



TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, December 30, 2025, 6:00pm

(Rescheduled from 12.23.2025)

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/91619901314>

Live stream the meeting on YouTube: <https://www.youtube.com/@junctionartsandmedia>

- I. Call to Order the Selectboard Meeting (6:00)
- II. Pledge of Allegiance (6:01)
- III. Local Liquor Control Board: None
- IV. Local Cannabis Control Board
 - a. Consider the CCB Retail Renewal Application for Hidden Grove, LLC
- V. Order of Agenda
- VI. Selectboard
 1. Public Comment (6:05)
Public comment is an opportunity for the public to comment. It is not the place for dialogue. Questions about Town Operations? Please Contact the [Town Manager](#).
 2. Selectboard Comments and Announcements (6:15)
 3. Appointments (6:20)
 - a. Consider the Re-Appointment of John Reid to the Climate Action Steering Team for a three year Term beginning December 30, 2025 and ending December 29, 2028.
 - b. Consider the Appointment of Mitchell Spenler to the Hartford Tree Board for a three year Term beginning December 30, 2025 and ending December 29, 2028.
 4. Town Manager Report (6:30)
Significant Activity Reports Link: <https://www.hartford-vt.org/Archive.aspx?ADID=544>
 5. Board Report, Motions & Ordinances
 - a. Consider Proposal to Purchase Road Salt (6:35)
 - b. Review Capital Improvement Plan Request for Proposals and Consider Awarding Contract (6:45)
 - c. Consider Approval of TIF Warrant Item for March 3 Australian Ballot and Approval of Declaration of Intent to Reimburse Town Expenditures (6:55)
 - d. FY2027 Budget Process Update and Recap (7:05)
 - e. Consider Proposal to Add a Town Meeting Ballot Article on Curbside Recycling (7:20)
 - f. Ratify Selectboard Leadership Approval of AP/Payment Manifest for Payroll Ending 12/20/2025; AP Manifest for 12/19/2025 & 12/24/2025 (7:35)
- VII. Commission Reports (7:40)
- VIII. Consent Agenda (7:45)
 - Approve Meeting Minutes of: 12/9/2025; 12/16/2025
 - Future Meetings Approved: 1/6/2026; 1/20/2026
 - Special Meeting if Needed: 1/22/2026
- IX. Executive Session: Personnel Matter (7:50)
- X. Adjourn the Selectboard Meeting (8:10)

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 the Town Manager's office no later than 5pm on Tuesday two weeks prior to the meeting date. Requests received after that date will be addressed at the discretion of the Chair. Individuals wishing to address the board should do so during the Public Comment period. Please Note: The Hartford Selectboard offers public viewing of meetings live at Town Hall, and additionally as a courtesy generally on YouTube, Channel 1085, and Zoom. If a member of the public has technical difficulties accessing this meeting remotely, please alert us by emailing Selectboard@hartford-vt.org.



TOWN OF HARTFORD

MUNICIPAL OFFICES

171 Bridge Street
White River Junction, Vermont 05001

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

website: www.hartford-vt.org



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

TO: Hartford Cannabis Control Commission
John Haverstock, Town Manager

FROM: Lisa O'Neil, Town Clerk

RE: CCB Application-Retail Renewal
The Hidden Grove LLC

DATE: December 12, 2025

Attached please find:

- Application for Retail Renewal Local Cannabis License-Town of Hartford- with additional documents provided by applicant & Department Signature Pages labeled as follows:
 - Exhibit A: Fire Marshal
 - Exhibit B: Planning & Development
 - Exhibit C: Town Clerk
 - Exhibit D: Public Works

**Application for Local Cannabis License
Town of Hartford**

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

1. Applicant Information

Name: THE HIDDEN GROVE

Doing Business As: _____

Mailing Address: 230 S. MAIN ST, WRTJ, VT 05001

Telephone Number: 802-281-6186

Email: hiddengrovevt@gmail.com

2. Owner/Agent Contact Information

Name: STEPHANIE WATERMAN

Mailing Address: 230 S. MAIN ST WRTJ, VT 05001

Telephone Number: 802-281-6186

Email: Stephanie@whiterivergroupnw.com

3. Property address where use will occur in the Town

230 SOUTH MAIN ST - STE 1

WHITE RIVER TOW, VT 05001

4. Licensing Information

Type of License Requested (check all that apply)

License Type	Tier (if applicable)	Date Applied for State Permit	State Permit Number (if Issued)
☐ Outdoor Cultivation*			
☐ Indoor Cultivation*			
☐ Mixed Cultivation*			
☒ Retail		2/1/24	RTUR0079
☐ Manufacturing*			
☐ Testing			
☐ Wholesale			

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

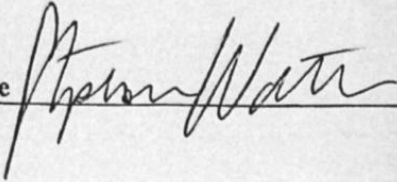
5. Local Compliance Information

Compliance Questions	Answer
Land Use	
Has the Hartford Zoning Administrator (ZOA) been contacted regarding your proposed use?	YES
Has the ZOA determined if the use is permitted in the location you have identified?	YES
If yes, has the ZOA determined if a new zoning permit required?	NOT REQUIRED
If a zoning permit is required, what is the date the complete application was accepted for review?	N/A
Has the zoning permit been issued? If so, what is the effective date.	N/A
Water and/or Wastewater	
Is an allocation for Town water and/or wastewater being requested?	NO
If yes, how many gallons per day have been requested?	N/A
Has an allocation been granted? If so, please attach approval for allocation.	N/A

6. **Acknowledgement & Signature**

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

Signature



Date

11/6/25

Printed Name

STEPHANIE WATERMAN

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

Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention: _____

Town Clerk: _____

Planning &
Development: _____

Public Works: _____

Cannabis Control Commission Review

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

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

DEC 11 2025

6. Acknowledgement & Signature

I acknowledge and understand that this application for a local cannabis license (or licenses) is independent of any approvals issued by the State of Vermont's Cannabis Control Board. I further acknowledge that any license(s), if granted, will expire one year from the date the State finalizes and issues the license after approval by the Hartford Cannabis Control Commission and a new application will be required for renewal. I agree to comply with any conditions included with approval of a cannabis license issued by the Town of Hartford and understand a failure to comply with any identified conditions may result in revocation of this license, including any applicable penalties or fines associated with the violation of conditions.

Signature Stephanie Waterman Date 11/6/25

Printed Name STEPHANIE WATERMAN

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Official Use Only – Do Not Write Below This Line**Department Sign Offs**

Building Code/Fire
Prevention:

[Signature]

Town Clerk: _____

Planning &
Development:

Public Works: _____

Cannabis Control Commission Review

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

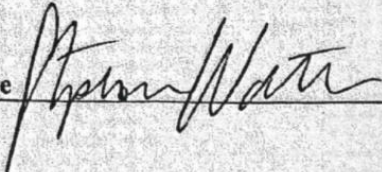
Action by CCC: _____ Date Follow-up sent: _____

NOV 13 2025

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Signature



Date

11/6/25

Printed Name

STEPHANIE WATERMAN

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Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention:

Town Clerk:

Planning &
Development:
B-Ann Ellis 11/13/25

Public Works:

Cannabis Control Commission Review

License/Application #:

Date of CCC Meeting:

Action by CCC:

Date Follow-up sent:

Exhibit C

6. Acknowledgement & Signature

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

Signature

Stephanie Waterman

Date

11/6/25

Printed Name

STEPHANIE WATERMAN

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Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention: _____

Town Clerk:

Lisa M. Ouellet 12/12/25

Planning &
Development: _____

Public Works: _____

Cannabis Control Commission Review

License/Application #: _____

Date of CCC Meeting: _____

Action by CCC: _____

Date Follow-up sent: _____

Exhibit D

DEC 11 2025

6. Acknowledgement & Signature

I acknowledge and understand that this application for a local cannabis license (or licenses) is independent of any approvals issued by the State of Vermont's Cannabis Control Board. I further acknowledge that any license(s), if granted, will expire one year from the date the State finalizes and issues the license after approval by the Hartford Cannabis Control Commission and a new application will be required for renewal. I agree to comply with any conditions included with approval of a cannabis license issued by the Town of Hartford and understand a failure to comply with any identified conditions may result in revocation of this license, including any applicable penalties or fines associated with the violation of conditions.

Signature

Stephanie Waterman

Date

11/6/25

Printed Name

STEPHANIE WATERMAN

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

Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention: _____

Town Clerk: _____

Planning &
Development: _____

Public Works: *OK* *12/11/25*

Cannabis Control Commission Review

License/Application #: _____

Date of CCC Meeting: _____

Action by CCC: _____

Date Follow-up sent: _____

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

ADVISORY BOARD/COMMISSION APPLICATION

Application for ___appointment(s) or x_re-appointment to: Climate Action Steering Team_____

I. APPLICANT DATA:

Name: John Reid_____

Address: P. O. Box 41, Quechee, VT 05059_____

Telephone: (Home) ~~802-295-9353~~ (Work) _____ (Other) 860 748 7196 _____

Email Address: ~~j.reid@quechee.com~~ _____

_____ How long have you been a Hartford resident? 12 years _____

Are you a registered voter? yes _____

II. EDUCATION:

High School: Phillips Academy_____ Year Graduated: 1962_____

College 1: Yale_____ Degree Earned: BA_____

Course of Study: History_____ Year: 1966_____

College 2: _____ Degree Earned: _____

Course of Study: _____ Year: _____

III. WORK HISTORY:

Please list Employer nameEdwards Angell Palmer & Dodge, Hartford, CT	Dates of		
& address (most recent first)	Employment 1969-2011	Position held Partner	Job dutie Tax lawyer

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? 20 nights, Monday –Thursday, available in the evening _____
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? I was appointed because of my position on the Planning Commission _____
- c. What are your past experiences in Municipal, State or Federal Government? I served as Chair of the Planning Commission of Barrington, RI _____
- d. What civic or social organizations have belonged to and what positions did you hold? Chair of the Trustees of First Church of Christ, Glastonbury, CT, President of Glastonbury Youth Football Assn., Trustee of Seekonk, MA Library, President of Yale Club of RI.
- 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? Compliance with the Town's Climate Action Plan _____
- f. What might some solutions be? More investment in the Town's infrastructure, expanding the Town's forests, more solar electricity generation _____
- g. Other hobbies/interests: photography, reading _____

V.	REFERENCES: (Please list three)	
Name:	Dana Clawson	Telephone: [REDACTED]
Name:	Jo-Ann Ells	Telephone: [REDACTED]
Name:	Bruce Riddle	Telephone: [REDACTED]

APPLICANTS SIGNATURE

John Reid

DATE

12/5/25

Lana Livingston

12/30 agenda

From: JD Hawks
Sent: Tuesday, December 9, 2025 8:29 AM
To: Lana Livingston
Subject: FW: Online Form Submittal: Boards, Committees & Commissions Application

Thanks,

JD Hawks
Communications and Media Specialist
Town of Hartford
171 Bridge Street, WRJ VT 05001
(802)-281-2840

From: noreply@civicplus.com <noreply@civicplus.com>
Date: Monday, December 8, 2025 at 9:15 PM
To: Lana Livingston <llivingston@hartford-vt.org>, JD Hawks <jhawks@hartford-vt.org>
Subject: Online Form Submittal: Boards, Committees & Commissions Application

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

Boards, Committees & Commissions Application

Name of the board, committee, or commission	Tree Board
Application for	Appointment
Date of application	12/8/2025
First Name	Mitchell
Last Name	Spenler
Address1	32 Latham Works Ln #3
Address2	<i>Field not completed.</i>
City	White River Junction
State	VT
Zip	05001

Phone Number [REDACTED]

Email Address [REDACTED]

How long have you been a Hartford resident? 1 Year

Are you a registered voter? Yes

Education

High School Williamsburg High School

Year Graduated 2014

College 1 University of Iowa

Degree Earned Bachelor of Art

Course of Study Psychology

Year 2018

College 2 LeTourneau University

Degree Earned Master's Degree

Course of Study Psychology

Year 2021

Work History

Most recent employer name and address Chippers Inc.

Dates of employment 2024-Present

Position held Crew Leader

Job duties Operate a small crew (2-4) pruning, removing, and planting various trees and other woody plants

Employer name and address Country Arborist

Dates of employment 2022-2024

Position held Crew Leader

Job duties	Operated a small crew (2-3) pruning, removing, and planting various trees and woody plants. Operated a stump grinder. Utilized a variety of chemicals and application methods for pest management, growth regulation, and iron deficiencies in different tree species.
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Employer name and address	Quality Care
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Dates of employment	2019-2022
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Position held	Crew Leader
---------------	-------------

Job duties	Operated a small create (1-2) doing various landscaping duties: small tree jobs, mulching, applying pesticides and herbicides, and painting athletic fields.
------------	--

Professional Experience

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 would be able to meet any week night. My schedule is very flexible.
---	---

Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute?	I want to join this board to help Hartford manage their trees. I'm very passionate about trees and the care for trees and feel as though my years of experience working as an arborist would help me contribute towards this goal and desire. I have a fair amount of knowledge about trees and have planted numerous trees throughout my years working in landscaping and as an arborist.
--	--

What are your past experiences in Municipal, State or Federal Government?	I have no other municipal, state, or federal government experience. This is my first application ever.
---	--

What civic or social organizations have belonged to and what positions did you hold?	I participated in 4-H and FFA in high school. I was the treasurer for a while for my 4-H club but held no position in FFA.
--	--

What do you perceive as areas of need in the	I think some of areas in Hartford could use a little spruce up, especially in public parks. I live right across the street from
--	---

municipality which could be addressed by either the administration or one of the advisory boards/commissions?

Ratcliffe Park and there are some ash trees that could use a little healthy maintenance and treatment for emerald ash borer, if they haven't already been. I just don't want to see one of these overextended branches break and land on someone driving by or using the basketball courts. I work in trees so it's obviously something I'm going to look at in my area and most people don't notice or care. I just want it to look nice so people are proud to live here and happy to visit.

What might some solutions be?

I think Hartford could greatly benefit from having its own arborist that takes care of the trees in the area. I realize funding a salary is definitely something to consider but I think it's worth considering. The other option would be hiring a company to do it. Most companies probably have contracts for towns or municipalities and would work out some kind of deal. I know Bartlett has a shop in White River so it'd be easy for them to maintain Hartford's trees. Again, I realize paying for it will be something to consider.

Other hobbies/interests:

I've been very interested in exploring Vermont and New Hampshire trying to find state champion trees with my wife and my dog. We usually find a brewery or something fun to do in whatever town we decided to go to. I like bowling, even though I'm pretty bad at it. Otherwise, I just like being outside and enjoying the seasons.

References (Please list three)

Name	Tanner Potter
Phone number	[REDACTED]
Name	Jason Herring
Phone number	[REDACTED]
Name	Britt Sanko
Phone number	[REDACTED]

Email not displaying correctly? [View it in your browser.](#)

Town Manager's Report

December 30, 2025

Selectboard Meetings

Today's regular Selectboard meeting was postponed from December 23. There will be another regular Selectboard Budget meeting on Tuesday, January 6.

Town Meeting Preparations

Warrant Information Night: Monday, January 12 at 6:00 pm at Town Hall, Room 1: Wilder Water Main Project; WRJ Water Project; TIF District Wrap Up; LOT Spending Proposals

Budget & Candidates Night: Monday, February 23 at 7:00 pm at High School Auditorium

Town & School District Meeting: Saturday, February 28 at 10:00 am at High School Auditorium

VOTING DAY: Tuesday, March 3 from 7:00 am to 7:00 pm at the High School Gymnasium

Finance Director Position

Interim Finance Director Steve Daly is now working remotely.

Meanwhile, the Town has conducted interviews with three candidates for the permanent Finance Director position.

Public Works Director

The Town has made an offer of employment and we hope that it will be accepted in time to allow for a week or so of overlap with retiring DPW Director Bryan Gazda, who is planning to depart at the end of January.

New Year's Day

Town offices will be closed on Thursday, in observance of New Year's Day.



AGENDA MEMORANDUM

December 30, 2025

Town Selectboard Meeting Item: 5

Submitted by: Bryan Gazda, Director of Public Works

Subject: Reject of Sealed Bid and Exception of Section 3.6 of the Purchasing Policy – Winter Rock Salt

Background: We typically use +/- 2500 tons of rock salt to de-ice paved roads, parking areas, and sidewalks during an average winter season and given the limited supply of vendors we have relied on either Cargill or American Rock Salt to provide competitive bid pricing in the past. Last winter, we sought an exception under Section 3.6 of the Procurement Policy to award the contract to Cargill Salt, North Olmsted, OH, due to Cargill not authorizing State contract pricing for local municipalities and American Rock Salt not being able to meet our demand of +/- 2500 tons of rock salt.

Discussion: This year we researched State contracts and the only State contract for VTrans District 4, is with American Rock Salt at a price of \$89.10 per ton, but they are not authorizing local governments to utilize State contract pricing under this contract. With this, a Sealed Bid Proposal was released with bids due on Nov. 17, 2025, and we received a bid from Eastern Salt Company, Lowell MA, in amount of \$98.50 per ton, and “No Bid” from Morton Salt. To further expand our search, we contacted Cargill Salt, North Olmsted, OH and they provided a non-bid price quote of \$98.25 per ton on September 18, 2025.

Given our “Valued Customer” status with Cargill, their material storage location in WRJ, and their ability to deliver the aggregate estimated amount of road salt need on reliable short notice basis, it is prudent to reject Eastern Salt Company bid and seek an exception of Section of 3.6 of the Purchasing Policy, regarding competitive bidding and award the 2025-26 road salt contract to Cargill.

Impact: The estimated financial impact for 2500 tons of rock salt is \$245,625.

Recommendation: Staff recommend the following motion: In accordance with the Rejection of Bids section contained in the Sealed Bid Proposal, the bid from Eastern Rock Salt, Lowell MA, in the amount of \$98.50 per ton is rejected and in accordance with Section 3.7 of the Town Purchasing Policy, the Selectboard waives the requirement for competitive bidding for the purchase of approximately 2500 tons of winter rock salt and authorizes the Director of Public Works to sign an agreement with Cargill Salt, North Olmsted, OH at a price of \$98.25 per ton for the 2025-26 snow removal season.

TOWN OF HARTFORD

The Town of Hartford is requesting bids for the provision of Bulk Deicing Salt products. This bid should address the period from July, 1, 2025 through June 30, 2026.

Scope of Services

The bids shall include the supply of the noted bulk deicing salt products. Bids must also include a commitment to provide up to 120% of the estimate tonnage.

