



TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, July 7, 2026, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting will be conducted in person at Town Hall

The meeting will also be available on Zoom: <https://zoom.us/j/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:
 1. **Consider Application for Renewal of a Wholesale Cannabis License for Altius THC, LLC** (6:02)
- V. Order of Agenda (6:07)
- VI. Selectboard
 1. Public Comment (6:08)
The Selectboard welcomes public comments. In order to accommodate as many voices as possible, anyone making a comment will be given three minutes to speak. This is not a time for extended discussion, but the Selectboard is interested in hearing comments, concerns, and suggestions from the public.¹
 2. Selectboard Comments and Announcements (6:18)
 3. Appointments: None
 4. **Town Manager Report (6:25)**
Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=570>
 5. Board Report, Motions & Ordinances
Committee/Commission Updates: None
Action Items:
 - a. **Consider Adoption of Proposed Town Staff Social Media Policy (6:30)**
 - b. **Consider Awarding Consulting Contract for Town Hall HVAC Overhaul (6:35)**
 - c. **Consider Approval of Ambulance Debt Write-off (7:00)**
 - d. **Consider Approval of New Fire Apparatus Financing Proposal (7:05)**Discussion Items (Action May be Taken):
 - e. **Discuss Selectboard's Annual Work Plan and Engagement Events (7:20)**
- VII. Commission Reports (7:35)
- VIII. Consent Agenda (7:40)
Approve Payroll Ending: **7/4/2026**
Approve A/P Manifest: **7/3/2026** & **7/9/2026**
Approve Meeting Minutes of: **6/23/2026**, **6/30/2026**, **7/1/2026**, **7/2/2026**
Future Meetings Approved: 7/21/2026, 7/30/2026 (Workshop), 8/4/2026 & 8/12/26 (Special Meeting)
- IX. Executive Session: Personnel/Contracts: Discuss Status of Town Manager Recruitment (7:45)
- X. Adjourn the Selectboard Meeting (8:05)
¹Public Comment:
Anyone making a comment can expect the Selectboard to respond in one of the following ways:
 - a. Thank the person with no further action planned
 - b. Provide an immediate response
 - c. Direct the Town Manager to contact and respond to the person
 - d. Seek clarification from the Town Manager at a specified meetingAdd the topic to a future Selectboard agenda

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 SELECTBOARD AGENDA

Tuesday, July 7, 2026, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting will be conducted in person at Town Hall

The meeting will also be available on Zoom: <https://zoom.us/j/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:
 1. Consider Application for Renewal of a Wholesale Cannabis License for Altius THC, LLC (6:02)
- V. Order of Agenda (6:07)
- VI. Selectboard
 1. Public Comment (6:08)
The Selectboard welcomes public comments. In order to accommodate as many voices as possible, anyone making a comment will be given three minutes to speak. This is not a time for extended discussion, but the Selectboard is interested in hearing comments, concerns, and suggestions from the public.¹
 2. Selectboard Comments and Announcements (6:18)
 3. Appointments: None
 4. Town Manager Report (6:25)
Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=570>
 5. Board Report, Motions & Ordinances
Committee/Commission Updates: None
Action Items:
 - a. Set Tax Rates for FY27 (6:30)
 - b. Consider Adoption of Proposed Town Staff Social Media Policy (6:50)
 - c. Consider Awarding Consulting Contract for Town Hall HVAC Overhaul (6:55)
 - d. Consider Approval of Ambulance Debt Write-off (7:20)
 - e. Consider Approval of New Fire Apparatus Financing Proposal (7:25)Discussion Items (Action May be Taken):
 - f. Consider Awarding Contract for Organizational Assessment Project (7:40)
 - g. Discuss Selectboard's Annual Work Plan and Engagement Events (7:50)
- VII. Commission Reports (8:05)
- VIII. Consent Agenda (8:10)
Approve Payroll Ending: 7/4/2026
Approve A/P Manifest: 7/3/2026 & 7/9/2026
Approve Meeting Minutes of: 6/23/2026, 6/30/2026, 7/1/2026, 7/2/2026
Future Meetings Approved: 7/21/2026, 7/30/2026 (Workshop), 8/4/2026, 8/9/26 (Work Session) & 8/11/26 (Special Meeting)
- IX. Executive Session: Personnel/Contracts: Possible Discussion of Appointment (8:15)
- X. Adjourn the Selectboard Meeting (8:45)
¹Public Comment:
Anyone making a comment can expect the Selectboard to respond in one of the following ways:
 - a. Thank the person with no further action planned
 - b. Provide an immediate response
 - c. Direct the Town Manager to contact and respond to the person
 - d. Seek clarification from the Town Manager at a specified meetingAdd the topic to a future Selectboard agenda

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-Altius THC, LLC

DATE: June 26, 2026

Attached please find:

- Application for Local Cannabis License-Town of Hartford-Redacted with Department Signature
Pages labeled as follows:
 - Exhibit A: Fire Marshal
 - Exhibit B: Planning & Development
 - Exhibit C: Town Clerk
 - Exhibit D: Public Works

JUN 05 2026

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: Timothy A. Reiter
Doing Business As: Altius THC LLC
Mailing Address: PO Box 228 Quebec, VT 05059
Telephone Number: 802.342.6319
Email: tim@altiuscannabis.com

2. Owner/Agent Contact Information

Name: Timothy A. Reiter
Mailing Address: _____
Telephone Number: 802.342.6319
Email: tim@altiuscannabis.com

3. Property address where use will occur in the Town

4. Licensing Information

Type of License Requested (check all that apply)

License Type	Tier (if applicable)	Date Applied for State Permit	State Permit Number (if Issued)
☐ Outdoor Cultivation*			
☐ Indoor Cultivation*			
☐ Mixed Cultivation*			
☐ Retail			
☐ Manufacturing*			
☐ Testing			
☒ Wholesale		6/23	WHSLO011

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?	NONE
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.	Yes

Exhibit A

JUN 23 2026

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 that failure to comply with any identified conditions may result in revocation of this license, including any applicable penalties or fines associated with the violation of conditions.

Signature



Date

6/5/26

Printed Name

Timothy A. Reiter

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

Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention:

DFM Smith 6/23/26

Town Clerk:

Planning &
Development:

Public Works:

Cannabis Control Commission Review

License/Application #:

Date of CCC Meeting:

Action by CCC:

Date Follow-up sent:

6. Acknowledgement & Signature

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



Date

6/5/26

Printed Name

Timothy A. Reiter

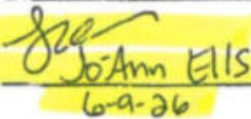
Return completed applications to the Town Clerk at 171 Bridge Street White River Junction, VT 05001 for processing.

Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention:

Town Clerk:

Planning &
Development:
6-9-26

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 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



Date

6/5/26

Printed Name

Timothy A. Reiter

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

Official Use Only – Do Not Write Below This Line

Department Sign Offs

Building Code/Fire
Prevention: _____

Town Clerk: _____

Lisa Monard 6/24/26

Planning &
Development: _____

Public Works: _____

Cannabis Control Commission Review

License/Application #: _____

Date of CCC Meeting: _____

Action by CCC: _____

Date Follow-up sent: _____

Exhibit D

JUN 22 2026

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



Date

6/5/26

Printed Name

Timothy A. Reitz

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: _____

Planning &
Development: _____

Town Clerk: _____

Public Works: _____

Todd C.
Law

Signature of Todd C. Law
for the Department of Public Works
on June 5, 2026. This signature is valid
for the purpose of this document.
Name: Todd C. Law
Date: 06/05/26 11:44:00 AM
Hartford Local Number: 1024

Cannabis Control Commission Review

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

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

DRAFT MOTION:

Consider the approval of Cannabis
Application by Altius THC, LLC for wholesale
license renewal.

Town Manager's Report

July 7, 2026

Alumni Parade/250th Anniversary Event

Congratulations all around with regard to the successful Alumni Parade/250th Anniversary celebration on June 27. The after-parade picnic behind Town Hall was also a great way for neighbors and friends to re-connect.

HR Director/Executive Assistant to the Town Manager

I am pleased to report that Halie Manley has begun work as the Town's new HR Director/Executive Assistant to the Town Manager. We all wish her every success and a satisfying and enjoyable tenure here in Hartford.

Opioid Settlement Grant Fund Applications

I am pleased to report that the Town received thirteen (13) proposals by the July 1 Round 1 deadline from agencies hoping to secure Town opioid settlement funds to address the impacts of opioid abuse. The designated Selectboard-appointed Committee will move forward in the weeks ahead to evaluate these proposals. Stay tuned for further updates.

MEMO

Submitted by: JD Hawks, Communications & Media Specialist

Subject: Proposed Social Media and Communications Policy

At its previous two meetings, the Selectboard reviewed and adopted the Communications Policy as an addition to the Town's General Personnel Policies.

The proposed Social Media Policy was not approved, and after a few minor tweaks, was posted for employee review as required [under § 350-5 of the Town's General Personnel Policies](#). The policy has been posted for the required 10-day review period.

The next step is Selectboard adoption.

Minor Updates

After input from the Board, I removed the list of the social media platforms the Town currently uses and made the following minor update:

6. The CMS will make use of social media platforms to maximize outreach effectiveness and will periodically assess which social media platforms are used for official messaging.
Staff should consult the CMS and obtain approval for using a particular social media platform.

Recommended Action

I respectfully request that the Selectboard adopt the Social Media Policy as presented.

Suggested Motion Language

That the amendment to add the Social Media Policy to the Town of Hartford General Personnel Policy be adopted.

Next Steps

Upon approval, staff will receive copies of the updated policy to include in their copy of the Town's General Personnel Policies. It goes into effect then.

Town of Hartford Social Media Policy - Draft

Adopted:

Approved by: Town Manager, John Haverstock

Policy Statement:

This policy establishes clear guidelines for Town of Hartford personnel to distinguish between acceptable and unacceptable use of Town-owned social media platforms. As new and evolving digital tools continue to reshape how we communicate, the Town recognizes the value of social media in enhancing public engagement. The Town encourages its responsible use as a means to inform, connect with, and serve the community more effectively.

Purpose:

The Town of Hartford utilizes social media websites primarily to inform residents about Town programs, events, and other important Town information. The Town's social media sites are not intended to be traditional public forums for the general exchange of ideas and viewpoints, but rather a limited public forum for the sharing of information regarding specific programs, events, and information. Courts have recognized that municipalities may create limited public forums for specific purposes and limit discussion on the forum to those specific purposes pursuant to 24 V.S.A. §§ 1121, 1122, and 872. The Town will remove content and postings not consistent with the specific purposes of the social media sites and these Guidelines.

The Town's use of social media networks shall serve the following purposes:

- To disseminate time-sensitive information as quickly as possible;
- To increase the Town's ability to broadcast its messages to the widest possible audience; and
- To share information with the public, not to directly communicate with them (i.e. no response to posts, no answers to questions, comments, or concerns)

Scope:

Applies to all Town of Hartford employees when acting in their capacity representing the Town or contractors posting and contributing content to Hartford-vt.org or any other kind of Town-owned social media on behalf of or as a representative of the Town.

Definitions:

- **Social Media:** Includes but is not limited to Facebook, X formerly known as Twitter, Instagram, Snapchat, TikTok, YouTube, LinkedIn, blogs, and online forums.

- **Official Use:** Any social media activity conducted on behalf of the Town or representing the department's interests.
- **Personal Use:** Social media activity conducted by employees during personal time, not as representatives of the Town.

Detailed Procedure:

1. The official social media account for the Town of Hartford shall be maintained by the Town Manager's Office and/or their designee.
2. Employees using social networking tools as a function of their job must have prior approval to post content from their Department Head and the Communications and Media Specialist (CMS).
3. No new social media accounts representing the Town of Hartford, boards, commissions, or committees, or any of its departments may be created without permission from the CMS. Websites and social media accounts for individual departments or boards, commissions, or committees that are not appropriately monitored or maintained shall be discontinued by order of the Town Manager. The CMS shall hold an active password and/or administrator access to all social media accounts. All approved social media networks shall be identified as "an official Town of Hartford site," and shall include the Town Seal or approved logo. Any unapproved social media network is prohibited from identifying as an "official Town of Hartford site" and is prohibited from using the Town seal or logo.
4. All Town social media sites shall have a clear statement of the purposes of the social media site and include the following statement:
 "This social media site is not intended to be a traditional public forum for the general exchange of ideas and viewpoints, but rather a limited public forum for discussing...[insert the purpose of the social media site]. Courts have recognized that governmental entities, such as the Town, may create limited public forums for specific purposes and limit discussion on the forum to those specific purposes. The Town will remove content and postings not consistent with the specific purposes of the social media sites and these guidelines."
5. The Town of Hartford's website, www.Hartford-VT.org, will remain the Town's primary and predominant internet presence.
6. The CMS will make use of social media platforms to maximize outreach effectiveness and will periodically assess which social media platforms are used for official messaging.
Staff should consult the CMS and obtain approval for using a particular social media platform.

7. Creation of all approved social media networks requires advanced coordination between the department heads or their designees, the CMS, and Information Technology (IT).
8. Live Streaming: The use of live streaming (e.s, Facebook Live, YouTube Live Stream, etc.) on any of the Town's approved social media platforms must be approved by the CMS prior to broadcasting. This approval must be sought before each live streaming event. Approval for one live streaming event is not a blanket approval for future broadcasts.
9. Wherever possible, content posted to Town of Hartford social media platforms shall have originated or contain links directing users back to the official Town of Hartford website for more in-depth information, forms, documents, or online services necessary to conduct business with the Town of Hartford.
10. Social media communications should be professional, respectful, and reflective of the Town's values.
11. Be honest and accurate, and if you make a mistake, correct it quickly.
12. The Town Manager's office retains the authority to remove pages or close sites if necessary.
13. Recordkeeping and Legal Compliance:
 - I. **Public Records:** The Town's social media platforms are automatically backed up and archived using an online system. All content posted to official Town accounts is considered a public record under Vermont's Public Records Law and must be retained in accordance with the Town's records retention schedule. This includes posts, comments, messages, deleted content, and any related metadata.
 - II. **Open Meeting Law:** Town officials must not use social media to deliberate on public business. Posts, comments, or interactions by members of boards or committees that relate to matters within their jurisdiction may be subject to Vermont's Open Meeting Law and could constitute unlawful discussion outside of a warned meeting. For this reason, the Town does not use social media to engage in dialogue with residents or respond to comments on posts.
 - III. **Compliance:** The Town's social media sites shall be reviewed for compliance with the guidelines at least once a month.
14. Users and visitors to the Town's social media networks shall be notified that the intended purpose of the network is to serve as a mechanism for receiving information from the Town and that it is a limited public forum. Town of Hartford social media postings from visitors and Town staff may be subject to removal if they are not related to the specific purpose of the social media site.

The General Test: If a post's or comment's subject matter is not related to the purpose of the social media site, it is subject to removal.

Examples of posts that may be subject to removal:

- a. Comments, materials, or links not related to the specific purpose of the social media site.
- b. Comments in support of or opposition to political campaigns or ballot measures.
- c. Profane language. The Town intends for all members of the public, including minors and others sensitive to such language, to access and use its social media sites. To that end, any post containing such language will require increased scrutiny as to its ability to remain on the site.
- d. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, or sexual orientation shall be subject to removal.
- e. Sexual content or links to sexual content. Examples of sexual content are:
 - I. Graphic descriptions or depictions of sexual activity;
 - II. Graphic descriptions or depictions of sexual intercourse; and
 - III. Graphic descriptions or depictions of nudity.
- f. Solicitations of commerce. No advertisements for commercial services, products, or businesses shall be permitted on the Town's social media sites.
- g. Conduct or encouragement of illegal activity.
- h. Information that compromises the safety or security of the public or public systems. Examples of information that compromises the safety or security of the public or public systems are:
 - I. Threats of violence against Town officials, employees, or the public;
 - II. Personal identifying information of Town officials and employees; and
 - III. Login information for Town systems, such as usernames, passwords, and PIN numbers.
- i. Content that violates the intellectual property rights of any third party. The Town shall remove content infringing on the intellectual property rights of a third party upon receiving notice from said third party describing the alleged infringement and establishing the legal right of the third party to the alleged infringed material.

- j. Any other content that violates local, State, or Federal laws, ordinances, or regulations.
- 15. Town of Hartford social media networks shall comply with all appropriate Town of Hartford policies and standards.
- 16. The Town shall remove any content or posts that violate this social media policy or any applicable law. If there is any doubt whether content or a post is removable, the CMS and/or the Town Manager should contact the Town's legal counsel prior to taking any action.
- 17. Any content or posts removed based on these guidelines must be retained, including the time, date and identity of the author when available.
 - a. Any removed content shall be printed out in hard copy as it appears on the social media site before it is removed.
 - b. Prior to the removal of any content or posts, the removing party shall create a removal record. The removal record shall include:
 - I. A statement explaining why the content or post was removed, including which provision of the Guidelines was violated;
 - II. Who removed the content or post;
 - III. When the content or post was removed; and
 - IV. Any other information relevant to the removal.

Personal Use by Employees:

- 1. Personal opinions must not be presented as official Town statements.
- 2. Employees may not disclose confidential or sensitive Town information.
- 3. Any personal social media use that interferes with job performance or violates the Town's conduct policies may be subject to review under the Personnel Policy.
- 4. Avoid posts that may undermine public trust or your ability to perform your duties impartially, especially if you hold a public-facing or leadership position.

Hartford Police Department:

- 1. For details on Hartford Police Department-specific guidelines, refer to Police Policy 426– social media.

Hartford Fire Department:

- 1. For details on Hartford Fire Department-specific guidelines, refer to Fire Policy 714 – social media.

Approval

This communications procedure is hereby approved and adopted by the Town of Hartford
on ____, 2026.



AGENDA MEMORANDUM

July 7, 2026

Town Selectboard Meeting Item:

Submitted by: Dana Clawson, Environmental Sustainability Coordinator

Subject: Town Hall HVAC consultant selection-follow up.

Background: On June 23, 2026 the Hartford Selectboard reviewed proposals from the four firms that responded to the RFP for HVAC consultants issued on May 1, 2026. Of the four firms two were selected as final candidates, CX Associates and LN Consulting. Each firm took a different approach to addressing the issues with the Town Hall heat pump system. CX Consulting proposed a design-build model where they will help develop an RFP, offer guidance on selecting a vendor, provide oversight of the installation, and commission the system at a cost of \$28,975. LN Consulting proposed a design-bid-build option where they will design the system, help develop the RFP, assist with vendor selection, and provide oversight of the installation but would require a third-party commissioning.

