-4,815.29                    | 0.00       | -4,815.29 |
| Desc: Meritor Differential, Core Deposit_ |                                     | Acct: 10-321-321-0000 |            | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
| Vendor Total:                             |                                     |                       |            | 4,525.80                       | 0.00       | 4,525.80  |
| 040000                                    | REYNOLDS AND SON INC                |                       |            |                                | 3/28/2025  | 94590     |
| 3451265                                   | PPE REPAIRS                         |                       | 0.00       | \$451.02                       | 0.00       | 451.02    |
| Desc: PPE REAIRS                          |                                     | Acct: 10-221-331-0100 |            | HFD -FIRE SUPPRESSION EQUIPMEN |            |           |
| Vendor Total:                             |                                     |                       |            | 451.02                         | 0.00       | 451.02    |
| 040375                                    | RICKER, ALLYN                       | ALLYN RICKER          |            |                                | 3/28/2025  | 94591     |
| MAR'25                                    | RET REIMB MAR 2025                  |                       | 0.00       | \$792.90                       | 0.00       | 792.90    |
| Desc: Ret reimb Mar 2025                  |                                     | Acct: 10-325-418-0100 |            | DPW -RETIREE HEALTH INSURANCE  |            |           |
| Vendor Total:                             |                                     |                       |            | 792.90                         | 0.00       | 792.90    |
| 040425                                    | RIESEBERG, HUNTER                   | RIESEBERG, HUNTER     |            |                                | 3/28/2025  | 94592     |
| APR'25                                    | RET REIMB APR 25                    |                       | 136.95     | \$391.27                       | 0.00       | 391.27    |
| Desc: Ret reimb Apr 25                    |                                     | Acct: 10-121-418-0100 |            | TM -RETIREE HEALTH INSURANCE   |            |           |
| Desc: Ret reimb Apr 25                    |                                     | Acct: 30-975-418-0100 |            | RETIREE HEALTH INSURANCE       |            |           |
| Desc: Ret reimb Apr 25                    |                                     | Acct: 50-955-418-0100 |            | RETIREE HEALTH INSURANCE       |            |           |
| Desc: Ret reimb Apr 25                    |                                     | Acct: 55-955-418-0100 |            | RETIREE HEALTH INSURANCE       |            |           |
| Desc: Ret reimb Apr 25                    |                                     | Acct: 60-965-418-0100 |            | RETIREE HEALTH INSURANCE       |            |           |
| Desc: Ret reimb Apr 25                    |                                     | Acct: 65-965-418-0100 |            | RETIREE HEALTH INSURANCE       |            |           |
| Vendor Total:                             |                                     |                       |            | 391.27                         | 0.00       | 391.27    |
| 040490                                    | RITLAND, THOMAS                     | THOMAS RITLAND        |            |                                | 3/28/2025  | 94593     |
| FEB-MAR'25                                | RETIREE HEALTH INS REIMBURSEMENT    |                       | 0.00       | \$1,585.80                     | 0.00       | 1,585.80  |
| Desc: Ret reimb sp Feb Mar 2025           |                                     | Acct: 10-221-418-0100 |            | HFD -RETIREE HEALTH INSURANCE  |            |           |
| Vendor Total:                             |                                     |                       |            | 1,585.80                       | 0.00       | 1,585.80  |
| 040751                                    | ROGERS, LARRY                       | LARRY ROGERS          |            |                                | 3/28/2025  | 94594     |
| APR'25                                    | RET REIMB APR 25                    |                       | 185.00     | \$185.00                       | 0.00       | 185.00    |
| Desc: Ret reimb Apr 25                    |                                     | Acct: 60-961-418-0100 |            | RETIREE HEALTH INSURANCE       |            |           |

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| Bank ID        | Bank Name                           |                                     | Payee Name              |                                | Check Date | Check No. |
|----------------|-------------------------------------|-------------------------------------|-------------------------|--------------------------------|------------|-----------|
| Vendor ID      | Vendor Name                         |                                     |                         |                                |            |           |
| <b>Detail:</b> | Invoice No.                         | Invoice Description                 | Cross Fund              | Invoice Amt                    | Disc. Amt  | Net Amt.  |
|                |                                     |                                     |                         |                                |            |           |
|                | DEC'24                              | REIMBURSEMENT                       | 119.70                  | \$119.70                       | 0.00       | 119.70    |
|                | Desc:                               | Ret reimb Dec 24                    | Acct: 60-961-418-0100   | RETIREE HEALTH INSURANCE       |            |           |
|                | Vendor Total:                       |                                     |                         | 304.70                         | 0.00       | 304.70    |
| 041450         | SABIL & SONS, INC                   |                                     | SABIL & SONS, INC       | 3/28/2025                      |            | 94595     |
|                | 47864                               | H-7 STRAP KIT                       | 0.00                    | \$15.46                        | 0.00       | 15.46     |
|                | Desc:                               | H-7 STRAP KIT                       | Acct: 10-321-321-0000   | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
|                | 47906                               | SURGE TANK CAP                      | 0.00                    | \$50.66                        | 0.00       | 50.66     |
|                | Desc:                               | SURGE TANK CAP                      | Acct: 10-321-321-0000   | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
|                | 47887                               | RETURNED PARTS                      | 0.00                    | \$-15.46                       | 0.00       | -15.46    |
|                | Desc:                               | RETURNED PARTS                      | Acct: 10-321-321-0000   | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
|                | 14591                               | Heavy Towing from West Hartford (H- | 0.00                    | \$1,286.75                     | 0.00       | 1,286.75  |
|                | Desc:                               | Heavy Towing from West Hartford (H- | Acct: 10-321-318-0000   | DPW -CONTRACTED SERVICES       |            |           |
|                | Vendor Total:                       |                                     |                         | 1,337.41                       | 0.00       | 1,337.41  |
| 041687         | SCHERBON CONSOLIDATED, INC          |                                     |                         | 3/28/2025                      |            | 94596     |
|                | 22125                               | Installed Flygt Elbow               | 3,989.02                | \$3,989.02                     | 0.00       | 3,989.02  |
|                | Desc:                               | Installed Flygt Elbow               | Acct: 60-964-318-0000   | CONTRACTED SERVICES            |            |           |
|                | Vendor Total:                       |                                     |                         | 3,989.02                       | 0.00       | 3,989.02  |
| 043190         | SOLOMITA, DANIEL                    |                                     | DANIEL SOLOMITA         | 3/28/2025                      |            | 94597     |
|                | 03.25.25                            | MEAL PER DIEM 03.24.25-03.25.25     | 0.00                    | \$32.00                        | 0.00       | 32.00     |
|                | Desc:                               | MEAL PER DIEM                       | Acct: 10-211-311-0000   | HPD -TRAVEL & MEETINGS         |            |           |
|                | Vendor Total:                       |                                     |                         | 32.00                          | 0.00       | 32.00     |
| 043215         | SOLUTIONS-II, INC                   |                                     |                         | 3/28/2025                      |            | 94598     |
|                | 65606                               | CISCO RENEWAL 2025                  | 0.00                    | \$575.84                       | 0.00       | 575.84    |
|                | Desc:                               | CISCO RENEWAL 2025                  | Acct: 10-181-318-0100   | IT -CONTRACTED SERVICES - MANA |            |           |
|                | Vendor Total:                       |                                     |                         | 575.84                         | 0.00       | 575.84    |
| 043315         | NATIONAL CENTER FOR SAFETY INITIATI |                                     |                         | 3/28/2025                      |            | 94599     |
|                | 54973                               | BACKGROUND CHECKS                   | 0.00                    | \$45.00                        | 0.00       | 45.00     |
|                | Desc:                               | BACKGROUND CHECKS                   | Acct: 10-121-323-0000   | TM -MATERIAL & SUPPLIES        |            |           |
|                | Vendor Total:                       |                                     |                         | 45.00                          | 0.00       | 45.00     |
| 043400         | MILTON CAT                          |                                     | SOUTHWORTH-MILTON, INC. | 3/28/2025                      |            | 94600     |
|                | INV3523452                          | PARTS                               | 0.00                    | \$320.75                       | 0.00       | 320.75    |
|                | Desc:                               | PARTS                               | Acct: 10-321-321-0000   | DPW -REPAIRS & MAINT-VEHICLES  |            |           |
|                | Vendor Total:                       |                                     |                         | 320.75                         | 0.00       | 320.75    |
| 043426         | FIRSTLIGHT FIBER                    |                                     | FIRSTLIGHT FIBER        | 3/28/2025                      |            | 94601     |
|                | 19605072                            | TELEPHONES FEB-MAR 2025             | 279.73                  | \$4,572.22                     | 0.00       | 4,572.22  |
|                | Desc:                               | Telephones FEB-MAR 2025             | Acct: 10-211-324-0000   | HPD -TELEPHONE                 |            |           |
|                | Desc:                               | Telephones FEB-MAR 2025             | Acct: 10-221-324-0000   | HFD -TELEPHONE                 |            |           |
|                | Desc:                               | Telephones FEB-MAR 2025             | Acct: 10-271-324-0000   | DISP -TELEPHONE                |            |           |
|                | Desc:                               | Telephones FEB-MAR 2025             | Acct: 10-121-324-0000   | TM -TELEPHONE                  |            |           |
|                | Desc:                               | Telephones FEB-MAR 2025             | Acct: 10-151-324-0000   | TC -TELEPHONE                  |            |           |
|                | Desc:                               | Telephones FEB-MAR 2025             | Acct: 10-171-324-0000   | FIN -TELEPHONE                 |            |           |