GRADATION: Salt shall conform to the following particle size distribution specifications as determined by laboratory sieves per ASTM D632 (testing method is AASHTO T27 for gradation):

<u>Passing a ½"</u>	<u>Sieve</u>	<u>100%</u>
<u>Passing a 3/8"</u>	<u>Sieve</u>	<u>95%-100%</u>
<u>Passing a No.4</u>	<u>Sieve</u>	<u>20%-90%</u>
<u>Passing a No. 8</u>	<u>Sieve</u>	<u>10%-60%</u>
<u>Passing a No. 30</u>	<u>Sieve</u>	<u>0% - 15%</u>

MOISTURE REQUIREMENT: Moisture content shall be in a free-flowing condition when received at the delivery location with a moisture content not to exceed one percent (1%), in accordance with AASHTO T255. Material exceeding two and a half percent (2.5%) moisture content and/or evidence of free-flowing water/brine may be rejected and returned to the supplier at the expense of the supplier. Town Of Hartford reserves the right to reject all deliveries for the day. Visible moisture leakage from the delivery vehicle will be cause for immediate rejection of the load.

Basis of Award

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

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

Insurance

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

Instructions

Bids must be submitted in a sealed envelope clearly labeled "2025-2026 Bulk Deicing Bid" and will be received at the Town of Hartford, Town Managers Office, 171 Bridge Street, White River Junction, Vermont, 05001, no later than 1:00 p.m. on Monday, November 17, 2025. Bids received after the noted time and date will not be accepted. Faxed bids will not be accepted.

Rejection of Bids

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

Revision to the Request for Bids

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

Limitations of Liability

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

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

Town of Hartford

2025-2026 Bulk Deicing Salt Bid Form

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

<u>Material</u>	<u>Approximate Quantity (Tons)</u>	<u>Price/ton</u>
Winter Salt Delivered	2,500	_____

Date: _____ Bidder: _____

Authorized Signature: _____ Printed Signature _____

Address: _____

Phone Number: _____

E-Mail Address: _____

ATTENDANCE SHEET

BID/DATE: Bulk Deicing Salt Products / NOV. 17, 2023 @ 1pm

	Printed Name	Company	Signature
1	Dumbert, Marlene Brown	T O H	Dumbert, Marlene Brown
2	Bryan Cruz	T O H	[Signature]
3			
4			
5			
6			
7			
8			
9			
10			

TOWN OF HARTFORD
171 BRIDGE STREET
WRJ, VT 05001

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

Bid For: Bulk deicing Salt products
DEPARTMENT: DPW
DATE: NOV. 17, 2025 @ 1pm
Tabulated BY: _____

	Name & Address of Bidder	Bid			
1	Andrew Lorenzini MORTON SALT 444 W. Lake ST. Chicago, IL 60606	NO BID			
2	Karen Girard 134 Middle ST. SUITE 210 Lowell, MA 01850 (EASTERN SALT CO., INC.)	\$98.50/Ton			
3					
4					
5					
6					
7					
8					
9					

Town of Hartford

2025-2026 Bulk Deicing Salt Bid Form

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

<u>Material</u>	<u>Approximate Quantity (Tons)</u>	<u>Price/ton</u>
Winter Salt Delivered	2,500	<u>\$98.50 per ton</u>

Date: November 13, 2025 Bidder: Eastern Salt Co., Inc.

Authorized Signature: Shelagh E. Mahoney Printed Signature Shelagh E. Mahoney, President

Address: 134 Middle St, Ste 210
Lowell, MA 01852

Phone Number: 978-251-8553

E-Mail Address: info@easternsalt.com



MORTON SALT

November 13, 2025

Town of Hartford
Town Manager's Office
171 Bridge Street
White River Junction, VT 05001

Bid: 2025-2026 Bulk Deicing Bid
Opens: 11/17/2025 @1:00PM

Dear Sir/Madam:

Thank you very much for submitting to us your "Invitation to Bid" on the above contract. However, at this time we respectfully submit a No Bid. We request that you retain us on your mailing list for future proposals.

Sincerely,

Anthony T. Patton
Director, Bulk Deicing US Government Sales



Salt, Road Safety
24950 Country Club Blvd, Suite 450
North Olmsted, OH 44070

INFORMAL QUOTE LETTER

Thursday, September 18, 2025

Billing Information		Shipping Information	*Contact Information	
Account Number	1500011602	2000020745	Attn:	VALUED CUSTOMER
Name	TOWN OF HARTFORD	TOWN OF HARTFORD	Title	
Address 1	171 BRIDGE ST	142 IZZO PLACE	Phone	
City State Zip	WHITE RIVER JUNCTION, VT 05001	HARTFORD, VT 05001	Mobile	
County	WINDSOR	WINDSOR	e-mail	jdelisle@hartford-vt.org
*PLEASE VERIFY THAT ALL CONTACT INFORMATION IS CORRECT. IF CHANGES ARE REQUIRED PLEASE NOTE THEM ON THE NEXT PAGE.				

Cargill, Incorporated Deicing Technology Business Unit ("Cargill") is pleased to submit the following quote for your DEICING SALT needs for the 2025/2026 season.

Price Basis Per Ton

Product	DELIVERY	Estimated Tons	Terminal
100011135 - Bulk Deicing Salt	\$ 98.25	2500	1AES - WHITE
THE PRODUCT QUOTED IN THIS AGREEMENT IS INTENDED FOR BULK DEICING USE ONLY.			

PLEASE SIGN AND RETURN THIS QUOTE LETTER TO OUR ATTENTION WITHIN FIVE (5) BUSINESS DAYS FROM DATE OF LETTER. WE CANNOT UPDATE YOUR ACCOUNT FOR THIS YEAR WITHOUT THE SIGNED QUOTE LETTER. THIS PRICE QUOTE LETTER DOES NOT CONSTITUTE AN ORDER. ORDERS MUST BE PLACED BY CALLING CUSTOMER SERVICE AT 800-600-SALT (7258). ORDERS BEING PLACED FOR PICKUP MAY NOT BE AVAILABLE FOR 24 HOURS FROM THE TIME THE ORDER IS PLACED.

TERMS AND CONDITIONS –

- Provided this Price Quote Letter is signed and returned within five (5) business days from the Date, Cargill agrees to hold the quoted prices firm from September 18, 2025 through May 31, 2026. Notwithstanding the foregoing, the prices contained in this Price Quote Letter are contingent on Customers adherence to these Terms and Conditions and the attached Terms and Conditions of Sale, including, but not limited to, Customer's compliance with the Customer account's payment and credit terms stated below.
- If purchase is not made by December 31, 2025, Cargill reserves the right to revoke the pricing provided in this Price Quote Letter.
- The Estimated Tons figure is an estimate of the total quantity of each Product(s) to be purchased by Customer under this Price Quote Letter. Customer is not obligated to purchase a minimum percentage of the Estimated Tons. Cargill is not obligated to sell Customer any quantity of the Estimated Tons.
- Cargill's obligation to sell Product(s) is SUBJECT TO PRODUCT AVAILABILITY. Cargill has the right to (i.) decline, or suspend shipments of, any Customer order placed under this Price Quote letter or (ii) terminate this Price Quote Letter if, at any time, Cargill encounters Product shortages due to commitments to other customers. In addition, Cargill reserves the right to decline, or suspend shipments of, any Customer order placed under this Price Quote Letter for any reason(s) relating to: Conditions at any Cargill terminal/production facility, weather conditions, or any other reason that may affect Cargill's ability to accept orders.
- Estimated delivery time three to seven business days after release of an order. This quote assumes that Product will be delivered from or picked up at the terminal set forth above. Sourcing of products from another Cargill facility is subject to availability and additional fees that may be applied to your account. Cargill's sale of Product is expressly conditional upon these Terms and Conditions and Customer's acceptance of the attached Terms and Conditions of Sale. Any terms which may exist on the Customer's standard purchase order (or similar forms) and which alter or are inconsistent with the terms and conditions will be of no legal force or effect and will not govern the transaction contemplated by this Price Quote Letter.
- By accepting, Customer agrees that this Price Quote Letter (including the Terms and Conditions and the attached Terms and Conditions of Sale) constitutes the entire understanding between Cargill and Customer and supersedes all other prior agreements or quotations, whether written or oral, between Cargill and Customer with respect to the Product(s). Any individual signing this Price Quote on behalf of Customer represents and warrants that they have full authority to do so, and that the transaction described herein is consistent with any applicable procurement regulations.

Payment Terms	NET 30	Credit Limit	N/A
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Payment terms & credit limits are subject to change.

Thank you for the opportunity to be of service. We are looking forward to supplying your salt needs.

Cargill, Incorporated Salt, Road Safety Adam Donegan Strategic Account Manager Adam_Donegan@cargill.com 607-542-6038	Accepted
	Signature:
	Name:
	Title:
	e-mail:

Confidential - This document is intended only for the named recipient (i.e., Seller) and contains confidential information. Anyone other than the Seller is not permitted access to this information. Any dissemination or distribution of this information is a breach of the terms and conditions of this document. If you have received this document in error, please advise CDT by reply e-mail / mail at the address above, and delete this document and any email related thereto

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Deicing Technology Business
24950 Country Club Blvd, Suite 450
North Olmsted, OH 44070

Please notify us of any required changes to your account information. Any incorrect information will delay your account setup.

Billing Information		Shipping Information	
Name:			
DBA (if applicable)			
Address 1			
Address 2			
City State Zip			
County			
Attn:			
Phone		Fax	e-mail:

TERMS AND CONDITIONS OF GOVERNMENT ROAD SALT SALES

1. **TERMS TO GOVERN.** The terms and conditions set forth herein shall constitute the sole terms and conditions of sale for this quotation (the "Quote") and any orders placed thereunder. No other terms or conditions, whether contained in Buyer's purchase order or elsewhere, shall be binding on Seller unless agreed to in writing by Seller.

2. **TITLE/RISK OF LOSS.** Title and risk of loss shall pass to Buyer at the time the goods are delivered to or picked up by Buyer.

3. **PAYMENT AND CREDIT TERMS.** Failure of the Buyer to pay on the due date for products shipped shall give Seller the right, but not the obligation, to suspend further shipment, without notice to the Buyer, until all previous shipments are paid, or to terminate this agreement and seek all available remedies from Buyer. Interest at the maximum rate permitted by law will accrue on all invoices unpaid as of the net due date. All payments by Buyer shall be final 180 days after shipment of the goods and Buyer shall have no right to audit payments or deduct future payments after such date. Notwithstanding anything else herein contained, Seller reserves the right to modify payment terms or to allow no credit whatsoever to Buyer if Seller determines that it cannot grant Buyer the credit terms which are specified herein or Buyer's credit changes. Buyer understands that this reservation is necessary to allow Seller's credit department to have adequate time to review Buyer's credit status.

4. **WARRANTY AND LIMITATION OF LIABILITY.** Seller warrants that it has the right to convey good title to the goods and that the goods will be delivered free of all liens and encumbrances. EXCEPT FOR THE WARRANTIES SPECIFICALLY SET FORTH ABOVE, SELLER DISCLAIMS ALL OTHER EXPRESS OR IMPLIED WARRANTIES WITH RESPECT TO THE PRODUCTS, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL SELLER BE LIABLE FOR TO BUYER, OR TO ANY THIRD PARTY, FOR ANY INDIRECT, CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE OR EXEMPLARY DAMAGES OF WHATSOEVER NATURE (INCLUDING, BUT NOT LIMITED TO, LOST BUSINESS, LOST PROFITS, DAMAGE TO GOODWILL OR REPUTATION AND/OR DEGRADATION IN VALUE OF BRANDS, TRADEMARKS, TRADENAMES, SERVICE NAMES OR SERVICE MARKS) WHETHER ARISING OUT OF BREACH OF CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE, FAILURE TO WARN, OR STRICT LIABILITY) OR OTHERWISE.

5. **EXCLUSIVE REMEDY.** If upon delivery to Buyer the goods appear not to meet the above warranty, Buyer shall immediately notify Seller who shall have a right to inspect them. Buyer shall not return, repair or dispose of any goods that fail to meet the above warranty without Seller's written consent. In the event Seller breaches the above warranty, Buyer's sole and exclusive remedy and Seller's sole and exclusive liability shall be limited to, at Seller's option, replacement of non-conforming goods with conforming goods or return of the purchase price.

6. **FORCE MAJEURE.** Seller shall be excused for failure to deliver or delay occasioned by conditions beyond Seller's reasonable control, including, but not limited to, Acts of God, fire flood, windstorm, acts of governmental authorities, strikes shortage of raw materials, breakdown, shortage or non-availability of transportation facilities or equipment or any similar event not within Seller's control. In the event Seller is unable to supply the total requirements of its customers, Seller may allocate its available supply among its customers in a manner deemed by Seller to be fair and equitable. If Seller declares force majeure hereunder, Seller may cancel any unperformed portion hereof upon ten (10) days written notice to Buyer.

7. **INCREASES.** Any advance in applicable freight rates or taxes taking effect before the fulfillment of orders placed under this Quote shall be for Buyer's account. All demurrage or detention charges shall be for Buyer's account. Seller reserves the right to add energy and/or transportation related surcharges for Buyer's account. In addition, if Seller is unable, for any reason, to supply the goods from its plant closest to Buyer's facility, then Seller may, but is not required to, supply the goods from another plant, to the extent it is available, subject to Buyer's payment of all increased freight costs.

8. **DELIVERY.** Buyer shall furnish complete shipping instructions in sufficient time to enable Seller to perform its obligations hereunder. Seller shall not be obligated to make shipment in absence thereof. If more than one delivery is called for, each delivery is to be considered a separate contract for purposes of furnishing complete shipping instructions by Buyer. Unless otherwise provided for herein, if the Quote provides for deliveries over a period exceeding one month, Seller shall not be obligated to deliver in any thirty day period more than approximately equal monthly quantities, in relation to the total amount. The destination routing of shipments will be at Seller's option.

9. **TERMINATION.** If either party breaches any of its obligations under this Quote or any order thereunder, the non-breaching party may give ten (10) day notice of termination, and if the breach has not been cured during the said 30-day period, this Quote shall terminate. In the event Buyer files a voluntary petition in bankruptcy, makes an assignment for the benefit of creditors; is adjudicated as bankrupt; and/or becomes insolvent, Seller may terminate this Agreement effective immediately. Termination, pursuant to this Section, while being in itself a remedy for breach, shall not preclude any other legal or equitable remedy which is available to the terminating party.

10. **TAXES.** Buyer shall be liable for any taxes or other exactions levied by Federal, State or local authorities upon the sale, delivery, storage, consumption or transportation of the goods or services, and if any such items are paid or required to be paid by Seller, the amount shall be added to and become part of the price payable to Seller for such goods or services.

11. **ASSIGNMENT.** The rights and obligations under this Quote are not assignable by Buyer unless in writing and signed by Seller.

12. **FORWARD CONTRACT.** The Parties agree that the transactions hereunder constitute a "forward contract" within the meaning of the United States Bankruptcy Code and that each Party is a "forward contract merchant" within the meaning of the United States Bankruptcy Code.

13. **CONTRACT AMBIGUITIES.** The Parties acknowledge that they have had the opportunity to consult with legal counsel of their own choosing. As a result, the rule of construction that provides that ambiguities in a contract shall be construed against the drafter shall not apply to these terms and conditions and the Parties waive any such defense to the terms of these terms and conditions.

To: Members of the Hartford, VT Select Board

From: John Haverstock, Town Manager

Re: Request for Proposals for Capital Improvement Plan Consultant

Date: December 9, 2025

Background

While the Town's larger departments with capital needs have and maintain their own Capital Improvement Plans, the desire to have a comprehensive Capital Improvement Plan (CIP) which accounts for all of the Town's capital needs in a single, integrated resource has prompted the Town Manager, working with the Planning & Development Department, to apply for a Municipal Planning Grant from the State. The Town's grant application was approved, in the amount of \$30,000, with the Town responsible to provide a 10% local match.

Discussion

The Town's initial Request for Proposals (RFP) resulted in a single proposal. Because the only experience of that consultant in generating a CIP was for a municipality which gave a less-than-enthusiastic reference, the Town initiated a second RFP process. As with the first RFP, the second RFP was published on the website of the Vermont League of Cities & Towns (VLCT) and on the Town's own website. In addition, the Town sent its RFP to roughly a dozen consultants who are known to have assisted other Vermont municipalities develop their own CIP's. The Town received a single proposal responsive to this second RFP, from ReThink Local. ReThink Local's Founder is Alex Torpey, who worked (then under the auspices of VLCT) with the Selectboard in June, 2025 on a work planning session, which considered reports and capital priorities supplied by Department Heads. As a result, Torpey would begin his work with some familiarity with both the Selectboard members and the Town's capital needs.

Recommendation

The Town Manager recommends that the Selectboard award the CIP development contract to ReThink Local. Project team members Alex Torpey and Yoshi Manale each have substantial experience in municipal government and are likely to perform well when it comes to (a) working with the public, Department Heads and the Selectboard in an open and transparent process and (b) generating a comprehensive CIP which the Town can post and Staff can update annually. The resulting deliverable will hopefully enable the Selectboard to better prioritize capital needs and budgeting for future needs of the Town.

The quoted cost for this work is well within the Town's budget at \$20,500. Given that the Town (DPW) has recently engaged another consultant to digitally assess the Town's road system and pavement condition, there appears to be no need to pay for the "add-ons" identified the CIP proposal.

Recommended Motion

I move that the Selectboard accept the proposal of ReThink Local to assist the Town with the development of a comprehensive Capital Improvement Plan at a cost of \$20,500 and authorize the Town Manager to move the process forward accordingly.

Attachments

Request for Proposals

Proposal from ReThink Local

RFP-Asset & Capital Improvement Plan

Here is the link to the RFP:

<https://www.hartford-vt.org/Bids.aspx?BidID=166>



Classified Details

Classified ID

Description **REQUEST FOR PROPOSALS**

Consulting Engineering Services for the Development of an Asset & Capital Improvement Plan for Hartford, Vermont

Proposal Due on November 28, 2025

PROJECT DESCRIPTION

Overview

The Town of Hartford aims to effectively plan, finance, and provide an efficient system of improving and/or replacing Town facilities, vehicles and equipment to meet present and future needs. The Capital Improvement Plan (CIP) is intended to be a multi-year plan that identifies each proposed capital improvement, the source of funding, the cost, and cash flow information. The Town has assembled a capital asset inventory and several departments maintain capital Improvements plans of their own. The CIP will be prepared using an open process, providing an opportunity for residents, organizations and municipal departments to propose and comment on capital improvements and priorities. The CIP is linked to and consistent with the Town Plan.

Context and Background

Hartford is a town with a mix of rural residential areas, a village noted for tourism (Quechee) and a vibrant, diverse urban village (White River Junction). It is responsible for managing Town-owned facilities, a highway system, a Transfer Station, two water systems and two wastewater systems which require significant investment and are subject to damage from increasingly severe storm events. The CIP is needed to assist the Town in planning for necessary known and unforeseen expenditures. Additional information can be found in The Hartford Town Plan and town highway maps (both available through the Two Rivers Ottaquechee Regional Commission website or from bridge and culvert inventories (VTCulverts.org).

DETERMINE SCOPE

Consultant will consult the Town's Asset Capitalization Policy and work with the Town Manager to set agreed-upon thresholds for capital projects and infrastructure to be included.