At the conclusion of the discussion the Selectboard asked that the two firms be provided questions that had been drafted by Richard Ottis, a member of the Hartford Energy Commission, and that we re-visit this discussion after we receive their responses and references have been checked. Both of these request have now been done. CX Associates and LN Consulting's responses are attached.

Discussion: Both firms are highly reputable and bring a wealth of experience. It is important to recognize that the key difference between the two proposals is who designs the system, the consultant or the vendor installing the system. Although there is \$130,000 cost difference between the two proposals, I expect that the overall cost of the project will not vary nearly as much. If we were to select CX Consultants the design cost, which is the key difference leading to the difference in cost, would be passed along to the installer and included in their overall pricing. The key deciding factors are which model would the Town prefer, design-build or design-bid-build and does either firm's response influence the Selectboard's decision.

Financial Impact: Each vendor has stated their cost in their proposal. Most, if not all, of this cost will be covered by the "Town Hall HVAC Overhaul" fund, GS Code 10-921-544-0161. This fund currently has approximately \$115,000 in it and another \$50,000 going towards it in the 2027 budget. Additional funding may need to be identified depending on the firms chosen.

Recommendation: "A motion is made that the Hartford Selectboard authorize the Town Manager to sign the proposal for HVAC replacement consulting with (LN Consulting for \$159,000 or CX Associates for \$28,975)

July 1, 2026

Dana Clawson
Environmental Sustainability Coordinator
Town of Hartford
171 Bridge Street
White River Junction, VT 05001
dclawson@hartford-vt.org

Dear Dana,

Thank you for the opportunity to continue in the selection process for the Town Hall HVAC Assessment Consultant. We appreciate the Selectboard's time and careful consideration of the proposals submitted, and we are pleased to remain under active consideration as one of the two finalist firms.

Please find our responses to your questions below:

- › If the Town's funder requires stamped engineering drawings, do you have a partner mechanical engineer who can stamp the design-build contractor's submission, and at what fee?

RESPONSE: A design-build method of delivery would require that the contractor either have an engineer on staff that would produce design drawings and stamp them, or they would sub-contract a design engineer who would produce the design drawings and stamp them. In either scenario there would be a single bid from the contractor based on the scope of work created by Cx Associates as part of our scope of work for this project. If absolutely necessary, we can review a design-build contractor's submission and stamp the drawings for an additional fee of \$4,500. Cx Associates has two Vermont registered mechanical engineers on staff.

- › Can you provide a sample performance-based RFP from a comparable MERP project?

RESPONSE: Yes, see attached. We have included one completed RFP, and an additional example of what an RFP would look like prior to town input which is more comparable in scope to this project. Note, a less intensive study was performed prior to issuing these scopes of work. We anticipate that a scope of work produced for this project will provide more detail than is included in these scopes of work.

- › What is your experience specifically with LG VRF systems, and would you recommend staying with VRF or transitioning to a different system type?

RESPONSE: We do have experience with LG VRF systems and in reviewing LG VRF systems that have experienced problems with compressor failures and other types of failures. We have also commissioned dozens of VRF systems from other manufacturers. Without first conducting the study included in this scope of work, we cannot responsibly recommend whether the most appropriate solution is to retain the existing VRF system or transition to an alternative HVAC system type.

- › In the event the existing system can be extended rather than replaced, what would the revised fee be?

RESPONSE: The *estimated* revised fee would be \$18,325. If it is found that the existing system can remain, we would need to determine the level of effort required to support the town in ensuring that any system changes or repairs implemented address all of the existing issues with the system. This fee still assumes there would be a commissioning process to verify that system changes and repairs allow the system to operate as intended.

- › Will you waive or reduce the 5% minimum monthly invoicing clause?

RESPONSE: Yes

We appreciate the Selectboard's careful consideration of this selection process and the opportunity to provide these clarifications. We look forward to your feedback and remain available should any additional questions arise.

Sincerely,

A handwritten signature in black ink, appearing to read "Walker Calderwood".

Walker Calderwood, P.E., BCxP, CEM
Associate

Request for Bids

(Issued: 5.11.26)

Project Name **Rochester Town Office HVAC Improvements**

Owner **Town of Rochester**

Location **Rochester, Vermont**

Request for Bids – Construction Services for Town of Rochester’s Town Office Building

RFB Date: 5.11.26

Optional Bidder Walkthrough: 5.21.26 at 2:00pm

Submit Questions by: 6.3.26

Responses Due: 6.10.26

The Town of Rochester requests written bid responses to secure construction services for their Town Office HVAC Improvements Project. The full scope is detailed below.

Project Description	
Square Footage	1,800 SF
Building Type	Municipal
Location	67 School St, Rochester, Vermont

Schedule	
Bid	Winning bid selected June 2026
Construction	Summer – Fall 2026
Required Completion Date	15 November 2026

Project Team (add rows as needed)	
Owner	Town of Rochester
Owner’s Representatives	Harry Falconer, energy coordinator, TRORC Michael Teetsel, Rochester Selectboard

Submission Requirements

Please submit an electronic copy of the completed Budget Form and the Review Form. Submissions must arrive no later than **5:00 p.m. EST on 10 June 2026**. Questions must also be submitted to the address below by the specified date and time. Submit to:

Harry Falconer
Two Rivers-Ottauquechee Regional
Commission
hfalconer@trorc.org

Advertisement and Instructions to Bidders

You are invited to submit a bid for Town Building Energy Improvements. Copies of the bid documents are available on the Vermont Businesses Registry or by emailing Harry Falconer at hfalconer@trorc.org. **All bids shall be accepted via email to hfalconer@trorc.org until 5:00 PM on 10 June 2026.**

Each bid shall be submitted in an attached PDF and marked on the first title page with the words "Sealed Bid – ROCHESTER_TOWN OFFICE". Failure to submit bids on the required forms or on time may be cause for rejection of the bid.

Bidders shall develop a bid that provides prices for each item. The Town will select items for final construction based on grant amount/requirements. TRORC and the Town of Rochester understand contractors may only be able to give estimates for certain items and final construction prices may change. The Town will ONLY be selecting one Prime or General Contractor. Bidders should also provide a price for Project Management (Coordination/Permits).

The Prime or General contractor will be responsible for permits, standard construction management tasks, coordinating and managing all subcontractors, and coordinating with the Town of Rochester's grant manager for grant reporting as needed. The prime contractor can be a construction firm or an A/E firm with appropriate subcontractors.

All bids must be submitted on the attached bid form. No lines on the bid may be left blank. Scope items not priced by the contractor must be stated as such. Bidders should list subcontractors separately if known. Additionally, the following items must be submitted:

- Statement of technical understanding of work to be performed
- Key staff and roles/tasks with rates
- Similar project list and references
- Schedule
- Insurance COI (can be generic for BID response) and SOV SOS documentation

Schedule

The Contractor shall commence the Work covered by this Contract on the date of issuance of the Notice to Proceed and shall complete the work by 15 November 2026. Contract time is 7:00AM to 5:00PM Monday through Friday. The Town may approve a request to work otherwise if such a request is determined to be in the best interest of the project.

Terms and Conditions

1. The work shall be performed in accordance with the attached scope.
2. This work is funded through a SOV MERP Implementation Grant through the Department of Building and General Services (BGS). BABA and Davis Bacon do not apply as these are state dollars. A proposed list of subcontractors will need to be provided to TRORC and BGS. More information for bidders can be found here: <https://bgs.vermont.gov/municipal-energy-resilience-program/implementation-grant>
3. The contractor is responsible for all applicable state and local permits including Division of Fire Safety and local zoning (possibly design review). Additionally, once final materials and installation methods are determined, non-exempt buildings, areas and activities must be submitted for historical review and approved by VT VDHP prior to construction. More information for bidders can be found here:
<https://bgs.vermont.gov/sites/bgs/files/documents/MERP%20VDHP%20Project%20Review%20Form%20%2B%20Non-Exempt%20List.pdf>
4. The Contractor will furnish all the materials and supplies, equipment, and labor and other services necessary in conformance with these contract documents for the construction and completion of the project as described.
5. The contract will be awarded based on the lowest responsible Total Contract Price in Words written on the Bid Form. The Town reserves the right to negotiate the work stated in this proposal as deemed necessary, to reject any and all bids, to waive any informality and to award a contract deemed to be in the best interest of the Town.
6. The Town is exempt from sales tax on products permanently incorporated in work. The Contractor may obtain sales tax exemption certificate number from the Town. The Contractor shall pay all legal costs and assessed penalties for improper use of exemption certificate number.
7. The Contractor shall perform and complete in good and workmanlike manner all work required in connection with the project. The contractor will maintain good relations with building occupants and town staff. Failure to do so may result in the Town declaring the contract in default. In the event of default, the Contractor will be liable to the Town for the cost of completion.
8. The Contractor guarantees for a period of one (1) year from the date of completion of the contract that the work is free from defects due to faulty materials or workmanship. The Contractor shall make all necessary corrections or repairs to correct any defects.
9. The Contractor shall indemnify and hold harmless the Town, TRORC and employees, from and against all losses and all claims, demands, payments, suits, actions, recoveries, claims of outstanding indebtedness, attorneys fees, liens, and judgments of every nature, and description brought or recovered against them by reasons of any act or omission of the said Contractor, its agents, or employees, in the execution of the work or in guarding the same.
10. The Contractor shall assume primary responsibility for the supervision of work and shall perform any liaison with all third parties for the furtherance of this project.
11. The Contractor shall have full and sole responsibility under this contract for any subcontracts which the Contractor may let.

12. The Contractor agrees not to sublet or assign this work except in accordance with the bid documents without the written consent of the Town.
13. The Contractor is responsible for compliance with all applicable State and Federal wage and labor laws.
14. Contractor certifies that it complies with Federal Motor Carrier Safety Administration regulations and that all employee drivers of Contractor who are required to have a Commercial Driver's License and operate a Commercial Motor Vehicle, as defined in 49 C.F.R. Part 383, for the contracted service described in this agreement are currently participating in a drug and alcohol testing program pursuant to those regulations.
15. In order to protect the lives and health of its employees under the Contractor, the Contractor shall comply with all pertinent provisions of the Occupational Safety and Health Administration (OSHA) and any VOSHA Safety and Health requirements.
16. The Contractor alone shall be responsible for the safety and security at the work site.
17. PAYMENT:
 - a. Payments requisitions shall be submitted monthly by the Prime to the Town's grant manager using EJCDC C-620 forms.
 - b. Final payment shall be made to the Contractor when the Work is completed and accepted by the Town. The total amount of the payment shall be the amount of the Contract plus the value of all changes as reflected in approved contract change orders, excepting such sums as may be lawfully retained by the Town.
 - c. All changes affecting the project's construction cost or length of time, or modifications of the terms or conditions of the contract, must be authorized by means of a written contract change order which is mutually agreed to by the Town and Contractor.
 - d. For lump sum contracts, the Contractor is required to supply a schedule of values. Contract change orders shall be based on the schedule of values provided. Payment shall be based on a percent complete as agreed upon by the Contractor and the Town.
 - e. A pay request shall be provided at least 10 calendar days before a scheduled Selectboard meeting for payment subsequent to the Selectboard meeting.
18. All questions or disputes arising between the parties hereto respecting any matter pertaining to this Contract or any part thereof, or any breach of said Contract shall be referred to (designated and agreed upon party), whose decision and award shall be final, binding and conclusive upon all parties.
19. TERMINATION:
 - a. The Town may, without cause and without prejudice to any other right or remedy, elect to abandon the project and terminate the contract. In such case, the Contractor shall be paid for the reasonable value of all the work completed.
 - b. Upon completion of the work or upon termination of the contract, the Contractor shall remove from the vicinity of the work all equipment and all temporary structures, waste materials and rubbish resulting from its operations, leaving the premises in a neat and presentable condition. In the event of failure to do so, the same may be done by the Town at the expense of the Contractor.
20. All plans and design and records shall be the property of the Town during and upon completion.
21. Contractor shall be registered with the VT SOS office and shall submit documentation.

22. INSURANCE:

- a. The Contractor shall purchase and maintain such insurance as will protect him from claims set forth below which may arise out of or result from the Contractor's execution of the work, whether such execution be by himself or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:
 - i. Claims under workmen's compensation, disability benefit and other similar employee benefit acts;
 - ii. Claims for damages because of bodily injury, occupational sickness or disease, or death or his employees;
 - iii. Claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees;
 - iv. Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor, or (2) by any other person; and
 - v. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting there from.
- b. Certificates of Insurance acceptable to the Town shall be filed with the Town prior to commencement of the work. These Certificates shall contain a provision that coverage afforded under the policies will not be canceled unless at least fifteen (15) days prior written notice has been given to the Town.
- c. Contractors will list the State of VT and the Town as additional insured. This statement will be declared on the Certificate of Insurance (COI).

ABSTRACT FOR BID REGISTRY:

This work consists of construction of multiple HVAC improvements for the Rochester Town Office Building (67 School Street, Rochester, VT), including installation of heat pumps, a condensing propane furnace, and energy recovery ventilators. A recent energy audit for the building is available by emailing the project contact. Before submitting a proposal, bidders shall examine the town scope documents, visit the work site if necessary, and fully inform themselves as to all existing conditions. Construction must be completed by 15 November 2026. Questions may be submitted to Harry Falconer at hfalconer@trorc.org.

Scope of Work

Programmable Thermostats

There are four (4) manually-controlled analog thermostats in the building, located in the meeting room and open office on the first floor, and in the fuel oil tank room and large storage room on the lower level (see examples below). Contractor is to replace these with four (4) modern web-connected programmable thermostats.



Existing manual analog thermostats

1. Materials
 - a. Programmable thermostat
 - i. Thermostat shall be listed on ENERGY STAR Certified Smart Thermostats qualified product list
 - ii. 24-V
 - iii. Minimum of 7-day programmable schedule
 - iv. Wi-Fi connectivity
 - v. Digital touchscreen
 - vi. Local manual override capability
 - vii. Basis of design is Ecobee Smart Thermostat Enhanced. Equal substitutions will be considered.
2. Installation
 - a. Remove and properly dispose of existing thermostats
 - b. Install new programmable thermostats per manufacturer's instructions.
 - c. Verify proper operation of all thermostat modes.
 - d. Program initial schedule in consultation with facility staff and provide instructions on how to adjust programming.
 - e. Connect to Wi-Fi and assist with app setup.

Insulate Exposed Domestic Hot Water Lines

Currently, there are exposed domestic hot water pipes in the mechanical room that are uninsulated (see photos below). Contractor to insulate these to meet minimum requirements of the Vermont Commercial Buildings Energy Standards (CBES 2020), approximately R-4.



Domestic hot water heater and exposed piping

1. Materials
 - a. Insulation
 - i. Thickness: 1-inch
 - ii. Type: flexible elastomeric foam or mineral fiber / fiberglass
 - iii. Conductivity: $k < 0.28 \text{ Btu}\cdot\text{in.}/(\text{h}\cdot\text{ft}^2\cdot^\circ\text{F})$
2. Installation
 - a. Install insulation on clean dry pipe and ensure it remains uncompressed throughout installation

Heating and Cooling System Upgrade

The existing heating system consists of a 145 MBH fuel oil fired furnace supplying hot air through ductwork to zones in the building. There is currently no mechanical cooling serving the building. A couple of options are presented below for upgrading the heating and cooling system.

Heating and Cooling System Upgrade – Option 1

This measure will install ductless multi-split heat pumps on the first floor to provide heating and cooling, and also replace the existing furnace with a new propane condensing furnace to provide backup and supplemental heat.

1. Materials

- a. Ductless multi-split heat pump system
 - i. Heat pumps shall meet “Cold Climate Air Source Heat Pump” specification
 - ii. Units shall be rated in accordance with ARI Standards 210/240
 - iii. Capacities: Contractor to verify system sizing based on calculated heating and cooling loads (ACCA Manual N, ASHRAE, or equivalent). Since there will be a backup/supplemental heating system in place, to avoid oversizing, heat pump system can be sized based on nominal capacity. For pricing purposes, see estimated capacities in the table below.
 - iv. HSPF2 ≥ 8.5
 - v. SEER2 ≥ 15
 - vi. COP at 5°F ≥ 1.75 at maximum capacity operation
 - vii. 120/240V, 1-phase
- b. Heat pump outdoor units
 - i. Variable speed inverter driven compressors
 - ii. Multiple zone capacity
 - iii. Operating range down to -5°F outdoor air temperature
 - iv. Basis of design is Mitsubishi MXZ-SM. Equal substitutions will be considered
- c. Heat Pump indoor units
 - i. Compatible with selected outdoor unit
 - ii. Wall-mounted, ceiling cassette, or floor-mounted,
 - iii. Individual fan speed control and temperature control
 - iv. Wired or wireless controllers with programmable temperature settings and auxiliary heat contact
- d. High-efficiency condensing propane furnace
 - i. Capacity: Contractor to verify system sizing based on calculated heating and cooling loads (ACCA Manual N, ASHRAE, or equivalent). For pricing purposes, estimated capacity is 117 MBH
 - ii. Fuel: propane (ensure unit comes with propane conversion kit if needed)
 - iii. Energy Star certified
 - iv. Efficiency: AFUE ≥ 95
 - v. Modulating gas valve
 - vi. 120/240V
 - vii. Heat Exchanger: Stainless steel
 - viii. Variable speed ECM blower motor
 - ix. Direct vent (sealed combustion)
 - x. Zoning: New furnace shall be compatible with the existing zonal duct distribution system and zone controls. Contractor shall evaluate existing zone control system and reuse if possible, otherwise provide new zone control system.
 - xi. Basis of design is Carrier Infinity 98. Equal substitutions will be considered

2. Installation

a. Ductless multi-split heat pumps

- i. Contractor shall verify capacity of existing electrical service prior to installation and coordinate upgraded electrical service if necessary. Contractor shall also provide appropriate circuit breakers and labeling.
- ii. Contractor to select quantity and capacity of outdoor units to meet indoor unit load and identify installation locations in consultation with town.
- iii. Install outdoor and indoor units in accordance with manufacturer instructions and any applicable codes
- iv. Set outdoor units on approved mounting pads or wall brackets
- v. Ensure proper clearances for accessibility for service
- vi. Provide dedicated circuits for outdoor units with disconnects
- vii. Select indoor unit types and install indoor units in designated locations in consultation with town
- viii. Provide condensate management for indoor units
- ix. Connect line sets between outdoor and indoor units, properly routed and insulated, encapsulated in UV-resistant material, including ample expansion compensation
- x. Install and configure wall-mounted controllers
- xi. Charge refrigerant system according to manufacturer specifications
- xii. Seal all wall penetrations
- xiii. Verify proper operation of all units and controls.
- xiv. Provide system documentation, manuals, permits, warranty information, and train town personnel on system maintenance.