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|---------------------|-------------------------------------------|-----------------------|---------------------------------|-----------|----------|
| Vendor ID           | Vendor Name                               |                       |                                 |           |          |
| Detail: Invoice No. | Invoice Description                       | Cross Fund            | Invoice Amt                     | Disc. Amt | Net Amt. |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 10-174-324-0000 | ASE -TELEPHONE                  |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 10-181-324-0000 | IT -TELEPHONE                   |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 10-511-324-0000 | PR -TELEPHONE                   |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 10-622-324-0000 | PDZ -TELEPHONE                  |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 10-530-324-0000 | PR -Telephone                   |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 50-952-324-0000 | TELEPHONE                       |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 30-971-324-0000 | TELEPHONE                       |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 60-962-324-0000 | TELEPHONE                       |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 10-321-324-0000 | DPW -TELEPHONE                  |           |          |
|                     | Desc: Telephones FEB-MAR 2025             | Acct: 10-325-324-0000 | DPW -TELEPHONE                  |           |          |
|                     | Vendor Total:                             |                       | 4,572.22                        | 0.00      | 4,572.22 |
| 044204              | STEARNS SEPTIC SERVICE, LLC               |                       | 3/28/2025                       |           | 94602    |
| 9581031825          | Sludge Hauling & Grease Removal_HVT       | 1,884.00              | \$1,884.00                      | 0.00      | 1,884.00 |
|                     | Desc: Sludge Hauling & Grease Removal_HVT | Acct: 65-963-318-0000 | CONTRACTED SERVICES             |           |          |
| 10780021225         | Emergency Vac Service at WRJ Treatm       | 1,460.00              | \$1,460.00                      | 0.00      | 1,460.00 |
|                     | Desc: Emergency Vac Service at WRJ Treatm | Acct: 60-965-318-0000 | CONTRACTED SERVICES             |           |          |
| 8335280             | Vac Truck Services (2 Hours)_April        | 652.00                | \$652.00                        | 0.00      | 652.00   |
|                     | Desc: Vac Truck Services (2 Hours)_April  | Acct: 60-964-318-0000 | CONTRACTED SERVICES             |           |          |
|                     | Vendor Total:                             |                       | 3,996.00                        | 0.00      | 3,996.00 |
| 044940              | SYMBOL ARTS, LLC                          |                       | 3/28/2025                       |           | 94603    |
| 0524041             | POLICE OFFICER BADGE                      | 0.00                  | \$562.50                        | 0.00      | 562.50   |
|                     | Desc: POLICE OFFICER BADGE                | Acct: 10-211-326-0000 | HPD -PURCHASE UNIFORMS & CLEAI  |           |          |
|                     | Vendor Total:                             |                       | 562.50                          | 0.00      | 562.50   |
| 045484              | TELEPHONE & NETWORK TECHNOLOGIES          |                       | 3/28/2025                       |           | 94604    |
| 846071              | DESK PHONE & POWER SUPPLY                 | 0.00                  | \$140.00                        | 0.00      | 140.00   |
|                     | Desc: DESK PHONE & POWER SUPPLY           | Acct: 10-211-324-0000 | HPD -TELEPHONE                  |           |          |
|                     | Vendor Total:                             |                       | 140.00                          | 0.00      | 140.00   |
| 046000              | TI-SALES INC                              |                       | 3/28/2025                       |           | 94605    |
| INV0180652          | 1-1/2" Neptune T-10 Meter                 | 3,485.52              | \$3,485.52                      | 0.00      | 3,485.52 |
|                     | Desc: 1-1/2" Neptune T-10 Meter           | Acct: 50-954-321-0200 | REPAIRS & MAINT-MAINS & APPUR   |           |          |
|                     | Vendor Total:                             |                       | 3,485.52                        | 0.00      | 3,485.52 |
| 046035              | TMDE CALIBRATION LABS INC                 |                       | 3/28/2025                       |           | 94606    |
| 53264               | RADAR UNIT REPAIR                         | 0.00                  | \$350.00                        | 0.00      | 350.00   |
|                     | Desc: RADAR UNIT REPAIR                   | Acct: 10-211-320-0000 | HPD -EQUIP OPERATION/MAINT-OFFI |           |          |
|                     | Vendor Total:                             |                       | 350.00                          | 0.00      | 350.00   |
| 046951              | TWIN STATE GARAGE DOOR, LLC               |                       | 3/28/2025                       |           | 94607    |
| 20493               | Repair Garage Door_Highway Division       | 0.00                  | \$536.00                        | 0.00      | 536.00   |
|                     | Desc: Repair Garage Door_Highway Division | Acct: 10-321-321-0100 | DPW -REPAIRS & MAINT-BUILDING   |           |          |
|                     | Vendor Total:                             |                       | 536.00                          | 0.00      | 536.00   |
| 047190              | USABBLUEBOOK                              | USABBLUEBOOK          | 3/28/2025                       |           | 94608    |
| INV00647748         | BUFFER PACK                               | 215.02                | \$215.02                        | 0.00      | 215.02   |



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| Vendor ID                  | Vendor Name                               | Payee Name                        |                                | Check Date | Check No. |
| <b>Detail:</b> Invoice No. | Invoice Description                       | Cross Fund                        | Invoice Amt                    | Disc. Amt  | Net Amt.  |
|                            |                                           |                                   |                                |            |           |
|                            | Desc: BUFFER PACK                         | Acct: 65-963-323-0000             | MATERIALS & SUPPLIES           |            |           |
|                            | Vendor Total:                             |                                   | 215.02                         | 0.00       | 215.02    |
| 047797                     | HARTFORD AUTO                             |                                   |                                | 3/28/2025  | 94609     |
| 1412                       | Cutting Edge for W-502                    | 540.00                            | \$540.00                       | 0.00       | 540.00    |
|                            | Desc: Cutting Edge for W-502              | Acct: 50-954-321-0000             | REPAIRS & MAINT-VEHICLES       |            |           |
|                            | Vendor Total:                             |                                   | 540.00                         | 0.00       | 540.00    |
| 048185                     | VALLEY IMAGING & AWARDS                   |                                   |                                | 3/28/2025  | 94610     |
| 21824                      | 3 PLATE NAMES                             | 0.00                              | \$74.20                        | 0.00       | 74.20     |
|                            | Desc: 3 PLATE NAMES                       | Acct: 10-111-323-0000             | SB -MATERIAL & SUPPLIES        |            |           |
| 21843                      | SOLO AWARD GIBBONS                        | 0.00                              | \$52.50                        | 0.00       | 52.50     |
|                            | Desc: SOLO AWARD                          | Acct: 10-211-323-0000             | HPD -MATERIAL & SUPPLIES       |            |           |
| 21825                      | SOLO AWARD CRONIN                         | 0.00                              | \$52.00                        | 0.00       | 52.00     |
|                            | Desc: SOLO AWARD                          | Acct: 10-211-323-0000             | HPD -MATERIAL & SUPPLIES       |            |           |
|                            | Vendor Total:                             |                                   | 178.70                         | 0.00       | 178.70    |
| 048300                     | VALLEY NEWS                               | VALLEY NEWS                       |                                | 3/28/2025  | 94611     |
| 125911,4444074             | SB AGENDA 04.01.2025                      | 0.00                              | \$347.40                       | 0.00       | 347.40    |
|                            | Desc: SB AGENDA 04.01.2025                | Acct: 10-111-312-0000             | SB -ADVERTISING                |            |           |
| 129897,4443668             | RFP EMERGE BUILDING DEMO                  | 0.00                              | \$61.20                        | 0.00       | 61.20     |
|                            | Desc: RFP EMERGE BUILDING DEMO            | Acct: 10-511-312-0000             | PR -ADVERTISING                |            |           |
| 129897,4443672             | RFP TRUCK                                 | 0.00                              | \$52.20                        | 0.00       | 52.20     |
|                            | Desc: RFP 3/4 TON TRUCK                   | Acct: 10-511-312-0000             | PR -ADVERTISING                |            |           |
|                            | Vendor Total:                             |                                   | 460.80                         | 0.00       | 460.80    |
| 048950                     | VERMONT ASSOC OF CHIEFS OF POLICE         | VERMONT ASSOC OF CHIEFS OF POLICE |                                | 3/28/2025  | 94612     |
| 2025                       | VT ASSOC OF CHIEFS OF POLICE MEMBER       | 0.00                              | \$600.00                       | 0.00       | 600.00    |
|                            | Desc: VT ASSOC OF CHIEFS OF POLICE MEMBER | Acct: 10-211-313-0000             | HPD -MEMBERSHIP DUES           |            |           |
|                            | Vendor Total:                             |                                   | 600.00                         | 0.00       | 600.00    |
| 051347                     | VERMONT, STATE OF                         | TREASURER, STATE OF VERMONT       |                                | 3/28/2025  | 94613     |
| 73214                      | VT0005319 OCT'24-DEC'24 OP FEE            | 3,128.75                          | \$3,128.75                     | 0.00       | 3,128.75  |
|                            | Desc: VT0005319 OCT'24-DEC'24 OP FEE      | Acct: 50-955-317-0000             | PERMITS & LICENSES             |            |           |
| 73215                      | VT0005320 OCT'24-DEC'24 QUE OP FEE        | 828.70                            | \$828.70                       | 0.00       | 828.70    |
|                            | Desc: VT0005320 OCT'24-DEC'24 QUE OP FEE  | Acct: 55-955-317-0000             | PERMITS & LICENSES             |            |           |
|                            | Vendor Total:                             |                                   | 3,957.45                       | 0.00       | 3,957.45  |
| 051600                     | VERMONT TOWN AND CITY MANAGEMENT          | VTCTMA                            |                                | 3/28/2025  | 94614     |
| F62E5T1                    | VTCTMA CONF ATTENDANCE FEE 05.01.25       | 0.00                              | \$375.00                       | 0.00       | 375.00    |
|                            | Desc: VTCMA CONF ATTENDANCE FEE 05.01.25  | Acct: 10-121-315-0000             | TM -RECRUITMENT & TRAINING     |            |           |
|                            | Vendor Total:                             |                                   | 375.00                         | 0.00       | 375.00    |
| 051943                     | VISION SERVICE PLAN                       | VISION SERVICE PLAN               |                                | 3/28/2025  | 94615     |
| APR'25                     | VISION INS APR'25                         | 0.00                              | \$2,066.84                     | 0.00       | 2,066.84  |
|                            | Desc: VISION APRIL 2025                   | Acct: 10-012-300-0225             | ACCRUED VISION INSURANCE PAYAI |            |           |
|                            | Vendor Total:                             |                                   | 2,066.84                       | 0.00       | 2,066.84  |