Meet with Town Staff and Committees

Consultant will meet with the Town Manager, Finance Director and the following Department Heads to collect information about facility, vehicles and equipment needs: Public Works (Highway, Solid Waste, Water, Wastewater), Police, Dispatch, Fire, Parks & Recreation and Information Technology.

Asset Inventory and Cost Estimates

Consultant will review Town paving priority matrices and other available information on the Town's capital assets and undertake on-site-evaluation of asset condition using an agreed-upon methodology and develop cost estimates for highway maintenance/resurfacing and improvements to State Standards and improvement on replacement of highway assets.

Compile and Summarize Data

Consultant will compile information into a list of potential projects, estimated costs and annual expenditures.

Prioritize and Identify Needs

Consultant will meet with the Selectboard to prioritize the list of potential projects and expenditures and other needs.

PREPARE CAPITAL IMPROVEMENTS

Consultant will create a draft plan that incorporates the goals of the Town Plan and abilities of the Town officials.

HOST PUBLIC FORUM

Consultant will partner with the Selectboard to host a community forum to share the contents of the draft plan and provide the opportunity to weigh in on priorities.

FINAL EDITS

Pending comments from the Public Forum, final edits will be made and the draft Capital Improvement Plan will be provided to the Selectboard for the Hearing and adoption process.

TIME FRAME

The proposed project should be started by January 1, 2026 or thereafter, (depending upon the availability of sufficient municipal planning grant funding), and completed by September 30, 2026.

DELIVERABLES

- Stakeholder interviews (Selectboard, Planning Commission, Town Manager, Finance Director, Public Works Department, Police Department, Fire Department, Dispatch, Information Technology) and meeting notes.
- Facilities inventory with cost estimates and schedule
- Vehicle inventory with cost estimates and schedule
- Equipment Inventory with cost estimates and schedule
- Roadway inventory with cost estimates and schedule
- Prioritization meeting with Selectboard

- Preliminary Capital Improvement Plan (Digital format: PDF, and/or Microsoft Word and MS Excel)
- Public meeting and meeting notes
- Final Capital Improvement Plan in both hardcopy (10) and digital format (PDF and/or Microsoft Word and MS Excel)

ADDITIONAL INFORMATION

The final Capital Improvement plan shall be in a digital format that is easily updated yearly by the Town, such as the Microsoft Office suite.

PROPOSAL REQUIREMENTS

Submission Requirements

All responses to the RFP shall include the following information:

1. **Cover Letter** – A letter of interest and a summary of qualifications, recommended approaches, scope of work, processes, and deliverables for the project.
2. **Scope of Work** – Provide a detailed scope of work based on the work plan provided above, broken down by task. Describe the approach to the project and proposed methodology including:
 1. A detailed scope of work with associated list of tasks broken down by task and team leader.
 2. Description of the proposed deliverables.

The consultant may also propose additional supplemental items to the scope of work. While the work plan above conforms with the requirements of the \$30,000 Municipal Planning Grant, which the Town has secured, feel free to propose new/creative approaches to this project.

- **Proposed Schedule** – Provide a schedule that includes the completion of work tasks and deliverables including key meetings and complies with the time frame provided above.
- **Project Budget** – Provide a schedule budget broken down by task and team member. Include your overhead and hourly rates for the individuals involved.
- **Qualifications and Staffing** – Provide a qualifications profile of the lead consultant and subconsultants, including indication of the lead consultant, the role of each consultant and the team with organizational staffing chart and percentage of time devoted to the project by each consultant. Also provide detailed information on each consultant, including contact information, the name of the firm, year established, including a description of relevant experience on similar projects for each firm and a listing of their individual work experience in this role on similar projects.
- **References** – A minimum of three (3) professional references for whom a similar project has been completed within the last ten (10) years.
- **Page Limit** – The proposal, encompassing items above, shall not exceed 15 double sided pages (30 total pages) including cover letter, table of contents, project lists and contracts.

All information submitted becomes property of the Town of Hartford upon submission. The Town of Hartford reserves the right to issue supplemental information or guidelines relating to the RFP as well as make modifications to the RFP or withdraw the RFP, once submitted. The consultant team (including specific staff assigned to the project) may not be changed without prior written notice to and consent of the Town of Hartford. The cost of preparing, submitting and presenting a proposal is the sole expense of the consultant. The Town of Hartford reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel the RFP in part or in its entirety if it is not in the best interest of the Town of Hartford. This solicitation of proposals in no way obligates the Town of Hartford to award a contract.

SUBMISSION REQUIREMENTS

Respondents should submit one (1) digital copy (PDF) and 8 printed copies of the proposal by November 28, 2025 to:

John Haverstock
Town Manager
171 Bridge Street
White River Junction, VT 05001
jhaverstock@hartford-vt.org

If you have any questions about this project or the RFP, please address them in writing via email to John Haverstock, Town Manager.

RFP SCHEDULE

Proposals due November 28, 2025
Consultant selection by: December 10, 2025: Project Work to begin: January 1, 2026
Complete project on or by: September 30, 2026

PROPOSAL SELECTION

Respondents will be evaluated according to the following factors:

1. Consultant Qualifications (experience with similar projects, ability to work with municipalities to attain desired outcomes, and knowledge of the topic) – 40%
2. Scope of work, fees, methodology and schedule – 40%
3. Proposal quality, completeness, and clarity - 20%

INTERVIEW FRAMEWORK

The Town of Hartford reserves the right to select the top two to three highly scored consultants and invite them for an interview prior to awarding the contract. In this process, the Town may ask the respondents to give an oral presentation of the respective proposals. The purpose of this oral presentation is to provide an in-depth analysis of certain qualifications, experience in performing similar services, and an opportunity for the consultant to clarify or elaborate on their qualifications without restating the proposal. The interview and presentation is merely to present facts and explanation to the review committee and allow the selection committee to ask targeted questions of the consultant team.

FINAL CONSULTANT SELECTION

Following the selection process, one team will be selected to negotiate a final contract for services. The final scope of work with specified deliverables may be modified through negotiation of the final contract. The final project team may also be modified through negotiation of the final

contract. Any expenses resulting from the interview and proposal process will be the sole responsibility of the consultant.

Title	RFP-Asset & Capital Improvement Plan
Application Deadline	11/28/2025
Location	Hartford, VT
Website	www.hartford-vt.org

John Haverstock

From: Alex Torpey <alex@rethinklocal.us>
Sent: Wednesday, November 26, 2025 8:42 AM
To: John Haverstock
Subject: Asset and Capital Improvement Plan Proposal
Attachments: Rethink Local - Hartford Asset and Capital Proposal.pdf

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

Hey John,

Please find attached Rethink Local's proposal. We don't typically send paper copies for proposals anymore, but let me know if you need anything else to consider the proposal submitted and we'll take care of it. We think this is a great match for the Town, especially considering some of the legwork completed at the goal-setting workshop earlier in the year.

Thank you!

Alex

Alex Torpey
Founder, Rethink Local

In "The high stakes of land use and zoning" Episode #7 on the RETHINK LOCAL Podcast, we reflect on the new contract between Rethink Local and the Town of Randolph, Vermont to provide them with planning and zoning services. In this episode, I share a little bit about that exciting project, and talk about the real importance of housing and land use policy. Although many of us are aware of our "housing crises" related to affordability and availability, there are deeper dynamics about how we live that impact how people find community, belonging, and relate to others, with significant implications for our civic and political spaces.



Rethink Local is a Vermont public benefit corporation aimed at building civic engagement/resiliency and supporting strong local communities. [Learn more about our resources and initiatives](#), as well as the technical services we provide

to governments and nonprofits, such as recruitment/retention, strategic planning, public engagement, financial analysis, and more.



Proposal for Asset and Capital Improvement Plan

Hartford, Vermont

Submitted by Rethink Local 11/26/25

Introduction

I am excited to submit this proposal to assist Hartford in developing a new framework for capital improvements and asset tracking.

After working with your Selectboard over the summer to help develop an agenda/work plan, and reviewing capital and ongoing projects as part of that, I think we are well positioned to understand the Board's needs and values, and translate existing documentation into a new framework for capital and asset tracking and management.

We hope you enjoy reading about our work and approach in this proposal. Thank you!

– Alex

Table of Contents

Pages 3 – 6: About Rethink Local. Includes:

- Introductory Statement
- Company and Project Team Information
- Prior Experience and References

Pages 7 – 13: Scope of work and project details. Includes:

- Process
- Deliverables
- Timeline
- Pricing

Pages 14–16: Appendix A: Citylogix partnership and cost detail

I. About Rethink Local

How are we different and why is that important?

Rethink Local was founded in 2025. We are not a typical municipal consulting company.

As a Vermont public benefit corporation partnered with the Rethink Local Foundation (a 501c3 nonprofit), our **founding purpose and legal mission** is to improve civic education and support engaged and resilient local communities that are capable of identifying long term goals, and working together to achieve those goals. We have a demonstrated track record of putting community values first, bringing in outside technical expertise, and of successfully implementing large-scale programs transparently and on-time.

Public Benefit. Per V.S.A. 11A, § 21 (2011), our mission is to have a public impact. We do this by creating free nonpartisan public resources, collaborating and supporting a range of programs and projects with other nonprofits and stakeholders, and providing affordable and community-minded consulting/technical assistance to nonprofits and governments who are aligned with our mission and believe in the value of community.

By working with us you are directly supporting free, nonpartisan programs, such as:

- **The RETHINK LOCAL podcast.** Highlighting community leaders, topics, and issues such as Town Meeting engagement, civic participation, local leadership, and community nursing. After running a widely successful podcast as Hanover's Town Manager, Alex began this podcast to share best practices and connect members of the public to ways to get more involved in their communities by learning from those already doing it.
- **New England Municipal Managers email group.** We created a free resource meant to improve collaboration between Town Managers/Administrators in New Hampshire and Vermont. This interactive Google Group has 80 Town/City Manager/Administrators from the two states is growing every week
- **Grants, municipal cost efficiencies, mentorship, and community education.** We do volunteer work with nonprofits, planing commissions, government associations, and local officials, primarily on public and community engagement, trust building, and strategic planning. Our latest project is working pro bono with the Vermont Department of Environment Conservation to develop new documentation and public information/graphic assets to help people better understand rural septic rules and available programs.

Your project team



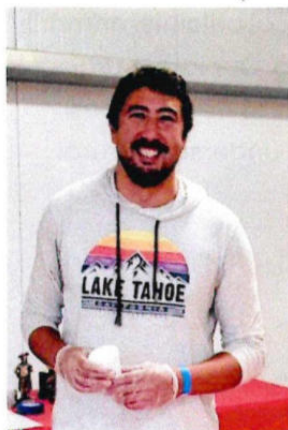
Alex Torpey, MPA; Founder. A Tunbridge, VT resident, Alex will be your point person and project manager.

A common thread throughout Alex's 15 years in local government has been "authentic and effective public engagement."

Since being elected (nonpartisan) mayor of his hometown at age 23, and revamping South Orange's civic and volunteer ecosystem by creating award-winning transparency programs and public/volunteer engagement, Alex has carried a community-first principle through all of his work. Whether that be as a founder of a successful digital strategies company, and later as a town manager, graduate professor in an MPA program, and now, municipal consultant. Alex believes and has earned a reputation in knowing how to create the necessary infrastructure for communities to be collaborative, self-directed and effective in achieving their goals.

Alex's Capital and Budget experience. In every town where Alex served as the CEO/CAO (South Orange, Leonia, and Lambertville, NJ and Hanover, NH) Alex personally oversaw and directly implemented broad-scale new capital policies and programs. Most recently, in Hanover, Alex created the statutorily-mandated Capital Improvement Program Committee, recruited members, and worked with that group to redraw Hanover's significantly outdated capital plans. These updates included changes such as more thorough accounting of costs related to facilities and other previously excluded items, more transparency and public engagement, more interactive staff/department involvement, and, critically, included looking at multi-year revenue, not just appropriation, estimates. This helped to bring more accuracy, transparency, and ability for the community to build better long-term planning to their future budgeting processes.

Alex is regularly asked to share his expertise and speak at conferences, workshops, and seminars, helping support other local government leaders in their missions, most recently at NHMA's Annual Conference in November and ICMA's Annual Conference in October. Alex writes, podcasts, and serves on the Board of White River Junction based Junction Arts and Media.



Octavian (Yoshi) Manale, MPA; Associate. Yoshi is a seasoned public sector executive with over 20 years of leadership experience in municipal management, policy development, data collection and evaluation, and organizational transformation.

Yoshi has served in chief executive/administrative roles across various municipalities from urban capitals to rural communities, providing oversight for multimillion-dollar budgets, large-scale infrastructure projects, labor negotiations, and cross-sector partnerships.

Yoshi holds an MPA from the NYU Wagner School of Public Administration and a certificate from Harvard Kennedy School in digital and budget management. Yoshi also participated in the Harvard/Bloomberg City Leadership program, where he learned best practices for city management alongside city leaders from around the world.

Current and Recent Rethink Local Projects and References

Town Administrator/Manager Recruitments & Interim

Rethink Local has an evidence-based, rigorous, creative, empathetic, and cost-effective process that can help your town find its new Town Administrator or senior director-level position.

- **Swanzey, NH** TA Search and Interim – February – April 2025
 - Project References: Mike Branley, Outgoing TA; Lori Rautiola, Incoming TA; Bill Hetwelker, Selectboard Chair
- **Westford, VT** TA Search and Interim Support – May – August 2025
 - Project References: Casey Mathieu Selectboard Chair
- **New Boston, NH** TA Search and Interim Consultation – May – August 2025
 - Project References: Bill McFadden, Selectboard Chair; Kary Jencks, Selectboard

Salary and Wage Surveys and Human Resources

Rethink Local believes that good data can help inform good decisions. We have efficient ways to collect, compile and organize and evaluate salary/wage/benefit data.

- **Enfield, NH Salary and Wage Study** – May/June 2025
 - Project References: Ed Morris, Town Manager
- **New Hampshire Managers** – Rethink Local is providing *pro bono* management of the New Hampshire Municipal Managers annual salary/benefits spreadsheet. A well received upgrade by MMA NH members!
- **Capital Plans and Budgets**. Not through Rethink Local, but in prior CEO/CAO and consulting roles, Alex and Yoshi have a combined experience developing over a dozen municipal capital budgets for towns.

Board onboarding, orientation, and strategic planning

Having clear long-term plans that are actionable and integrated with your budget, committee structure, and staff development, and objectives, is one of the most important things an organization can do.

- **Vermont League of Cities and Towns** – January – June 2025. Rethink Local was contracted by the VLCT to design and facilitate a set of workshops for onboarding new elected officials.
 - Project References: Kathleen Ramsey, VLCT
- **Chandler Center of the Arts** – January – June 2025. We completed a strategic planning process for the Chandler's Board that included nearly 200 community touch points.
 - Project References: Ben Rapson, Board of Directors Vice President

Land use and regional cost efficiencies

Part of Vermont's rising costs has to do with the "hyperlocal" and siloed governance structure. By creating collaborations, in true Vermont spirit, we can find ways to reduce costs and improve services. This is especially true when it comes to land use issues.

- **Randolph, Vermont** – July 2025 – present. Rethink Local was hired to administer Randolph's planning and zoning office, assist in economic development, and facilitate new shared services and regional partnerships. Alex is currently serving as the town's part-time Director of Planning, Zoning, and Regional Partnerships under a contract with a Rethink Local.
 - Project References: Mark Rosalbo, Economic Development Director; Trevor Lashua, Town Manager

We do not share reference contact information in proposals but will be happy to provide upon request!

What are folks saying about our work?

Governing bodies recommend our expertise:

Alex was a great help in guiding the New Boston Select Board in finding our next Town Administrator. He did all the preliminary work in seeking out qualified candidates and guided not only the candidates, but the Select Board thru the entire interview process. Without the help of Rethink Local, this would have put a monstrous task on the select board. I would highly recommend his services.

– Bill McFadden, New Boston, NH Select Board Chair

From our initial meeting, Alex demonstrated a deep understanding of municipal governance and took the time to understand the specific needs and challenges of our community and tailored his approach accordingly. He listened attentively to our concerns, facilitated constructive conversations, and provided thoughtful, experienced, evidence-based guidance that was always focused on the best interest of the public.

– Kary Jencks, New Boston, NH Select Board

Recruitment candidates appreciate how we work with people:

Alex was organized, easy to work with, and kept me informed every step of the way.

– Swanzey TA Finalist

From the start you were responsive and thoughtful to my needs as an applicant for the position. It's nice to have such a valuable resource for our cities and towns.

– Swanzey TA Finalist

Having participated in many recruitments, I'm very appreciative of the thorough and welcoming manner in which this process was conducted.

– Swanzey TA Finalist

Organizations benefit from our unique approach:

Our historic arts organization leveled up in a huge way this past year, and it's in no small part because of Alex Torpey's insightful pragmatism and strategic cunning.

He showed a rare ability to slice to the core of our collaborative endeavors, revealing what was holding back our massive potential, and setting us up to take the essential next steps ourselves. My instinct tells me that he applies that blend of listening and fortitude to any project lucky enough to have him onboard.

– Ben Rapson, Vice President of Chandler Center for the Arts Board

Asset and Capital Improvement Plan

Our unique local perspective

Rethink Local's work begins with a simple premise: local systems function best when people who live the experiences locally help design them.

Our approach to Hartford's Asset and Capital Improvement Plan will center around the lived expertise of staff, the long-term priorities of the Selectboard, and the community's commitment to transparency, fiscal responsibility, and climate preparedness.

This process will align directly with Hartford's FY26 Selectboard work plan themes: improving communications, planning for resilient infrastructure, deepening fiscal transparency, and linking capital priorities to housing readiness and climate adaptation. With experience in staff, appointed, and elected positions in local government, we understand and are committed to designing tools that towns can update, explain, and actually use, not reports that sit on a shelf.

Project Scope

Step One: Information and Data Gathering

1. **Review Town's Asset Capitalization Policy & Define Thresholds.** We'll begin by meeting with the Town Manager and Finance Director, for example, to confirm capitalization thresholds and how these align with Hartford's accounting and reporting standards.
2. **Meet with Town Staff and Committees.** We'll conduct structured, "asset roundtables" with each department. Rather than simple inventory sessions, these will map each department's "pressure points" and areas where limited capacity or deferred investment compounds long-term risk. This will reflect Hartford's staff value of open communication and accountability, while generating a shared understanding of interdependencies between departments and projects.
3. **Build Asset Inventory and Cost Estimate.** Building on Hartford's existing paving matrices and fleet lists, we'll consolidate data into a unified model that assigns each asset criteria such as: a) condition, b) useful life, c) replacement year, d) approximate cost (using VTrans and Efficiency Vermont standards when applicable), e) resilience risk (storm damage, flood exposure, regulatory mandate), f) possible funding sources.
4. **Compile Quantitative and Qualitative Data.** Using Excel, we'll create a "living dashboard" that Town staff can use and update each year. The tool will show criteria such as annual capital obligations, replacement cycles, and total cost of ownership.