Heat Pump Indoor Units Estimated Sizing

Space	Estimated Area (sf)	Estimated Heating Load (MBH)	Indoor Unit Capacity (MBH)	Indoor Unit Quantity	Total Capacity (MBH)
Meeting Room	725	30	24	1	30
Open Office / Lister	875	36	9	1	36
Total	7,592	66		2	66

b. High-efficiency condensing propane furnace

- i. Contractor to verify existing propane tank sizing and verify it is sufficient for new furnace operation, and if not coordinate installation of new properly sized tank.
- ii. Remove and properly dispose of existing furnace
- iii. Install new furnace in accordance with manufacturer's instructions
- iv. Install appropriate venting per local code and manufacturer requirements
- v. Install necessary equipment to manage condensate
- vi. Connect furnace to existing duct distribution system.
- vii. Connect furnace to propane line and verify regulator function
- viii. Run electrical circuits, disconnects, and wiring as needed
- ix. Test all system modes and verify proper operation
- x. Provide system documentation, manuals, permits, warranty information, and train town personnel on system operation and maintenance.

Heating and Cooling System Upgrade – Option 2

This measure will install a dual fuel hybrid ducted heat pump to provide heating and cooling for the building. This will provide heat primarily through a heat pump and use a propane furnace for backup / supplemental heat.

1. Materials

a. Hybrid heat pump / furnace

- i. Furnace heating capacity: Contractor to verify system sizing based on calculated heating and cooling loads (ACCA Manual N, ASHRAE, or equivalent). For pricing purposes, estimated capacity is 120 MBH
- ii. Variable speed inverter driven compressor
- iii. Heat pump heating capacity: 55,000 btu/hr
- iv. Heat pump cooling capacity: 5 tons
- v. AFUE ≥ 90
- vi. HSPF 2 ≥ 8.5
- vii. SEER 2 ≥ 15
- viii. ECM blower fan
- ix. 120/240V
- x. Propane conversion kit
- xi. Capability to adjust outdoor air switchover temperature
- xii. Zoning: New furnace shall be compatible with the existing zonal duct distribution system and zone controls. Contractor shall evaluate existing zone control system and reuse if possible, otherwise provide new zone control system.
- xiii. Basis of design is:
 1. Furnace: Bosch BGH96M120D5B
 2. Outdoor unit: Bosch BOVB-60HDN1-M18M
 3. Indoor unit: Bosch BMAC4860DNTFEqual substitutions will be considered

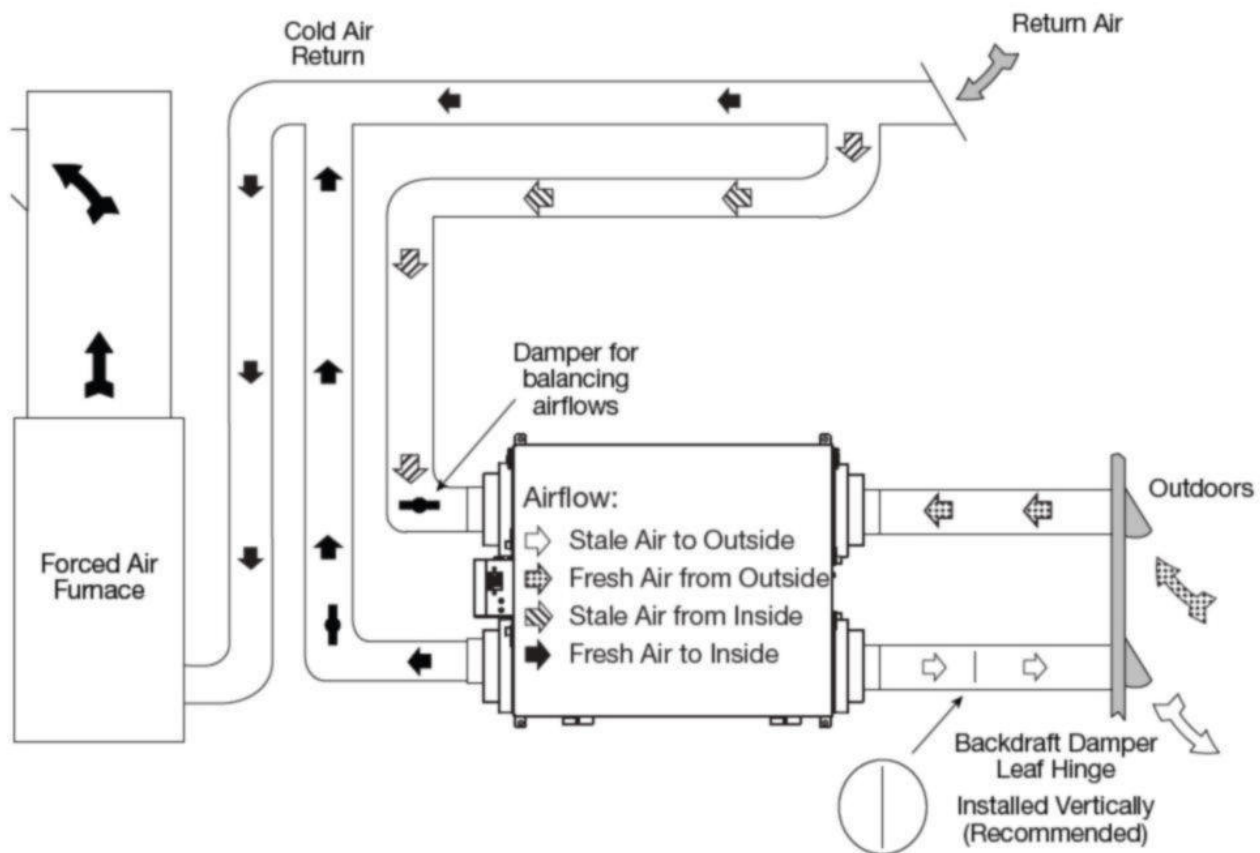
2. Installation

- a. Contractor shall verify capacity of existing electrical service prior to installation and coordinate upgraded electrical service if necessary.
- b. Contractor to verify existing propane tank sizing and verify it is sufficient for new furnace operation, and if not coordinate installation of new properly sized tank.
- c. Remove and properly dispose of existing furnace
- d. Install new furnace and indoor unit in accordance with manufacturer's instructions
- e. Connect furnace to new propane line and verify regulator function
- f. Secure heat pump outdoor unit on appropriate pad or mounting bracket
- g. Charge system with refrigerant and test for leaks
- h. Connect furnace to existing duct distribution system, modify ductwork as needed.
- i. Run electrical circuits, disconnects, and thermostat wiring as needed
- j. Test all system modes and verify proper operation

Energy Recovery Ventilation

Currently, the only mechanical ventilation for the building is an exhaust fan in the lower-level bathroom. Contractor to furnish and install an energy recovery ventilator and associated ductwork to provide mechanical ventilation to the first floor meeting room and office area. An energy recovery ventilator will be installed as either integrated with the furnace and existing ductwork or as a dedicated system to provide fresh outdoor ventilation air for building occupants. The town seeks pricing for both options.

1. Materials
 - a. Energy recovery ventilator
 - i. 150-cfm
 - ii. 120/240V
 - iii. Unit shall be capable of transferring both sensible and latent energy between airstreams
 - iv. Minimum sensible effectiveness of 70% at design flow
 - v. Unit shall have defrost control
 - vi. Unit shall have a minimum of MERV-13 filters
 - vii. Supply and exhaust fans shall have electronically commutated (EC) motors with multispeed capability
 - viii. Basis of design is Greenheck SYNC 270. Equal substitutions will be considered.
 - b. Ductwork
 - i. Ductwork shall be Galvanized G90 where possible, flexible duct can be used in moderation if necessary after discussion with Town
 - ii. Construction shall adhere to SMACNA standards
2. Installation (Option 1: Integrated into furnace and existing ductwork)
 - a. Contractor to determine best location for ERV in consultation with Town, which will be discussed at mandatory pre-bid site meeting.
 - b. Install unit in accordance with manufacturer's instructions. The intent is to draw stale air from the return duct of the furnace and introduce an equal amount of fresh air farther downstream into the return duct (see diagram below).
 - c. Install unit with clearances for service and maintenance
 - d. Create exterior wall penetrations for outside air intake and exhaust air discharge
 - e. Use proper intake and exhaust hoods with screens and backdraft dampers
 - f. Seal penetrations with exterior-grade caulk or flashing
 - g. Locate, orient, and connect ductwork per AMCA, ASHRAE, and SMACNA guidelines.
 - h. Ensure as much distance as possible between the supply and exhaust connections to the furnace return ductwork.
 - i. Provide condensate management system as required by manufacturer, including drain connection, trap and piping, to approved discharge location. Provide condensate pump and freeze protection as required based on installation location.
 - j. The operation of the ERV and the existing furnace blower fan shall be interlocked so that the blower motor is operating whenever the ERV is ventilating.
 - k. ERV controls shall allow for manual on/off control, adjustment of fan speeds, timer operation, and scheduled operation.
 - l. Balance airflow with fan on HIGH speed and with furnace fan ON.
 - m. Verify proper operation of controls and ERV
 - n. Provide system documentation, manuals, permits, warranty information, and train town personnel on system operation and maintenance.



ERV integrated into furnace and existing ductwork

3. Installation (Option 2: Dedicated System)

- a. Contractor to determine best location for ERV in consultation with Town, which will be discussed at mandatory pre-bid site meeting.
- b. Install unit in accordance with manufacturer's instructions.
- c. Install unit with clearances for service and maintenance.
- d. Create exterior wall penetrations for outside air intake and exhaust air discharge
- e. Use proper intake and exhaust hoods with screens and backdraft dampers
- f. Seal penetrations with exterior-grade caulk or flashing
- g. Locate, orient, and connect ductwork per AMCA, ASHRAE, and SMACNA guidelines.
- h. Provide condensate management system as required by manufacturer, including drain connection, trap and piping, to approved discharge location. Provide condensate pump and freeze protection as required based on installation location.
- i. ERV controls shall allow for manual on/off control, adjustment of fan speeds, timer operation, and scheduled operation.
- j. Verify proper operation of controls and ERV
- k. Provide system documentation, manuals, permits, warranty information, and train town personnel on system operation and maintenance.

Appendix A: Bid Form

THIS PAGE LEFT INTENTIONALLY BLANK.

TOWN OF Rochester, VERMONT
MERP BUILDING ENERGY IMPROVEMENTS 2026
BID FORM / BID ACCEPTANCE

Proposal of _____ (herein after called BIDDER), organized and existing under the laws of the State of _____, conducting business as a (corporation, partnership, or individual).

To Town of Rochester (herein after called OWNER).

By submission of this BID, the BIDDER certifies that its BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER agrees to hold its BID for sixty (60) calendar days from the date of receipt of BIDS, without withdrawing or revising its BID.

Upon acceptance of this BID by the Owner, the BIDDER shall become the CONTRACTOR and the document entitled Request for Bids including all Terms and Conditions, Technical Specifications, and Plans shall become the contract between the CONTRACTOR and OWNER.

BIDDER acknowledges receipt of the following ADDENDA:

ADDENDUM NO. _____

DATED: _____

ADDENDUM NO. _____

DATED: _____

PRIME/GENERAL FIRM:

DESIGNER:

BUILDER:

SUBCONTRACTORS (potential/if known):

(BID FORM CONTINUED)

BIDDER agrees to perform all the WORK for the following unit prices or lump sum:

Item Description	Unit	Quantity	Unit Price (Figures)	Extended Amount (Figures)
Project Management/Permits				
ITEMS BELOW				

TOTAL CONTRACT PRICE IN FIGURES \$

TOTAL CONTRACT PRICE IN WORDS

(BID FORM CONTINUED)

The "TOTAL CONTRACT PRICE IN WORDS" is the basis for Bid Comparison.
BIDDER by signature below, presents this BID for consideration by the OWNER.

FIRM NAME:

ADDRESS:

PHONE #:

FAX #:

CONTACT PERSON (Print):

EMAIL ADDRESS:

AUTHORIZED AGENT (Print):

AUTHORIZED AGENT (Signature):

DATE:

(Do not write below this line - for use by the OWNER)

The signature below acknowledges acceptance of the BID and award of a CONTRACT to the CONTRACTOR, to perform the work. Compensation for the work to be performed shall be the "TOTAL CONTRACT PRICE IN WORDS". Compensation shall be:

WORDS:

OWNER ACCEPTANCE AND AWARD

OWNER: Town of Rochester
 67 School Street
 Rochester, VT

AUTHORIZED AGENT (Print):

AUTHORIZED AGENT (Signature):

DATE:

APPENDIX B: MERP Level-2 Energy Audit

Email hfalconer@trorc.org to obtain a copy. The file is too large to be uploaded to the Vermont Business Registry.

Request for Proposals

(Date posted)

Project Name Enter Here

Owner Enter Here

Location Town, Vermont

NOTES FOR THE RFP WRITER OR AREAS NEEDING INPUT ARE IN ORANGE

Request for Proposals – Construction Services for Town of Name Building Name

RFP Date:

Submit Questions by:

Mandatory On Site Pre-Bid Meeting:

Responses Due:

Proposal Due:

The Town of Bradford requests written proposals to secure construction services for the Bradford Academy Energy Improvements Project.

Project Description	
Square Footage	XX SF
Building Type	Municipal
Location	Town Name, Vermont

Schedule	
Bid	
Construction	
Required Completion Date	

Submission Requirements

Please submit an electronic copy of the completed Proposal Budget Form and the Proposal Review Form. Submissions must arrive no later than **3:00 p.m. EST on mm/dd/yyyy**. Questions must also be submitted to the address below by the specified date and time. Submit to:

(Name)
(Address)
(Address)
(Address)
(Email)

Project Team (add rows as needed)	
Owner	Name
Owner's Representatives	TBD

Building Enclosure Improvements

As described in the MERP Level II Energy Assessment Report for the Building name, several improvements have been identified for the building's enclosure to improve efficiency and reduce energy usage.

Insulate Sloped Ceiling of Original Building

The sloped ceilings in the 3rd floor of the existing building have very little or no insulation. The floor area of this 3rd floor space is approximately 4,000 square feet. The existing sloped ceiling finish is a mixture of wood slats, and drywall over wooden slats. The intent of this project is to increase the R-value of this ceiling assembly and ultimately improve the energy efficiency of the building.

1. Materials
 - a. Cellulose Insulation: Blown-In
 - i. Shall have a minimum R-value of 3.7 at 1 inch thickness when tested in accordance with ASTM C518.
 - ii. Basis of design material is Igloo; Cellulose. Equal substitutions will be considered.
2. Installation
 - a. Contractor shall inspect the attic space above the 3rd floor of the existing building to determine if the rafter bays of the sloped ceiling are accessible from above. If they are, insulation shall be installed from this access point.
 - b. If the sloped ceiling is not accessible from the attic space, installation shall occur by cutting access holes into each rafter bay to receive installation. Frequency and location of these access holes shall allow for R-value and density required to be met. Locations of access holes and proposed repairs after completion shall be reviewed and approved by the Owner prior to commencing the work.
 - c. Contractor shall inspect spaces to receive insulation prior to installation to ensure they are acceptable.
 - d. Contractor shall repair access holes after work is completed in a manner that has been approved by the Owner.
 - e. Rafter bays shall be filled 100% with insulation, depth of bays is approximately 6".
 - f. Installed insulation shall have a settled density of approximately 1.5 lbs per cubic foot.
 - g. Insulation shall be installed in accordance with manufacturer's written instructions.

Improve Air Sealing at Windows

The windows present in the original portion of the building are wood framed with dual pane glass in fair condition, however exterior air infiltration was consistently present around window frames and trim. Interior window inserts are to be installed at these windows in the original building, and air sealing around the rough opening is to be completed to increase the R-value and reduce air infiltration. There is an estimated 800 SF of windows in the original building requiring these improvements, final quantity and sizing to be verified by Contractor.

1. Materials
 - a. Custom Interior Window Inserts
 - i. Window inserts are to be custom sized to fit in the existing window openings without modifications to the existing framing or trim.
 - ii. Inserts shall have 1/8" thick acrylic glazing.
 - iii. Shall be edged with compression silicon or neoprene tubing to create a tight perimeter seal.
 - iv. Insert color to be approved by Owner.
 - v. Basis of design is Standard Grade Interior Storm Windows by Indow. Equal substitutions will be considered.
 - b. Window & Door Polyurethane Foam Sealant
 - i. Shall be a one component, minimal expanding, low pressure-build polyurethane foam sealant.
 - ii. Shall be specified for use around windows and doors.
 - iii. Basis of design is Great Stuff Pro Window and Door Polyurethane Foam Sealant. Equal substitutions will be considered.
2. Installation of Interior Window Inserts
 - a. Contractor is responsible for measuring each window opening to verify sizing prior to ordering.
 - b. Existing window framing/sills are to be inspected and repaired as needed prior to field measuring for inserts.
 - c. When installed, inserts shall create a tight seal around the perimeter with no visible gaps or voids.
 - d. Inserts are to be compression-fit with no fasteners and shall be installed in accordance with the manufacturer's written instructions.
3. Air Sealing at Existing Rough Openings
 - a. Existing interior wood trim at the head, jambs, and sill of windows in the original building are to be removed by Contractor with minimal damage to the trim and surrounding finishes.
 - b. After trim has been removed, foam sealant is to be installed continuously in the existing rough opening between the building and window framing. Foam sealant is to extend full depth into the rough opening.
 - c. After curing, any excess foam is to be trimmed flush by the Contractor.
 - d. Original wood trim is then to be re-installed by Contractor. When complete nail holes shall be filled and any other damage to the trim or surrounding finishes caused by Contractor is to be repaired. Any trim pieces that are beyond repair are to be replaced by Contractor.
4. Repair of Existing Exterior Storm Windows.