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|----------------------------|--------------------------------|-----------------|-----------------|--------------------------------|------------|-----------|
| Vendor ID                  | Vendor Name                    |                 | Payee Name      |                                | Check Date | Check No. |
| <b>Detail:</b> Invoice No. | Invoice Description            |                 | Cross Fund      | Invoice Amt                    | Disc. Amt  | Net Amt.  |
|                            |                                |                 |                 |                                |            |           |
| 053000                     | WHITE RIVER COUNCIL ON AGING   |                 |                 |                                | 3/28/2025  | 94616     |
| 2025 APR-JUN               | CONTRACTED SERV APR - JUN 2025 | 0.00            |                 | \$5,000.00                     | 0.00       | 5,000.00  |
| Desc:                      | CONTRACTED SERV APR - JUN 2025 | Acct:           | 10-421-318-0200 | SEN -CONTRACT SERV SENIOR CTR  |            |           |
| Vendor Total:              |                                |                 |                 | 5,000.00                       | 0.00       | 5,000.00  |
|                            |                                |                 |                 |                                |            |           |
| 053040                     | WHITE RIVER CAR WASH           |                 |                 |                                | 3/28/2025  | 94617     |
| NOV'24                     | NOVEMBER CAR WASH BILL         | 0.00            |                 | \$164.00                       | 0.00       | 164.00    |
| Desc:                      | NOV CAR WASH BILL              | Acct:           | 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES  |            |           |
| Vendor Total:              |                                |                 |                 | 164.00                         | 0.00       | 164.00    |
|                            |                                |                 |                 |                                |            |           |
| 053650                     | WILSON TIRE INC                |                 |                 |                                | 3/28/2025  | 94618     |
| 08.11.2023                 | Credit on account # 36120      | 0.00            |                 | \$-341.68                      | 0.00       | -341.68   |
| Desc:                      | Credit on account # 36120      | Acct:           | 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES  |            |           |
| 546900                     | TIRE MOUNT BALANCE             | 0.00            |                 | \$837.00                       | 0.00       | 837.00    |
| Desc:                      | TIRE MOUNT BALANCE             | Acct:           | 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES  |            |           |
| 546142                     | TIRE MOUNT AND BALANCE         | 0.00            |                 | \$209.00                       | 0.00       | 209.00    |
| Desc:                      | TIRE MOUNT AND BALANCE         | Acct:           | 10-211-321-0000 | HPD -REPAIRS & MAINT-VEHICLES  |            |           |
| Vendor Total:              |                                |                 |                 | 704.32                         | 0.00       | 704.32    |
|                            |                                |                 |                 |                                |            |           |
| 054150                     | WISDOM & POWER LLC             |                 |                 |                                | 3/28/2025  | 94619     |
| JAN'25                     | SOLAR ARRAY JAN'25             | 1,965.11        |                 | \$1,965.11                     | 0.00       | 1,965.11  |
| Desc:                      | SOLAR ARRAY JAN'25             | Acct:           | 50-952-329-0000 | ELECTRICITY                    |            |           |
| Vendor Total:              |                                |                 |                 | 1,965.11                       | 0.00       | 1,965.11  |
|                            |                                |                 |                 |                                |            |           |
| 054160                     | WITMER PUBLIC SAFETY, INC      |                 |                 |                                | 3/28/2025  | 94620     |
| INV645517                  | HELMET FRONTS                  | 0.00            |                 | \$137.12                       | 0.00       | 137.12    |
| Desc:                      | HELMET FRONTS                  | Acct:           | 10-221-331-0100 | HFD -FIRE SUPPRESSION EQUIPMEN |            |           |
| Vendor Total:              |                                |                 |                 | 137.12                         | 0.00       | 137.12    |
|                            |                                |                 |                 |                                |            |           |
| 054600                     | WOOD, JOHN G. JR               | JOHN G. WOOD JR |                 |                                | 3/28/2025  | 94621     |
| APR'25                     | RET REIMB APR 25               | 0.00            |                 | \$185.00                       | 0.00       | 185.00    |
| Desc:                      | Ret reimb Apr 25               | Acct:           | 10-221-418-0100 | HFD -RETIREE HEALTH INSURANCE  |            |           |
| Vendor Total:              |                                |                 |                 | 185.00                         | 0.00       | 185.00    |
|                            |                                |                 |                 |                                |            |           |
| 055051                     | YANKEE GENERATOR INC           |                 |                 |                                | 3/28/2025  | 94622     |
| 6927                       | SERVICE SEPT 2024              | 88.08           |                 | \$88.08                        | 0.00       | 88.08     |
| Desc:                      | SERVICE SEPT 2024              | Acct:           | 65-964-318-0000 | CONTRACTED SERVICES            |            |           |
| 6929                       | SERVICE SEPT 2024              | 355.05          |                 | \$355.05                       | 0.00       | 355.05    |
| Desc:                      | SERVICE SEPT 2024              | Acct:           | 60-962-318-0000 | CONTRACTED SERVICES            |            |           |
| Vendor Total:              |                                |                 |                 | 443.13                         | 0.00       | 443.13    |
|                            |                                |                 |                 |                                |            |           |
| 059847                     | COUTERMARSH, TOM               | TOM COUTERMARSH |                 |                                | 3/28/2025  | 94623     |
| APR'25                     | RET AND SPOUSE REIMB APR 25    | 932.84          |                 | \$932.84                       | 0.00       | 932.84    |
| Desc:                      | Ret and spouse reimb Apr 25    | Acct:           | 50-955-418-0100 | RETIREE HEALTH INSURANCE       |            |           |
| Desc:                      | Ret and spouse reimb Apr 25    | Acct:           | 55-955-418-0100 | RETIREE HEALTH INSURANCE       |            |           |
| Desc:                      | Ret and spouse reimb Apr 25    | Acct:           | 60-965-418-0100 | RETIREE HEALTH INSURANCE       |            |           |
| Desc:                      | Ret and spouse reimb Apr 25    | Acct:           | 65-965-418-0100 | RETIREE HEALTH INSURANCE       |            |           |

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**Payment Manifest**  
**by Vendor ID**

**Town of Hartford**

Check Date: 3/28/2025 - 3/28/2025

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| Bank ID             | Bank Name                                 | Payee Name                     | Check Date                      | Check No. |          |
|---------------------|-------------------------------------------|--------------------------------|---------------------------------|-----------|----------|
| Vendor ID           | Vendor Name                               |                                |                                 |           |          |
| Detail: Invoice No. | Invoice Description                       | Cross Fund                     | Invoice Amt                     | Disc. Amt | Net Amt. |
|                     |                                           |                                |                                 |           |          |
| Vendor Total:       |                                           |                                | 932.84                          | 0.00      | 932.84   |
| 060111              | NATIONAL - LEASES                         | NATIONAL BUSINESS TECHNOLOGIES | 3/28/2025                       |           | 94624    |
| 589715291           | MAR-APR CID PRINTER LEASE                 | 0.00                           | \$18.64                         | 0.00      | 18.64    |
|                     | Desc: CID PRINTER LEASE                   | Acct: 10-211-318-0000          | HPD -CONTRACTED SERVICES        |           |          |
| 589641607           | LEASE KOICERA COPIERS-APR'25              | 285.96                         | \$1,119.02                      | 0.00      | 1,119.02 |
|                     | Desc: LEASE COPIER - APR'25 DPW 13420152  | Acct: 50-955-320-0000          | EQUIP OPERATION/MAINT-OFFICE    |           |          |
|                     | Desc: LEASE COPIER - APR'25 DPW 13420152  | Acct: 55-955-320-0000          | EQUIP OPERATION/MAINT - OFFICE  |           |          |
|                     | Desc: LEASE COPIER - APR'25 DPW 13420152  | Acct: 60-965-320-0000          | EQUIP OPERATION/MAINT-OFFICE    |           |          |
|                     | Desc: LEASE COPIER - APR'25 DPW 13420152  | Acct: 65-965-320-0000          | EQUIP OPERATION/MAINT - OFFICE  |           |          |
|                     | Desc: LEASE COPIER - APR'25 PD W9T2Y13735 | Acct: 10-211-318-0000          | HPD -CONTRACTED SERVICES        |           |          |
|                     | Desc: LEASE COPIER - APR'25 PLAN H552X158 | Acct: 10-622-320-0000          | PDZ -EQUIP OPERATION/MAINT-OFFI |           |          |
|                     | Desc: LEASE COPIER - APR'25 VAL H552X158  | Acct: 10-174-320-0000          | ASE -EQUIP OPERATION/MAINT-OFFI |           |          |
|                     | Desc: LEASE COPIER - APR'25 REC H55332063 | Acct: 10-511-318-0000          | PR -CONTRACTED SERVICES         |           |          |
|                     | Desc: LEASE COPIER - APR'25 FD#1H5533207  | Acct: 10-221-320-0000          | HFD -EQUIP OPERATION/MAINT-OFFI |           |          |
|                     | Desc: LEASE COPIER - APR'25 FIN W9S2Z1415 | Acct: 10-171-318-0000          | FIN -CONTRACTED SERVICES        |           |          |
|                     | Desc: LEASE COPIER - APR'25 TM W9S2Z14336 | Acct: 10-121-318-0000          | TM -CONTRACT SERVICES           |           |          |
| 589715269           | MAR'25-APR'25 PRINTER LEASE               | 0.00                           | \$102.58                        | 0.00      | 102.58   |
|                     | Desc: DISPATCH PRINTER LEASE              | Acct: 10-271-320-0000          | DISP -EQUIP OPERATION/MAINT-OFF |           |          |
|                     | Desc: PD ADMIN PRINTER LEASE              | Acct: 10-211-318-0000          | HPD -CONTRACTED SERVICES        |           |          |
| 589641454           | LEASE KOICERA COPIERS - APR'25            | 378.06                         | \$597.93                        | 0.00      | 597.93   |
|                     | Desc: LEASE KOICERA - APR'25 DIS V1183    | Acct: 10-271-320-0000          | DISP -EQUIP OPERATION/MAINT-OFF |           |          |
|                     | Desc: LEASE KOICERA - APR'25 DIS V1179    | Acct: 10-151-318-0000          | TC -CONTRACTED SERVICES         |           |          |
|                     | Desc: LEASE FOLDING MACHINE - APR'25      | Acct: 10-171-318-0000          | FIN -CONTRACTED SERVICES        |           |          |
|                     | Desc: LEASE FOLDING MACHINE - APR'25      | Acct: 50-955-320-0000          | EQUIP OPERATION/MAINT-OFFICE    |           |          |
|                     | Desc: LEASE FOLDING MACHINE - APR'25      | Acct: 55-955-320-0000          | EQUIP OPERATION/MAINT - OFFICE  |           |          |
|                     | Desc: LEASE FOLDING MACHINE - APR'25      | Acct: 60-965-320-0000          | EQUIP OPERATION/MAINT-OFFICE    |           |          |
|                     | Desc: LEASE FOLDING MACHINE - APR'25      | Acct: 65-965-320-0000          | EQUIP OPERATION/MAINT - OFFICE  |           |          |
|                     | Desc: LEASE KOICERA - APR'25 DPW V1178    | Acct: 50-955-320-0000          | EQUIP OPERATION/MAINT-OFFICE    |           |          |
|                     | Desc: LEASE KOICERA - APR'25 DPW V1178    | Acct: 55-955-320-0000          | EQUIP OPERATION/MAINT - OFFICE  |           |          |
|                     | Desc: LEASE KOICERA - APR'25 DPW V1178    | Acct: 60-965-320-0000          | EQUIP OPERATION/MAINT-OFFICE    |           |          |
|                     | Desc: LEASE KOICERA - APR'25 DPW V1178    | Acct: 65-965-320-0000          | EQUIP OPERATION/MAINT - OFFICE  |           |          |
| Vendor Total:       |                                           |                                | 1,838.17                        | 0.00      | 1,838.17 |
| 060124              | GREEN MAPLE, LLC                          | GREEN MAPLE, LLC               | 3/28/2025                       |           | 94625    |
| 392219              | SOLAR ARRAY - FEB'25                      | 873.41                         | \$3,682.71                      | 0.00      | 3,682.71 |
|                     | Desc: February 2025 solar electricity     | Acct: 10-530-329-0000          | PR -ELECTRICITY                 |           |          |
|                     | Desc: February 2025 solar electricity     | Acct: 10-161-329-0000          | TH -ELECTRICITY                 |           |          |
|                     | Desc: February 2025 solar electricity     | Acct: 10-221-329-0000          | HFD -ELECTRICITY                |           |          |
|                     | Desc: February 2025 solar electricity     | Acct: 10-211-329-0000          | HPD -ELECTRICITY                |           |          |
|                     | Desc: February 2025 solar electricity     | Acct: 10-271-329-0000          | DISP -ELECTRICITY               |           |          |
|                     | Desc: February 2025 solar electricity     | Acct: 55-953-329-0000          | ELECTRICITY                     |           |          |
|                     | Desc: February 2025 solar electricity     | Acct: 60-962-329-0000          | ELECTRICITY                     |           |          |
|                     | Desc: February 2025 solar electricity     | Acct: 10-421-329-0000          | SEN -ELECTRICITY / GAS          |           |          |
|                     | Desc: Feburary 2025 solar electricity     | Acct: 30-971-329-0000          | ELECTRICITY                     |           |          |
|                     | Desc: February 2025 solar electricity     | Acct: 65-964-329-0000          | ELECTRICITY                     |           |          |
| Vendor Total:       |                                           |                                | 3,682.71                        | 0.00      | 3,682.71 |
| 062095              | WEBSTER, ALEXIS                           | ALEXIS WEBSTER                 | 3/28/2025                       |           | 94626    |
| 03.13.2025          | PARKING REIMBURSEMENT                     | 0.00                           | \$9.75                          | 0.00      | 9.75     |