Step Two: Drafting, Analysis, and Selectboard Discussion

1. **Produce Preliminary Draft.** Rethink Local will produce a preliminary draft capital plan. Although this wasn't requested in the RFP, we believe there is value in gathering comparator data from several similar sized municipalities and using that to help build accurate cost estimates.
2. **Rethink Local Initial Analysis.** We will do a first pass at the data and information collected so far, and make preliminary notes and recommendations as well as flag questions to answer during subsequent discussions.
3. **Selectboard Prioritization and Discussion.** Rethink Local will facilitate a Selectboard workshop that will help triage and rank priorities. We'll also document how each priority links back to Town Plan goals and the Selectboard's 2025–26 agenda items. This will be a half-day workshop (estimated four hours) requiring review of materials by Selectboard members beforehand.
4. **Optional: Community Feedback.** Although the RFP called for a public forum at the conclusion of the process, we also or instead, can facilitate public meetings at this stage. It depends on if the Town is interested in public feedback to help develop the priorities for the capital plan or to review and provide feedback on the more finalized plan developed by the Board. **Note:** We suggest having forums by village district to allow for smaller, more engaging discussion, rather than only one town-wide discussion.
5. **Prepare Draft Capital Improvement Plan.** Based on the feedback gathered through the prior steps, we will draft a complete plan. The draft plan will merge quantitative analysis. Each project will include a one-page "story sheet" combining cost, photos/maps, and plain-language justification. The plan will include a six-year projection, cross-referenced to likely funding sources (local capital reserves, grants, ARPA balance, MPG, and federal/state programs, etc).

Step Three: Final Product and Deliverables

1. **Final Document and Deliverable.** The Town will receive a final capital plan that can be used and updated in future years. Key staff will be trained on how to do so so that the Town can continue to develop its capital planning programs without need for outside support.
2. **Optional: Additional Public Forum.** We can host or facilitate public engagement discussions at this stage, instead of or in addition to an earlier one. Doing both are included in the cost.
3. **Presentation and questions.** Rethink Local will present the capital plan in whatever format requested by the Selectboard, answer questions, and help ensure stakeholders and the public understand both the goals identified as well as the process used.

Ongoing support

Rethink Local is available in several different possible structures to assist if needed in any ongoing capacity. Blocks of time can be purchased (in the pricing section) if the Town decides to go with the standard capital/asset database. If a technology/software solution is selected, Rethink Local will be part of the implementation and support process.

RFP Project Deliverables

To ensure alignment of our proposed scope of services and project plan please find below responses to each of the RFP deliverables:

RFP Deliverable	Rethink Local Response
Stakeholder interviews and meeting notes.	Interviews with each identified stakeholder are included, and summaries and documentation will be provided for the Town to retain.
Facilities inventory with cost estimates and schedule	We will collect and consolidate existing facility information and help produce cost estimates and maintenance schedules. Note: <i>This does not include an architectural/engineering analysis of the facilities. This may or may not be necessary based on what information the Town already has. A full facility review can be done as a separate project and typically would cost \$50,000 – \$125,000 or more depending on number of facilities and detail requested.</i>
Vehicle inventory with cost estimates and schedule	We will work with each department to consolidate vehicle condition information and produce a sub-report to the final capital plan as an inventory to maintain going forward.
Equipment Inventory with cost estimates and schedule	We will work with each department to consolidate equipment condition information and produce a sub-report to the final capital plan as an inventory to maintain going forward.
Roadway inventory with cost estimates and schedule	The base proposal includes using existing data the Town has to help map out future roadway improvements. We have also included an option to use cutting-edge digital pavement and roadway asset inventory systems that can significantly improve how this process works.
Prioritization meeting with Selectboard	Included in proposed timeline.
Preliminary Capital Improvement Plan (Digital format: PDF, and/or Microsoft Word and MS Excel)	Included in proposed timeline. Unless an interactive software system is chosen by the Town, the base capital plan will be provided in an XLS/XLSX (Microsoft Excel) format. This can be exported to other “static” file formats such as PDF, but the usable document to maintain and update will be the Excel files.
Public meeting and meeting notes	Public meetings are included in the proposed timeline, and summaries of the meetings will be provided to the Town.
Final Capital Improvement Plan in both hardcopy (10) and digital format (PDF and/or Microsoft Word and MS Excel)	Included in the proposed projects.

Proposed Project Timeline

Early January	Kickoff; project plan; stakeholders	Finalize agreement and project plan, set key stakeholders, and constitute project committee and expectations
Late January, February & Early March	Data/information collection	This largely correlates to "Step One" above, where we will send surveys, review existing data, hold asset roundtables, meet with departments.
March	Preliminary analysis	Once data is collected, Rethink Local will review and provide initial analysis and recommendations/questions.
April & May	Selectboard review	Selectboard review, discussion and workshops
June	Final documents and deliverables	Final documents produced based on feedback from prior steps.

Note: This timeline can be adjusted up or back by approximately one month without changing cost or deliverables based on project planning decisions at the outset of the project.

Cost structure and options

We propose two different overall options depending on if the Town wants to build the baseline capital plan in an Excel format, or if the Town would like a fully interactive capital planning, work order, and asset tracking system. Either of those options will provide the Town with a great path forward. We note a few basic pros/cons below.

Option 1: Base capital and asset management plan that meets MPG goals, and provide a framework to build on for the future.

Option 2: Interactive cloud-based capital/asset management tracking and cost estimating system.

	Pros	Cons
Option 1	- Provides significant step forward for current/future planning needs - Lower expense - Can be expanded upon in the future	- Doesn't provide a work order, ticketing, management system for ease in managing assets - Doesn't provide a "dashboard" for internal/external reporting
Option 2	- Provides massive increase in function related to capital/asset planning - Dashboard for internal/external reporting - Provides tools to manage assets on a day-to-day basis - You own all data, so can be discontinued or transferred in the future easily	- More cost upfront - Requires several staff to be trained and to use the system on a regular basis for it to be effective

Option 1: Standard and MPG-compliant capital plan and asset inventory development with add-on options

Title	Includes	Doesn't include	Cost
Capital Plan and Asset Inventory	Everything described in proposed scope above that meets the requirements of the RFP and MPG funding	Engineering/architectural facility review, digital pavement review, interactive asset management software	\$20,500 <i>one-time</i>
Add-ons			
Digital pavement index – Self scan	Partnership between Rethink Local and CityLogix for digital one-time pavement condition data collection and dashboard that you can do with just several smartphones. You own the data permanently whether you use their dashboard system or not.	Full interactive asset management	\$12,000 <i>one-time with annual options</i>
Digital pavement index – ScanCar	This option is the same as the above, except CityLogix will do the scan for you with their own vehicle.	Full interactive asset management	\$25,000 <i>one-time with annual options</i>
Engineering/architectural facility review	Depending on Town requirements, includes Rethink Local subcontracting and managing an engineering/architectural firm to perform a detailed facility analysis		Est \$50,000 – \$125,000 <i>one-time</i>

Please see Appendix A for more Citylogix information and pricing details.

Option two: Development of fully interactive cloud-based capital planning and inventory management system

Title	Includes	Doesn't include	Cost
Interactive Capital Plan and Asset Inventory Software Rollout	Everything described in proposed scope above that meets the requirements of the RFP and MPG funding. Instead of producing an Excel file, this includes project managing the rollout of an interactive, customizable capital planning and asset management dashboard, system through partnership with CityLogix.	Engineering/architectural facility review, digital pavement review, software costs.	\$25,500 <i>one-time</i>
Full cloud-based interactive asset and capital planning/management	Through partnership between Rethink Local and CityLogix, you would contract with them directly, we would help roll out and train your staff.		Est: \$22,000 year one cost, \$11,000 annual
Add-ons			
Digital pavement index	Partnership between Rethink Local and CityLogix for digital one-time pavement condition data collection and dashboard	Full interactive asset management	\$12,000 for self scan, and \$25,000 for CityLogic ScanCar
Engineering/architectural facility review	Depending on Town requirements, includes Rethink Local subcontracting and managing an engineering/architectural firm to perform a detailed facility analysis		Est \$50,000 - \$125,000 <i>one-time</i>
Through a partnership between Rethink Local and Citylogix, Hartford can take advantage of special pricing, as well as aligned teams and implementation between Rethink Local and Citylogix.			
Although Hartford will contract with Citylogix directly for the software, Rethink Local will help bring data into the software, train staff, and implement it, ensuring you can make the most of it.			

Please see Appendix A for more Citylogix information and pricing details.

Additional cost information:

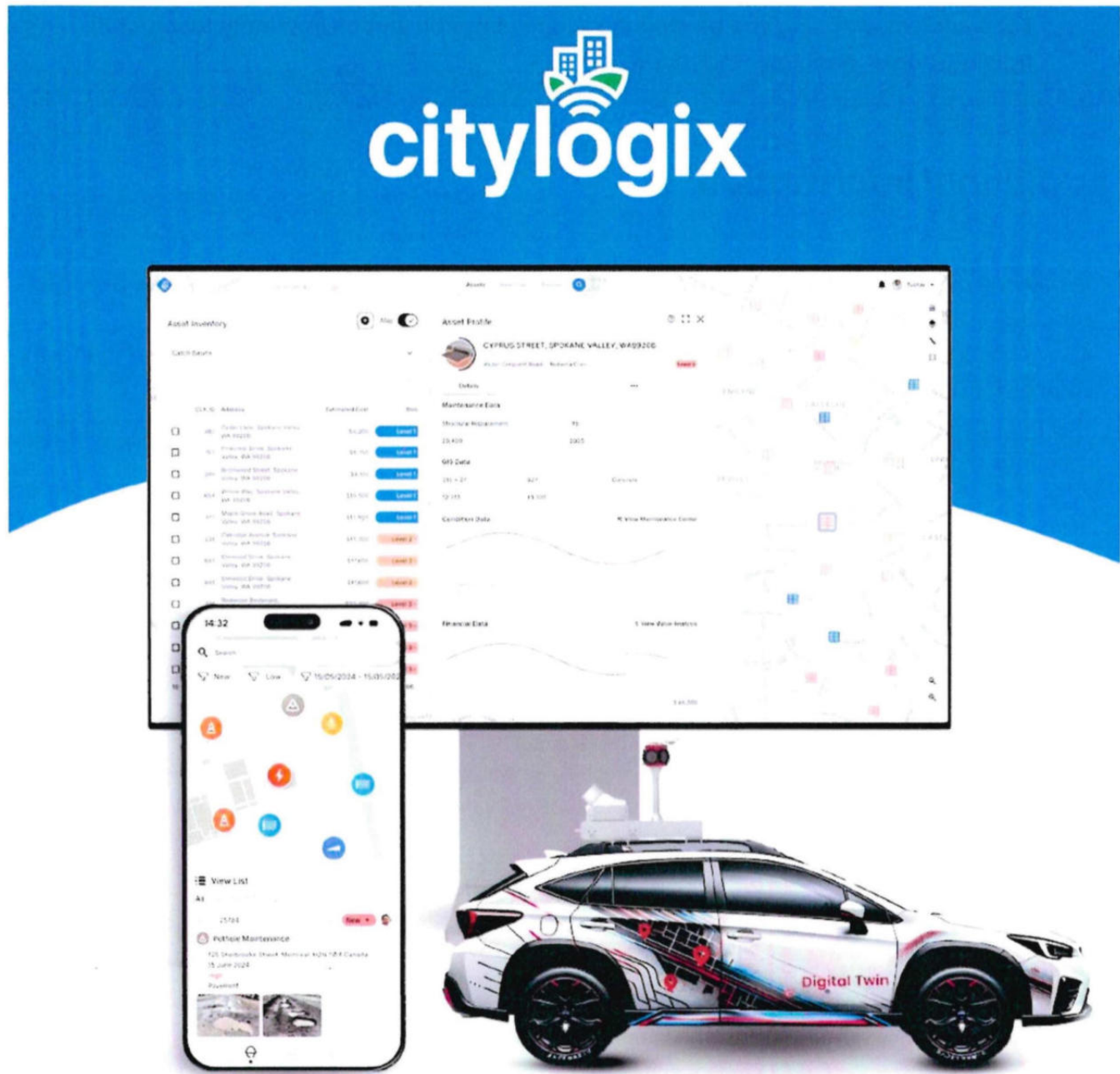
\$550/5 hour. Ongoing support. Blocks of time can be purchased in five hour increments for \$550 each to work with you beyond the scope of this project on implementation, staff training, public feedback, and more.

Additional information

- Timeline provided assumes the completion of required deliverables by the Town on our provided schedule.
- Above costs include all Rethink Local fees, travel, etc. They do not include costs direct to the Town, such as for ongoing software costs.
- This project is mostly remote, though interviews, roundtables, presentations, and workshops and meetings as needed will be conducted in-person.

Thank you for considering our proposal and supporting our mission of improving civic education and local community resiliency!

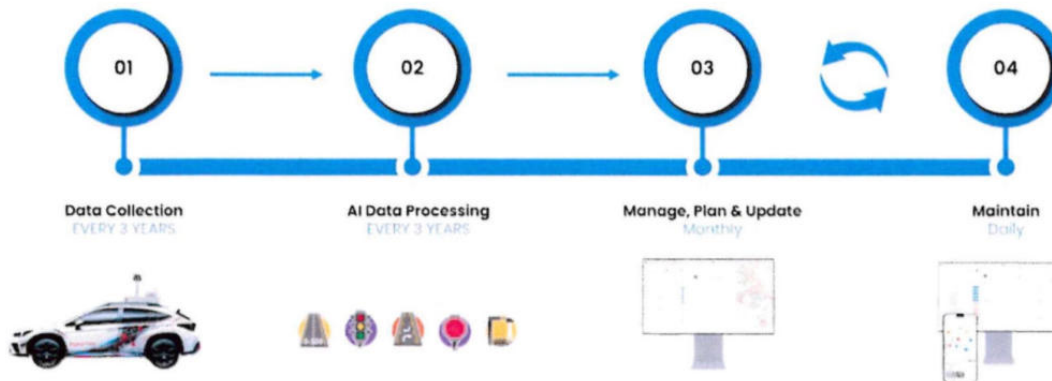
Appendix A: Citylogix Brief Summary Information and Cost Details



Enterprise Asset Management Information Rethink Local & Hartford, VT November 2025

THE CITYLOGIX SYSTEM

Citylogix's vehicle-based data collection and cloud-based enterprise asset management software optimize your road budget and provide user-friendly analytics about the status of your street assets.



Data Collection/Processing

Citylogix's vehicles equipped with imaging systems detect pavement & sidewalk surface distresses without interrupting traffic flow. Optimized algorithms evaluate and prioritize repairs of assets, including pavement, sidewalks, traffic signs, and more.

Data Management

Collected data goes into our unique **cloud-based software**, allowing municipalities to visualize and manage road assets to schedule maintenance within a user-friendly GIS environment. Our Work Order module, with its easy-to-use interface, allows municipalities to schedule, track and manage work orders, both in the office and in the field.

ENTERPRISE ASSET MANAGEMENT SOFTWARE

Citylogix helps municipalities strategically prioritize infrastructure investments through robust analytics and reporting tools. Our **AI-powered, cloud-based enterprise asset management software** is scalable and tailored to manage municipal assets throughout their entire lifecycle. The platform's advanced visualization and analytical capabilities prioritize maintenance and repair projects, optimize budgets, and prepare capital improvement plans. Real-time insights support better decision making, optimizes resource allocation and enhance service delivery. Citylogix also streamlines task management by enabling you to schedule, track, and manage all work orders from a centralized dashboard. Monitor performance metrics, improve accountability, and complete tasks in the field using our mobile app for seamless, on-the-go updates.

Citylogix's Key Functionalities include:

Citylogix links work orders directly to your assets, eliminating inefficiencies and streamlining operations. Work orders move seamlessly from the office to the field and back, ensuring tasks get assigned, completed and tracked in real time. Our Citizen Engagement App makes it easy for residents to submit service requests while giving your team full visibility and control. With built-in 311 functionality, every request is acknowledged, tracked, and updated, helping you build trust and keep your community running smoothly.

PRICING OVERVIEW for Rethink Local & Hartford, Vermont

PAVEMENT MANAGEMENT			
SERVICES INCLUDED	CENTERLINE MILES	\$/CL	TOTAL
ScanCar Data Collection	120 mi	\$170	\$20,400
Data Processing			
Pavement Project Management		\$20	\$2,400
GIS Coordination Fee - Fixed			\$1,000
Mobilization and Setup Cost			\$1,128
TOTAL			\$24,928

STREETSCAN PATROL APP			
SOFTWARE INCLUDED	CENTERLINE MILES	\$/CL	ANNUAL TOTAL
Patrol App Usage - 2 Annual Patrols	120 mi	\$100	\$12,000
Data Processing			
TOTAL			\$12,000

ENTERPRISE ASSET MANAGEMENT SOFTWARE PACKAGES				
FEATURES	STREETLOGIX	ESSENTIALS	ASCEND	INFINITY
Asset Bundles	Core	2	4	Unlimited
Patrol App	Optional	Optional	Optional	Optional
Work Orders		✓	✓	✓
Inspections		✓	✓	✓
Street Imagery Viewer	✓	✓	✓	✓
Citizen Engagement		✓	✓	✓
Capital Planning		Pavement & Sidewalks		
Implementation Days (Estimated)	6	10	15	25
Users		UNLIMITED		

BUNDLES (Chose for above packages)					
Core (Pavement/Sidewalks)	Transportation	Pedestrian Mobility	Stormwater	Solid Waste	Wastewater
	Parks & Recreation	Facilities	Fleet	Water Distribution	

ENTERPRISE ASSET MANAGEMENT SOFTWARE PACKAGES				
FEATURES	STREETLOGIX	ESSENTIALS	ASCEND	INFINITY
Annual License	\$6,000	\$8,500	\$13,500	\$17,850
Annual Hosting	\$900	\$1,500	\$2,500	\$5,000
Annual Imagery Hosting	\$600	\$600	\$600	\$600
One Time Implementation	\$6,500	\$11,500	\$16,500	\$23,500
TOTAL	\$14,000	\$22,100	\$33,100	\$46,950

Software pricing Based on Hartford VT population 10,500

PRODUCT	ASSETS	UNIT	QTY (EST.)	PRICE (\$/UNIT)	PRICE
	Optional Assets Extracted from Imagery				
AI Assets ROW	Catch Basins, Manholes, Traffic Signs, Pavement Markings, Trees	CL-M	120	\$100	\$12,000
Other Right of Way Assets	Inquire with our Team for: Traffic Signals, Fire Hydrants, Street Lights, etc.				



AGENDA MEMORANDUM
December 30, 2025
Town Selectboard Meeting Agenda Item: 5.c

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

Subject: Selectboard Approval of Final TIF Warrant for March 3, 2026 Australian Ballot, and Related Declaration of Intent to Reimburse

Background: On December 9, 2025, the Selectboard approved draft Warrant language for inclusion in the Selectboard's March 3, 2026 Town Meeting Australian Ballot related to implementing the final phase of public infrastructure improvements in the WRJ Tax Increment Financing (TIF) District. Also at the December meeting, the Selectboard approved the related Declaration of Intent to Reimburse Certain Expenditures from Proceeds of TIF Indebtedness. Both documents were subject to discussed revisions.