Sealing & Insulating Existing Exterior Penetrations

There are locations throughout the building where various mechanical, electrical, and plumbing equipment penetrates the exterior wall assembly, creating areas of low R-value and air infiltration. This also applies to other openings such as windows, doors, and exhaust fans which are no longer in use. These penetrations are to be insulated and air sealed to improve efficiency.

1. Materials
 - a. General Air Sealing Materials
 - i. Typical materials to be used include polyurethane foam sealant, flexible sealants, and compatible transition membranes/tapes.
 - b. Expanded Polystyrene (EPS) Insulation: Type II

- i. Shall have a minimum R-value of 4.0 at 1 inch when tested in accordance with ASTM C158
 - ii. Basis of design material is Carlisle Insulfoam. Equal substitutions will be considered.
 - c. Mineral Wool Batt Insulation
 - i. Shall have a minimum R-value of 3.7 at 1 inch when tested in accordance with ASTM C158
 - ii. Basis of design material is ROCKWOOL ComfortBatt. Equal substitutions will be considered.
- 2. Installation
 - a. All accessible mechanical, electrical, plumbing penetrations and doors and windows which are no longer in use are to be air sealed using appropriate materials and re-insulated as needed using either EPS or mineral wool insulation.
 - b. The amount of insulation and R-value is to be maximized depending on the size/depth of the opening.
 - c. Examples of penetration types are included in the attached assessment report, and can be reviewed during the pre-bid meeting on site.

Improve Weatherstripping at Exterior Doors

The building has seven (7) exterior doors, including roof access. Doors are standard size, approximately 36" wide by 84" tall. The weatherstripping and door sweeps/bottoms are typically in poor condition or missing and new weather stripping is to be installed to reduce air infiltration.

- 1. Materials
 - a. Weather Stripping
 - i. Perimeter weatherstripping and door bottoms, sweeps, or shoes are to be compressible neoprene or rubber.
 - ii. Basis of design products are DraftSeal Door Weatherseals. Equal substitutions will be considered.
- 2. Installation
 - a. Weatherstripping shall be installed continuously around the perimeter of the doors/openings described above to create a tight seal without any voids or gaps when doors are in the closed position.
 - b. Door bottoms/sweeps shall be installed as needed to create an air and weathertight seal at the bottom of doors.

Insulate and Seal Bell Tower Hatch

The bell tower hatch is an approximately 30" x 30" plywood panel with no insulation and poor air sealing. This hatch is to be reconstructed to increase R-value and reduce air leakage.

- 1. Materials
 - a. Weather Stripping
 - i. Perimeter weatherstripping and door bottoms, sweeps, or shoes are to be compressible neoprene or rubber.
 - ii. Basis of design products are DraftSeal Door Weatherseals. Equal substitutions will be considered.
 - b. Expanded Polystyrene (EPS) Insulation: Type II
 - i. Shall have a minimum R-value of 4.0 at 1 inch when tested in accordance with ASTM C158
 - ii. Basis of design material is Carlisle Insulfoam. Equal substitutions will be

considered.

2. Installation

- a. The existing bell tower hatch shall be re-sized to exclude the fire sprinkler pipe currently inside the hatch. This will require additional wood framing to shrink the opening size by several inches.
- b. Perimeter weather stripping/foam gasketing shall be installed continuously between the hatch panel and framing edge.
- c. (2) barrel bolt style latches for each side of the hatch shall be installed to ensure a tight seal when the hatch is closed
- d. 10" of expanded polystyrene board insulation shall be installed on top of the plywood hatch panel to achieve a minimum of R-50.

Mechanical, Electrical, and Plumbing System Improvements

Heat Pumps

The existing heating system consists of two (2) 1,350 MBH fuel oil fired steam boilers. One boiler has sufficient capacity to heat the building. These provide low-pressure steam (5 psi) to radiators, RTU heating coils, and a steam-to-hot-water converter. This measure will install a variable refrigerant flow (VRF) heat pump system throughout the building to provide heating and cooling, and leave the boilers in place to provide backup and supplemental heat.

Project Procurement Method

The project will be procured as a design-build project with one contractor taking complete responsibility for any required permitting, demolition, detailed design and PE stamped drawings as well as the installation of the new systems, equipment, and associated power and controls as outlined below. It is expected that the chosen contractor will sub-contract with others qualified to perform the outlined scope, as necessary.

CODES AND STANDARDS

The following codes and standards shall be adhered to:

- › International Mechanical Code, 2021
- › International Plumbing Code, 2021 as amended by the Vermont Department of Public Safety
- › 2024 Vermont Commercial Building Energy Standards (2024 VT CBES)
- › NFPA 70 National Electric Code, 2023
- › The International Building Code, IBC, 2021 edition
- › NFPA 1 Fire Code, 2021 edition
- › NFPA 101 Life Safety Code, 2021 edition
- › Vermont Fire and Building Safety Code, 2015 edition
- › Vermont Electrical Safety Rules, 2020 edition
- › Vermont Plumbing Rules, 2021 edition
- › ASHRAE Standard 62.1, 2022 edition
- › ASHRAE Standard 15, 2024 edition

Prerequisite – Electrical Service Upgrade

The existing electrical service consists of single-phase 120/240V distribution. In order to effectively accommodate the installation of the new VRF system, this is to be upgraded to three-phase 480V.

- Assess current electrical infrastructure and determine necessary capacity for new 480V service
- Decommission existing single-phase 120/240V electrical service
- Install new 3-phase 480V service entrance, including metering, disconnects, main distribution panel, and switchgear
- Furnish and install step-down transformers where required

1. Materials

a. Variable refrigerant flow (VRF) heat pump system

- i. Heat pumps shall meet “Cold Climate Air Source Heat Pump” specification
- ii. Units shall be rated in accordance with AHRI Standard 1230
- iii. IEER ≥ 17
- iv. COP requirements:

Capacity (Btu/h)	COP at 47°F (rated capacity)	COP at 17°F (rated capacity)	COP at 5°F (maximum capacity)
$\geq 65,000$ and $< 135,000$	3.40	2.25	1.55
$\geq 135,000$ and $< 240,000$	3.25	2.07	1.50
$\geq 240,000$	3.20	2.05	1.45

b. Outdoor units

- i. Variable speed inverter driven compressors
- ii. 460V, 3-phase
- iii. Multiple zone capacity
- iv. 100% nominal heating capacity down to 5°F
- v. Operating range down to -22°F outdoor air temperature
- vi. Basis of design is Mitsubishi PUHY-HP. Equal substitutions will be considered

c. Indoor units

- i. Compatible with selected outdoor unit
- ii. Wall-mounted, ceiling cassette, floor-mounted, or ducted units
- iii. Individual fan speed control and temperature control
- iv. Wired or wireless controllers with programmable temperature settings and auxiliary heat contact

d. Controls

- i. Include central controller and individual zone controllers
- ii. Utilize auxiliary heat relay from indoor unit controller to control auxiliary system heating valve in zone (steam or hot water)
- iii. System shall be in heating or cooling mode based on adjustable outdoor air switchover temperature

2. Installation

- a. Contractor to verify system sizing based on calculated heated and cooling loads (ACCA Manual N, ASHRAE, or equivalent). Since there is an existing

backup/supplemental heating system in place, to avoid oversizing, heat pump system can be sized based on nominal capacity. For pricing purposes, the estimated building heating load is 1,250 MBH.

- b. Contractor to select quantity and capacity of indoor units during design build process and identify indoor unit types and installation locations in consultation with town. Estimated quantity of indoor units is 60.
- c. Install outdoor and indoor units in accordance with manufacturer instructions and any applicable codes
- d. Set outdoor units on approved mounting pads or wall brackets in locations determined in consultation with town.
- e. Ensure proper clearances for accessibility for service
- f. Provide dedicated circuits for outdoor units with disconnects
- g. Provide condensate management for indoor units
- h. Install refrigerant piping per manufacturer instructions. Routing to be determined by contractor and coordinated with town. Exposed piping to be covered by line-hide or boxed in. Connect line sets between outdoor and indoor units, properly routed and insulated, encapsulated in UV-resistant material, including ample expansion compensation. Design should minimize piping lengths to extent possible
- i. Install and configure wall-mounted controllers
- j. Wire auxiliary heat contact to existing steam valve to provide auxiliary heat if heat pump cannot meet load.
- k. Charge refrigerant system according to manufacturer specifications
- l. Seal all wall penetrations
- m. Verify proper operation of all units and controls.
- n. Provide manufacturer startup and commissioning services for all units
- o. Provide system documentation, manuals, permits, warranty information, and train town personnel on system operation and maintenance.

Energy Recovery Unit

Furnish and install an energy recovery unit (ERU) and associated ductwork and controls to provide mechanical ventilation to the gymnasium.

- Unit shall be 100% outdoor air unit sized to meet ASHRAE 62.1-2022 requirements. Estimated unit size is 2,000 cfm. It will be the responsibility of the contractor to verify proper size of unit.
- Unit is meant to supply “neutral” ventilation air (e.g. 70°F), not full heating or cooling of space.

1. Materials

- a. Energy recovery unit
 - i. Unit shall be Daikin Rebel DPS premium efficiency (or similar) with fully packaged controls to achieve heating, cooling, and dehumidification
 - ii. Variable speed inverter scroll compressor
 - iii. Heat pump heating
 - iv. Modulating hot gas reheat
 - v. Electric resistance auxiliary heat
 - vi. Energy recovery wheel
 1. Minimum sensible effectiveness of 75%
 2. Minimum total effectiveness of 75%
 - vii. 460V/3PH

- viii. Direct drive variable speed ECM fan motors
 - ix. R-32 refrigerant
 - x. Filters: Minimum MERV 13 supply air filters and MERV 8 exhaust filters
 - b. Ductwork
 - i. Ductwork shall be Galvanized G90
 - ii. Construction shall adhere to SMACNA standards
- 2. Installation
 - a. Install unit in location coordinated with town. This will likely be on the ground adjacent to the gym.
 - b. Install unit in accordance with manufacturer's instructions
 - c. Install unit with clearances for service and maintenance
 - d. Create exterior wall penetrations for outside air intake and exhaust air discharge
 - e. Use proper intake and exhaust hoods with screens and backdraft dampers
 - f. Seal penetrations with exterior-grade caulk or flashing
 - g. Locate, orient, and connect ductwork per AMCA, ASHRAE, and SMACNA guidelines
 - h. Install carbon dioxide (CO₂) sensor per manufacturer instructions in representative area served by ERU
 - i. Verify proper operation of controls and ERU
 - j. Equipment shall be balanced per project design flows
 - k. Provide system documentation, manuals, permits, warranty information, and train town personnel on system maintenance.
- 3. Controls
 - a. Unit shall have capability to implement time-of-day scheduling for occupied and unoccupied modes via a 7-day, adjustable schedule. Push button occupancy overrides shall also be installed so building occupants can start units outside of occupied hours.
 - b. During occupied heating mode, unit shall supply neutral air of 70°F.
 - c. During occupied cooling mode, unit shall supply neutral air of 68°F with 55°F dew point.
 - d. Unit shall utilize demand control ventilation. Unit shall modulate supply fan speed to maintain CO₂ level at setpoint (adjustable). Initial CO₂ setpoints shall be set based on space type according to ASHRAE 62.1-2022 addendum ab, assuming an outdoor air CO₂ concentration of 400 ppm.

Commissioning

Contractor shall participate in a full commissioning program, including design review, pre-functional and functional testing and issues log resolution.

- Project will be commissioned by an independent third-party commissioning provider who is hired directly by the owner.
- Commissioning will include all aspects of the project: mechanical, electrical and controls.
 - Contractor will be expected to complete provided commissioning forms prior to site visits by the commissioning provider to verify the installation and operation has met the design intent as well as good practice expectations.
- The commissioning agent will conduct a design review of the design prepared by the design-build contractor and provide written comments.
 - Contractor shall reply in writing to the written comments and will attend at least one meeting to review comments and responses, as necessary.

Warranty

- Provide at minimum a 1-year warranty on all workmanship, materials, and programming.
- Provide warranty documentation for all hardware to Owner.
- Warranty to start after 3rd party commissioning and owner's training.

Submittals

- All submittals will be reviewed by the town and commissioning provider prior to release.
- Prior to beginning new work, the contractor shall submit:
 - a. Heating and cooling load calculations
 - b. Ventilation requirement calculations
 - c. Floor plans indicating location of:
 - i. All new equipment
 - ii. Any new ductwork
 - iii. Controls locations
 - d. Equipment submittals for:
 - e. Outdoor units
 - f. Indoor units
 - g. Controllers
 - h. ERU

Heat Pump Domestic Hot Water Heater

Domestic hot water is currently provided by a 40-gallon, Bradford White electric water heater. This existing unit is to be removed and replaced with a hybrid heat pump hot water heater.

1. Materials:
 - a. 40-gallon hybrid heat pump water heater:
 - i. 240V
 - ii. Unit shall be ENERGY STAR Rated
 - iii. Final unit selection to be approved by the owner
 - b. Additional components
 - i. Provide all necessary electrical components, circuit breakers, disconnects and other balance of system components rated for indoor use and sized for the voltages, currents and power of the system as appropriate.
 - ii. Provide necessary plumbing components including pressure relieve valves, pipe insulation, isolation valves, and balance of system components as appropriate.
 - iii. Ensure all components comply with local, state, and federal codes and standards
2. Installation:

- a. Remove and properly dispose of existing domestic hot water heater.
- b. Install new water heater in accordance with manufacturers' instructions and applicable state, local, and federal regulations. Ensure manufacturers' recommended clearances are provided.
- c. The water heater should be installed on a dedicated electrical circuit. Contractor shall verify capacity of existing electrical service prior to installation and coordinate upgraded electrical service if necessary. Contractor shall also provide appropriate circuit breakers and labeling.
- d. Connect new water heater to existing domestic hot water piping.
- e. System shall be commissioned to confirm functionality of heat pump and back-up electric resistance functionality as well as appropriate connections to domestic hot water piping.
- f. Provide system documentation, manuals, permits, warranty information, and train town personnel on system maintenance.

LED Lighting Upgrade

The existing interior lighting consists of a mix of fluorescent (T8, T5, T12, CFL), incandescent, metal halide and TLED replacement lamps. All remaining fluorescent, incandescent, and metal halide fixtures shall be replaced with new LED lighting fixtures as described below.

A lighting survey was conducted as part of the recent energy assessment, shown below (note that only fixtures that have not yet been upgraded to LED are shown in the table). Contractor to verify existing fixture quantities and types. Contractor to propose replacement LED fixtures that provide equivalent lumen output and meet the specifications listed in the materials section below.

Lighting survey from energy assessment (only including areas that have not yet been upgraded to LED)

Space	Fixture Qty	Fixture Mounting	Fixture Type	Fixture Technology	Lamp Qty	Lamp Length	Lamp Watts
1st floor bathroom (room 9)	1	Surface	Sconce	CFL	1		13
Room 3	2	Recessed	Troffer	CFL	2	48"	32
Room 11A - police department	6	Recessed	Troffer	T12	2	48"	34
Room 12 - water commission	6	Recessed	Troffer	T12	2	48"	34
Auditorium	40	Surface	Wraparound	T8	2	48"	32
Police storage	1	Suspended	Wraparound	T8	2	48"	32
Police department	2	Recessed	Troffer	T12	2	48"	34
Town clerk - separate office	2	Recessed	Troffer	T8	2	48"	32
Town clerk - break room	2	Recessed	Troffer	T12	2	48"	34
North stairwell (1-2 floor)	1	Surface	Wraparound	T8	2	48"	32
Gym	6	Suspended	High Bay	T5	6	48"	54
Top of 3rd floor stairs	1	Suspended	Troffer	T8	2	48"	32
3rd floor landing	1	Suspended	Troffer	T8	2	48"	32
Room 32A/32B	8	Suspended	Troffer	T8	2	48"	32
3rd floor hallway	3	Suspended	Troffer	T8	2	48"	32
Room 33 - closet / office	4	Suspended	Troffer	T8	2	48"	32
Room 33	1	Wall	Downlight	CFL	1		13
Rear 3rd floor staircase	2	Suspended	Troffer	T8	2	48"	32
Rear second floor hallway	2	Suspended	Troffer	T8	2	48"	32
Second floor bathroom - rear	1	Surface	Dome	CFL	1		13
Second floor bathroom - rear	1	Surface		CFL	1		13
Second floor bathroom - rear	1	Surface		MH	2		70
Room 26	12	Suspended	Troffer	T8	2	48"	32
Room 27	14	Suspended	Troffer	T8	2	48"	32
2nd floor hallway	6	Suspended	Troffer	T8	2	48"	32

Space	Fixture Qty	Fixture Mounting	Fixture Type	Fixture Technology	Lamp Qty	Lamp Length	Lamp Watts
Room 25	8	Suspended	Troffer	T8	2	48"	32
Room 25 - lamp 2	1		Downlight	CFL	1		13
Room 24	6	Suspended	Troffer	T8	2	48"	32
Room 23	14	Suspended	Troffer	T8	2	48"	32
Room 23 - closet	1	Suspended	Troffer	T8	2	48"	32
Room 22B	5	Suspended	Troffer	T8	2	48"	32
Room 22A	5	Suspended	Troffer	T8	2	48"	32
Room 22A	1			Inc	1		60
Room 21B	2	Suspended	Troffer	T8	2	48"	32
Room 21A	2	Surface	Troffer	T8	2	48"	32
Room 21A - meeting room	3	Recessed	Troffer	T8	2	48"	32
Total	174						

1. Materials

a. LED Lighting Fixtures

- i. Fixtures shall be solid state lighting certified and listed on the Design Lights Consortium (DLC) Qualified Product List version 5.1 or later
- ii. Minimum efficacy: 120 lumens/watt
- iii. Operating voltage: 120-277V
- iv. Minimum color rendition index (CRI): 80
- v. Minimum warranty: 5 years
- vi. Power Factor ≥ 0.90
- vii. Dimmability: 0-10V standard
- viii. Lumen maintenance: $\geq 36,000$ hours (L90)

b. Occupancy sensors

- i. Wall-switch mounted
- ii. Dual technology (PIR)

2. Installation

- a. Remove existing fixtures and properly dispose of lamps and ballasts
- b. Install new LED fixtures per manufacturer's instructions.
- c. Ensure proper mounting, alignment, and connection to existing wiring
- d. Mount and wire occupancy sensors to control lighting in restroom, storage office, and break room spaces (estimated quantity of 15)
- e. Ensure grounding and bonding per NEC.
- f. Verify proper operation of all fixtures and controls.
- g. Provide training to facilities staff on operation and maintenance of new lighting system.