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8:18AM

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

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Check Date: 3/28/2025 - 3/28/2025

| Bank ID   | Bank Name                          |                               | Payee Name            |                                      | Check Date | Check No.  |
|-----------|------------------------------------|-------------------------------|-----------------------|--------------------------------------|------------|------------|
| Vendor ID | Vendor Name                        |                               |                       |                                      | Disc. Amt  | Net Amt.   |
| Detail:   | Invoice No.                        | Invoice Description           | Cross Fund            | Invoice Amt                          | Disc. Amt  | Net Amt.   |
|           |                                    |                               |                       |                                      |            |            |
|           | Desc:                              | PARKING REIMBURSEMENT         | Acct: 10-622-311-0000 | PDZ -TRAVEL & MEETINGS               |            |            |
|           | Vendor Total:                      |                               |                       | 9.75                                 | 0.00       | 9.75       |
| 500387    | EXECUSUITE, LLC                    |                               |                       | 3/28/2025                            |            | 94627      |
| 36361     | MONTHLY RENTAL - APR'25            |                               | 0.00                  | \$400.00                             | 0.00       | 400.00     |
|           | Desc:                              | MONTHLY RENTAL - APR'25       | Acct: 10-121-318-0600 | TM -CONTRACT SERVICES - PARKING      |            |            |
|           | Vendor Total:                      |                               |                       | 400.00                               | 0.00       | 400.00     |
| 500660    | JP PEST SERVICE                    |                               |                       | 3/28/2025                            |            | 94628      |
| 4058886   | PEST SERVICES - MARCH 2025         |                               | 0.00                  | \$88.00                              | 0.00       | 88.00      |
|           | Desc:                              | PEST SERVICES - MARCH 2025    | Acct: 10-161-318-0000 | TH -CONTRACTED SERVICES              |            |            |
| 4039329   | MONTHLY CONTRACT                   |                               | 0.00                  | \$88.00                              | 0.00       | 88.00      |
|           | Desc:                              | MONTHLY CONTRACT              | Acct: 10-161-318-0000 | TH -CONTRACTED SERVICES              |            |            |
|           | Vendor Total:                      |                               |                       | 176.00                               | 0.00       | 176.00     |
| 500691    | U.S. BANK                          |                               | U.S. BANK             | 3/28/2025                            |            | 94629      |
|           | VMBBHAR102 2025-2                  | BOND PAYMENTS                 | 0.00                  | \$150,687.17                         | 0.00       | 150,687.17 |
|           | Desc:                              | 2012- Quechee Bridge          | Acct: 10-912-542-0300 | TM -BOND INTEREST-QUECHEE BRIDGE     |            |            |
|           | Desc:                              | 2012- Quechee Bridge          | Acct: 10-912-542-0300 | TM -BOND INTEREST-QUECHEE BRIDGE     |            |            |
|           | Desc:                              | 2013-1/2017-4 WABA            | Acct: 10-912-542-0900 | TM -BOND INTEREST-BARWOOD AREA       |            |            |
|           | Desc:                              | 2013-1/2017-4 Pool /Pump Hose | Acct: 10-912-542-0400 | TM -BOND INTEREST-MAX/WH LIBRARY     |            |            |
|           | Desc:                              | 2013-1/2017-4 WH Library      | Acct: 10-912-542-0400 | TM -BOND INTEREST-MAX/WH LIBRARY     |            |            |
|           | Desc:                              | 2013-1/2017-4 Maxfield        | Acct: 10-912-542-0400 | TM -BOND INTEREST-MAX/WH LIBRARY     |            |            |
|           | Desc:                              | 2014-3 Municipal Building     | Acct: 10-912-542-0500 | TM -BOND INTEREST-MUNICIPAL BUILDING |            |            |
|           | Desc:                              | 2014-3 Municipal Building     | Acct: 10-912-542-0500 | TM -BOND INTEREST-MUNICIPAL BUILDING |            |            |
|           | Desc:                              | 2021-1 Pool                   | Acct: 10-912-542-0101 | TM -Bond - Pool 2021 Interest        |            |            |
|           | Desc:                              | 2024-2 HFD Station 2          | Acct: 10-912-542-0902 | BOND INTEREST - FIRE STATION 2       |            |            |
|           | Vendor Total:                      |                               |                       | 150,687.17                           | 0.00       | 150,687.17 |
| 500952    | PRIMMER PIPER EGGLESTON & CRAMER P |                               |                       | 3/28/2025                            |            | 94630      |
|           | B04982-00015-298786                | LEGAL SVCS - BOND ELECTION    | 0.00                  | \$480.00                             | 0.00       | 480.00     |
|           | Desc:                              | LEGAL SVCS - BOND ELECTION    | Acct: 10-141-318-0000 | LEG -CONTRACTED SERVICES             |            |            |
|           | B04982-00013-298787                | LEGAL SERVICES 12/10/25       | 0.00                  | \$90.00                              | 0.00       | 90.00      |
|           | Desc:                              | LEGAL SERVICES 12/10/25       | Acct: 10-141-318-0000 | LEG -CONTRACTED SERVICES             |            |            |
|           | Vendor Total:                      |                               |                       | 570.00                               | 0.00       | 570.00     |
| 501002    | ECHO COMMUNICATIONS, INC           |                               |                       | 3/28/2025                            |            | 94631      |
|           | 42366                              | 2025 SPRING BROCHURE          | 0.00                  | \$1,034.00                           | 0.00       | 1,034.00   |
|           | Desc:                              | Spring Summer Program Guide   | Acct: 10-511-312-0000 | PR -ADVERTISING                      |            |            |
|           | Vendor Total:                      |                               |                       | 1,034.00                             | 0.00       | 1,034.00   |
| 503004    | SCRANTON, TAYLEE                   |                               | TAYLEE SCRANTON       | 3/28/2025                            |            | 94632      |
|           | 875945                             | YOUTH LACROSSEE REFUND        | 0.00                  | \$90.00                              | 0.00       | 90.00      |
|           | Desc:                              | YOUTH LACROSSEE REFUND        | Acct: 10-514-325-0000 | PR -REFUNDS                          |            |            |
|           | Vendor Total:                      |                               |                       | 90.00                                | 0.00       | 90.00      |
| 503005    | LACAVA, ALICIA                     |                               | ALICIA LACAVA         | 3/28/2025                            |            | 94633      |
|           | 1650574                            | REFUND HARTFORD REC           | 0.00                  | \$200.00                             | 0.00       | 200.00     |