Discussion: Attached are the final versions of both documents for Selectboard approval, which have received legal review. None of the TIF project components, implementation costs and financing have changed from what was presented at the December 9th meeting.

Action Requested:

1. Approve the attached revised TIF Warrant language for inclusion in the Selectboard's Town Warrants on the March 3, 2026 Town Meeting Australian Ballot.
2. Approve the attached revised Resolution Declaring Intent to Reimburse Certain Expenditures from Proceeds of TIF Indebtedness.

Attachments: Warrant Language
Declaration of Intent to Reimburse From Proceeds of Indebtedness

Article TIF-1

Shall bonds or notes of the Town of Hartford in an amount not to exceed **One Million One Hundred Thirty Thousand Four Hundred Dollars (\$1,130,400)**, subject to reduction from available state and/or federal grants-in-aid, appropriations and reserve funds, be issued for the purpose of financing Tax Increment Finance District infrastructure improvements, more specifically the improvement of public sidewalks, curbs, crosswalks, paving, road, parking, streetscape, landscaping lighting, and drainage, on South Main, North Main, Gates, Currier, Church, Bridge, Pine and Maple Streets, the aggregate cost of such improvements estimated to be **Three Million Five Hundred Forty Eight Thousand Eight Hundred Eighty Dollars (\$3,548,880)**, and for the payment thereof pledge the credit of the Town, in particular the revenues generated from the Tax Increment Financing District?

Voters are hereby notified that the above total includes up to One Hundred Thousand Dollars (\$100,000) in related costs to be reimbursed by the tax increment finance district, that the total amount of previously approved and incurred Tax Increment Financing District debt is \$10,773,710, and the total amount of previously approved related costs is up to \$200,000. The voters are hereby notified that if the increment received by the Town from any property tax source is insufficient to pay debt service on the indebtedness identified above, in any year for whatever reason, including a decrease in property value or repeal of a state property tax source, unless determined otherwise at the time of such repeal, the Town shall remain liable for such debt service for the term of such indebtedness.

Article TIF-2

Shall up to Two Million Eight Hundred Thousand Dollars (\$2,800,000) of previously approved but unexpended Tax Increment Financing District infrastructure bonds or notes authorized at the March 4, 2014, March 1, 2016, March 7, 2017, March 5, 2019, and March 3, 2020 meetings of the Town of Hartford be expended for the financing of additional Tax Increment Finance District infrastructure improvements, specifically the improvement of public sidewalks, curbs, crosswalks, paving, road, parking, streetscape, landscaping lighting, and drainage, on South Main, North Main, Gates, Currier, Church, Bridge, Pine and Maple Streets, the estimated cost there of being **Three Million Five Hundred Forty Eight Thousand Eight Hundred Eighty Dollars (\$3,548,880)**?

Voters are hereby notified that the above total includes up to Two Hundred Thousand Dollars (\$200,000) in related costs to be reimbursed by the tax increment finance district that had previously been approved by Town of Hartford voters and that the total amount of previously approved Tax Increment Financing District debt is \$10,773,710. The voters are hereby notified that if the increment received by the Town from any property tax source is insufficient to pay debt service on the indebtedness identified above, in any year for whatever reason, including a decrease in property value or repeal of a state property tax source, unless determined otherwise at the time of such repeal, the Town shall remain liable for such debt service for the term of such indebtedness.

DECLARATION OF OFFICIAL INTENT OF TOWN OF HARTFORD TO REIMBURSE CERTAIN EXPENDITURES FROM PROCEEDS OF INDEBTEDNESS

WHEREAS, the Town of Hartford, Vermont, (the "Issuer") intends to make Tax Increment Financing District improvements to be considered by the Issuer at the annual meeting thereof to be held on March 3, 2026 (the "Project"); and

WHEREAS, the Town of Hartford, Vermont (the "Issuer") intends to make roadway, water, wastewater, stormwater, sidewalk, lighting, landscaping, curb, crosswalks, drainage and streetscape improvements on or around South Main, North Main, Gates, Currier, Church, Bridge, Pine and Maple Streets (the "Project") to be considered by the Issuer at the annual Town Meeting Day held on March 3, 2026; and

WHEREAS, the Issuer expects to pay certain capital expenditures (the "Reimbursement Expenditures") in connection with the Project prior to the issuance of indebtedness for the purpose of financing costs associated with the Project on a long-term basis; and

WHEREAS, the Issuer reasonably expects that for that part of the Project consisting of design, engineering, contract administration, permitting, financing, acquisition, construction costs, debt obligations and related costs in an amount not expected to exceed the estimated cost there of being Two Million Two Hundred Twenty Six Thousand Two Hundred Forty Nine Dollars (\$2,226,290); and

WHEREAS, the Issuer declares its reasonable official intent to reimburse prior expenditures for the above-described part of the Project with proceeds of a subsequent borrowing.

NOW THEREFORE, the Issuer declares:

Section 1. The Issuer finds and determines that the foregoing recitals are true and correct, and that all of the capital expenditures covered by this Resolution were or will be made not earlier than 60 days prior to the date of this Resolution.

Section 2. This declaration is made solely for the purposes of establishing compliance with the requirements of Section 1.150-2 of the Treasury Regulations. This declaration does not bind the Issuer to make any expenditure, incur any indebtedness, or proceed with the Project.

Section 3. The Issuer hereby declares its official intent to use proceeds of indebtedness to reimburse itself for Reimbursement Expenditures, within 18 months of either the date of the first expenditure of funds by Issuer for such Project or the date that such Project is placed in service, whichever is later (but in no event more than three years after the date of the original expenditure of Issuer funds for such Project), and to allocate an amount not to exceed Two Million Two Hundred Twenty Six Thousand Two Hundred Forty Nine Dollars (\$2,226,290) of the proceeds thereof to reimburse itself for its expenditures in connection with the Project.

Section 4. The Issuer's debt obligations for the aforementioned purpose will not be "private activity bonds" within the meaning of Section 141 of the Internal Revenue Code of 1986.

Section 5. All prior actions of the officials and agents of Issuer that are in conformity with the purpose and intent of this Resolution and in furtherance of the Project shall be and the same hereby are in all respects ratified, approved and confirmed.

DECLARATION OF OFFICIAL INTENT OF TOWN OF HARTFORD
TO REIMBURSE CERTAIN EXPENDITURES FROM
PROCEEDS OF INDEBTEDNESS

Section 6. All other resolutions of the legislative body of the Issuer, or parts of resolutions, inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 7. It is hereby found that all discussions and deliberations of the legislative body of the Issuer leading to the adoption of this Resolution occurred at one or more meetings of the legislative body conducted pursuant to public notice and open to public attendance.

Section 8. This declaration shall take effect from and after its adoption.

The undersigned, Town Clerk of the Issuer, hereby certifies that the foregoing is a full, true and correct copy of the declaration of the legislative body of said Issuer duly made at a meeting thereof held on the date, specified below, and that said declaration has not been amended, modified or revoked.

Approved by the Hartford Selectboard on December 30, 2025.

Town Clerk

Date

5.f.

Motion to Ratify AP/Payroll Approvals

I move that the Selectboard ratify the actions of Selectboard leadership (Chair and/or Vice Chair) to provisionally approve the Payroll Manifest of December 24, 2025, the Payment Manifest of December 19, 2025 and the Check Register Payroll ending December 20, 2025.



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, December 9, 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; Tim Fariel; John Haverstock; Lana Livingston; Scott Hausler; Dana Clawson; Lori Hirshfield; Chris Holzwarth; Joe Major; John Reid; Derek Evans; Crystal Person; Denise Welch May; Lynn Bohi; Jesse Pollard; John Haffner;

Present on Zoom: Lee Michaelides; Heidi Duto

JAM LINK: <https://www.youtube.com/watch?v=xrhur0VKWH0&list=PLAdkf9ugxof7FGsvb7b8PHLFaNFkZbq-g>

- I. Call to Order the Selectboard Meeting by Chair, Mary Erdei at 6:00PM.
- II. Pledge of Allegiance was recited and led by John Haverstock.
- III. Local Liquor Control Board
Selectboard Chair, Mary Erdei recessed the Selectboard Meeting and opened the Local Liquor Control Board at 6:01PM.
 1. **Selectboard Vice Chair, Mike Hoyt made the motion to Renew the Application for Evans Group, Inc. d/b/a Evans Expressmart; P.O. Box 246, Lebanon, NH 03766 for: 2nd Class, Tobacco License and Tobacco Endorsement Licenses. Selectboard Member, Tim Fariel seconded the motion. All were in favor and the motion passed.**
Selectboard Chair, Mary Erdei closed the Local Liquor Control Board and reopened the Selectboard Meeting at 6:02PM
- IV. Local Cannabis Control Board: None
- V. Order of Agenda: There were no changes to the Order of Agenda.
- VI. Selectboard
 1. Public Comment
John Reid from Quechee representing CAST recommended the reappointment of Lee Michaelides to CAST. He also spoke to the issue of hiring a facilities manager and his support to do this. The current Environmental Sustainability Coordinator, who is filling in as facilities manager currently, gets grants from the State, attends all conferences and is starting work on a Hazard Mitigation Plan soon. He is looked on with favorable recognition throughout the State. This is an important position within the Town.
 2. Selectboard Comments and Announcements
Tim Fariel commented about downtown WRJ parking situation. The Selectboard should keep an eye on this with the public parking lot and the courthouse renovations taking place.

Ashley Andreas invited everyone to see the shell installed by the Upper Valley Habitat for Humanity on Nutt Lane.

Mary Erdei commented on the new "dashboard" from public safety.
 3. Appointments
 - a. **Selectboard Member, Miranda Dupre made the motion to Re-Appoint Lee Michaelides to the Climate Action Steering Team for a three year term beginning December 9, 2025 and ending December 8, 2028. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.**
 - b. **Selectboard Vice Chair, Mike Hoyt made the motion to Re-Appoint Maggie Burnett to the Hartford Committee on Housing and Homelessness for a two year term beginning December 9, 2025 and ending December 8, 2027. Selectboard Member, Erik Krauss seconded the motion. All were in favor and the motion passed.**
 - c. **Selectboard Member, Ida Griesemer made the motion to Re-Appoint Laura Simon to the Hartford Energy Commission for a three year term beginning December 9, 2025 and ending December 8, 2028. Selectboard Vice Chair, Mike Hoyt seconded the motion. All**

were in favor and the motion passed.

4. Town Manager's Report
Significant Activity Reports Link: <https://www.hartford-vt.org/Archive.aspx?ADID=543>
December 9, 2025

Selectboard Meetings

There will be another Special Selectboard Budget meeting Tuesday, December 16, hopefully at which further budget discussions/deliberations will take place and a tentative "final budget" be approved. If this cannot be achieved, the Board could meet again on Thursday, December 18 (which has been designated as a "placeholder").

Town Meeting Preparations

Planning is under way for another Town Meeting cycle of events. Please note one change from last year: The Town & School District Meeting, aka "Town Meeting," will take place in the High School Auditorium, rather than in the High School Gymnasium.

Finance Director Position

The Town Manager has contracted to bring in an Interim Finance Director. Steve Daly met twice via Zoom with the outgoing Finance Director and me last week. Steve arrived in town on Sunday, December 7 and has been onboarded, been introduced to Town Hall staff and Department Heads and has begun work in an initial stint of in-person office hours coming up to speed. Going forward, Steve and I will assess the workload and develop a schedule, much of which will involve remote work.

Meanwhile, the Town is working to recruit and hire a more permanent replacement for the position.

Public Works Director

The Town Manager, HR Director and DPW leadership have begun interviews of several candidates for the soon-to-be-vacant position of Public Works Director.

5. Board Report, Motions & Ordinances
- Design Review Board Update to the Selectboard presented by Denise Welch May
 - Hartford Business Revolving Loan Fund (HBRLF) Update to the Selectboard presented by Crystal Pearson.
 - Consider Request for Town Meeting Warrant item for final TIF Project Approval and Bond/Other financing

Selectboard Vice Chair, Mike Hoyt made the motion to

- 1. Approve the attached draft Warrant Language for inclusion in the Selectboard's approved Town Warrants for inclusion on the March 3, 2026 Town Meeting Ballot**
- 2. Approve the Resolution Declaring Intent to Reimburse Certain Expenditures from Proceeds of TIF Indebtedness**
- 3. Authorize the Town Manager and staff to proceed with the required public notices for two TIF public informational hearings and submit the necessary submittals. Selectboard Member, Erik Krauss seconded the motion. All were in favor and the motion passed.**

- Consider Proposed Reimbursable Expenditure of Funds for Energy Efficiency Projects
Selectboard Member, Miranda Dupre made the motion that the Selectboard vote in favor of the Town of Hartford submitting their application for the Energy Efficiency and Conservation Block Grant and put those funds, totaling \$75,380, towards efficiency improvements at the Wendell A. Barwood Arena. Selectboard Clerk, Ashley Andreas seconded the motion. 6 were in favor, 1 (Krauss) was not in favor and the motion passed.

- e. Consider Proposed Declaration of Necessity and Requested Town Meeting Warrant Item for Wilder Water Main Replacement Project Presented by Chris Holzwarth

Selectboard Vice Chair, Mike Hoyt made the motion that The Selectboard approves the proposed Warrant Language for inclusion on the March 3, 2026, Voting Day and the Declarations of Official Intent to Reimburse Certain Expenditures from Proceeds of Indebtedness for the Wilder Water Main Replacement Project and directs staff to properly post, advertise and file the documents with the Town Clerk. Selectboard Member, Tim Fariel seconded the motion. All were in favor and the motion passed.

- f. Consider Proposed Declaration of Necessity and Requested Town Meeting Warrant Item for Nutt Lane Water and Wastewater Project

Selectboard Member, Ida Griesemer made the motion that The Selectboard approves the proposed Warrant Language for inclusion on the March 3, 2026, Voting Day and the Declarations of Official Intent to Reimburse Certain Expenditures from Proceeds of Indebtedness for the White River Junction Water Main Replacement Project and directs staff to properly post, advertise and file the documents with the Town Clerk. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.

- g. Consider Proposal to Award Contract for Combined Sewer Overflow Mitigation Project and Use of Reserves. Presented by Chris Holzwarth

Selectboard Member, Erik Krauss made the motion that the Selectboard approve the Town Manager to execute a contract with Alliance Consulting + Excavation, LLC for \$200,410.00, a contract amendment with A+E Engineers for \$44,800, to obligate a construction contingency fund of 5% or \$10,020.50 for unforeseen construction expenses, and a \$15,000.00 allowance for miscellaneous expenses to be funded through CSO Grant 06140-2023-ARPA-CSO-05 and the Fund 60 Wastewater Capital Reserves. Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.

- h. Consider Acceptance of FY25 Audit Report

Selectboard Member, Erik Krauss made the motion that the Selectboard accept the FY2025 Audit Report as we face a December 31st deadline to do so. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.

- i. Consider Selectboard Training and Budget Proposal

Selectboard Clerk, Ashley Andreas made the motion to adopt the proposed revision 2 of the Selectboard training plan and Budget for the FY2027. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.

- j. Budget Wrap Up #3 – Discussion only.

- k. Authorize Selectboard Chair and Vice Chair to approve Holiday Season Payroll and Accounts Payable

Selectboard Vice Chair, Mike Hoyt made the motion that the Selectboard Postpone the December 23, 2025 Selectboard meeting to December 30, 2025 and that the Selectboard Leadership (Chair and /or Vice Chair) be authorized to approve Payroll and Accounts Payable, as needed, between December 10, 2025 and the December 30, 2025 meeting. Selectboard Member, Tim Fariel seconded the motion. All were in favor and the motion passed.

VII. Commission Reports

Conservation Commission Report: Erik Krauss

HCC discussed Governor Scott's Executive Order 0625 that proposes to reduce wetland buffers for housing projects where there is access to municipal sewer. For Class II wetlands, the buffer would be reduced from 50' to 25' under the rule change. After review of the overlay maps, the HCC Chair noted that Hartford would be among the most impacted communities in Vermont given the amount of land served by Town sewer that is close to wetlands. The Commissioners agreed to review the rule and submit a letter by the January 14th deadline public comment deadline. They will review a draft and finalize the letter during the January 5th HCC meeting.

Town Forest Wildlife Habitat Assessment: Erik Krauss

HCC has discussed updating the Town Forest Wildlife Habitat Assessment during the past few meetings. The existing assessment was conducted by a consultant. HCC is exploring alternatives to that approach including crowd sourcing observations (for example, using platforms like Naturalist), using game cameras to collect data, and obtaining assistance from a student/intern from a program like UVM's Field Naturalist Program or UNH's wildlife biology program.

VIII. Consent Agenda Selectboard Vice Chair, Mike Hoyt made the motion to approve the Consent Agenda as listed. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 12/6/2025

Approve A/P Manifest: 12/5/2025 & 12/11/2025

Approve Meeting Minutes of: 11/25/2025; 12/4/2025

Future Meetings Approved: 12/16/2025; 12/30/2025

Budget Meetings if Needed: 12/11/2025; 12/18/2025

IX. Executive Session: None

X. Adjourn the Selectboard Meeting

Selectboard Clerk, Ashley Andreas made the motion to Adjourn the Meeting at 9:35PM. Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.

Ashley Andreas, Clerk
Selectboard Meeting 12.9.2025



TOWN OF HARTFORD SELECTBOARD MINUTES
SPECIAL BUDGET MEETING

Tuesday, December 16, 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; Clerk, Ashley Andreas; Miranda Dupre; Ida Griesemer; Erik Krauss; Tim Fariel; John Haverstock; Lana Livingston; Marcy Bartlett; Mark Bradley; Scott Hausler; Sue Buckholz; Connie Kelley; Scott Cooney; Dillon Walsh; Stephen Daly; Laura Cooney; Pat Cook; Allison Litten; John Haffner; Lynn Bohi; Jennifer Kravitz; Ann Greenwald; Gaal Crowl; Dana Clawson; Lori Hirshfield

Present on Zoom: Vice Chair, Michael Hoyt; Heidi Duto

JAM LINK:

<https://www.youtube.com/watch?v=aFTGIE1cwNI&list=PLAdkf9ugxof7FGsvb7b8PHLFaNfKZbq-g>

- I. Call to Order the Selectboard Meeting at 6:00PM by Chair, Mary Erdei
- II. Pledge of Allegiance was recited and led by Fire Chief, Scott Cooney
- III. Order of Agenda: There were no changes to the Order of Agenda.
- IV. Selectboard
 1. Public Comment

Marcy Bartlett from Wilder brought with her 'Wilder water' to share with everyone for support to the Bond Article for Wilder water infrastructure. She also asked for police presence at the Budget and Candidates due to issues that occurred last year.

Allison Litten from Wilder and the Sister Cities Committee asked for a \$2,000 increase to the Sister Cities budget for student travel.

2. Selectboard Comments and Announcements

Tim Fariel reminded everyone that the budget process has been tough and it takes time to sort it all out. The Board is doing the best they can.