Solar Photovoltaic System

An 8-kW roof -mounted PV array shall be designed and constructed and placed on the flat portion of the roof above the auditorium.

1. Design

- a. Consult structural engineer to ensure roof can handle load of new PV array
- b. Perform engineering analysis and system design in accordance with town preferences and applicable codes and local utility requirements. Final design to be approved by the owner.
- c. Submit application to the PUC to obtain approval for installation and interconnection of the designed system capable of net-metering.
- d. Obtain all necessary permits and interconnection agreements with applicable authorities.
- e. Coordinate with Green Mountain Power to confirm that transformer can handle this change to the local grid. Transformer shall be upgraded if required.
- f. Additionally, site electric service to be upgraded as necessary to accommodate the addition of this PV array.

2. Materials

a. Photovoltaic Panels

- i. Shall meet Vermont and federal safety, performance, and labeling standards (including UL 1703, NEC 2023, and IEC 61215).
- ii. Shall have a minimum efficiency of 20.0%, when tested under STC.
- iii. Shall have a minimum warranty of 25 years with efficiency $\geq 80\%$ at that time. Warranty shall be provided by the manufacturer.

- iv. The nominal power of each individual panel shall not be less than 250 Wp
 - v. Basis of design is crystalline silicone panels
 - b. Inverters
 - i. Shall match PV array size and operating characteristics for Voltage, Current, and rated power.
 - ii. Shall comply with all Vermont and federal safety, performance, and labeling standards (including VDE 0126-1-1, IEC 60255.27, IEC 62116, IEC 62109-1, and IEC 62109-2)
 - iii. Shall have an efficiency of >95.5%
 - iv. Shall be IP65 rated for outdoor mounting.
 - v. All inverters shall be maximum power point tracking.
 - c. Racking System
 - i. Shall be designed in accordance with local wind, snow, and ground calculations.
 - ii. Shall be designed in accordance with all local, state, and federal building codes.
 - d. Additional components
 - i. Provide all necessary cabling, conduit, combiner/distribution/junction boxes, disconnects and other balance of system components rated for outdoor use and sized for the voltages, currents and powers of the system as appropriate.
 - ii. Ensure all components comply with local, state, and federal codes and standards and allow for interconnection of the system with the local grid and BESS.
- 3. Installation:
 - a. Install the racking system per manufacturer instructions and appropriate codes and standard practice.
 - b. Mount photovoltaic panels as instructed by the manufacturer
 - c. Install inverters, combiner/distribution/junction boxes, conduit, and wiring.
 - d. Complete tie-in with existing electrical system per interconnection agreement and applicable codes
 - e. Ensure appropriate grounding of the system
 - f. Complete system commissioning per interconnection and net-metering agreement
 - g. Provide system documentation, manuals, permits, warranty information, and train town personnel on system maintenance.

Qualifications

It is the owner's desire for contractor to satisfy as many of the following requirements as possible:

1. Example 1
2. Example 2

Owner may waive one or more of the above cited qualifications.

1. Proposal Requirements

Proposals shall:

1. Be limited to a maximum of 20 pages, including graphics. Letters of introduction, section dividers, detailed resumes and the sample work products are not included in this limit.
2. Provide a clear description of the proposed scope. Clearly note any exceptions to the scope outlined in the RFP. Provide lump sum pricing for each scope item outlined in the RFP. It is a requirement of the grant funding that pricing is itemized for each scope item.
3. Include 4 relevant projects with similar size and scope of work.
4. Include at least three references from recent projects.
5. Liability insurance coverage shall consist of INSERT REQUIREMENTS HERE. Documentation of liability insurance will be required prior to the award of this contract to the winning proposal.

Dana Clawson

From: George D. Martin <gmartin@lnconsulting.com>
Sent: Monday, June 29, 2026 10:08 AM
To: Dana Clawson; Steve St.Hilaire
Cc: Richard Otis
Subject: Re: HVAC proposal follow up questions
Attachments: LN Sample Certificate for Consultants.pdf

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

- Please provide a written commissioning fee quote (or referrals) for the third-party commissioner you recommend. As indicated, it is not typical to commission your own design work, so we would not provide a proposal for this. For Commissioning agents, we typically work with Ben Fowler consulting and CX associates but have worked with Hallam, and Dubois and King. We can provide a spec and RFP for commissioning once the exact design is determined. Depending on what system is chosen, it could impact Commissioning costs.
- Please clarify whether the reimbursables schedule line listing energy modeling at cost is generic boilerplate or whether any separate energy-modeling charges could apply beyond the lump-sum fee table. Typically, we have energy modeling listed as an additional optional service which as what this was referencing. However, for this project, it is included in the base services as indicated in the Design fee structure.
- Please confirm that your standard agreement for this project includes the fee-based liability cap that appears to be \$100,000 at this fee level, and confirm whether that same agreement would govern the final contract. We have insurance coverage as indicated attached of \$1,000,000.00 up to \$5,000,000.00 umbrella.
- What is your experience with LG VRF systems specifically? We have typically designed around Daikin and Mitsubishi as they are prominent in this area as far as tech support. We did design a nine-story hotel in CT with LG and a handful of other smaller projects. Ultimately, VRF has its place, but I am not a huge fan. The piping and systems need to be installed specially to manufacturers specs and the current labor market does not necessarily take the time and care to properly install and control the systems. In addition, the new refrigerant requires even more care to be taken during design and installation. That being said, there are the VRF heat pumps systems and VRF heat recovery systems and typically the simple VRF or air source heat pump systems are simpler and less costly to install. A lot of time everyone assumes that the heat recovery systems will be the best options as you can share energy throughout zones. However, one of the things we like to do is see how many times you actually utilize the simultaneous heating and cooling options to determine if there is a payback based on the increased system costs. It may be that even though a simple heat pump may use slightly more energy, they payback could be way beyond the useful life of the system and therefore a simpler and less expensive approach may make more sense.

Thanks!



208 Flynn Ave., Suite 2J, Burlington, VT 05401

From: Dana Clawson <dclawson@hartford-vt.org>

Sent: Friday, June 26, 2026 12:12 PM

To: George D. Martin <gmartin@Inconsulting.com>; Steve St.Hilaire <Ssthilaire@Inconsulting.com>

Cc: Richard Otis <rrotis@gmail.com>

Subject: HVAC proposal follow up questions

George & Steve,

During the June 24th Selectboard meeting we narrowed down the proposals for the Town Hall HVAC consultant to two firms, LN Consulting being one of the finalist. The Selectboard has asked me to share with you a set of questions that have been drafted by a member of our Energy Commission. Please respond to the following questions:

- Please provide a written commissioning fee quote (or referrals) for the third-party commissioner you recommend.
- Please clarify whether the reimbursables schedule line listing energy modeling at cost is generic boilerplate or whether any separate energy-modeling charges could apply beyond the lump-sum fee table.
- Please confirm that your standard agreement for this project includes the fee-based liability cap that appears to be \$100,000 at this fee level, and confirm whether that same agreement would govern the final contract.
- What is your experience with LG VRF systems specifically?

I will be following up with references next week as well and am confident that we will have a decision at the next Selectboard meeting on July 7th.

Best,

Dana Clawson

Environmental Sustainability Coordinator

Town of Hartford

171 Bridge Street

White River Junction, Vermont 05001

802-295-9353 ext. 223

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

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



AGENDA MEMORANDUM

July 7, 2026

Town Selectboard Meeting Item: XX

Submitted by: Scott Cooney, Fire Chief

Subject: Annual Ambulance Billing Debt Write-Off

Background: The fire department currently bills for patient transports. The current rates are: ALS 1 \$900.00, ALS 2 \$1200.00, BLS \$650.00, Loaded miles \$16.25 per mile, Paramedic Intercepts \$375.00 plus procedures. Uncollected debt accrues annually, from Medicaid and Medicare mandatory write-offs and uncollectable debt from untraceable patients or refusal/inability to pay.

Discussion: The finance department and the fire department have developed a process to only record two years of uncollectable debt. The third year is written off each calendar year. This year the total write-off required for the 07/01/2022-06/30/2023 period is \$192,469.91.

Financial

Impact: There is no financial impact as these funds remain uncollectable.

Recommendation

Motion: I move to authorize the Town Manager to direct the Finance Director and the fire department to write-off \$192,469.91 as uncollectable ambulance debt.

Attachments: Write-off Summary
Presentation Slides



Hartford Fire

Ambulance Billing Write Off





Background



- Currently bill for patient transports and paramedic intercepts
- Rates/fees are determined annually and approved by the Selectboard.
- All billing is completed by the Fire Department Administrative Assistant
- We utilize ambulance billing software and maintain a maintenance contract with Tri-Tech



Current Rates



- ALS 1 \$900.00
- ALS 2 \$1200.00
- BLS \$650.00
- Loaded Miles \$16.25 per mile
- Paramedic Intercepts \$375.00 plus procedures



Revenue



Run: 6/29/26
1:22PM

Revenue Comparison Report

Page: 1
scooney
ReportSortedRevComparisons

Town of Hartford
As Of: June, GL Year 2024

Account Number	2024				2025			
	Est Rev	MTD Rev	YTD Rev	% Collected	Est Rev	MTD Rev	YTD Rev	% Collected
General Fund								
10-060-231-0100	AMBULANCE - SERVICES							
	600,000.00	-549.46	821,068.72	136.845	630,000.00	16,676.03	854,834.01	135.688
10-060-231-0110	Ambulance Services - CPR							
	0.00	0.00	0.00	0.000	0.00	0.00	300.00	0.000
10-060-231-0200	AMBULANCE - CONTRACTS							
	37,400.00	4,515.00	34,385.00	91.939	37,400.00	3,825.00	37,725.00	100.869
10-060-231-0300	AMBULANCE - REPORTS							
	50.00	0.00	25.00	50.000	50.00	0.00	0.00	0.000
Totals	General Fund							
	637,450.00	3,965.54	855,478.72	134.203	667,450.00	20,501.03	892,859.01	133.772

New in 2025-TriZetto

Healthcare Billing clearing house that performs the following functions on one site:

- Send/receive claims – currently all claims are submitted via mail except for Medicare and Medicaid. Confirm claims have been received, accepted, or declined. Currently all accepted claims are only confirmed by receipt of payment. Denials are all received via mail.
- Manage payments – currently claims are paid via check or ACH – all eight sites must be logged into to review payments. All payments can be reviewed on the TriZetto site.
- Search claim history
- Patient eligibility

Medicare Payments

- 80% from Medicare, coinsurance from patient, remaining mandatory write-off

- Example:

HFD ALS Billed Amount \$1,018.63

ALS base rate: \$415.95 paid to HFD

ALS mileage: \$77.44 paid to HFD

ALS write off: \$399.38

ALS Pt. responsibility: \$125.86 paid to HFD

Medicaid Payments

- Approx. 51% from Medicaid, remaining mandatory write-off
- Example:

HFD ALS Billed Amount	\$1013.75
ALS base rate:	\$513.54 paid to HFD
ALS mileage:	\$60.97 paid to HFD
ALS write off:	\$439.24

VA Payments

- 100% from the VA

Private Insurance

- All commercial insurance companies are required to pay in full
- We do not accept assignment; which means we can bill the patient for the remaining balance after insurance payment.
- Patients are required to pay in full
- We do not write off for any reason
- We do set up payment arrangements. We allow minimum payments of at least \$5.00 per month.

Write-off

- Current auditor recommendations are to leave 2 years of debt on the books
- We have now developed a process with finance to produce a write-off at the end of each fiscal year in order to maintain only 2 years of debt
- The total write-off required for the 7/1/22 – 6/30/23 period is \$ 192,469.91.

Private- 54% \$103,215.23

Medicare- 7% \$15,189.16

Medicaid- 9% \$18,629.24

VA- 13% \$24,247.01

Commercial Ins.- 17% \$31,189.27

Questions?

Call Schedule/Event Summary**WO 7-1-22-6-30-23**

<u>Event ID</u>	<u>Description</u>	<u>Calls</u>	<u>Charges</u>	<u>Credits</u>	<u>Balance</u>
Schedule: WO	CALLS NEEDING WRITE OFF				
WO	CALLS NEEDING WRITE OFF	354	323003.39	130533.48	192469.91
		<u>354</u>	<u>323003.39</u>	<u>130533.48</u>	<u>192469.91</u>
Total for All		<u>354</u>	<u>323003.39</u>	<u>130533.48</u>	<u>192469.91</u>

MEDICARE 7% 15189.16

COMMERCIAL INSURANCE 17% 31189.27

PRIVATE 54% 103215.23

VA 13% 24247.01

MEDICAID 9% 18629.24



AGENDA MEMORANDUM

July 7, 2026

Town Selectboard Meeting Item: 5.d.

Submitted by: Scott Cooney, Fire Chief

Subject: Authorization to Purchase New Rescue/Engine

Background: The Fire Department currently operates two apparatus that are approaching the end of their 20 year service life:

- 2008 Rescue 1 (Heavy Rescue)
- 2009 Engine 3 (Pumper)

Replacing these units individually would cost \$2,339,936. As discussed in prior planning sessions, the department proposes reducing the fleet by one apparatus and replacing both units with a single combined Rescue/Engine, improving operational efficiency and lowering long term capital costs.

Design work for the new apparatus has been completed, and the Town has received a confirmed purchase proposal from Sutphen in the amount of \$1,381,524. Estimated delivery time is approximately 24-30 months from the date of order. Sutphen offers a \$77,672.03 prepayment discount if the Town opts for full payment at the time of order.

Discussion: Two financing pathways were evaluated:

1. Municipal Lease Purchase (Leasing2)
 - Interest rate: 4.98%
 - Ten year term
 - Annual payment: \$137,856.10
 - Includes an elevated payment in Year 3 reflecting anticipated proceeds (\$275,000) from the sale of Engine 3 and Rescue 1
 - Allows use of the Sutphen early payment discount
 - Consistent with current Town practice (Ladder 1, Radio Simulcast Project)
 - Lower legal/transaction overhead, faster approval process, non appropriation structure
2. Vermont Bond Bank (Municipal Bond)
 - Illustrative rate: 3.16% (subject to change)
 - Level principal repayment model provided
 - Does not allow early prepayment, which prevents the Town from using this \$77,000 manufacturer discount
 - Proposed workaround (short term bridge loan plus long term bond) is atypical, may not be feasible, and would require extensive legal review

- Higher transaction complexity and longer approval timeline
- Best suited for large capital infrastructure projects (e.g., Fire Station #2), not fleet purchases

Continue to investigate best financing options as we approach budget development for FY 28.

Financial

Impact:

- Sutphen purchase proposal: \$1,381,524
- Prepayment discount (if utilized): -\$77,672.03
- Price is subject to change if Producer Price Index (PPI) exceeds 5% from the month of contract execution compared to 12 months prior to product completion date. Town subject to increase in excess of the 5%.

Current Debt:

- For the first two years, both the Ladder (\$93,506.67) and new Engine (\$137,856.10) payments overlap
- After May 1, 2029, the Ladder 1 debt drops off, significantly reducing capital equipment debt and improving long-term affordability

Recommendation

Motion:

I move that the Selectboard authorize the Town Manager to accept the purchase proposal from Sutphen for the new Rescue/Engine in the amount of \$1,381,524, and direct the Town Manager to further investigate the most advantageous financing agreement to complete this acquisition.

Attachments:

Sutphen design
Sutphen Proposal
Leasing2 Quotation
VT Bond Bank Estimates
PPT Slides



Hartford Fire

New Rescue/Engine Purchase



Background



Two apparatus are reaching end of 20-year service life:

- 2008 Rescue 1 (Heavy Rescue)
- 2009 Engine 3 (Pumper)

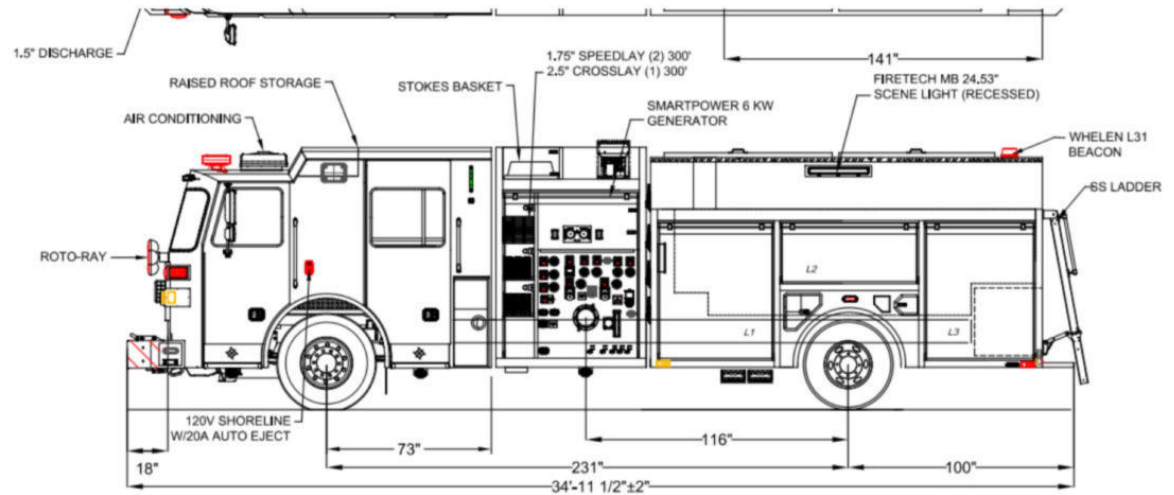
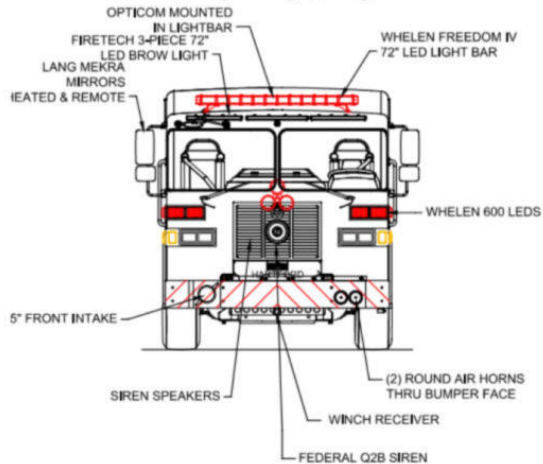
Independent replacements would cost \$2,339,936.