Check Date: 3/28/2025 - 3/28/2025

ReportAPINHDD PmtByDate

| Bank ID         | Bank Name            |                     |                       |             |                    |                     |
|-----------------|----------------------|---------------------|-----------------------|-------------|--------------------|---------------------|
| Vendor ID       | Vendor Name          |                     | Payee Name            |             | Check Date         | Check No.           |
| <b>Detail:</b>  | Invoice No.          | Invoice Description | Cross Fund            | Invoice Amt | Disc. Amt          | Net Amt.            |
|                 |                      |                     |                       |             |                    |                     |
|                 | Desc:                | REFUND HARTFORD REC | Acct: 10-514-325-0000 | PR -REFUNDS |                    |                     |
|                 |                      | Vendor Total:       |                       | 200.00      | 0.00               | 200.00              |
| 503006          | GRAUL, MAGGIE        | MAGGIE GRAUL        |                       | 3/28/2025   |                    | 94634               |
| 1650160         | REFUND HARTFORD REC  | 0.00                | \$20.00               | 0.00        |                    | 20.00               |
|                 | Desc:                | REFUND HARTFORD REC | Acct: 10-516-325-0000 | PR -REFUNDS |                    |                     |
|                 |                      | Vendor Total:       |                       | 20.00       | 0.00               | 20.00               |
| 503007          | FISCHER, JONATHAN    | JONATHAN FISCHER    |                       | 3/28/2025   |                    | 94635               |
| 1650229         | REFUND HARTFORD REC  | 0.00                | \$40.00               | 0.00        |                    | 40.00               |
|                 | Desc:                | REFUND HARTFORD REC | Acct: 10-516-325-0000 | PR -REFUNDS |                    |                     |
|                 |                      | Vendor Total:       |                       | 40.00       | 0.00               | 40.00               |
| <b>FUND 1 0</b> |                      |                     |                       |             | <b>Bank Total:</b> | <b>4,693,142.83</b> |
|                 |                      | Holdback Total      |                       |             |                    | 5,191,318.47        |
|                 | <b>Batch Totals:</b> | 0.00                | 99,523.80             |             | 0.00               | 5,290,842.27        |

\_\_\_\_\_ MARY M. ERDEI

\_\_\_\_\_ MICHAEL HOYT

\_\_\_\_\_ ASHLEY ANDREAS

\_\_\_\_\_ MIRANDA DUPRE

\_\_\_\_\_ IDA GRIESEMER

\_\_\_\_\_ ERIK KRAUSS

\_\_\_\_\_ BRANDON SMITH

\_\_\_\_\_ JOHN HAVERSTOCK

\_\_\_\_\_ GAIL OSTROUT

\_\_\_\_\_ JOSEPH MAJOR





## TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, March 18, 2025,

6:00pm

Hartford Town Hall, 171 Bridge

Street,

White River Junction, VT

05001

This meeting was conducted in person at Town Hall

**Present:** Chair, Mary Erdei; Vice Chair, Michael Hoyt; Clerk, Ashley Andreas; Miranda Dupre; Ida Griesemer; Erik Krauss; Brandon Smith; John Haverstock; Lori Hirshfield; Scott Hausler; Scott Cooney; Linda Simon Miller; George Miller; Jazmin Guyette; Adam Grounds; Jeff Arnold; Paulette Osborne; David Briggs; Peggy Arnold; Andrew Winter; Mike Copp; Chris Holzwarth;

**Participants Present on Zoom:** Lana Livingston; Heidi Duto; Kim Souza

### JAM LINK:

[https://www.youtube.com/watch?v=6skH0wUje\\_Q&list=PLAdkf9ugxof7FGsvb7b8PHLFaNFkZbq-g](https://www.youtube.com/watch?v=6skH0wUje_Q&list=PLAdkf9ugxof7FGsvb7b8PHLFaNFkZbq-g)

- I. Call to Order the Selectboard Meeting by Chair, Mary Erdei at 6:00PM. Selectboard Chair, Mary Erdei read a statement that recognized the Selectboard Organizational meeting on March 6, 2025, was in violation of Vermont's Open Meeting Law. The violation was that there was no public comment allowed. This had been the practice for this meeting for several years. However, now recognizing the error, the public comment agenda item will be on all future organizational meeting agendas.
- II. Pledge of Allegiance was recited and led by Mike Hoyt.
- III. Local Liquor Control Board: Selectboard Chair, Mary Erdei recessed the Selectboard Meeting and opened the Local Liquor Control Board.
  - a. Selectboard Vice Chair, Mike Hoyt made the motion to approve the New Application of Putnam's Vineyard, LLC dba Putnam's Vineyard 188 S. Main Street, White River Jct., VT 05001 for a 3rd Class License. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.
  - b. Selectboard Member, Brandon Smith made the motion to approve the Renewal Application for Northern Stage, 76 Gates Street, WRJ, VT 05001 for a 1st Class License. Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.

- c. **Selectboard Member, Miranda Dupre made the motion to approve the New Application for Rachel Burge & Matthew Burge d/b/a Honey Child, LLC. 139 Hillridge Rd, White River Jct., VT 05001 for an Outside Consumption License. Selectboard Member, Ida Griesemer seconded the motion. 7 were in favor and the motion passed.**

Selectboard Chair, Mary Erdei closed the Local Liquor Control Board and reopened the Selectboard Meeting at 6:08PM.

IV. Local Cannabis Control Board: None

V. Order of Agenda – There were no changes to the order of agenda.

VI. Selectboard

1. Public Comment

David Briggs from WRJ updated the Board on the Coolidge Block Redevelopment project.

2. Selectboard Comments and Announcements

Mike Hoyt congratulated the Hartford High School Girl's Hockey Team for winning the State title for the second year in a row.

Erik Krauss thanked Scott Hausler and Dana Clawson for the informative tour of WABA over the weekend.

Mary Erdei reminded the Board about the Hybrid Selectboard Workshop on March 22<sup>nd</sup>. John Haverstock, Ashley Andreas and Miranda Dupre will be attending in person.

3. Appointments

- a. **Selectboard Vice Chair, Mike Hoyt made the motion to re-appoint Patricia Stark to the Historic Preservation Commission for a three year term beginning March 18, 2025 and ending March 17, 2028. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.**

- b. **Selectboard Member, Miranda Dupre made the motion to re-appoint Jonathan Schechtman to the Design Review Commission for a three year term beginning March 18, 2025 and ending March 17, 2028. Selectboard Member, Erik Krauss seconded the motion. All were in favor and the motion passed.**

- c. Selectboard Member, Erik Krauss made the motion to re-appoint Jeff Arnold to the Hartford Tree Board for a three year term beginning March 18, 2025 and ending March 17, 2028. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.
  - d. Selectboard Member, Ida Griesemer made the motion to Appoint Linda Simon Miller to the 250<sup>th</sup> Commemoration Committee beginning March 18, 2025 and ending September 1, 2027 or before. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.
4. Town Manager's Report  
Significant Activity Reports:  
<https://www.hartfordvt.org/Archive.aspx?ADID=505>

### **Town Meeting Cycle Recap**

I am pleased to report that the Town's voters approved the Town's proposed FY2026 General Fund budget and added \$13,500 to it in the form of an increase to the BCA per-meeting compensation from \$50 to \$100 for a four-hour shift, or any portion thereof. This extra \$13,500 will be factored in by the Finance Director and the Selectboard in July when tax rates are set.

The voters approved the use of Local Option Tax revenues on hand from the rooms, meals and alcohol taxes to purchase needed replacement vehicles for the Parks & Rec Department, the Department of Public Works and the Police Department and for the purchase of new Jaws of Life vehicle extrication tools for the Fire Department.

The voters also voted to adopt a one-percent Local Option Sales Tax, which the State's Department of taxes has confirmed will be implemented to start on July 1, 2025. For anyone with questions about how this new local sales tax might affect your Hartford business, please contact the Vermont Department of Taxes. Their number for sales tax related matters is (802) 828-2551. On the Department of Taxes website, there is a helpful three-page document explaining how the State administers local option sales taxes. There is also helpful information posted on the Finance page of the Town website.

### **Selectboard Meeting Schedule**

The last full meeting of the Selectboard was on Tuesday, February 25.

There was a Selectboard Organizational meeting on Thursday, March 6, at which Mary Erdei was elected to serve as Chair, Mike Hoyt as Vice Chair and Ashley Andreas as Clerk.

Let me take this opportunity to welcome the new members of the Selectboard. I plan to reach out to each of you to invite you to meet with me over coffee or lunch to get better acquainted and to give us a chance to discuss your priorities for your service on the Selectboard.

## **Clerical Workers' Union**

There was an introductory meeting between the Clerical Worker's Union and the Town's management team on Wednesday, February 26. A business meeting at which the Union laid out some of its proposals took place on Friday, March 7. The next meeting will take place on March 28. The Town Manager will inform the Selectboard about these negotiations in Executive Session periodically.

## **Police Chief Reception**

The Town will celebrate the elevation of Connie Kelley to Hartford's Police Chief at a reception to be held in her honor on Tuesday, March 25, from 5:00 pm to 7:00 pm at the Public Safety Complex. All residents and well-wishers are welcome to attend!

## **Highway Foreman Retirement**

Chip Haley, who served the Town, the DPW and Town residents well for 33+ years, has retired. We will miss him and wish him a healthy and happy retirement. The DPW is working hard to recruit a successor as Highway Foreman.

## **Code of Ethics Investigation and Enforcement Ordinance**

The Town's Code of Ethics Investigation and Enforcement Ordinance, adopted by the Selectboard on January 7, 2025 has become law, as the 60-day period for any petitions to the contrary has elapsed without action.

### **5. Board Report, Motions & Ordinances**

- a. Tree Board Update – presented by Jazmin Guyette, Chair.

<https://www.hartford-vt.org/DocumentCenter/View/12155/Hartford-Tree-Board-2025-Presentation-to-Selectboard-by-Chair>

- b. Approve Banking Signature Authority: Mascoma Bank and US Bank

**Selectboard Member, Erik Krauss made the motion that the Selectboard authorize Mascoma Bank to remove Michael Hoyt from all depository accounts and to add Board Chair -Mary Erdei. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.**

**Selectboard Member, Erik Krauss made the motion that the Selectboard authorize the following individuals for Vermont Bond Bank and US Bank reimbursement requests and call backs:**

**For Signatory on Reimbursements:**

**Mary Erdei - Board Chair,**

**Michael Hoyt - Vice Board Chair,**

**Joseph Major - Town Treasurer,**

**John Haverstock - Town Manager**

**For Call Backs: Gail Ostrout - Finance Director, Florentina**

**Rollins - AP & Payroll Manager and Kerri Thebodo - Finance**

**Specialist. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.**

- c. Approve Fire Department Strategic Plan and Standards of Cover/Community Risk Assessment.  
**Selectboard Vice Chair, Mike Hoyt made the motion that the Selectboard adopt the 2024-2029 Hartford Fire Department Strategic Plan and the 2024 Hartford Fire Department Standards of Cover/Community Risk Assessment. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.**
- d. Approval of Country Lane Erosion Repair  
**Selectboard Member, Erik Krauss made the motion that the Selectboard waive section 3.6 of the purchasing policy and authorize the Town Manager to execute a scope of services agreement with Pathways Consulting LLC utilizing up to \$43,489.70 of existing FEMA funds received for this project and \$978.30 from FY26 GL 10-325-318-0000. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.**
- e. Approval of Better Roads Grant  
**Selectboard Member, Brandon Smith made the motion that the Selectboard waive section 3.5 of the purchasing policy and authorize the Town Manager to execute an agreement with the Two Rivers Regional Commission utilizing up to \$16,000 from Highway Engineering Reserves GL #25-985-100-0300 to be reimbursed and \$4,000 from FY26 GL 10-325-318-0000. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.**

f./g. Public Hearing on Whether to Apply for a VCDP Affordable Housing Grant.