Ida Griesemer agreed that it has been a challenging budget process.

Mary Erdei was grateful to everyone that has worked on the budget. She also wished everyone a Merry Christmas and Happy Holidays.

3. Board Report, Motions & Ordinances
 - a. Remarks and Funding Requests from Bugbee Building Committee
Presented by Mark Bradley.

Selectboard Vice Chair, Mike Hoyt made the motion to waive the purchasing policy so that the Bugbee Senior Center can make preparations to repair the building's grease trap. Selectboard Member, Tim Fariel seconded the motion. All were in favor and the motion passed.

- b. Finalize Tentative Budgets

Selectboard Member, Ida Griesemer made the motion to use 1.2 million from the unassigned fund balance. Selectboard Member, Tim Fariel seconded the motion. All were in favor and the motion passed.

Selectboard Member, Tim Fariel made the motion to utilize the Local Option Sales Tax in an anticipated amount of 1.1 million to offset taxes for the next fiscal year. Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.

It was decided to consider a proposal to add a Town Meeting Ballot Article on Curbside Recycling at the next meeting on December 30th.

- V. Adjourn the Selectboard Meeting: **Selectboard Member, Erik Krauss made the motion to Adjourn the Meeting at 9:56PM. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.**

Ashley Andreas, Selectboard Clerk
December 16, 2025

Report Date: 12/17/25
7:32PM

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ReportAPINHDPmtByDate

Check Date: 12/19/2025 - 12/19/2025

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.
25-0174	Revaluation Reserve					
501014	TARRANT, GILLIES & SHEMS			12/19/2025		1100
02258	LEGAL: PVR APPEAL		0.00	\$171.50	0.00	171.50
Desc:	LEGAL: PVR APPEAL	Acct:	25-985-100-0174	Revaluation Exp		
Vendor Total:				171.50	0.00	171.50
25-0174	Water Capital Reserve		Bank Total:			171.50
50-0100	Water Capital Reserve					
024332	ISAACS EXCAVATING AND CONSTRUCTION			12/19/2025		1035
03	PROJ#6 NUTT LN - JUL-OCT'25		0.00	\$33,200.00	0.00	33,200.00
Desc:	PROJ#6 NUTT LN - JUL-OCT'25	Acct:	50-955-543-0000	CAPITAL OUTLAY		
Vendor Total:				33,200.00	0.00	33,200.00
50-0100	GENERAL FUND - MASCOMA		Bank Total:			33,200.00
FUND 1 0	GENERAL FUND - MASCOMA					
001365	A PLUS ATHLETIC PRODUCTS, INC			12/19/2025		97371
NER012825KE2-2	Maxfield bleacher repairs		0.00	\$2,500.00	0.00	2,500.00
Desc:	Maxfield bleacher repairs	Acct:	10-527-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				2,500.00	0.00	2,500.00
001645	ALLIANCE MECHANICAL	ALLIANCE GROUP INC.		12/19/2025		97372
93717	Repair leak in heat line and diagno		0.00	\$2,384.24	0.00	2,384.24
Desc:	Repair leak in heat line and diagno	Acct:	10-530-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				2,384.24	0.00	2,384.24
005400	BGS POSTAL CENTER (43658)			12/19/2025		97373
63115887	WARNING BOOKS		0.00	\$541.65	0.00	541.65
Desc:	WARNING BOOKS	Acct:	10-211-323-0000	HPD -MATERIAL & SUPPLIES		
Vendor Total:				541.65	0.00	541.65
006100	BMO FINANCIAL GROUP			12/19/2025		97369
Hedges 11/28-30/25	Hedges, Charles - FD		0.00	\$91.67	0.00	91.67
Desc:	Exxon - Gas	Acct:	10-221-319-0000	HFD -EQUIPMENT OPERATION-GAS		
Delisle 11/28-30/25	Delisle, Jeremy - DPW		21.35	\$25.62	0.00	25.62
Desc:	Amazon - Office Supplies	Acct:	10-325-323-0000	DPW -MATERIAL & SUPPLIES		
Desc:	Amazon - Office Supplies	Acct:	30-971-323-0000	MATERIAL & SUPPLIES		
Desc:	Amazon - Office Supplies	Acct:	50-955-323-0000	MATERIAL & SUPPLIES		
Desc:	Amazon - Office Supplies	Acct:	55-955-323-0000	MATERIALS & SUPPLIES		
Desc:	Amazon - Office Supplies	Acct:	60-965-323-0000	MATERIAL & SUPPLIES		
Desc:	Amazon - Office Supplies	Acct:	65-965-323-0000	MATERIALS & SUPPLIES		
006100	BMO FINANCIAL GROUP			12/19/2025		97374
Clarke 11/01-27/25	Clarke, Ta - PD		100.45	\$1,867.93	0.00	1,867.93
Desc:	Target - Toys for Tots	Acct:	72-211-318-7232	COMMUNITY ORIENTED POLICING		
Desc:	Hannaford - Employee Recognition	Acct:	10-211-323-0000	HPD -MATERIAL & SUPPLIES		
Desc:	Hannaford - Employee Recognition	Acct:	10-271-323-0000	DISP -MATERIAL & SUPPLIES		
Desc:	Vistaprint-Envelopes	Acct:	10-211-323-0000	HPD -MATERIAL & SUPPLIES		

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Check Date: 12/19/2025 - 12/19/2025

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: SpMilitaur-Uniform Items	Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEA			
	Desc: Notary Public Reg+Course	Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING			
	Desc: Cruiser registration	Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES			
	Desc: USPS- Evidence	Acct: 10-211-322-0000	HPD -POSTAGE			
	Desc: Accomodations for training	Acct: 10-211-311-0000	HPD -TRAVEL & MEETINGS			
Clawson 11/01-27/25	Clawson, Dana - Energy	0.00	\$123.69	0.00	123.69	
	Desc: HolidayInn-NEMS Conference	Acct: 10-626-311-0100	TM -Travel & Meetings			
Cooney 11/01-27/25	Cooney, Scott - FD	0.00	\$2,291.14	0.00	2,291.14	
	Desc: Amazon-Duty Boots	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS			
	Desc: Vistaprint-Business Cards	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI			
	Desc: Amazon - Parts	Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI			
	Desc: Amazon - Batteries	Acct: 10-221-316-0000	HFD -FIRE SAFETY EDUCATION			
	Desc: Amazon - Office Supplies	Acct: 10-221-318-0200	HFD- CONTRACTED SERVICES COMM			
	Desc: Amazon - Soap	Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES			
	Desc: Amazon - Work Gloves	Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN			
	Desc: Amazon - Uniform Hats	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS			
	Desc: Amazon - Work Gloves	Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN			
	Desc: Amazon - Mechanic Uniform	Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS			
	Desc: Amazon - Work Gloves	Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN			
	Desc: Amazon - Chargers	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI			
	Desc: Amazon - Batteries	Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI			
Delisle 11/01-27/25	Delisle, Jeremy - DPW	335.99	\$961.19	0.00	961.19	
	Desc: Sympathy Flowers	Acct: 10-325-315-0000	DPW -RECRUITMENT & TRAINING			
	Desc: Clipboards	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES			
	Desc: Batteries	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES			
	Desc: Employee Lunch	Acct: 50-954-315-0000	RECRUITMENT & TRAINING			
	Desc: Employee Lunch	Acct: 55-955-315-0000	RECRUITMENT & TRAINING			
	Desc: Trailer Hitch	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
	Desc: DPW BBQ	Acct: 10-325-315-0000	DPW -RECRUITMENT & TRAINING			
	Desc: DPW BBQ	Acct: 30-971-315-0000	RECRUITMENT & TRAINING			
	Desc: DPW BBQ	Acct: 50-954-315-0000	RECRUITMENT & TRAINING			
	Desc: DPW BBQ	Acct: 55-955-315-0000	RECRUITMENT & TRAINING			
	Desc: DPW BBQ	Acct: 60-965-315-0000	RECRUITMENT & TRAINING			
	Desc: DPW BBQ	Acct: 65-965-315-0000	RECRUITMENT & TRAINING			
Gazda 11/01-27/25	Gazda, Bryan - DPW	164.33	\$552.18	0.00	552.18	
	Desc: Amazon - RV Backup Camera	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
	Desc: Lime	Acct: 65-963-323-0000	MATERIALS & SUPPLIES			
	Desc: Stormwater Permit HWY Garage	Acct: 10-325-317-0000	DPW -PERMITS AND LICENSES			
	Desc: Cleaning Supplies	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES			
	Desc: Paper Supplies	Acct: 30-971-323-0000	MATERIAL & SUPPLIES			
	Desc: Paper Supplies	Acct: 50-955-323-0000	MATERIAL & SUPPLIES			
	Desc: Paper Supplies	Acct: 55-955-323-0000	MATERIALS & SUPPLIES			
	Desc: Paper Supplies	Acct: 60-965-323-0000	MATERIAL & SUPPLIES			
	Desc: Paper Supplies	Acct: 65-965-323-0000	MATERIALS & SUPPLIES			
Hausler 11/01-27/25	Hausler, Scott - REC	0.00	\$999.48	0.00	999.48	
	Desc: Smartsign - Tax refund	Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES			
	Desc: CCI Constant - Renewal	Acct: 10-511-312-0000	PR -ADVERTISING			
	Desc: WABA Signs	Acct: 10-530-323-0000	PR -MATERIAL & SUPPLIES			
	Desc: Field Signs	Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES			
	Desc: Trash Picker	Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES			
	Desc: White Cap - Washers	Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES			

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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.	
Hedges 11/01-27/25	Hedges, Charles - FD	0.00	\$424.10	0.00	424.10	
Desc: USPS-Shipping		Acct: 10-221-322-0000	HFD -POSTAGE			
Desc: Instrumart-Sensors		Acct: 10-221-331-0300	HFD -HAZMAT EQUIPMENT			
Jay 11/01-27/25	McDonough, Jay - REC	0.00	\$1,529.83	0.00	1,529.83	
Desc: Adobe - Renewal fee		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES			
Desc: Amazon - WABA Pro Shop		Acct: 10-530-323-0000	PR -MATERIAL & SUPPLIES			
Desc: Amazon - Wreaths		Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES			
Desc: BINGO - Prizes		Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES			
Desc: Killington Lodging - REFUND		Acct: 10-013-100-0000	EXCHANGES PAYABLE			
Desc: POLAR EXPRESS		Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES			
Desc: COOKING CLUB		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES			
Desc: Amazon Prime - Membership		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES			
John 11/01-27/25	Haverstock, John - TM	0.00	\$46.82	0.00	46.82	
Desc: Tuckerbox		Acct: 10-121-311-0000	TM -TRAVEL & MEETINGS			
Kelley 11/01-27/25	Kelley, Connie - PD	50.00	\$680.01	0.00	680.01	
Desc: NorthAmericanPD-K9 Training		Acct: 25-985-211-0126	HPD K-9 Unit Fundraising			
Desc: Award Plaques		Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
Desc: Award Plaques		Acct: 10-271-323-0000	DISP -MATERIAL & SUPPLIES			
Desc: Employee Recognition		Acct: 10-271-323-0000	DISP -MATERIAL & SUPPLIES			
Desc: Employee Recognition		Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES			
Kenison 11/01-27/25	Kenison, Corey - REC	0.00	\$310.21	0.00	310.21	
Desc: Gills Point		Acct: 10-530-323-0000	PR -MATERIAL & SUPPLIES			
Desc: Amazon		Acct: 10-530-323-0000	PR -MATERIAL & SUPPLIES			
Lori 11/01-27/25	Hirshfield, Lori - Planning	0.00	\$65.32	0.00	65.32	
Desc: Day-Timer		Acct: 10-622-323-0000	PDZ -MATERIAL & SUPPLIES			
Nulty 11/01-27/25	Nulty, Paula - Admin	0.00	\$166.92	0.00	166.92	
Desc: Amazon-Labels+Toner		Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES			
Desc: PaperCulture-Staff Holiday Cards		Acct: 10-121-340-0000	TM -EMPLOYEEAPPRECIATION			
Desc: Amazon - Returns		Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES			
O'Neil 11/01-27/25	O'Neil, Lisa - TC	0.00	\$41.92	0.00	41.92	
Desc: USPS - Certif Mail Tax Abatement		Acct: 10-151-322-0000	TC -POSTAGE			
Peletier 11/01-27/25	Peletier, Tom - FD	0.00	\$20.15	0.00	20.15	
Desc: EXPass - Tolls		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES			
Tatum 11/01-27/25	Barnes, Tatum - REC	0.00	\$745.19	0.00	745.19	
Desc: Homebase - Refund		Acct: 10-013-100-0000	EXCHANGES PAYABLE			
Desc: COOKING CLUB		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES			
Desc: Grand Summit - Conference		Acct: 10-514-315-0000	PR -RECRUITMENT & TRAINING			
Desc: Valley BOWL - trip		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES			
Desc: AFTERSCHOOL SUPPLIES		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES			
Vincent 11/01-27/25	Vincent, Rick - Assesor	0.00	\$146.00	0.00	146.00	
Desc: NRAAO - MEMBERSHIP 2026		Acct: 10-174-313-0000	ASE -MEMBERSHIP DUES			
Desc: PRIME MLS		Acct: 10-174-313-0000	ASE -MEMBERSHIP DUES			
Desc: PRIME MLS		Acct: 10-174-313-0000	ASE -MEMBERSHIP DUES			
Walsh 11/01-27/25	Walsh, Dillon - IT	0.00	\$4,670.16	0.00	4,670.16	
Desc: BITWARDEN - ANNUAL FEE		Acct: 10-181-318-0000	IT -CONTRACTED SERVICES			
Desc: CDW-CRADLEPOINT RENEWALS		Acct: 10-211-320-0000	HPD -EQUIP OPERATION/MAINT-OFFI			
Desc: CDW-CRADLEPOINT RENEWALS		Acct: 10-211-330-0000	HPD -OFFICE EQUIPMENT			
Desc: SMTP2GO		Acct: 10-181-318-0000	IT -CONTRACTED SERVICES			
Desc: SYNCRO-TICKETING SYSTEM		Acct: 10-181-318-0000	IT -CONTRACTED SERVICES			

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Check Date: 12/19/2025 - 12/19/2025

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:			15,759.53	0.00	15,759.53
006920	BRACKETT, OLIVIA	OLIVIA BRACKETT	12/19/2025		97375
OCT-DEC'25	GYM MEMBERSHIP	0.00	\$45.00	0.00	45.00
Desc:	1.5 MO GYM MEMBERSHIP	Acct: 10-211-313-0000	HPD -MEMBERSHIP DUES		
Vendor Total:			45.00	0.00	45.00
006995	R.C. BRAYSHAW & COMPANY, INC	R.C. BRAYSHAW & COMPANY, INC	12/19/2025		97376
89208-P	Postage postcard mailing TMC 2026/S	0.00	\$1,470.94	0.00	1,470.94
Desc:	Postage postcard mailing TMC 2026/S	Acct: 10-115-101-0600	BC -TOWN MEETING COMMITTEE		
Vendor Total:			1,470.94	0.00	1,470.94
007136	BRIGHTLY SOFTWARE, INC.		12/19/2025		97377
INV-293175	ASSET MANAGEMENT SOFTWARE	7,949.60	\$9,936.99	0.00	9,936.99
Desc:	ASSET MANAGEMENT SOFTWARE	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
Desc:	ASSET MANAGEMENT SOFTWARE	Acct: 50-955-318-0000	CONTRACTED SERVICES		
Desc:	ASSET MANAGEMENT SOFTWARE	Acct: 55-955-318-0000	CONTRACTED SERVICES		
Desc:	ASSET MANAGEMENT SOFTWARE	Acct: 60-965-318-0000	CONTRACTED SERVICES		
Desc:	ASSET MANAGEMENT SOFTWARE	Acct: 65-965-318-0000	CONTRACTED SERVICES		
Vendor Total:			9,936.99	0.00	9,936.99
007760	BURLINGTON COMMUNICATIONS		12/19/2025		97378
BCS17872	RADIO MAINTENANCE FOR REPEATERS	0.00	\$140.00	0.00	140.00
Desc:	RADIO MAINTENANCE FOR REPEATERS	Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES		
BCS17873	AVETEC EQUIPMENT MAINTENANCE CONTRA	0.00	\$450.00	0.00	450.00
Desc:	AVETEC EQUIPMENT MAINTENANCE CONTRA	Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES		
Vendor Total:			590.00	0.00	590.00
008038	BUTLER'S BUS SERVICE		12/19/2025		97379
INV169491B	RENTAL - Recreation Trip	0.00	\$797.51	0.00	797.51
Desc:	RENTAL - Recreation Trip	Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
INV173863	RENTAL - Recreation Trip	0.00	\$145.00	0.00	145.00
Desc:	Recreational Trip	Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:			942.51	0.00	942.51
008231	CAMEROTA TRUCK PARTS	CAMEROTA TRUCK PARTS	12/19/2025		97380
4097974	New Rear-end for H-1	0.00	\$3,792.94	0.00	3,792.94
Desc:	New Rear-end for H-1	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:			3,792.94	0.00	3,792.94
012868	SBA TOWERS II, LLC		12/19/2025		97381
IN13912830	TOWER RENTAL	0.00	\$1,157.63	0.00	1,157.63
Desc:	TOWER RENTAL	Acct: 10-271-320-0100	DISP -EQUIP OPERATION-COMMUNIC		
Vendor Total:			1,157.63	0.00	1,157.63
013575	DELL MARKETING L.P.		12/19/2025		97382
10846328104	MONITOR AND WEBCAM	0.00	\$1,165.00	0.00	1,165.00
Desc:	MONITOR AND WEBCAM	Acct: 10-211-330-0000	HPD -OFFICE EQUIPMENT		