Proposed approach: reduce fleet by one unit and purchase a combined Rescue/Engine.

Proposed Purchase

Waterous CSU 1500 single stage
Water Tank Capacity 750 gal, 20 gal foam

TOTAL: 451 CU.FT.



DIMENSIONS SHOWN ON THIS DRAWING ARE APPROXIMATE AND ARE SUBJECT TO MINOR DEVIATIONS DURING CONSTRUCTION.

IN THE EVENT OF A DISCREPANCY BETWEEN THE SUTPHEN SPECIFICATIONS AND DRAWING, THE

CUSTOMER APPROVAL

NAME:

DRAWN BY:

RAGHU

DATE:

1/27/26

SUTPHEN
HARTFORD FIRE DEPARTMENT

Manufacturer: Sutphen

Finalized design and confirmed price: \$1,381,524 due at the time of final inspection

Estimated delivery: 24-30 months

Full payment at order discount: \$77,672.03

Municipal Lease-Purchase Overview

What Is a Municipal Lease-Purchase?

A “tax-exempt lease” commonly used by cities/towns/fire departments to finance apparatus and equipment.

Key Characteristics

- Typically **no voter approval required** (treated as annual appropriation, not long-term debt)
- **Low transaction cost** – minimal or no legal fees
- **Simple, fast approval process** at Selectboard level
- **Tax-exempt interest**, generally near bond rates
- Includes a **non-appropriation clause**, preventing classification as long-term debt
- **Ownership transfers** to the municipality upon final payment

Best Uses

- Fire apparatus (engines, ladders, ambulances)
- SCBA and radio systems
- Turnout gear packages

Municipal Bond Overview

What Is a Municipal Bond?

A formal, long-term debt instrument issued by a city, town, or district for major capital projects.

Key Characteristics

- **Requires voter approval** (VT typically requires this for long-term debt)
- **Higher transaction costs** – bond counsel, underwriting, issuance fees
- **Longer timeline** – public vote, legal review, rating considerations
- Usually the **lowest available interest rate** due to strong credit and tax-exempt status
- Creates a **publicly disclosed long-term debt obligation**

Best Uses

- Large-scale capital projects (fire stations, town buildings, major infrastructure)
- Very large fleet replacement programs
- Situations where the town is already planning a bond issuance

Lease-Purchase (Leasing2)

Interest rate: 4.98%, non-appropriation clause

Term: 10 years Annual payment: \$137,856.10

Includes \$275,000 balloon in Year 3, representing anticipated sale of Engine 3 and Rescue 1

Consistent with town's past practice (Ladder 1 & Simulcast Projects)

Allows use of manufacturer discount

Higher Interest Payments

Lease-Purchase Proposal

Town of Hartford, VT

7/6/2026 5:51 PM Page 1

Interest Rate: 4.98%

Pyt. No.	Date	Payment	Interest	Principal
1	7/25/2027	137,856.10	64,908.71	72,947.39
2	7/25/2028	137,856.10	61,275.31	76,580.79
3	7/25/2029	137,856.10	57,460.93	80,395.17
4	7/25/2029	275,000.00	0.00	275,000.00
5	7/25/2030	137,856.10	39,759.21	98,096.89
6	7/25/2031	137,856.10	34,873.14	102,982.96
7	7/25/2032	137,856.10	29,743.71	108,112.39
8	7/25/2033	137,856.10	24,358.79	113,497.31
9	7/25/2034	137,856.10	18,705.65	119,150.45
10	7/25/2035	137,856.10	12,770.94	125,085.16
11	7/25/2036	137,856.10	6,540.64	131,315.46
Grand Totals		1,653,561.00	350,397.03	1,303,163.97

Vermont Bond Bank

Illustrative rate: 3.16%, level principal

No early prepayment allowed → cannot utilize \$77,000 manufacturer discount

Complex workaround proposed (short-term \$275k bridge loan + 10-year loan), rare and may not be feasible

Would require bond counsel review

Rates subject to change

Lower Interest Payments

VT Bond Bank

ANNUAL DEBT SERVICE SCHEDULE			
	Principal	Interest	Series D/S
	1,303,000	216,031	1,519,031
6/30/2027	0	10,287	10,287
6/30/2028	130,300	39,091	169,391
6/30/2029	130,300	34,976	165,276
6/30/2030	130,300	30,862	161,162
6/30/2031	130,300	26,747	157,047
6/30/2032	130,300	22,632	152,932
6/30/2033	130,300	18,517	148,817
6/30/2034	130,300	14,402	144,702
6/30/2035	130,300	10,287	140,587
6/30/2036	130,300	6,172	136,472
6/30/2037	130,300	2,057	132,357
6/30/2038	0	0	0
6/30/2039	0	0	0

Current Fire Department Debt Schedule

Ladder 1 (Existing Debt)

- Final payment: May 1, 2029
 - Final payment amount: \$93,506.67
 - After FY2029, this debt fully retires, reducing annual fire apparatus debt burden
-
- If financed prior to delivery, for the first two years, both the Ladder and new Engine payments overlap
 - After FY2029, the Ladder 1 debt drops off, significantly reducing capital equipment debt and improving long-term affordability

Discussion

- Payment is due at competition of final inspection
- Interest Rates Subject to change
- Leasing proposal:
 1. Selectboard approval
 2. Simple process
 3. Non-Appropriation Clause
 4. 4.98% Interest Costs to the Town :\$350,397.03
 5. Sale of current apparatus applied to loan
- Bond proposal:
 1. Voter approval required-Long term debt
 2. Lengthy process-Public hearings
 3. Retain Bond Attorney
 4. 3.16% Interest Costs to the Town: \$216,031 (Some increase at full price)
 5. Sale of current apparatus goes to the Town

Options

1. Approve Sutphen Proposal:

- Production Begins 24-30 Month completion
- Price is subject to change if Producer Price Index (PPI) exceeds 5% from the month of contract execution compared to 12 months prior to product completion date. Town subject to increase in excess of the 5%.
- Proceed with Bond March 2027

2. Approved Sutphen Proposal:

- Production Begins 24-30 Month completion
- Delay Bond for March 2028 (Interest Rate Unknown)
- Allow for further payments of Ladder 1 debt to drop off

3. Delay Sutphen Proposal proceed to Bond First

- Production delayed
- Subject to manufacturing price cost increases

Questions?



**FAMILY OWNED
SINCE 1890**

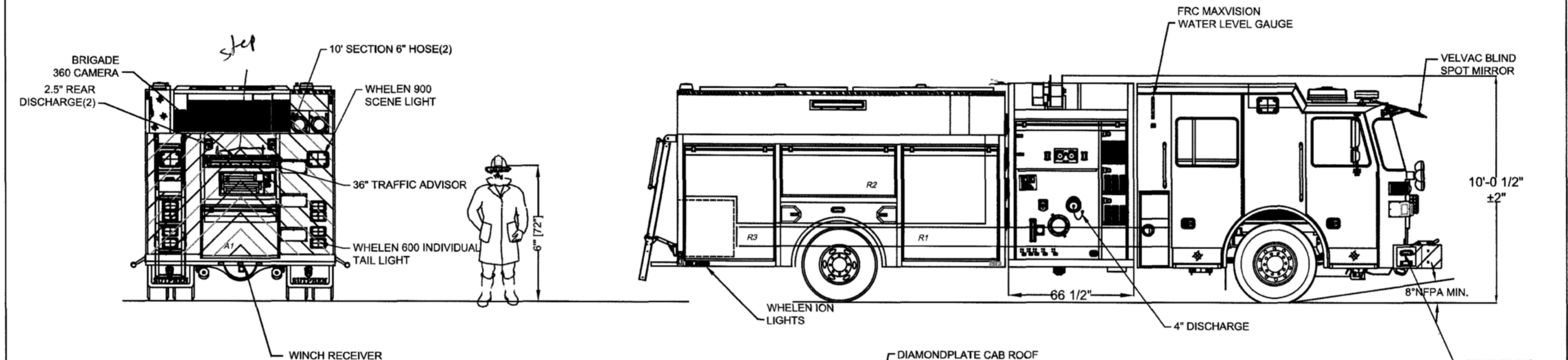
**Prepayment Discount Options
For The
Hartford Fire Department
Hartford, VT
6/4/2026**

Current Bid Price **\$1,380,836.00**

Option 1 25%	For a prepayment in the amount of \$345,209.00 the discount would be \$19,418.01 for a total selling price of \$1,361,417.99
Option 2 50%	For a prepayment in the amount of \$690,418.00 the discount would be \$38,836.01 for a total selling price of \$1,341,999.99
Option 3 75%	For a prepayment in the amount of \$1,035,627.00 the discount would be \$58,254.02 for a total selling price of \$1,322,581.98
Option 4 100%	For a full prepayment, we offer a discount of \$77,672.03 for a final selling price of \$1,303,163.97

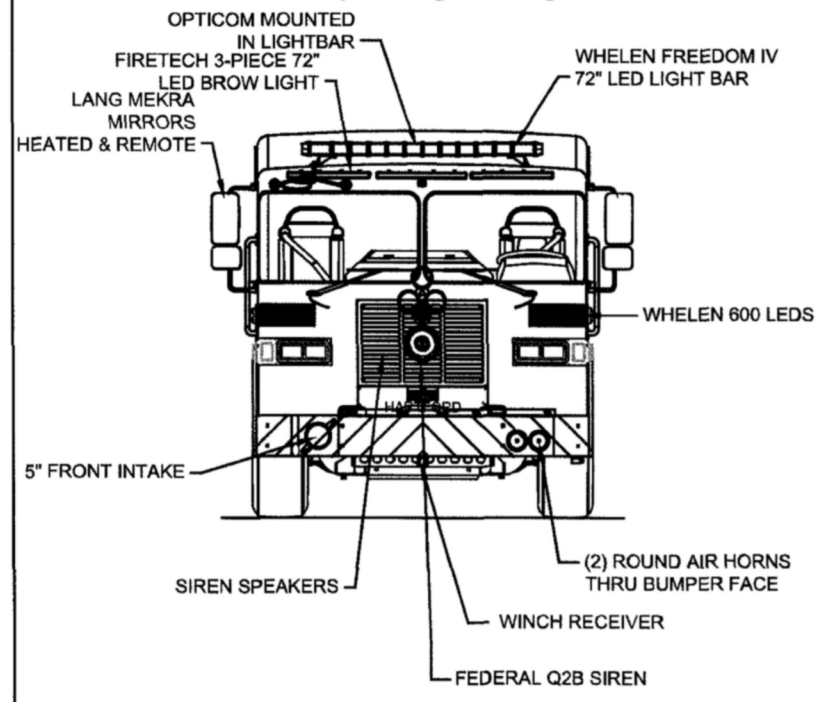
NOTE: For any option above, the prepayment would be due within 30 days of contract signing in order to receive the discounts listed. Any remaining balance would be due at the time of delivery.

Sutphen Corporation
PO Box 158 • Amlin, OH 43002-0158
6450 Eiterman Road • Dublin, OH 43016-8711
Tel 614 889-1005 • Toll Free 800 848-5860 • Fax 614 889-0874
www.sutphen.com • Sutphen@sutphencorp.com



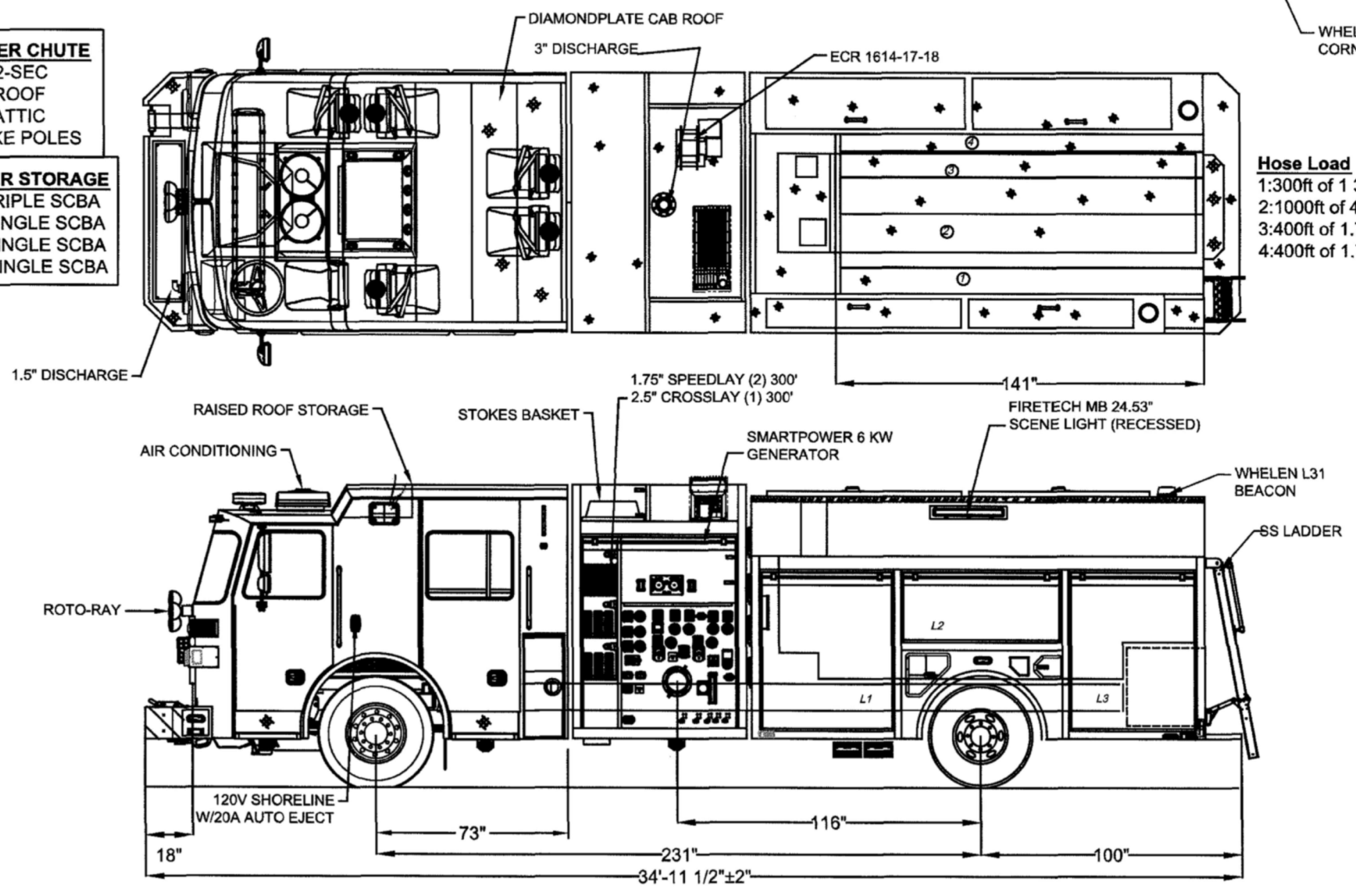
LEFT SIDE COMPARTMENTATION				
COMPT	DOORS	OPENING DIMENSIONS	INSIDE DIMENSIONS	VOLUME
L1	ROLL-UP	50" w X 56 7/8" h	56" w X 66" h X 27 1/4" d	55 CU. FT.
L2	ROLL-UP	57" w X 27 5/8" h	64" w X 32" h X 27 1/4" d	35 CU. FT.
L3	ROLL-UP	46" w X 56 7/8" h	53" w X 66" h X 27 1/4" d	55 CU. FT.
H1	LIFT-UP		158" L X 15" w X 23" h	33 CU. FT.
RIGHT SIDE COMPARTMENTATION				
COMPT	DOORS	OPENING DIMENSIONS	INSIDE DIMENSIONS	VOLUME
R1	ROLL-UP	50" w X 56 7/8" h	56" w X 66" h X 27 1/4" d	55 CU. FT.
R2	ROLL-UP	57" w X 27 5/8" h	64" w X 32" h X 27 1/4" d	35 CU. FT.
R3	ROLL-UP	50" w X 56 7/8" h	53" w X 66" h X 27 1/4" d	55 CU. FT.
H2	LIFT-UP		173.5" L X 23.5" w X 23" h	67 CU. FT.
REAR STEP COMPARTMENT				
COMPT	DOORS	OPENING DIMENSIONS	INSIDE DIMENSIONS	VOLUME
A1	ROLL-UP	37 1/2" w X 31" h	42" w X 30" h X 30 1/2" d	27 CU. FT.

Waterous CSU 1500 single stage
Water Tank Capacity 750 gal, 20 gal foam



LADDER CHUTE
24FT 2-SEC
14FT ROOF
10FT ATTIC
(2) PIKE POLES

FENDER STORAGE
LFF: TRIPLE SCBA
LRF: SINGLE SCBA
RFF: SINGLE SCBA
RRF: SINGLE SCBA



Hose Load
1:300ft of 1 3/4"
2:1000ft of 4"
3:400ft of 1.75"
4:400ft of 1.75"

DIMENSIONS SHOWN ON THIS DRAWING ARE APPROXIMATE AND ARE SUBJECT TO MINOR DEVIATIONS DURING CONSTRUCTION.	CUSTOMER APPROVAL				DRAWN BY: RAGHU		 SUTPHEN HARTFORD FIRE DEPARTMENT HARTFORD, ME CUSTOM PUMPER - PA-16 HS-###	
	NAME: _____				DATE: 1/27/26			
	TITLE: _____				MFG. FACILITY: EAST			
	DATE: _____							
IN THE EVENT OF A DISCREPANCY BETWEEN THE SUTPHEN SPECIFICATIONS AND DRAWING, THE SUTPHEN SPECIFICATIONS SHALL PREVAIL.			REV. _____		DESCRIPTION _____		BY _____ DATE _____	
DRAWING IS FOR REFERENCE ONLY. SOME ITEMS PROPOSED MAY NOT BE SHOWN OR NOTED.					THIS PRINT IS PROVIDED ON A RESTRICTED BASIS AND IS NOT TO BE USED IN ANY WAY DETRIMENTAL TO THE INTEREST OF SUTPHEN CORPORATION.			