Selectboard Chair, Mary Erdei recessed the Selectboard meeting and opening a Public Hearing on Whether to Apply for a VCDP Affordable Housing Grant at 7:30PM.

Public Comment: Heidi Duto of WRJ questioned the management of this property where there seems to be problems at other existing properties managed by Twin Pines. She asked how are they going to managed these properties safely. She also asked about the proposed parking spaces. She questioned if there would be enough spaces The parking spaces will be decided when the plan goes before the Planning Commission.



Selectboard Chair, Mary Erdei closed the Public Hearing at 8:10PM and reopened the Selectboard Meeting.

**Selectboard Member, Ida Griesemer made the motion that the Selectboard approve submittal of a VCDP grant application for the 444 Sykes Mt. Avenue Multifamily Housing Project and authorize the Town Manager to take all necessary actions to complete and submit the application and implement the grant and that the Selectboard pass the attached Resolution for VCDP Grant Application Authority. Selectboard Vice Chair, Mike Hoyt seconded the motion. 6 were in favor, 1 (Andreas) recused. The motion passed.**

- h. Consider Submitting Application for Municipal Planning Grant

**Selectboard Vice Chair, Mike Hoyt made the motion that the Selectboard approve the submission of a VMPG application for \$30,000, and adopt and sign the “FY25 Municipal Resolution for Municipal Planning Grant” form designating Town Manager John Haverstock as the Municipal Authorizing Official, Selectboard Chair Mary Erdei as the Alternate Municipal Authorizing Official, and Lori Hirshfield as the Grant Administrator. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.**

- i. Code of Ethics/Designate Complaint Recipient

**Selectboard Clerk, Ashley Andreas made the motion to appoint the Selectboard Chair as the Town's Designated Ethics Complaint Recipient, with the Chair authorized to delegate some or all of their authority and responsibility in this role to the Vice Chair or the HR Director. Selectboard Member Miranda Dupre seconded the motion. All were in favor and the motion passed.**

- j. Consider Re-Adoption of Selectboard Rules of Procedure

**Selectboard Member, Erik Kraus made the motion to add wording to two items. Selectboard Clerk, Ashley seconded the motion. 5 were in favor and 2 (Erdei/Hoyt) were not in favor. The motion passed.**

Amendments:

36. At the beginning of each meeting, there will be an **optimally** ten-minute public comment period for items not on the agenda. Public comment is limited to the business of the body (i.e., the public body's governmental functions, including any matter over which the body has supervision, control, jurisdiction, or advisory power).

38. Public comment is an opportunity for the public to comment. It is not the place for dialogue. **(This language will appear on Selectboard agendas.)**

**Selectboard Member, Miranda Dupre made the motion to re-adopt the amended Rules of Procedure. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.**

- k. Consider Re-Adoption of Selectboard Code of Conduct  
**Selectboard Clerk, Ashley Andreas made the motion that the Selectboard re-adopt the Code of Conduct. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.**

- l. Discuss and Agree on Committee Liaison Assignments

Results:

Mary Erdei: Design Review Comm., School Board Alternate (2)

Mike Hoyt: CAST, School Board, Sister Cities (3)

Ashley Andreas: Parks & Rec Resilient Hartford, Zoning Board (3)

Miranda Dupre: HBRLF; HCOREI, Tree Board (3)

Ida Griesemer: Energy Comm., Hartford Community Coalition (2)

Erik Krauss: Conservation Comm., Historic Preservation Comm. (2)

Brandon Smith: Comm. on Housing & Homelessness, Planning (2)

VII. Commission Reports - None

VIII. Consent Agenda: **Selectboard Vice Chair, Mike Hoyt made the motion to approve the Consent Agenda. Selectboard member, Erik Krauss seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 3/15/2025

Approve A/P Manifest: 3/14/2025 & 3/20/2025

Approve Meeting Minutes of: 2/25/2025 and 3/6/2025

Future Meetings Approved: April 1, 2025; April 15, 2025; April 29, 2025

IX. Executive Session: Contracts/Legal

**Selectboard Member, Brandon Smith made the motion that to find that premature general public knowledge would clearly place this body or person involved at a substantial disadvantage, pursuant to 1 V.S.A. Section 313 (a) (1)**

**And to discuss an existing and/or potential contract, pursuant to 1 V.S.A. Sections 313 (a)(1)(A) and 313 (a)(1)(F). Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.**

**Selectboard Vice Chair, Mike Hoyt made the motion to close the Executive Session meeting at 9:35PM. Selectboard Member,**

**Brandon Smith seconded the motion. All were in favor and the motion passed.**

**Motion: Selectboard Member, Miranda Dupre made the motion that due to an unforeseen increase in the purchase price for its new ambulance (which has been re-negotiated), the Hartford Fire Department now be authorized to purchase a 2023 ambulance from Specialty Vehicles, inc. for \$352,844. The Town Manager may utilize voter-approved LOT funds in the amount of \$200,000, the Fire/Ambulance reserve account and the proceeds from the planned sale of the 2-16 ambulance to purchase the new ambulance. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.**

- X. Adjourn the Selectboard Meeting  
**Selectboard Vice Chair, Mike Hoyt made the motion to adjourn the meeting at 9:36pm. Selectboard Member, Erik Krauss seconded the motion. All were in favor and the motion passed.**

---

Ashley Andreas, Clerk  
March 18, 2025 Selectboard Meeting

To: Members of the Hartford, VT Select Board

From: John Haverstock, Town Manager

Re: Adoption of Revised Meeting Minutes

Date: April 1, 2025

### **Discussion**

On August 20, 2024, the Selectboard approved a motion from Lannie Collins to spend \$15,500 in ARPA funding for the purchase of a Town Hall lactation pod. The approved minutes from that meeting read the amount as \$15,000. The minutes from the August 20, 2024 meeting must therefore be revised and re-adopted by the Selectboard.

It is important that auditors are able to trace Town expenditures are traceable to Selectboard action, particularly where ARPA funds are involved.

The three new members of the Selectboard appear to have at least two options—either (a) watch the JAM video from that meeting and vote to adopt revised meeting minutes or (b) not vote on an adoption motion.

### **Recommendation**

Move that the Selectboard meeting minutes from August \_\_, 2024 are revised to reflect that the Selectboard authorized \$15,500 in ARPA funds to be spent on the Town Hall lactation pod.

Attachment

## Lana Livingston

---

**From:** John Haverstock  
**Sent:** Wednesday, March 26, 2025 3:32 PM  
**To:** Lana Livingston  
**Subject:** FW: Nursing Pod correction from \$15k to \$15,500

Lana,

I have sent you a memo for the packet, seeking revision of the August 20, 2024 Selectboard meeting minutes, reflecting the actions taken by the Selectboard which one can see on the JAM video with the link set forth below.

Thanks.

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

**From:** Gail Ostrout <gostrout@hartford-vt.org>  
**Sent:** Wednesday, March 26, 2025 2:59 PM  
**To:** John Haverstock <jhaverstock@hartford-vt.org>  
**Subject:** Nursing Pod correction from \$15k to \$15,500

<https://reflect-catv.cablecast.tv/CablecastPublicSite/show/40247?site=2>

youtube link:

<https://www.youtube.com/watch?v=anXK943jbYk> at 1:20:19

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



## John Haverstock

---

**From:** Garrett Baxter <gbaxter@vlct.org>  
**Sent:** Thursday, March 27, 2025 9:22 AM  
**To:** John Haverstock  
**Subject:** RE: Revising Minutes with New Selectboard Members

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

You're very welcome, John. I hope you have a great day!

Sincerely,

*Garrett A. Baxter*



**Garrett Baxter, Esq.**  
**Senior Staff Attorney, Municipal Assistance Center**  
**Vermont League of Cities & Towns**  
89 Main St. Suite 4, Montpelier, VT 05602  
(802) 229-9111  
[gbaxter@vlct.org](mailto:gbaxter@vlct.org)  
Pronouns: he, him, his  
[VLCT.ORG](http://VLCT.ORG)

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**From:** John Haverstock <jhaverstock@hartford-vt.org>  
**Sent:** Thursday, March 27, 2025 9:19 AM  
**To:** Garrett Baxter <gbaxter@vlct.org>  
**Subject:** RE: Revising Minutes with New Selectboard Members

**CAUTION:** This email originated from outside of VLCT's email system. Maintain caution when opening external links/attachments

Yes, very helpful.

Thanks, Garret.

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

**From:** Garrett Baxter <[gbaxter@vlct.org](mailto:gbaxter@vlct.org)>  
**Sent:** Thursday, March 27, 2025 8:58 AM  
**To:** John Haverstock <[jhaverstock@hartford-vt.org](mailto:jhaverstock@hartford-vt.org)>  
**Subject:** RE: Revising Minutes with New Selectboard Members

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

Good morning John,

Thanks for reaching out to us. In response to your question, there's nothing in the Open Meeting Law that requires any official finalization, correction, or approval of minutes. You said that you have 3 members out of the 7-member board who were not members at the time of the August meeting. That means that you still have a quorum (4) who were and who can vote for the change. Otherwise, the full Selectboard could just approve a motion, based upon the representations of the members who were in attendance, documents, video, etc. to amend the minutes of the August meeting to accurately reflect the proper appropriation figure.

I hope that helps. All the best.

Sincerely,

*Garrett H. Baxter*



**Garrett Baxter, Esq.**  
**Senior Staff Attorney, Municipal Assistance Center**  
**Vermont League of Cities & Towns**  
89 Main St. Suite 4, Montpelier, VT 05602  
(802) 229-9111  
[gbaxter@vlct.org](mailto:gbaxter@vlct.org)  
Pronouns: he, him, his  
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**From:** John Haverstock <[jhaverstock@hartford-vt.org](mailto:jhaverstock@hartford-vt.org)>  
**Sent:** Thursday, March 27, 2025 8:15 AM  
**To:** VLCT <[info@vlct.org](mailto:info@vlct.org)>  
**Subject:** Revising Minutes with New Selectboard Members

**CAUTION:** This email originated from outside of VLCT's email system. Maintain caution when opening external links/attachments

May a new Selectboard member vote to approve revised minutes which were originally passed before their tenure? We have a minor change to make to August meeting minutes (\$500 on a \$15,000 appropriation).