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Vendor Total:			1,165.00	0.00	1,165.00	
014395	MACK BROTHERS ELEVATOR LLC			12/19/2025	97383	
5814	MONTHLY MAINTENANCE TH ELEVATOR	0.00	\$161.60	0.00	161.60	
	Desc: MONTHLY MAINTENANCE TH ELEVATOR	Acct: 10-121-318-0000		TM -CONTRACT SERVICES		
Vendor Total:			161.60	0.00	161.60	
015001	EAGLE POINT GUN/T.J.MORRIS&SON			12/19/2025	97384	
159604	AMMUNITION	0.00	\$3,532.00	0.00	3,532.00	
	Desc: AMMUNITION	Acct: 10-211-315-0000		HPD -RECRUITMENT & TRAINING		
159607	AMMUNITION	0.00	\$3,184.00	0.00	3,184.00	
	Desc: AMMUNITION	Acct: 10-211-315-0000		HPD -RECRUITMENT & TRAINING		
Vendor Total:			6,716.00	0.00	6,716.00	
015815	EVANS GROUP INC	EVANS GROUP INC.		12/19/2025	97385	
10960880	GAS - NOV'25	933.29	\$1,320.93	0.00	1,320.93	
	Desc: Highway	Acct: 10-321-319-0000		DPW -EQUIPMENT OPERATION-GAS		
	Desc: Landfill	Acct: 30-971-319-0000		EQUIPMENT OPERATION-GAS		
	Desc: Hartford Water	Acct: 50-954-319-0000		EQUIPMENT OPERATION-GAS		
	Desc: Quechee Water	Acct: 55-954-319-0000		EQUIPMENT OPERATION - GAS		
	Desc: Hartford Wastewater	Acct: 60-961-319-0000		EQUIPMENT OPERATION-GAS		
	Desc: Quechee Wastewater	Acct: 65-963-319-0000		EQUIPMENT OPERATION-GAS		
Vendor Total:			1,320.93	0.00	1,320.93	
016392	FAST TRACK SIGN & GRAPHICS			12/19/2025	97386	
11.04.2025	TRUCK DECAL WRAP	0.00	\$762.58	0.00	762.58	
	Desc: TRUCK DECAL WRAP	Acct: 10-521-318-0000		PR -CONTRACTED SERVICES		
Vendor Total:			762.58	0.00	762.58	
017110	FISHER AUTO PARTS, INC			12/19/2025	97387	
301-366158	PARTS	0.00	\$40.11	0.00	40.11	
	Desc: COOLANT CAP, THERMOSTAT,O-RING,GASK	Acct: 10-211-321-0000		HPD -REPAIRS & MAINT-VEHICLES		
301-366160	PARTS	0.00	\$42.95	0.00	42.95	
	Desc: LED LIGHT	Acct: 10-211-321-0000		HPD -REPAIRS & MAINT-VEHICLES		
Vendor Total:			83.06	0.00	83.06	
017301	FOGG'S LUMBER AND HARDWARE			12/19/2025	97388	
388146/6	SHOVELS	0.00	\$123.96	0.00	123.96	
	Desc: SHOVELS	Acct: 10-211-321-0100		HPD -REPAIRS & MAINT-BUILDING		
388752/6	SALT	0.00	\$50.61	0.00	50.61	
	Desc: SALT	Acct: 10-211-321-0100		HPD -REPAIRS & MAINT-BUILDING		
Vendor Total:			174.57	0.00	174.57	
017590	FURNARI, WILLIAM R	WILLIAM R FURNARI		12/19/2025	97389	
2025-2026	ANNUAL GYM MEMBERSHIP	0.00	\$492.00	0.00	492.00	
	Desc: ANNUAL GYM MEMBERSHIP	Acct: 10-211-313-0000		HPD -MEMBERSHIP DUES		
Vendor Total:			492.00	0.00	492.00	

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017850	GALLS, LLC	GALLS, LLC	12/19/2025		97390
033264934	UNIFORMS	0.00	\$493.39	0.00	493.39
Desc:	EAR MOLD, DUMP POUCH,TOUGH HOOK, BO	Acct: 10-211-326-0000	HPD -PURCHASE UNIFORMS & CLEAI		
Vendor Total:			493.39	0.00	493.39
019392	GRANDSTAND APPAREL	GRANDSTAND APPAREL	12/19/2025		97391
INV-7493	Coach Apparel	0.00	\$1,207.98	0.00	1,207.98
Desc:	Coach Apparel	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
Vendor Total:			1,207.98	0.00	1,207.98
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	12/19/2025		97370
28933000003DEC'25	MAPLE ST SEWER PUMP	250.37	\$250.37	0.00	250.37
Desc:	MAPLE ST SEWER PUMP	Acct: 60-964-329-0000	ELECTRICITY		
77700100009DEC'25	POLE 1 PLEASANT VIEW	0.00	\$60.29	0.00	60.29
Desc:	POLE 1 PLEASANT VIEW	Acct: 10-314-329-0000	DPW -ELECTRICITY		
78840100008DEC'25	RAILRD ROW - ENGINE 494	0.00	\$52.55	0.00	52.55
Desc:	RAILRD ROW - ENGINE 494	Acct: 10-521-329-0000	PR -ELECTRICITY		
09732000006OCT'25	319 LATHAM WORKS	10,099.81	\$10,099.81	0.00	10,099.81
Desc:	319 LATHAM WORKS	Acct: 60-961-329-0000	ELECTRICITY		
82948328248DEC'25	PROSPECT ST TEMP SERV TRAFFIC LIGHT	0.00	\$159.87	0.00	159.87
Desc:	PROSPECT ST TEMP SERV TRAFFIC LIGHT	Acct: 10-314-329-0000	DPW -ELECTRICITY		
33490000008DEC'25	DEPOT ST SIDEWALK	0.00	\$78.21	0.00	78.21
Desc:	DEPOT ST SIDEWALK	Acct: 10-314-329-0000	DPW -ELECTRICITY		
87833000000DEC'25	MAPLE ST TRAFFIC LGT	0.00	\$96.24	0.00	96.24
Desc:	MAPLE ST TRAFFIC LGT	Acct: 10-314-329-0000	DPW -ELECTRICITY		
09832000005DEC'25	BRIGGS PARK	0.00	\$72.15	0.00	72.15
Desc:	BRIGGS PARK	Acct: 10-521-329-0000	PR -ELECTRICITY		
89290000002DEC'25	HEMLOCK RIDGE	102.28	\$102.28	0.00	102.28
Desc:	HEMLOCK RIDGE	Acct: 50-954-329-0000	ELECTRICITY		
33833000004NOV'25	MAXFIELD PUMP STA	238.70	\$238.70	0.00	238.70
Desc:	MAXFIELD PUMP STA	Acct: 60-964-329-0000	ELECTRICITY		
91611000000DEC'25	FERRY RD - SEWER PUMP	252.42	\$252.42	0.00	252.42
Desc:	FERRY RD - SEWER PUMP	Acct: 60-964-329-0000	ELECTRICITY		
97762000004DEC'25	N MAIN ST HWY LGTS	0.00	\$81.83	0.00	81.83
Desc:	N MAIN ST HWY LGTS	Acct: 10-314-329-0000	DPW -ELECTRICITY		
34591000004DEC'25	RADIO TOWER	0.00	\$218.66	0.00	218.66
Desc:	RADIO TOWER	Acct: 10-271-329-0000	DISP -ELECTRICITY		
98490000001DEC'25	ELM/GILLETTE ST	113.28	\$113.28	0.00	113.28
Desc:	ELM/GILLETTE ST	Acct: 60-964-329-0000	ELECTRICITY		
34926000000DEC'25	PARK LEHMAN BRIDGE LGTS	0.00	\$140.59	0.00	140.59
Desc:	PARK LEHMAN BRIDGE LGTS	Acct: 10-314-329-0000	DPW -ELECTRICITY		
13611000004DEC'25	HARTFORD VILLAGE STLGTS	0.00	\$108.69	0.00	108.69
Desc:	HARTFORD VILLAGE STLGTS	Acct: 10-314-329-0000	DPW -ELECTRICITY		
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	12/19/2025		97392
23833000005DEC25	RT 5 HIGHLAND AVE	0.00	\$107.13	0.00	107.13
Desc:	RT 5 HIGHLAND AVE	Acct: 10-314-329-0000	DPW -ELECTRICITY		
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	12/19/2025		97370

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37762000000DEC'25	N MAIN ST TRAFFIC LGT	0.00	\$122.24	0.00	122.24	
	Desc: N MAIN ST TRAFFIC LGT	Acct: 10-314-329-0000	DPW -ELECTRICITY			
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	12/19/2025		97392	
49672200000DEC25	RTE WEST HTFD & QUE ST	0.00	\$581.91	0.00	581.91	
	Desc: RTE WEST HTFD & QUE ST	Acct: 10-314-329-0000	DPW -ELECTRICITY			
68053200009DEC25	RT 14 W HARTFORD LIB	0.00	\$235.70	0.00	235.70	
	Desc: RT 14 W HARTFORD LIB	Acct: 10-524-329-0000	PR -ELECTRICITY			
92124869873DEC25	43 HIGHLAND AVE - POOL	0.00	\$44.94	0.00	44.94	
	Desc: 43 HIGHLAND AVE - POOL	Acct: 10-530-329-0000	PR -ELECTRICITY			
97303200006DEC25	NOYES LN PUMP STN	28.98	\$28.98	0.00	28.98	
	Desc: NOYES LN PUMP STN	Acct: 65-964-329-0000	ELECTRICITY			
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	12/19/2025		97370	
39065357434DEC'25	CURRIER ST LAMP POST STREET LGT	0.00	\$150.07	0.00	150.07	
	Desc: CURRIER ST LAMP POST STREET LGT	Acct: 10-314-329-0000	DPW -ELECTRICITY			
13833000006DEC'25	LYMAN POINT PARK	0.00	\$40.82	0.00	40.82	
	Desc: LYMAN POINT PARK	Acct: 10-521-329-0000	PR -ELECTRICITY			
43833000003DEC'25	BRIDGE ST TRAFFIC LGT	0.00	\$97.20	0.00	97.20	
	Desc: BRIDGE ST TRAFFIC LGT	Acct: 10-314-329-0000	DPW -ELECTRICITY			
04832000006DEC'25	1299 S MAIN ST PUMP STN	146.92	\$146.92	0.00	146.92	
	Desc: 1299 S MAIN ST PUMP STN	Acct: 60-964-329-0000	ELECTRICITY			
44390000006DEC'25	BILLINGS FARM RD LIGHTS	0.00	\$81.83	0.00	81.83	
	Desc: BILLINGS FARM RD LIGHTS	Acct: 10-314-329-0000	DPW -ELECTRICITY			
20822960512DEC'25	1732 QUECHEE MAIN	0.00	\$85.29	0.00	85.29	
	Desc: 1732 QUECHEE MAIN	Acct: 10-314-329-0000	DPW -ELECTRICITY			
44926000009NOV'25	STREET LIGHTS HWY	0.00	\$5,501.46	0.00	5,501.46	
	Desc: STREET LIGHTS HWY	Acct: 10-314-329-0000	DPW -ELECTRICITY			
49662156394DEC'25	SYKES MNT AVE	0.00	\$308.24	0.00	308.24	
	Desc: SYKES MNT AVE	Acct: 10-314-329-0000	DPW -ELECTRICITY			
21257439196NOV'25	1774 HILLSIDE RD	0.00	\$353.05	0.00	353.05	
	Desc: 1774 HILLSIDE RD	Acct: 10-221-329-0000	HFD -ELECTRICITY			
49762000005DEC'25	BRIDGE ST PUMP STATION	140.63	\$140.63	0.00	140.63	
	Desc: BRIDGE ST PUMP STATION	Acct: 60-964-329-0000	ELECTRICITY			
09732000006NOV'25	319 LATHAM WORKS	12,460.05	\$12,460.05	0.00	12,460.05	
	Desc: 319 LATHAM WORKS	Acct: 60-961-329-0000	ELECTRICITY			
50776120219DEC'25	1103 N MAIN ST	0.00	\$100.84	0.00	100.84	
	Desc: 1103 N MAIN ST	Acct: 10-314-329-0000	DPW -ELECTRICITY			
23490000009NOV'25	200 CRANBERRY LN	5,478.56	\$5,478.56	0.00	5,478.56	
	Desc: 200 CRANBERRY LN	Acct: 50-952-329-0000	ELECTRICITY			
59511000008DEC'25	CAMPBELL ST PUMP STN	95.87	\$95.87	0.00	95.87	
	Desc: CAMPBELL ST PUMP STN	Acct: 50-954-329-0000	ELECTRICITY			
67700100000DEC'25	RT 5 POLE 95	0.00	\$38.52	0.00	38.52	
	Desc: RT 5 POLE 95	Acct: 10-314-329-0000	DPW -ELECTRICITY			
23490000009OCT'25	200 CRANBERRY LN	4,114.09	\$4,114.09	0.00	4,114.09	
	Desc: 200 CRANBERRY LN	Acct: 50-952-329-0000	ELECTRICITY			
74856156851DEC'25	97 S MAIN ST CHARGING	0.00	\$686.28	0.00	686.28	
	Desc: 97 S MAIN ST CHARGING	Acct: 10-314-329-0100	DPW -ELECTRICITY - CHARGING STA			
Vendor Total:			43,126.56	0.00	43,126.56	

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020734	HARRIS COMPUTER SYSTEMS		HARRIS COMPUTER SYSTEMS		12/19/2025	97393
TRIXT0003222	UTILITY BILLING MODULE TRAINING		480.00	\$600.00	0.00	600.00
Desc:	UTILITY BILLING MODULE - TRAINING	Acct:	10-171-315-0000	FIN -RECRUITMENT & TRAINING		
Desc:	UTILITY BILLING MODULE - TRAINING	Acct:	50-955-315-0000	RECRUITMENT & TRAINING		
Desc:	UTILITY BILLING MODULE - TRAINING	Acct:	55-955-315-0000	RECRUITMENT & TRAINING		
Desc:	UTILITY BILLING MODULE - TRAINING	Acct:	60-965-315-0000	RECRUITMENT & TRAINING		
Desc:	UTILITY BILLING MODULE - TRAINING	Acct:	65-965-315-0000	RECRUITMENT & TRAINING		
Vendor Total:				600.00	0.00	600.00
021450	HARTFORD, TOWN OF		TOWN OF HARTFORD		12/19/2025	97394
211600,00453360	275 DEPOT ST - WATER		45.01	\$45.01	0.00	45.01
Desc:	275 DEPOT ST - WATER	Acct:	60-962-328-0000	WATER		
220715,00453361	275 DEPOT ST - WATER		0.00	\$46.64	0.00	46.64
Desc:	275 DEPOT ST - WATER	Acct:	10-521-328-0000	PR -WATER		
Vendor Total:				91.65	0.00	91.65
022703	HILL, MARY		MARY HILL		12/19/2025	97395
DEC'25	RETIREE HEALTH INS		0.00	\$396.45	0.00	396.45
Desc:	Ret reimb Dec 2025	Acct:	10-151-418-0100	TC -Retirees		
Vendor Total:				396.45	0.00	396.45
025055	JONES, HAROLD		HAROLD JONES		12/19/2025	97396
12.07.2025	REIMBURSEMENT		164.99	\$164.99	0.00	164.99
Desc:	Uniform Reimbursement	Acct:	60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
Vendor Total:				164.99	0.00	164.99
025715	KEY CHEVROLET OF WHITE RIVER				12/19/2025	97397
57072	PARTS		0.00	\$606.89	0.00	606.89
Desc:	BATTERY LABOR & HAZARDOUS WASTE	Acct:	10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
Vendor Total:				606.89	0.00	606.89
027100	LAVALLEY BUILDING SUPPLY, INC				12/19/2025	97398
1098387	MATERIALS		0.00	\$37.98	0.00	37.98
Desc:	MATERIALS	Acct:	10-521-323-0000	PR -MATERIAL & SUPPLIES		
Vendor Total:				37.98	0.00	37.98
027402	LEBANON, CITY OF		CITY OF LEBANON		12/19/2025	97399
NOV'25	TIPPING FEES - NOV'25		7,172.49	\$7,172.49	0.00	7,172.49
Desc:	TIPPING FEES - NOV'25	Acct:	30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:				7,172.49	0.00	7,172.49
027403	LEBANON, CITY OF		CITY OF LEBANON		12/19/2025	97400
NOV'25	GRIT DISPOSAL - NOV'25		6,655.95	\$6,655.95	0.00	6,655.95
Desc:	GRIT DISPOSAL - NOV'25	Acct:	60-961-318-0000	CONTRACTED SERVICES		
Vendor Total:				6,655.95	0.00	6,655.95
027750	DEAD RIVER COMPANY		DEAD RIVER COMPANY		12/19/2025	97401

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4935943,73699	PROPANE 1680.30G@\$1.5218 WABA	0.00	\$2,590.69	0.00	2,590.69
Desc: PROPANE 1680.30G@\$1.5218 WABA	Acct: 10-530-327-0000		PR -BUILDING HEAT		
4935943,1637	PROPANE 170.2G@\$1.5218 BUGBEE	0.00	\$262.41	0.00	262.41
Desc: PROPANE 170.2G@\$1.5218 BUGBEE	Acct: 10-421-329-0000		SEN -ELECTRICITY / GAS		
4935943,59930	PROPANE 208.60G@\$1.5218 LIBRARY	0.00	\$321.62	0.00	321.62
Desc: PROPANE 208.60G@\$1.5218 LIBRARY	Acct: 10-524-327-0000		PR -BUILDING HEAT		
4935943,73818	PROPANE 481G@\$1.5218 200CRANBERRY L	741.61	\$741.61	0.00	741.61
Desc: PROPANE 481G@\$1.5218 200CRANBERRY L	Acct: 50-952-327-0000		BUILDING HEAT		
Vendor Total:			3,916.33	0.00	3,916.33
028024	LIFTOFF, LLC		12/19/2025		97402
8386ADD29	OFFICE 365 LICENSES	0.00	\$368.00	0.00	368.00
Desc: OFFICE 365 LICENSES	Acct: 10-181-318-0000		IT -CONTRACTED SERVICES		
Vendor Total:			368.00	0.00	368.00
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC	12/19/2025		97403
258847982	WALL CALENDARS	0.00	\$20.10	0.00	20.10
Desc: WALL CALENDARS	Acct: 10-171-323-0000		FIN -MATERIAL & SUPPLIES		
258815775	1 cs PAPER	0.00	\$58.49	0.00	58.49
Desc: 1 cs PAPER	Acct: 10-171-323-0000		FIN -MATERIAL & SUPPLIES		
258709671	OFFICE SUPPLIES	0.00	\$49.57	0.00	49.57
Desc: OFFICE SUPPLIES	Acct: 10-151-323-0000		TC -MATERIAL & SUPPLIES		
258765978	OFFICE SUPPLIES	0.00	\$21.53	0.00	21.53
Desc: OFFICE SUPPLIES	Acct: 10-511-323-0000		PR -MATERIAL & SUPPLIES		
258404210	WATER	16.98	\$16.98	0.00	16.98
Desc: WATER	Acct: 30-971-328-0000		WATER		
258334639	OFFICE SUPPLIES	0.00	\$95.65	0.00	95.65
Desc: OFFICE SUPPLIES	Acct: 10-325-323-0000		DPW -MATERIAL & SUPPLIES		
258595598	ICE MELT SCOOPS	0.00	\$9.58	0.00	9.58
Desc: ICE MELT SCOOPS	Acct: 10-161-323-0000		TH -MATERIAL & SUPPLIES		
258765763	OFFICE SUPPLIES	0.00	\$44.18	0.00	44.18
Desc: OFFICE SUPPLIES	Acct: 10-530-323-0000		PR -MATERIAL & SUPPLIES		
258788840	OFFICE SUPPLIES	0.00	\$17.44	0.00	17.44
Desc: OFFICE SUPPLIES	Acct: 10-511-323-0000		PR -MATERIAL & SUPPLIES		
Vendor Total:			333.52	0.00	333.52
029915	MAZIARZ, PETER D	PETER D MAZIARZ	12/19/2025		97404
OCT-DEC'25	GYM MEMBERSHIP	0.00	\$123.00	0.00	123.00
Desc: GYM MEMBERSHIP	Acct: 10-211-313-0000		HPD -MEMBERSHIP DUES		
Vendor Total:			123.00	0.00	123.00
030240	MCNALL, GLENN A	GLENN A MCNALL	12/19/2025		97405
12.07.25	REIMBURSEMENT	40.05	\$40.05	0.00	40.05
Desc: Reimbursement	Acct: 60-961-326-0000		UNIFORMS-PURCHASE/LEASE/CLEAN		
Vendor Total:			40.05	0.00	40.05
030250	MCNALL, KAREN	KAREN MCNALL	12/19/2025		97406
2025-17	CARD CLASS 12.06.25	0.00	\$152.00	0.00	152.00