LEASE FINANCING PROPOSAL

Provided by



Presented To (As Lessee)

Town of Hartford, VT

Proposal Date:	June 12, 2026			
Equipment Description:	(1) Sutphen Fire Truck			
Commencement Date:	July 25, 2026			
	50% Prepay	100% Prepay	50% Prepay	100% Prepay
	Option 1	Option 2	Option 3	Option 4
Equipment Cost:	\$1,380,836.00	\$1,380,836.00	\$1,380,836.00	\$1,380,836.00
Prepay Discount:	\$38,836.01	\$77,672.03	\$38,836.01	\$77,672.03
Amount Financed:	\$1,341,999.99	\$1,303,163.97	\$1,341,999.99	\$1,303,163.97
Lease Term:	10 Years	10 Years	10 Years	10 Years
First Payment Date:	7/25/27	7/25/27	7/25/27	7/25/27
Payment Frequency:	Annual	Annual	Annual	Annual
Interest Rate:	4.98%	4.98%	4.98%	4.98%
Payment Amount:	\$173,634.39	\$168,614.21	\$142,876.27	\$137,856.10
Special Payment:			\$275,000	\$275,000
Payment Due Date:			7/25/29	7/25/29
				<i>Made in addition to 3rd annual payment</i>

Qualifications:

1. **Pricing:** This is a lease proposal for the payment stream(s) indicated above. If any of the information identified above are not correct, please advise us so that we can determine if a new proposal is required. Other important elements of this proposal are:

- a) **Rate Expiration:** Signing this proposal does not in itself lock in your rate. This lease must be credit approved, contracts properly signed, and the lease funded by Leasing 2 within thirty days from the date of this proposal to protect the rates quoted.
- b) **Closing Costs:** There will be no up-front costs of any kind charged by Lessor including closing costs, points, administrative costs, etc. Your attorney may charge you to review the lease documents and complete the opinion letter required with our lease documentation.
- c) **Fixed Rates:** Rates are fixed for the entire term.

2. **Type of Lease:** This is a lease-purchase type of financing. After all the lease payments are made, Lessee will own the equipment without further cost.

3. **Financial Reporting:** All city, county and tax districts (including fire districts) will be expected to provide GAAP audited financial reports. All non-for profit corporations (vfd's) will be expected to provide IRS 990 federal tax returns. If you do not maintain these types of financial reports, please contact us to discuss.

4. **Vendor Payable / Escrow Account (where applicable):** In the event that the truck(s) and/or equipment are not ready to be delivered, proceeds of this lease will be held in a vendor payable account until delivery/acceptance. This is a non-interest bearing account to Lessee.

5. **Credit Approval and Documentation:** This is a proposal only, and does not represent a commitment to lease. This financing is subject to credit review and approval and execution of mutually acceptable documentation, including the opinion of lessee's counsel opining that the agreement is legal, valid and binding, and qualified as a tax exempt obligation under the tax reform act of 1986 as amended.

Financing provided by:



Leasing 2, Inc.

Contact: Brad Meyers

Phone: 813-258-9888 x12

Date: June 12, 2026

Email: bmeyers@leasing2.com

Web: www.leasing2.com

REQUEST TO PROCEED:

When you are ready to proceed with Leasing 2 towards finalizing this lease financing arrangement, please indicate so by signing below and completing the requested information. We will immediately email you our application. Thank you for your confidence and consideration.

Proposal date: June 12, 2026

Option Chosen: _____ (where applicable)

Upcoming Governing Body meeting date for lease approval: _____

Town of Hartford, VT

Name of Lessee

Authorized Signature

Date

Printed Name Of Authorized Signature

Title

Contact Name (If Different Than
Authorized Signature)

Contact Phone

Contact E-Mail Address

Last month of your budget year?

*Please complete the above information and **fax or email** all pages of the proposal to
813-258-9333 / bmeyers@leasing2.com*



**** Important: A Resolution will be required with the lease contract ****

**In the event that you require board action to sign this proposal,
please call us so that we may forward the preferred form for the meeting.**

Are you ready to move forward with Leasing 2?

Here is a quick overview of our process

- 1. Signed Proposal** - When you are ready to move forward with Leasing 2, email a scan of the completed and signed proposal back to Leasing 2.
- 2. Credit Application** - A credit application and request for current financial reports will be emailed to the designated contacts upon receipt of the signed proposal. The credit application should be completed and returned promptly to protect your quoted interest rates. Credit approval usually comes within a few days receipt of the completed credit application.
- 3. Financing Agreement** - Once credit approval is accomplished, the financing agreement will be emailed for review and signature. Once the contracts are signed and returned, we are ready for closing.

SOURCES & USES		DEBT SERVICE SCHEDULE				ANNUAL DEBT SERVICE SCHEDULE			
Sources	Assumptions	Payment Date	Principal	Interest	Series D/S		Principal	Interest	Series D/S
Par	\$275,000		275,000	21,092	296,092		275,000	21,092	296,092
Equity	0								
Total	\$275,000	5/1/2027	0	1,917	1,917	6/30/2027	0	1,917	1,917
		11/1/2027	0	3,835	3,835	6/30/2028	0	7,670	7,670
Uses		5/1/2028	0	3,835	3,835	6/30/2029	0	7,670	7,670
Project	\$275,000	11/1/2028	0	3,835	3,835	6/30/2030	275,000	3,835	278,835
COI		5/1/2029	0	3,835	3,835	6/30/2031	0	0	0
Total	\$275,000	11/1/2029	275,000	3,835	278,835	6/30/2032	0	0	0
		5/1/2030	0	0	0	6/30/2033	0	0	0
Dated Date	3/1/2027	11/1/2030	0	0	0	6/30/2034	0	0	0
I-Commencement Date	5/1/2027	5/1/2031	0	0	0	6/30/2035	0	0	0
P-Commencement Date	11/1/2029	11/1/2031	0	0	0	6/30/2036	0	0	0
Term	3 Years	5/1/2032	0	0	0	6/30/2037	0	0	0
Amortization Period	1 Years	11/1/2032	0	0	0	6/30/2038	0	0	0
Final Maturity	11/1/2029	5/1/2033	0	0	0	6/30/2039	0	0	0
Avg Life	2.75 Years	11/1/2033	0	0	0	6/30/2040	0	0	0
		5/1/2034	0	0	0	6/30/2041	0	0	0
Statistics		11/1/2034	0	0	0	6/30/2042	0	0	0
Net Interest Cost	2.79%	5/1/2035	0	0	0	6/30/2043	0	0	0
		11/1/2035	0	0	0	6/30/2044	0	0	0
		5/1/2036	0	0	0	6/30/2045	0	0	0
		11/1/2036	0	0	0	6/30/2046	0	0	0
[Note] NIC assumes no accrued interest		5/1/2037	0	0	0	6/30/2047	0	0	0
& par bonds		11/1/2037	0	0	0	6/30/2048	0	0	0
		5/1/2038	0	0	0	6/30/2049	0	0	0

SOURCES & USES		DEBT SERVICE SCHEDULE				ANNUAL DEBT SERVICE SCHEDULE			
Sources	Assumptions	Payment Date	Principal	Interest	Series D/S		Principal	Interest	Series D/S
Par	\$1,028,000		1,028,000	170,437	1,198,437		1,028,000	170,437	1,198,437
Equity	0								
Total	\$1,028,000	5/1/2027	0	8,116	8,116	6/30/2027	0	8,116	8,116
		11/1/2027	102,800	16,232	119,032	6/30/2028	102,800	30,841	133,641
Uses		5/1/2028	0	14,609	14,609	6/30/2029	102,800	27,595	130,395
Project	\$1,028,000	11/1/2028	102,800	14,609	117,409	6/30/2030	102,800	24,348	127,148
COI		5/1/2029	0	12,986	12,986	6/30/2031	102,800	21,102	123,902
Total	\$1,028,000	11/1/2029	102,800	12,986	115,786	6/30/2032	102,800	17,855	120,655
		5/1/2030	0	11,362	11,362	6/30/2033	102,800	14,609	117,409
Dated Date	3/1/2027	11/1/2030	102,800	11,362	114,162	6/30/2034	102,800	11,362	114,162
I-Commencement Date	5/1/2027	5/1/2031	0	9,739	9,739	6/30/2035	102,800	8,116	110,916
P-Commencement Date	11/1/2027	11/1/2031	102,800	9,739	112,539	6/30/2036	102,800	4,870	107,670
Term	10 Years	5/1/2032	0	8,116	8,116	6/30/2037	102,800	1,623	104,423
Amortization Period	10 Years	11/1/2032	102,800	8,116	110,916	6/30/2038	0	0	0
Final Maturity	11/1/2036	5/1/2033	0	6,493	6,493	6/30/2039	0	0	0
Avg Life	5.25 Years	11/1/2033	102,800	6,493	109,293	6/30/2040	0	0	0
		5/1/2034	0	4,870	4,870	6/30/2041	0	0	0
Statistics		11/1/2034	102,800	4,870	107,670	6/30/2042	0	0	0
Net Interest Cost	3.16%	5/1/2035	0	3,246	3,246	6/30/2043	0	0	0
		11/1/2035	102,800	3,246	106,046	6/30/2044	0	0	0
		5/1/2036	0	1,623	1,623	6/30/2045	0	0	0
		11/1/2036	102,800	1,623	104,423	6/30/2046	0	0	0
[Note] NIC assumes no accrued interest		5/1/2037	0	0	0	6/30/2047	0	0	0
& par bonds		11/1/2037	0	0	0	6/30/2048	0	0	0
		5/1/2038	0	0	0	6/30/2049	0	0	0

SOURCES & USES		DEBT SERVICE SCHEDULE				ANNUAL DEBT SERVICE SCHEDULE			
Sources	Assumptions	Payment Date	Principal	Interest	Series D/S		Principal	Interest	Series D/S
Par	\$1,303,000		1,303,000	216,031	1,519,031		1,303,000	216,031	1,519,031
Equity	0								
Total	\$1,303,000	5/1/2027	0	10,287	10,287	6/30/2027	0	10,287	10,287
		11/1/2027	130,300	20,574	150,874	6/30/2028	130,300	39,091	169,391
Uses		5/1/2028	0	18,517	18,517	6/30/2029	130,300	34,976	165,276
Project	\$1,303,000	11/1/2028	130,300	18,517	148,817	6/30/2030	130,300	30,862	161,162
COI		5/1/2029	0	16,460	16,460	6/30/2031	130,300	26,747	157,047
Total	\$1,303,000	11/1/2029	130,300	16,460	146,760	6/30/2032	130,300	22,632	152,932
		5/1/2030	0	14,402	14,402	6/30/2033	130,300	18,517	148,817
Dated Date	3/1/2027	11/1/2030	130,300	14,402	144,702	6/30/2034	130,300	14,402	144,702
I-Commencement Date	5/1/2027	5/1/2031	0	12,345	12,345	6/30/2035	130,300	10,287	140,587
P-Commencement Date	11/1/2027	11/1/2031	130,300	12,345	142,645	6/30/2036	130,300	6,172	136,472
Term	10 Years	5/1/2032	0	10,287	10,287	6/30/2037	130,300	2,057	132,357
Amortization Period	10 Years	11/1/2032	130,300	10,287	140,587	6/30/2038	0	0	0
Final Maturity	11/1/2036	5/1/2033	0	8,230	8,230	6/30/2039	0	0	0
Avg Life	5.25 Years	11/1/2033	130,300	8,230	138,530	6/30/2040	0	0	0
		5/1/2034	0	6,172	6,172	6/30/2041	0	0	0
Statistics		11/1/2034	130,300	6,172	136,472	6/30/2042	0	0	0
Net Interest Cost	3.16%	5/1/2035	0	4,115	4,115	6/30/2043	0	0	0
		11/1/2035	130,300	4,115	134,415	6/30/2044	0	0	0
		5/1/2036	0	2,057	2,057	6/30/2045	0	0	0
		11/1/2036	130,300	2,057	132,357	6/30/2046	0	0	0
[Note] NIC assumes no accrued interest		5/1/2037	0	0	0	6/30/2047	0	0	0
& par bonds		11/1/2037	0	0	0	6/30/2048	0	0	0

Agenda Memorandum

Submitted By: Erik Krauss (Selectboard Member)

Subject: Annual Work Plan Second-Quarter Update – continued discussion

Background: At its February planning workshop, the Selectboard developed an annual work plan to guide its priorities and activities for the year. The Board also committed to reviewing and updating the plan on a quarterly basis. This second-quarter update provides an opportunity for the Board to revise the plan in response to changing circumstances, available capacity, and emerging priorities.

Discussion: The table below is a proposed outline of upcoming workshops, meetings, and Board work expected to require significant Selectboard time. Continuing from its June 23 meeting, the Board should finalize amendments to this summary.

Key:

- ✦ Highlighted text indicates outstanding decisions
- ✦ Blue text indicates that confirmation is needed

Workshop/Event	Timeframe	Est. Hours	Lead(s)	Notes
CIP Prioritization Workshop (included in CIP project plan)	Special Selectboard meeting: July 30, 3pm-6pm	3	RTL will prepare and facilitate	Led by RTL for the Board (and potentially CIPC) to develop a defensible prioritization of capital projects.
FY28 Budget Prep	Board discussion during the July 21 meeting. Board members should send requests to Tim by COB on July 6.	2	Tim will work with TM to consolidate board and staff ideas	Prepare a list of the information requests and proposals the Board wants from staff to support FY28 budget decisions.
CIP Public Engagement (included in Engagement Plan)	September – date and agenda to be finalized by CPIC and RTL	2	CIPC will host and RTL will present.	The focus would be information sharing with the public and CIPC on both the draft six-year plan and the process and policy elements. Effectively serves as a preliminary handoff from RTL to CIPC while engaging the public on capital planning and projects.
Braver Angels for community leaders (included in Engagement Plan)	August 25	3	Braver Angels and Miranda	Invite formal and informal community leaders to build skills that help them become more

Workshop/Event	Timeframe	Est. Hours	Lead(s)	Notes
				effective change-makers and cultivate social capital.
Public Safety Listening Session (included in Engagement Plan)	September	3	TM, Staff, SB member(s) - TBD	The focus is on how taxpayers want their tax dollars spent on public safety. Need a facilitator and assistance from staff to frame the discussion and prepare.
Affordability “Summit”	Part 1: brainstorming session with the board and committee – August 11. Part 2: consideration of committee proposals – Date TBD but likely October.	3	Ashley will serve as point person for structuring and setting goals for brainstorming session.	Special meeting approved by the Board on 6/9. Should include a review and discussion of Committee/Commission proposals as well as Board proposals. Designate an SB member as point person to receive and compile Board proposals.
Joint SB/School Board Meeting (included in SB calendar)	September or October	2	Tim will liaise with School Board Chair, TM and School Board Chair	Goals and agenda are not yet defined. This is on the SB Calendar in May. Consider changing to fall timeframe in future years.
Strategic Vision Workshop	January	7	SB members	Originally combined with CIP Prioritization then planned for late summer. Given its current workload the Board may be better prepared to do this work in January 2027.
Intro to Systems Thinking Tools for Leaders	January or February – pending reevaluation and reprioritization during Q3 AWP update.	6	Point=Erik	The workshop facilitator is still open to working with the board and select staff members. Workshop overview and schedule pending.
Public Safety Service and Facility Needs Committee	January or February – pending reevaluation and reprioritization	Ongoing	SB members, TM, HPD, FM	Establish an Ad hoc Public Safety Committee to explore service delivery models best suited to Hartford and to address facility needs. The intent was to provide input for the FY28 budget cycle. Leadership transition, board

Workshop/Event	Timeframe	Est. Hours	Lead(s)	Notes
	during Q3 AWP update.			capacity, and filling the Facilities Manager position are considerations in shifting this work.
Finance 101 for Elected Officials	TBD			This is Tim's suggestion that the board could benefit from finance training.

Financial Impact:

Additional Board-approved meetings will result in additional compensation costs charged to account 10-111-101-0000. Because the number of meetings and the number of members seeking compensation are not known, no cost estimate is available currently.

Recommendation

That the Selectboard approves a finalized set of changes to incorporate into the Annual Work Plan.