Our Board has 3 new members out of 7 which were not members when the original minutes were adopted by the past Board.

We can show documents and the meeting video to give the new members confidence that the minutes need revision....

Thanks.

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

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

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## AMERICAN RESCUE PLAN ACT

### New Project Requests for Consideration

| <u>Amount</u>          | <u>Project</u>                                        | <u>Department</u>  |              |
|------------------------|-------------------------------------------------------|--------------------|--------------|
| \$8,148 - \$15,500     | Nursing Pod                                           | Human Resources    | Attachment A |
| \$37,005 - \$43,519.10 | Criminal<br>Investigations<br>Division Vehicle        | Police             | Attachment B |
| \$66,376.47            | Ventrac Tractor and<br>Attachment                     | Parks & Recreation | Attachment C |
| \$60,000.00            | Maxfield Stormwater<br>and Parking Lot<br>Maintenance | Parks & Recreation | Attachment D |



John Sci needs to be amended w/ the  
Correct Amount of \$15,500



## TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, August 20, 2024, 6:00pm Hartford Town Hall, 171 Bridge Street,  
White River Junction, VT 05001

This meeting was conducted in person

**Present:** Michael Hoyt, Chair; Kim Souza, Vice-Chair; Mary Erdei, Clerk; Lannie Collins, Member; Susan Buckholz, Member; Brandon Smith, Member; Ida Griesemer, Member; John Haverstock, Town Manager; Lori Hirshfield; Gail Ostrout; Scott Hausler; Bryan Gazda; Chris Holzwarth; Mark Detzer; Mike Cagg; Brian Beaudoin.

**Present on Zoom:** Paula Nulty, Marcy Bartlett.

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

- I. Call to Order the Selectboard Meeting by Chair, Mike Hoyt at 6:00PM.
- II. Pledge of Allegiance was recited and led by John Haverstock.
- III. Local Liquor Control Board: None
- IV. Local Cannabis Control Board: None
- V. Order of Agenda: There were no changes to the order of agenda.
- VI. Selectboard
  1. Public Comment –
    - a. Mark Detzer expressed concerns about parking spot adequacy at the Brookside development in Wilder.
    - b. Marie Alvin expressed concern about drug use at facilities run by the Haven in town
    - c. Jennie Horn echoed concerns raised by Mark Detzer about parking spaces at the Brookside development in Wilder and expressed concern about possible manipulation of “affordable housing” reporting at the facility.
    - d. Tim Fariel advocated for routine performance appraisals of Town staff
    - e. Marcy Bartlett expressed concerns over the new Route 5 traffic pattern and confusion over interior access rules in the context of the ongoing Town-wide Reassessment process.
  2. Selectboard Comments and Announcements
    - a. Kim Souza expressed appreciation for the new flagpole in Room 1 and reminded everyone about the upcoming Selectboard Listening Session at the Wilder Library on September 10 from 6:00 pm to 7:30 pm on the topic of Town communications.
    - b. Mary Erdei noted the availability of grants for municipal buildings.
    - c. Ida Griesemer mentioned the upcoming Styrofoam recycling event.
  3. Appointments:
    - a. Consider the Appointment of Jazmin Guyette to the Hartford Tree Board  
**Selectboard Vice Chair Kim Souza made the motion to appoint Jazmin Guyette to a three-year term on the Hartford Tree Board beginning on August 20, 2024 and ending on August 19, 2027. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.**
  4. Town Manager’s Report  
Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=487>
  5. Board Reports, Motions & Ordinances
    - a. Proclamation on Re-Dedication of Hurricane Forest Wildlife Refuge: Selectboard Chair Mike Hoyt read the Proclamation aloud. **Selectboard Clerk, Mary Erdei**



made the motion to adopt the proclamation. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

- b. Acceptance of Hazard Mitigation Grant for Buy-Out of 361 South Street: Director of Planning & Development Lori Hirshfield updated the Selectboard on Town efforts in collaboration with FEMA and the Vermont Emergency Management Agency to process this matter to conclusion, with a FEMA/VEM buy out of the 361 South Street property and ultimately with FEMA/VEM funding to perform slopeside stabilization work. Selectboard Clerk, Mary Erdei made the motion to accept the Buy-Out grant of approximately \$351,249 and to continue to pursue the purchase of the property and to authorize the Town Manager to execute the necessary documents and submit them to the State, with the condition that the final purchase is dependent on obtaining all funds necessary to cover all project expenditures. Selectboard Vice Chair Kim Souza seconded the motion. All were in favor and the motion passed.
- c. Continued Discussion of ARPA Fund Allocations:  
Finance Director Gail Ostrout updated the Selectboard on the status of ARPA-funded projects and about the possibility of re-allocating ARPA funds by October 1, if designated projects cannot be obligated by then. Additional funding proposals were discussed. These discussions will be ongoing.
- i. Selectboard Member, Lannie Collins made the motion to allocate ARPA funds in an amount not to exceed \$15,000 toward the purchase of a nursing pod for Staff use. Selectboard Vice-Chair seconded the motion. All were in favor and the motion passed.
- ii. Selectboard Member, Lannie Collins made the motion to allocate ARPA funds in an amount not to exceed \$45,000 toward the purchase of a Police Detective vehicle. Selectboard Vice-Chair, Kim Souza seconded the motion. All were in favor and the motion passed.
- iii. Selectboard Member Lannie Collins made the motion to allocate ARPA funds in an amount not to exceed \$66,376.47 and to authorize the Town Manager to sign for and purchase a Ventrac mower and its attachments through the Sourcwell Contract (which amount reflects the \$9,100.00 trade-in value of the Jacobsen mower). Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.
- iv. Selectboard Vice Chair Kim Souza made the motion to allocate ARPA funds in the amount of \$60,000 toward restoring Maxfield Sports Complex's parking areas, upgrading the stormwater retention areas and addressing pathways through an RFP process. Selectboard member, Mary Erdei seconded the motion. All were in favor and the motion passed.
- d. Discuss Potential FYE Encumbrances:  
Finance Director Gail Ostrout explained the annual process by which the Town carries over approved but unused funding from the last fiscal year into the current one. Selectboard Vice Chair, Kim Souza made the motion to approve the 2024 Encumbrance Request as presented, totaling \$1,302,643.36. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.
- e. Appointment of Authorized Representatives to Act on Bond Bank Matters  
Finance Director Gail Ostrout explained that the Selectboard needed to appoint Town representatives to execute documents to obtain Vermont Bond Bank reimbursement for expenses associated from the Fire Station No. 2 improvements. Selectboard

this should be 15,500.  
I watched the video  
and Lannie clearly  
said 15,500.  
We need this amended  
@ the next meeting.

**Member, Ida Griesemer made the motion to appoint Mike Hoyt, Kim Souza, John Haverstock and Joe Major as such representatives. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.**

f. Discuss Retention of Auditors

Finance Director Gail Ostrout led a discussion over whether the Town should renew its ongoing relation with its current auditing firm through a waiver of its Purchasing Policy or engage in an RFP process. **Selectboard Vice Chair, Kim Souza made the motion to instruct the Town Manager to work with the Finance Director to engage in the RFP process for an auditing firm for FY2025. Selectboard Member Ida Griesemer seconded the motion. The motion passed 6-1 (Collins opposed).**

g. Transfer Station Feasibility Study

Sanborn Head representative Brian Beaudoin presented their Transfer Station Feasibility Study, which compared and contrasted several models for potential future uses of the Town's Transfer Station. No action taken.

h. Review Fuel Bids

DPW Director Bryan Gazda explained the process by which his department solicited and evaluated bidding on gasoline and diesel. **Selectboard Clerk, Mary Erdei made a motion to authorize the Town Manager to enter into an agreement with Evans Fuels for the purchase of petroleum fuels utilizing the rack rate pricing method plus \$0.19 per gallon from August 1, 2024 through June 30, 2025, with the option to renew through June 30, 2026. Selectboard Member Sue Buckholz seconded the motion. All were in favor and the motion passed.**

i. Review Paving Bids

DPW Director Bryan Gazda and Assistant DPW Director for Planning Chris Holzwarth described the process by which DPW solicited and evaluated paving bids, with a recommendation to save money by purchasing asphalt containing up to 20% recycled asphalt. **Selectboard Member Lannie Collins made the motion to authorize the Department of Public Works to purchase supplies and materials up to a total of \$59,251 to replace associated culverts and make drainage repairs and improvements prior to paving. Selectboard Vice Chair Kim Souza seconded the motion. All were in favor and the motion passed. Selectboard Member, Lannie Collins made the motion to authorize the Town Manager to execute a contract with Pike Industries for a maximum amount of \$816,815 with the ability to execute change orders to facilitate additional maintenance paving or overages utilizing any unspent funds within the \$950,000 budget or from any GA0789 reimbursement revenues. Selectboard Vice Chair Kim Souza seconded the motion. All were in favor and the motion passed.**

**VII. Commission Reports:**

- a. Brandon Smith reported on his attendance at the Committee on Housing & Homelessness, including a discussion of a Rental Registry.
- b. Mary Erdei reported on HCorei – 08.07.24 & 08.21.24
  - 08.07.24 Meeting called to order at 6:09 p.m.
  - Members welcomed Tatum Barnes, staff liaison and Recreation Specialist from Parks and Recreation, to our meeting. Tatum brought his lovely family: Taylor, his wife and 2 year old Rafael. Introductions were made all around.
  - The current situation regarding unused ARPA funds was discussed briefly by Selectboard Member Mary Erdei.
  - Pat Autilio, Chair, described the stipend process, using himself as an example. He also talked about possible speakers for upcoming HCorei meetings.