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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: CARD CLASS 12.06.25	Acct: 10-515-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:		152.00	0.00	152.00
030828	MIDNIGHT AUTO RECOVERY SERVICES LLC		12/19/2025		97407
16691	TOWING SERVICE	0.00	\$314.25	0.00	314.25
	Desc: TOWING SERVICE	Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
	Vendor Total:		314.25	0.00	314.25
031438	MONAGHAN SAFAR PLLC		12/19/2025		97408
27526	LEGAL: GENERAL MATTERS	0.00	\$45.00	0.00	45.00
	Desc: LEGAL: GENERAL MATTERS	Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
27527	LEGAL: AFSCME COUNCIL 93	0.00	\$225.00	0.00	225.00
	Desc: LEGAL: AFSCME COUNCIL 93	Acct: 10-141-318-0000	LEG -CONTRACTED SERVICES		
	Vendor Total:		270.00	0.00	270.00
032104	MVP SELECT CARE INC.		12/19/2025		97409
NOV'25	Health Ins Advisory November 2025	42.93	\$336.00	0.00	336.00
	Desc: Health Ins Advisory November 2025	Acct: 10-121-220-0000	TM -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-151-220-0000	TC -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-171-220-0000	FIN -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-174-220-0000	ASE -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-181-220-0000	IT -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-211-220-0000	HPD -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-221-220-0000	HFD -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-271-220-0000	DISP -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-311-220-0000	DPW -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-325-220-0000	DPW -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-511-220-0000	PR -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-514-220-0000	PR -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-521-220-0000	PR -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 10-622-220-0000	PDZ -HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 30-975-220-0000	HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 50-954-220-0000	HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 50-955-220-0000	HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 55-955-220-0000	HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 60-961-220-0000	HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 60-965-220-0000	HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 65-963-220-0000	HEALTH INSURANCE		
	Desc: Health Ins Advisory November 2025	Acct: 65-965-220-0000	HEALTH INSURANCE		
	Vendor Total:		336.00	0.00	336.00
033435	NEW ENGLAND MUNICIPAL RESOURCE	NEMRC	12/19/2025		97410
58121	ANNUAL SUPPORT AGREEMENT	0.00	\$2,689.99	0.00	2,689.99
	Desc: ANNUAL SUPPORT AGREEMENT	Acct: 10-174-318-0000	ASE -CONTRACTED SERVICES		
	Vendor Total:		2,689.99	0.00	2,689.99

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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.
033986	NEW HAMPSHIRE RECYCLES				12/19/2025	97411
	145714	Scrap-Light Iron/FREON	711.88	\$711.88	0.00	711.88
	Desc:	Scrap-Light Iron/FREON	Acct: 30-971-318-0000	CONTRACTED SERVICES		
	Vendor Total:			711.88	0.00	711.88
034950	NORTHEAST SCALE COMPANY, INC.				12/19/2025	97412
	50313	Truck Scale	717.50	\$717.50	0.00	717.50
	Desc:	Truck Scale	Acct: 30-971-320-0300	EQUIP OPERATION/MAINT GENERAL		
	Vendor Total:			717.50	0.00	717.50
035002	CASELLA WASTE SYSTEMS, INC		CASELLA WASTE SYSTEMS, INC		12/19/2025	97413
	9600004155NOV'25	TRASH SERVICES - NOV'25	0.00	\$495.73	0.00	495.73
	Desc:	TRASH SERVICES	Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
	Desc:	TRASH SERVICES	Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES		
	Desc:	TRASH SERVICES	Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
	Vendor Total:			495.73	0.00	495.73
038495	PRIORITY EXPRESS, INC.				12/19/2025	97414
	81722549	INTERLIBRARY PROG - NOV'25	0.00	\$78.90	0.00	78.90
	Desc:	INTERLIBRARY PROG - NOV'25	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
	Vendor Total:			78.90	0.00	78.90
039510	RC CLEANING LLC		RC CLEANING LLC		12/19/2025	97415
	543	CLEANING SERVICES	0.00	\$1,480.00	0.00	1,480.00
	Desc:	CLEANING SERVICES	Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
	Desc:	CLEANING SERVICES	Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
	Vendor Total:			1,480.00	0.00	1,480.00
040375	RICKER, ALLYN		ALLYN RICKER		12/19/2025	97416
	12.12.2025	HEALTH INS REIMBURSEMENT 2025	0.00	\$792.90	0.00	792.90
	Desc:	HEALTH INS REIMBURSEMENT 2025	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
	Vendor Total:			792.90	0.00	792.90
040765	ROLLINS, FLORENTINA N				12/19/2025	97417
	NOV-DEC'25	GYM MEMBERSHIP	0.00	\$40.06	0.00	40.06
	Desc:	GYM MEMBERSHIP	Acct: 10-171-318-0000	FIN -CONTRACTED SERVICES		
	Vendor Total:			40.06	0.00	40.06
041857	PITNEY BOWES GLOBAL FINANCIAL		PITNEY BOWES GLOBAL FINANCIAL		12/19/2025	97418
	3321734508	POSTAGE MACHINE LEASE NOV'25-JAN'26	0.00	\$597.00	0.00	597.00
	Desc:	POSTAGE MACHINE LEASE NOV'25-JAN'26	Acct: 10-121-320-0000	TM -EQUIP OPERATION/MAINT-OFFIC		
	Vendor Total:			597.00	0.00	597.00
043190	SOLOMITA, DANIEL		DANIEL SOLOMITA		12/19/2025	97419
	OCT-DEC'25	GYM MEMBERSHIP	0.00	\$123.00	0.00	123.00
	Desc:	GYM MEMBERSHIP	Acct: 10-211-313-0000	HPD -MEMBERSHIP DUES		

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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:			123.00	0.00	123.00	
043315	NATIONAL CENTER FOR SAFETY INITIATI			12/19/2025	97420	
64197	BACKGROUND CHECKS	0.00	\$45.00	0.00	45.00	
	Desc: BACKGROUND CHECKS	Acct: 10-514-315-0000		PR -RECRUITMENT & TRAINING		
	Desc: BACKGROUND CHECKS	Acct: 10-121-323-0000		TM -MATERIAL & SUPPLIES		
Vendor Total:			45.00	0.00	45.00	
043878	STANARD & ASSOCIATES, INC			12/19/2025	97421	
SA000063205	TRAINING	0.00	\$459.65	0.00	459.65	
	Desc: NATIONAL DISPATCHER TESTING KITS	Acct: 10-271-315-0000		DISP -RECRUITMENT & TRAINING		
	Desc: POSTAGE	Acct: 10-211-322-0000		HPD -POSTAGE		
Vendor Total:			459.65	0.00	459.65	
045730	THOMSON REUTERS - WEST			12/19/2025	97422	
852925336	MONTHLY SERVICES	0.00	\$331.97	0.00	331.97	
	Desc: SUBSCRIPTION SERVICES	Acct: 10-211-314-0000		HPD -BOOKS & PERIODICALS		
Vendor Total:			331.97	0.00	331.97	
048300	VALLEY NEWS	VALLEY NEWS		12/19/2025	97423	
125911,4450053	SPECIAL BUDGET MEETING	0.00	\$144.00	0.00	144.00	
	Desc: SPECIAL BUDGET MEETING	Acct: 10-111-312-0000		SB -ADVERTISING		
125911,4450168	SPECIAL BUDGET MEETING	0.00	\$255.60	0.00	255.60	
	Desc: SPECIAL BUDGET MEETING	Acct: 10-111-312-0000		SB -ADVERTISING		
125911,4450529	SB AGENDA 11.25.25	0.00	\$214.20	0.00	214.20	
	Desc: SB AGENDA 11.25.25	Acct: 10-111-312-0000		SB -ADVERTISING		
125911,4450865	SB AGENDA 12.09.25	0.00	\$286.20	0.00	286.20	
	Desc: SB AGENDA 12.09.25	Acct: 10-111-312-0000		SB -ADVERTISING		
123440,475651	PUBLIC WORKS DIRECTOR	0.00	\$495.00	0.00	495.00	
	Desc: PUBLIC WORKS DIRECTOR	Acct: 10-121-312-0000		TM -ADVERTISING		
125911,4450675	SB AGENDA	0.00	\$138.60	0.00	138.60	
	Desc: SB AGENDA	Acct: 10-111-312-0000		SB -ADVERTISING		
125977,4450426	PLANNING COMMISION 12.05.25	0.00	\$207.00	0.00	207.00	
	Desc: PLANNING COMMISION 12.05.25	Acct: 10-622-312-0000		PDZ -ADVERTISING		
Vendor Total:			1,740.60	0.00	1,740.60	
048575	VERIZON WIRELESS			12/19/2025	97424	
6129924081	CELL PHONES - NOV 2025	447.89	\$4,358.10	0.00	4,358.10	
	Desc: CELI PHONES - NOV'2025	Acct: 10-121-324-0000		TM -TELEPHONE		
	Desc: CELI PHONES - NOV'2025	Acct: 10-171-324-0000		FIN -TELEPHONE		
	Desc: CELI PHONES - NOV'2025	Acct: 10-174-324-0000		ASE -TELEPHONE		
	Desc: CELI PHONES - NOV'2025	Acct: 10-181-324-0000		IT -TELEPHONE		
	Desc: CELI PHONES - NOV'2025	Acct: 10-221-324-0000		HFD -TELEPHONE		
	Desc: CELLPHONES - NOV'2025	Acct: 10-211-324-0000		HPD -TELEPHONE		
	Desc: CELLPHONES - NOV'2025	Acct: 10-271-324-0000		DISP -TELEPHONE		
	Desc: CELLPHONES - NOV'2025	Acct: 10-511-324-0000		PR -TELEPHONE		
	Desc: CELLPHONES - NOV'2025	Acct: 10-512-318-0000		PR -CONTRACTED SERVICES		
	Desc: CELLPHONES - NOV'2025	Acct: 30-971-324-0000		TELEPHONE		

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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.
		Desc: CELLPHONES - NOV'2025	Acct: 50-955-324-0000	TELEPHONE		
		Desc: CELLPHONES - NOV'2025	Acct: 55-955-324-0000	TELEPHONE		
		Desc: CELLPHONES - NOV'2025	Acct: 60-965-324-0000	TELEPHONE		
		Desc: CELLPHONES - NOV'2025	Acct: 65-965-324-0000	TELEPHONE		
		Desc: CELLPHONES - NOV'2025	Acct: 10-121-330-0000	TM -OFFICE EQUIPMENT		
		Desc: CELLPHONES - NOV'2025	Acct: 50-955-330-0000	OFFICE EQUIPMENT		
		Desc: CELLPHONES - NOV'2025	Acct: 55-955-330-0000	OFFICE EQUIPMENT		
		Desc: CELLPHONES - NOV'2025	Acct: 60-965-330-0000	OFFICE EQUIPMENT		
		Desc: CELLPHONES - NOV'2025	Acct: 65-965-330-0000	OFFICE EQUIPMENT		
		Desc: CELLPHONES - NOV'2025	Acct: 10-221-324-0000	HFD -TELEPHONE		
		Desc: CELLPHONES - NOV'2025	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
		Desc: CELLPHONES - NOV'2025	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
		Desc: CELL PHONES - NOV'2025	Acct: 10-325-324-0000	DPW -TELEPHONE		
	6129859752	VERIZON BROADBAND - NOV'25	0.00	\$951.60	0.00	951.60
		Desc: CELLPHONES - NOV'2025	Acct: 10-221-324-0000	HFD -TELEPHONE		
		Desc: CELLPHONES - NOV'2025	Acct: 10-211-320-0000	HPD -EQUIP OPERATION/MAINT-OFFI		
		Desc: CELLPHONES - NOV'2025	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
		Desc: CELLPHONES - NOV'2025	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
		Vendor Total:		5,309.70	0.00	5,309.70
051347	VERMONT, STATE OF	TREASURER, STATE OF VERMONT		12/19/2025		97425
	ID-9-0201-1 2026	4K TICHENOR SOUTH	220.00	\$220.00	0.00	220.00
	Desc: 4K TICHENOR SOUTH	Acct: 65-963-317-0000		PERMITS & LICENSES		
	ID-9-0203-1 2026	5E PERMIT	220.00	\$220.00	0.00	220.00
	Desc: 5E PERMIT	Acct: 65-963-317-0000		PERMITS & LICENSES		
	ID-9-0204-1 2026	5F SAFFORD	220.00	\$220.00	0.00	220.00
	Desc: 5F SAFFORD	Acct: 65-963-317-0000		PERMITS & LICENSES		
		Vendor Total:		660.00	0.00	660.00
052650	WEST LEBANON FEED & SUPPLY			12/19/2025		97426
	170NOV'25	K9 FOOD	0.00	\$15.99	0.00	15.99
	Desc: K9 FOOD	Acct: 10-211-323-0000		HPD -MATERIAL & SUPPLIES		
		Vendor Total:		15.99	0.00	15.99
053040	WHITE RIVER CAR WASH			12/19/2025		97427
	NOV'25	CAR WASH NOV'25	0.00	\$327.59	0.00	327.59
	Desc: FLEET CAR WASHES	Acct: 10-211-321-0000		HPD -REPAIRS & MAINT-VEHICLES		
		Vendor Total:		327.59	0.00	327.59
059868	CARTER, WAYNE	WAYNE CARTER		12/19/2025		97428
	12.10.2025	YOUTH CARTOONING THEORY	0.00	\$400.00	0.00	400.00
	Desc: YOUTH CARTOONING THEORY	Acct: 10-514-318-0000		PR -CONTRACTED SERVICES		
		Vendor Total:		400.00	0.00	400.00
059882	CARY, SANDRA	SANDRA CARY		12/19/2025		97429
	2026-3	AMAZON CALENDARS	0.00	\$152.90	0.00	152.90
	Desc: AMAZON CALENDARS	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF		
		Vendor Total:		152.90	0.00	152.90

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Vendor ID	Vendor Name					
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
060112	NATIONAL BUSINESS TECHNOLOGIES				12/19/2025	97430
	5036688190	LEASE COPIER - DEC'25 - WABA	0.00	\$86.12	0.00	86.12
	Desc:	LEASE COPIER - DEC'25 - WABA C4794	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:			86.12	0.00	86.12
060113	WELLS FARGO VENDOR FINANCIAL SERVIC				12/19/2025	97431
	5036772354	LEASE COPIER - FD#2	0.00	\$91.13	0.00	91.13
	Desc:	LEASE COPIER - FD#2	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
	Vendor Total:			91.13	0.00	91.13
062265	R.C. Grayshaw & Company, Inc.				12/19/2025	97432
	89208-P	Town Meting card postage	0.00	\$1,470.94	0.00	1,470.94
	Desc:	Town Meeting card postage	Acct: 10-115-101-0600	BC -TOWN MEETING COMMITTEE		
	Vendor Total:			1,470.94	0.00	1,470.94
500952	PRIMMER PIPER EGGLESTON & CRAMER P				12/19/2025	97433
	B04982-00016-320817	LEGAL: 2026 WATER IMPROVEMENTS	0.00	\$341.00	0.00	341.00
	Desc:	LEGAL: 2026 WATER IMPROVEMENTS	Acct: 10-141-318-0000	LEG -CONTRACTED SERVICES		
	Vendor Total:			341.00	0.00	341.00
501936	VIKING-CIVES USA				12/19/2025	97434
	4547234	MATERIALS	0.00	\$275.00	0.00	275.00
	Desc:	MATERIALS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	Vendor Total:			275.00	0.00	275.00
502199	NULTY, PAULA M		PAULA M NULTY		12/19/2025	97435
	12.03-05.25	MILEAGE	0.00	\$36.40	0.00	36.40
	Desc:	Mileage	Acct: 10-121-311-0000	TM -TRAVEL & MEETINGS		
	DEC'25	UVAC Reimburse Dec 2025	0.00	\$20.50	0.00	20.50
	Desc:	UVAC Reimburse Dec 2025	Acct: 10-121-313-0000	TM -MEMBERSHIP DUES		
	Vendor Total:			56.90	0.00	56.90
502868	SCHAAL, MARCY		MARCY SCHAAL		12/19/2025	97436
	OCT-DEC'25	GYM MEMBERSHIP	0.00	\$41.00	0.00	41.00
	Desc:	GYM MEMBERSHIP	Acct: 10-211-313-0000	HPD -MEMBERSHIP DUES		
	Vendor Total:			41.00	0.00	41.00
FUND 1 0	HRA / FSA / DCR			Bank Total:	135,937.10	
FUND 1 0 HRA	HRA / FSA / DCR					
032103	MVP HEALTH - HRA / DCRA				12/19/2025	1082
	OCT-NOV'25	MVP HRA FSA DCA 10.5-12.6.2025	3,036.63	\$23,532.77	0.00	23,532.77
	Desc:	MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-012-200-0520	SECTION 125 DEPENDENT CARE ACC		
	Desc:	MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-012-200-0510	SECTION 125 HEALTH CARE ACCT		
	Desc:	MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-121-225-0000	TM -HRA/CHOICECARE CARD		
	Desc:	MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-151-225-0000	TC -HRA/CHOICECARE CARD		
	Desc:	MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-171-225-0000	FIN -HRA/CHOICECARE CARD		
	Desc:	MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-174-225-0000	ASE -HRA/CHOICECARE CARD		

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

Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-211-225-0000	HPD -HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-221-225-0000	HFD -HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-271-225-0000	DISP -HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-312-225-0000	DPW -HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-511-225-0000	PR -HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-514-225-0000	PR -HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-521-225-0000	PR -HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 10-530-225-0000	PR -HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 30-975-225-0000	HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 50-954-225-0000	HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 50-955-225-0000	HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 55-955-225-0000	HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 60-965-225-0000	HRA/CHOICECARE CARD
Desc: MVP HRA FSA DCA 10.5-12.6.2025	Acct: 65-965-225-0000	HRA/CHOICECARE CARD

Vendor Total:	23,532.77	0.00	23,532.77
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FUND 1 0 HRA

Bank Total: 23,532.77

Holdback Total		192,841.37
Batch Totals:	0.00	256,852.25

____ MARY M. ERDEI
____ MICHAEL HOYT
____ ASHLEY ANDREAS
____ MIRANDA DUPRE
____ TIMOTHY FARIEL
____ IDA GRIESEMER
____ ERIK KRAUSS
____ JOHN HAVERSTOCK
____ STEVE DALY
____ JOSEPH MAJOR