- Molly Armbrust, Joe Major and Pat Autilio recommended we offer what support we can give to District Equity Coordinator Julia Lau. (i.e. "What do you need for us to help you?")
  - Meeting adjourned at 7:10.
  - 08.21.24 Meeting - Susan Mullens was pleased to see a banner for HCoreI at the Pride Parade and hopes we can be more involved next year. Susan also wondered about the history behind the Commission's meeting 2x/month when other commissions meet 1x/month. Discussion for another agenda.
  - Re: Charge documents on the website: we are waiting for Sara to notify us that we have the most recent revisions on our documents.
  - We are still waiting for some feedback regarding a Gender Inclusivity Policy as Kim reported that VLCT does not have one available at the moment and Sara was also looking into this for the town since the school has one.
  - Discussion ensued regarding future speakers and town staff who have addressed how they handle issues of interest to HCoreI.
- c. Lannie Collins reported on the Hartford Community Coalition's three upcoming Ice Cream Socials.

**VIII. Consent Agenda: Selectboard Vice Chair, Kim Souza 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: 8/17/2024

Approve A/P Manifest of: 8/16/2024 & 8/22/2024

Approve Meeting Minutes of: 8/6/2024

Note: Already Approved Selectboard Meetings: 9/3/2024; 9/10/2024 (Listening Session); 9/17/2024 and 9/22/2024 (Strategic Planning Session)

**IX. Executive Session: None**

**X. Adjourn the Selectboard Meeting: Selectboard Member, Ida Griesemer made the motion to adjourn the Selectboard Meeting at 8:56 PM. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.**



Mary Erdei, Selectboard Clerk  
August 20, 2024 Selectboard  
Meeting





## TOWN OF HARTFORD SELECTBOARD AMMENDED MINUTES

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White River Junction, VT 05001

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**Present:** Michael Hoyt, Chair; Kim Souza, Vice-Chair; Mary Erdei, Clerk; Lannie Collins, Member; Susan Buckholz, Member; Brandon Smith, Member, Ida Griesemer, Member; John Haverstock, Town Manager; Lori Hirshfield; Gail Ostrout; Scott Hausler; Bryan Gazda; Chris Holzwarth; Mark Detzer; Mike Cagg; Brian Beaudoin.

**Present on Zoom:** Paula Nulty, Marcy Bartlett.

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

- I. Call to Order the Selectboard Meeting by Chair, Mike Hoyt at 6:00PM.
- II. Pledge of Allegiance was recited and led by John Haverstock.
- III. Local Liquor Control Board: None
- IV. Local Cannabis Control Board: None
- V. Order of Agenda: There were no changes to the order of agenda.
- VI. Selectboard
  1. Public Comment –
    - a. Mark Detzer expressed concerns about parking spot adequacy at the Brookside development in Wilder.
    - b. Marie Alvin expressed concern about drug use at facilities run by the Haven in town
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Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=487>
  5. Board Reports, Motions & Ordinances
    - a. Proclamation on Re-Dedication of Hurricane Forest Wildlife Refuge: Selectboard Chair Mike Hoyt read the Proclamation aloud. **Selectboard Clerk, Mary Erdei**

**made the motion to adopt the proclamation. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.**

- b. Acceptance of Hazard Mitigation Grant for Buy-Out of 361 South Street: Director of Planning & Development Lori Hirshfield updated the Selectboard on Town efforts in collaboration with FEMA and the Vermont Emergency Management Agency to process this matter to conclusion, with a FEMA/VEM buy out of the 361 South Street property and ultimately with FEMA/VEM funding to perform slopeside stabilization work. **Selectboard Clerk, Mary Erdei made the motion to accept the Buy-Out grant of approximately \$351,249 and to continue to pursue the purchase of the property and to authorize the Town Manager to execute the necessary documents and submit them to the State, with the condition that the final purchase is dependent on obtaining all funds necessary to cover all project expenditures. Selectboard Vice Chair Kim Souza seconded the motion. All were in favor and the motion passed.**
- c. Continued Discussion of ARPA Fund Allocations:  
Finance Director Gail Ostrout updated the Selectboard on the status of ARPA-funded projects and about the possibility of re-allocating ARPA funds by October 1, if designated projects cannot be obligated by then. Additional funding proposals were discussed. These discussions will be ongoing.
  - i. **Selectboard Member, Lannie Collins made the motion to allocate ARPA funds in an amount not to exceed \$15,500 toward the purchase of a nursing pod for Staff use. Selectboard Vice-Chair seconded the motion. All were in favor and the motion passed.**
  - ii. **Selectboard Member, Lannie Collins made the motion to allocate ARPA funds in an amount not to exceed \$45,000 toward the purchase of a Police Detective vehicle. Selectboard Vice-Chair, Kim Souza seconded the motion. All were in favor and the motion passed.**
  - iii. **Selectboard Member Lannie Collins made the motion to allocate ARPA funds in an amount not to exceed \$66,376.47 and to authorize the Town Manager to sign for and purchase a Ventrac mower and its attachments through the Sourcewell Contract (which amount reflects the \$9,100.00 trade-in value of the Jacobsen mower). Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.**
  - iv. **Selectboard Vice Chair Kim Souza made the motion to allocate ARPA funds in the amount of \$60,000 toward restoring Maxfield Sports Complex's parking areas, upgrading the stormwater retention areas and addressing pathways through an RFP process. Selectboard member, Mary Erdei seconded the motion. All were in favor and the motion passed.**
- d. Discuss Potential FYE Encumbrances:  
Finance Director Gail Ostrout explained the annual process by which the Town carries over approved but unused funding from the last fiscal year into the current one. **Selectboard Vice Chair, Kim Souza made the motion to approve the 2024 Encumbrance Request as presented, totaling \$1,302,643.36. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.**
- e. Appointment of Authorized Representatives to Act on Bond Bank Matters  
Finance Director Gail Ostrout explained that the Selectboard needed to appoint Town representatives to execute documents to obtain Vermont Bond Bank reimbursement for expenses associated from the Fire Station No. 2 improvements. **Selectboard**



**Member, Ida Griesemer made the motion to appoint Mike Hoyt, Kim Souza, John Haverstock and Joe Major as such representatives. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.**

f. Discuss Retention of Auditors

Finance Director Gail Ostrout led a discussion over whether the Town should renew its ongoing relation with its current auditing firm through a waiver of its Purchasing Policy or engage in an RFP process. **Selectboard Vice Chair, Kim Souza made the motion to instruct the Town Manager to work with the Finance Director to engage in the RFP process for an auditing firm for FY2025. Selectboard Member Ida Griesemer seconded the motion. The motion passed 6-1 (Collins opposed).**

g. Transfer Station Feasibility Study

Sanborn Head representative Brian Beaudoin presented their Transfer Station Feasibility Study, which compared and contrasted several models for potential future uses of the Town's Transfer Station. No action taken.

h. Review Fuel Bids

DPW Director Bryan Gazda explained the process by which his department solicited and evaluated bidding on gasoline and diesel. **Selectboard Clerk, Mary Erdei made a motion to authorize the Town Manager to enter into an agreement with Evans Fuels for the purchase of petroleum fuels utilizing the rack rate pricing method plus \$0.19 per gallon from August 1, 2024 through June 30, 2025, with the option to renew through June 30, 2026. Selectboard Member Sue Buckholz seconded the motion. All were in favor and the motion passed.**

i. Review Paving Bids

DPW Director Bryan Gazda and Assistant DPW Director for Planning Chris Holzwarth described the process by which DPW solicited and evaluated paving bids, with a recommendation to save money by purchasing asphalt containing up to 20% recycled asphalt. **Selectboard Member Lannie Collins made the motion to authorize the Department of Public Works to purchase supplies and materials up to a total of \$59,251 to replace associated culverts and make drainage repairs and improvements prior to paving. Selectboard Vice Chair Kim Souza seconded the motion. All were in favor and the motion passed. Selectboard Member, Lannie Collins made the motion to authorize the Town Manager to execute a contract with Pike Industries for a maximum amount of \$816,815 with the ability to execute change orders to facilitate additional maintenance paving or overages utilizing any unspent funds within the \$950,000 budget or from any GA0789 reimbursement revenues. Selectboard Vice Chair Kim Souza seconded the motion. All were in favor and the motion passed.**

**VII. Commission Reports:**

- a. Brandon Smith reported on his attendance at the Committee on Housing & Homelessness, including a discussion of a Rental Registry.
- b. Mary Erdei reported on HCoreI – 08.07.24 & 08.21.24
  - 08.07.24 Meeting called to order at 6:09 p.m.
  - Members welcomed Tatum Barnes, staff liaison and Recreation Specialist from Parks and Recreation, to our meeting. Tatum brought his lovely family: Taylor, his wife and 2 year old Rafael. Introductions were made all around.
  - The current situation regarding unused ARPA funds was discussed briefly by Selectboard Member Mary Erdei.
  - Pat Autilio, Chair, described the stipend process, using himself as an example. He also talked about possible speakers for upcoming HCoreI meetings.

- Molly Armbrust, Joe Major and Pat Autilio recommended we offer what support we can give to District Equity Coordinator Julia Lau. (i.e. “What do you need for us to help you?”)
  - Meeting adjourned at 7:10.
  - 08.21.24 Meeting - Susan Mullens was pleased to see a banner for HCoreI at the Pride Parade and hopes we can be more involved next year. Susan also wondered about the history behind the Commission’s meeting 2x/month when other commissions meet 1x/month. Discussion for another agenda.
  - Re: Charge documents on the website: we are waiting for Sara to notify us that we have the most recent revisions on our documents.
  - We are still waiting for some feedback regarding a Gender Inclusivity Policy as Kim reported that VLCT does not have one available at the moment and Sara was also looking into this for the town since the school has one.
  - Discussion ensued regarding future speakers and town staff who have addressed how they handle issues of interest to HCoreI.
- c. Lannie Collins reported on the Hartford Community Coalition’s three upcoming Ice Cream Socials.

**VIII. Consent Agenda: Selectboard Vice Chair, Kim Souza 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: 8/17/2024

Approve A/P Manifest of: 8/16/2024 & 8/22/2024

Approve Meeting Minutes of: 8/6/2024

Note: Already Approved Selectboard Meetings: 9/3/2024; 9/10/2024 (Listening Session); 9/17/2024 and 9/22/2024 (Strategic Planning Session)

**IX. Executive Session: None**

**X. Adjourn the Selectboard Meeting: Selectboard Member, Ida Griesemer made the motion to adjourn the Selectboard Meeting at 8:56 PM. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.**

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Ashley Andreas, Selectboard Clerk  
 August 20, 2024 Minutes  
 Amended Minutes Approved April 1, 2025