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 1
User: florentina
ReportAPINHDPmtByDate

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.
10-0300	Christian Street Cemetery				
009028	CEMETERY SOLUTIONS, LLC			7/02/2026	109
1118	4 CORNER POSTS	0.00	\$720.00	0.00	720.00
Desc: 4 CORNER POSTS		Acct: 10-985-341-0000	Christian Steet Exp - Reserves		
Vendor Total:			720.00	0.00	720.00
10-0300	COUNTRY LANE		Bank Total:		720.00
12-0012	COUNTRY LANE				
037450	PIKE INDUSTRIES INC			7/02/2026	104
1381396	STONE	0.00	\$253.76	0.00	253.76
Desc: 4 - 6" Erosion Stone		Acct: 12-500-311-0001	STORM 7.9.23 MATERIALS - 311		
1381086	STONE	0.00	\$1,259.27	0.00	1,259.27
Desc: 4 - 6" Erosion Stone		Acct: 12-500-311-0001	STORM 7.9.23 MATERIALS - 311		
Desc: 3/4" Crushed Stone Base		Acct: 12-500-311-0001	STORM 7.9.23 MATERIALS - 311		
Vendor Total:			1,513.03	0.00	1,513.03
12-0012	Local Option Tax - Meals & Room		Bank Total:		1,513.03
25-0500	Local Option Tax - Meals & Room				
024465	JAMES LAMONTAGNE LANDSCAPE CO, INC	JAMES LAMONTAGNE LANDSCAPE CO, INC		7/02/2026	2021
3559	2026 DOWNTOWN VIBRANCY	0.00	\$1,213.81	0.00	1,213.81
Desc: 2026 DOWNTOWN VIBRANCY		Acct: 25-985-316-0521	LOT - Beautification Project		
Vendor Total:			1,213.81	0.00	1,213.81
053000	WHITE RIVER COUNCIL ON AGING			7/02/2026	2022
2026T-05-02	BUGBEE LIFE+SAFETY PROJECT	0.00	\$2,120.00	0.00	2,120.00
Desc: BUGBEE LIFE+SAFETY PROJECT		Acct: 25-985-100-0500	Local Option Tax Meals & Rooms		
Vendor Total:			2,120.00	0.00	2,120.00
25-0500	PARKS - REC RESTRICTED		Bank Total:		3,333.81
25-8055	PARKS - REC RESTRICTED				
019392	GRANDSTAND APPAREL	GRANDSTAND APPAREL		7/02/2026	2069
INV-7578	CREW UNIFORMS	0.00	\$418.05	0.00	418.05
Desc: Balloon fest parking attendant shir		Acct: 25-985-511-0003	P & R Restricted - Hanson		
Vendor Total:			418.05	0.00	418.05
035301	PYROTECNICO FIREWORKS, INC			7/02/2026	2070
SO-PYR62221	4TH OF JULY FIREWORKS	0.00	\$3,500.00	0.00	3,500.00
Desc: 4TH OF JULY FIREWORKS-MASCOMA		Acct: 25-985-511-0006	P & R Restricted - Community Events		
Desc: 4TH OF JULY FIREWORKS-802CREDIT UNI		Acct: 25-985-511-0004	P & R Restricted - Members Advantage		
Vendor Total:			3,500.00	0.00	3,500.00
25-8055	Landfill Closure		Bank Total:		3,918.05
30-0200	Landfill Closure				
041586	SANBORN, HEAD & ASSOCIATES, INC			7/02/2026	2009

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 7/02/2026 - 7/02/2026

Page: 2
User: florentina
ReportAPINHDPmtByDate

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.
	05005.006,0073398	LF MONITORING 2025-2026	0.00	\$8,533.59	0.00	8,533.59
	Desc: LF MONITORING 2025-2026		Acct: 30-973-318-0100	LANDFILL CLOSURE EXPENSE		
		Vendor Total:		8,533.59	0.00	8,533.59
30-0200	GENERAL FUND - MASCOMA			Bank Total:	8,533.59	
FUND 1 0	GENERAL FUND - MASCOMA					
000870	ADVANCE AUTO PARTS		ADVANCED AUTO PARTS		7/02/2026	99293
	6084617665938	PARTS	0.00	\$40.04	0.00	40.04
	Desc: AMB 22		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
		Vendor Total:		40.04	0.00	40.04
001170	AIRGAS, INC.		AIRGAS USA, LLC		7/02/2026	99294
	9172628207	MED SUPPLIES	0.00	\$72.80	0.00	72.80
	Desc: MEDICAL O2		Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
		Vendor Total:		72.80	0.00	72.80
001642	ALLARD'S PORTABLE TOILETS LLC				7/02/2026	99295
	15146	PORTABLE TOILETS	0.00	\$450.00	0.00	450.00
	Desc: PORTABLE TOILETS		Acct: 10-521-318-0000	PR -CONTRACTED SERVICES		
	15173	PORTABLE TOILETS	0.00	\$410.00	0.00	410.00
	Desc: Youth tournament portable toilets f		Acct: 10-527-318-0000	PR -CONTRACTED SERVICES		
	15231	PORTABLE TOILETS	0.00	\$225.00	0.00	225.00
	Desc: Quechee concert portable toilet		Acct: 10-521-318-0000	PR -CONTRACTED SERVICES		
		Vendor Total:		1,085.00	0.00	1,085.00
001650	ALLEN ENGINEERING, INC				7/02/2026	99409
	114-501695-01	POLYMER	7,086.50	\$7,086.50	0.00	7,086.50
	Desc: 2300LB Bin SF 837_Polymer for Treat		Acct: 60-961-340-0000	CHEMICALS		
		Vendor Total:		7,086.50	0.00	7,086.50
003185	ATG PATRIOT, LLC				7/02/2026	99296
	R301019799:02	Engine 1 Motor Rebuild/Repair	0.00	\$8,341.87	0.00	8,341.87
	Desc: Engine 1 Motor Rebuild/Repair		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	R301019799:02B	Engine 1 Motor Rebuild/Repair	0.00	\$3,718.10	0.00	3,718.10
	Desc: Engine 1 Motor Rebuild/Repair		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
		Vendor Total:		12,059.97	0.00	12,059.97
004580	BARTLETT TREE EXPERTS				7/02/2026	99297
	43683300	Hazard tree removal Hazen St.	0.00	\$3,600.00	0.00	3,600.00
	Desc: Hazard tree removal Hazen St.		Acct: 10-115-101-0201	BC -TREE WARDEN		
		Vendor Total:		3,600.00	0.00	3,600.00
004854	BENISTAR/HARTFORD		BESTCO HARTFORD		7/02/2026	99375
	JUL'26	RETIREEES HEALTH INS - JUL 2026	3,048.39	\$16,753.28	0.00	16,753.28
	Desc: Retirees Health Ins July 2026		Acct: 10-121-418-0100	TM -RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Ins July 2026		Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Ins July 2026		Acct: 10-174-418-0100	ASE -RETIREE HEALTH INSURANCE		

Report Date: 7/02/26
12:41PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 3

User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Retirees Health Ins July 2026	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Ins July 2026	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Ins July 2026	Acct: 10-271-418-0100	DISP -RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Ins July 2026	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Ins July 2026	Acct: 10-622-418-0100	PDZ -Retiree Health Insurance		
	Desc: Retirees Health Ins July 2026	Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Health Ins July 2026	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
	Vendor Total:		16,753.28	0.00	16,753.28
005825	BLANCHARD, STEVENS	THE CONNIPTION FITS	7/02/2026		99376
07.04.2026	KILOWATT PARK 4TH OF JULY	0.00	\$1,500.00	0.00	1,500.00
	Desc: Conniption Fits Live Entetainment	Acct: 10-516-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:		1,500.00	0.00	1,500.00
005900	BLOOD'S CATERING & PARTY RENTALS		7/02/2026		99298
109274	CAMP VENTURES TENTS	0.00	\$750.00	0.00	750.00
	Desc: Camp Ventures Tents	Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:		750.00	0.00	750.00
006960	N.E.T.S. INC		7/02/2026		99299
061520261	GROUND LADDER TESTING	0.00	\$1,490.00	0.00	1,490.00
	Desc: GROUND LADDER TESTING	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	Vendor Total:		1,490.00	0.00	1,490.00
006965	BRADY INDUSTRIES		7/02/2026		99300
11861281	CLEANING SUPPLIES	0.00	\$23.30	0.00	23.30
	Desc: CLEANING SUPPLIES	Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES		
11880291	CLEANING SUPPLIES	0.00	\$28.53	0.00	28.53
	Desc: CLEANING SUPPLIES	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
11881005	CLEANING SUPPLIES	0.00	\$368.57	0.00	368.57
	Desc: CLEANING SUPPLIES	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
11883738	CLEANING SUPPLIES	0.00	\$42.37	0.00	42.37
	Desc: CLEANING SUPPLIES	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
11901830	CLEANING SUPPLIES	0.00	\$32.83	0.00	32.83
	Desc: CLEANING SUPPLIES	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
	Vendor Total:		495.60	0.00	495.60
007336	BROOKS, MELINDA E	MELINDA E BROOKS	7/02/2026		99301
06.29.2026	2026 ELECTIONS TRAINING- W RUTLAND	0.00	\$69.60	0.00	69.60
	Desc: 2026 ELECTIONS TRAINING- W RUTLAND	Acct: 10-151-311-0000	TC -TRAVEL & MEETINGS		
	Vendor Total:		69.60	0.00	69.60
009028	CEMETERY SOLUTIONS, LLC		7/02/2026		99377
1153	CEMETERY MOWING - JULY 2026	0.00	\$1,499.00	0.00	1,499.00
	Desc: CEMETERY MOWING - JULY 2026	Acct: 10-341-318-0100	CEM -Christian St Cemetery - Contractor		
	Vendor Total:		1,499.00	0.00	1,499.00
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M	7/02/2026		99302

Report Date: 7/02/26
12:41PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 4
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name		Payee Name		Check Date	Check No.
Vendor ID	Vendor Name					
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
4272788147	UNIFORMS	0.00	\$62.13	0.00	62.13	
Desc: UNIFORMS		Acct: 10-325-326-0000	DPW -UNIFORMS			
4272788165	SHOP TOWELS	0.00	\$49.92	0.00	49.92	
Desc: SHOP TOWELS - FD		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES			
Desc: SHOP TOWELS - PD		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES			
Vendor Total:			112.05	0.00	112.05	
009840	CIVICPLUS, INC	CIVICPLUS, INC	7/02/2026		99303	
374733	MUNICODE SUPPLIES	0.00	\$509.73	0.00	509.73	
Desc: MUNICODE SUPPLIES		Acct: 10-121-318-0010	TM- CONTRACTED SERVICES POLIC\			
377044	SSL MANAGEMENT	0.00	\$45.96	0.00	45.96	
Desc: SSL MANAGEMENT		Acct: 10-181-318-0100	IT -CONTRACTED SERVICES - MANAC			
Vendor Total:			555.69	0.00	555.69	
010420	COATES, THOMAS	THOMAS COATES	7/02/2026		99378	
JUL'26	RETIREE HEALTH INS REIMB - JUL'26	262.98	\$262.98	0.00	262.98	
Desc: RETIREE HEALTH INS REIMB - JUL'26		Acct: 65-963-418-0100	RETIRE HEALTH INSURANCE			
Vendor Total:			262.98	0.00	262.98	
011968	URSA AND THE MAJOR KEY		7/02/2026		99379	
07.01.2026	2026 SUMMER CONCERT SERIES	0.00	\$300.00	0.00	300.00	
Desc: 2026 SUMMER CONCERT SERIES		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES			
Vendor Total:			300.00	0.00	300.00	
012665	DANIELS, WANDA	WANDA DANIELS	7/02/2026		99380	
JUL'26	RETIREE HEALTH INS REIMB - JUL'26	0.00	\$229.17	0.00	229.17	
Desc: Ret reimb July 2026		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE			
Vendor Total:			229.17	0.00	229.17	
013200	DEAN, DAVID	DAVID DEAN	7/02/2026		99381	
JUL'26	RETIREE HEALTH INS REIMB	0.00	\$825.38	0.00	825.38	
Desc: Ret Reimb Ins July 2026		Acct: 10-521-418-0100	PR -RETIREE HEALTH INSURANCE			
Vendor Total:			825.38	0.00	825.38	
014395	MACK BROTHERS ELEVATOR LLC		7/02/2026		99382	
8215	Yearly - Lube & Survey FY27	0.00	\$1,920.00	0.00	1,920.00	
Desc: Yearly - Lube & Survey FY27		Acct: 10-121-318-0000	TM -CONTRACT SERVICES			
Vendor Total:			1,920.00	0.00	1,920.00	
014415	DUBE, CHRISTOPHER	CHRISTOPHER DUBE	7/02/2026		99383	
JUL'26	RETIREE HEALTH INS REIMB - JUL'26	0.00	\$312.50	0.00	312.50	
Desc: Ret reimb July 2026		Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE			
Vendor Total:			312.50	0.00	312.50	
015472	EMERSON, MARK		7/02/2026		99304	
05.29.2026	YOUTH SOFTBALL GAME	0.00	\$60.00	0.00	60.00	
Desc: YOUTH SOFTBALL GAME		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES			

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 7/02/2026 - 7/02/2026

Page: 5
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name		Payee Name		Check Date	Check No.
Vendor ID	Vendor Name					
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:				60.00	0.00	60.00
015500	ENDYNE, INC				7/02/2026	99305
580888	TESTING		71.00	\$71.00	0.00	71.00
Desc:	TESTING		Acct: 50-954-318-0000	CONTRACTED SERVICES		
580979	TESTING		36.00	\$36.00	0.00	36.00
Desc:	TESTING		Acct: 50-954-318-0000	CONTRACTED SERVICES		
Vendor Total:				107.00	0.00	107.00
015815	EVANS GROUP INC		EVANS GROUP INC.		7/02/2026	99410
0084065-IN	DIESEL		0.00	\$22,579.02	0.00	22,579.02
Desc:	5,999 Gallons @ \$3.7485/Gallon Plus		Acct: 10-321-319-0000	DPW -EQUIPMENT OPERATION-GAS		
Vendor Total:				22,579.02	0.00	22,579.02
016080	CONSOLIDATED COMMUNICATIONS				7/02/2026	99411
139245838419JUN'26	319 LATHAM WKS LN		262.35	\$262.35	0.00	262.35
Desc:	319 LATHAM WKS LN		Acct: 60-962-324-0000	TELEPHONE		
Vendor Total:				262.35	0.00	262.35
016540	FERGUSON ENTERPRISES, LLC		FERGUSON ENTERPRISES,LLC #591 #576		7/02/2026	99306
1326569	PARTS		148.20	\$148.20	0.00	148.20
Desc:	PARTS		Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		
	PARTS		Acct: 55-954-321-0000	REPAIRS & MAINT - VEHICLES		
1327647	MATERIALS		522.02	\$522.02	0.00	522.02
Desc:	Erie curb bx w/plug lid		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Desc:	Erie curb box w/2H lid		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Desc:	Erie bx S Rod w/SS Pin		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
1327658	HARD HAT		415.60	\$415.60	0.00	415.60
Desc:	HARD HAT		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Desc:	HARD HAT		Acct: 55-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
1327864	HARD HAT		48.11	\$48.11	0.00	48.11
Desc:	HARD HAT		Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
Desc:	HARD HAT		Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
Vendor Total:				1,133.93	0.00	1,133.93
016730	FIRE & POLICE SELECTION INC				7/02/2026	99307
23206	ENTRANCE EXAM		0.00	\$1,212.00	0.00	1,212.00
Desc:	ENTRANCE EXAM		Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
Vendor Total:				1,212.00	0.00	1,212.00
016840	FIREMATIC SUPPLY CO		FIREMATIC SUPPLY CO		7/02/2026	99308
INESCT13221	EXTRICATION TOOL SERVICE		0.00	\$1,200.00	0.00	1,200.00
Desc:	EXTRICATION TOOL SERVICE		Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN		
Vendor Total:				1,200.00	0.00	1,200.00
017110	FISHER AUTO PARTS, INC				7/02/2026	99309
301-284396	PARTS		0.00	\$30.48	0.00	30.48
Desc:	PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 6
User: florentina
ReportAPINHDPmtByDate

Check Date: 7/02/2026 - 7/02/2026

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.	
301-284716	PARTS	0.00	\$12.99	0.00	12.99	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
301-284717	PARTS	0.00	\$19.77	0.00	19.77	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
301-284746	PARTS	0.00	\$53.70	0.00	53.70	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
301-285439	PARTS	0.00	\$83.13	0.00	83.13	
Desc: PARTS		Acct: 10-321-319-0000	DPW -EQUIPMENT OPERATION-GAS			
301-285633	PARTS	17.09	\$17.09	0.00	17.09	
Desc: PARTS		Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES			
Desc: PARTS		Acct: 55-954-321-0000	REPAIRS & MAINT - VEHICLES			
301-286985	PARTS	0.00	\$24.84	0.00	24.84	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
301-287525	PARTS	0.00	\$4.48	0.00	4.48	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
301-288625	PARTS	0.00	\$28.75	0.00	28.75	
Desc: PARTS		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
301-288711	PARTS	0.00	\$13.95	0.00	13.95	
Desc: PARTS		Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES			
Vendor Total:			289.18	0.00	289.18	
017301	FOGG'S LUMBER AND HARDWARE		7/02/2026		99310	
425549/6	DISTILL WATER	14.36	\$14.36	0.00	14.36	
Desc: DISTILL WATER		Acct: 60-961-323-0000	MATERIAL & SUPPLIES			
425672/6	MATERIALS	103.97	\$103.97	0.00	103.97	
Desc: MATERIALS		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
425989/6	MATERIALS	0.00	\$51.20	0.00	51.20	
Desc: MATERIALS		Acct: 10-315-323-0000	DPW -MATERIAL & SUPPLIES			
426334/6	MATERIALS	6.29	\$6.29	0.00	6.29	
Desc: MATERIALS		Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL			
427461/6	MATERIALS	35.14	\$35.14	0.00	35.14	
Desc: MATERIALS		Acct: 60-961-323-0000	MATERIAL & SUPPLIES			
429876/6	FUEL FILTER	0.00	\$9.99	0.00	9.99	
Desc: FUEL FILTER		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES			
430575/6	PAPER PRODUCTS	20.99	\$20.99	0.00	20.99	
Desc: PAPER PRODUCTS		Acct: 50-952-323-0000	MATERIAL & SUPPLIES			
Desc: PAPER PRODUCTS		Acct: 55-953-323-0000	MATERIALS & SUPPLIES			
431116/6	MATERIALS	0.00	\$0.90	0.00	0.90	
Desc: MATERIALS		Acct: 10-527-323-0000	PR -MATERIAL & SUPPLIES			
431366/6	MAXFIELD FLAG POLE	0.00	\$23.97	0.00	23.97	
Desc: MAXFIELD FLAG POLE		Acct: 10-528-323-0000	PR -MATERIAL & SUPPLIES			
462704/5	MATERIALS	0.00	\$13.99	0.00	13.99	
Desc: RUBBER MALLET		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES			
Vendor Total:			280.80	0.00	280.80	
017479	FREDRICKSON, ELISA		7/02/2026		99384	
JUL-DEC'26	GYM REIMBURSEMENT JUL-DEC 2026	0.00	\$123.00	0.00	123.00	
Desc: GYM REIMBURSEMENT JUL-DEC 2026		Acct: 10-171-318-0000	FIN -CONTRACTED SERVICES			

Report Date: 7/02/26
12:41PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 7
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name		Payee Name		Check Date	Check No.
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
019392	GRANDSTAND APPAREL		GRANDSTAND APPAREL	7/02/2026		99311
	INV-7579	CREW UNIFORMS	0.00	\$1,367.64	0.00	1,367.64
	Desc:	Union and seasonal staff uniforms f	Acct: 10-521-326-0000	PR -UNIFORMS-PURCHASE/LEASE/CI		
	INV-7580	CREW UNIFORMS	0.00	\$596.88	0.00	596.88
	Desc:	Uniforms for seasonal staff	Acct: 10-512-326-0000	PR -UNIFORMS		
Vendor Total:				1,964.52	0.00	1,964.52
019500	GRASSLAND EQUIPMENT &			7/02/2026		99312
	1420870	GS 60 DECK BELT-V	0.00	\$275.48	0.00	275.48
	Desc:	GS 60 DECK BELT-V	Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES		
Vendor Total:				275.48	0.00	275.48
019850	GREEN MOUNTAIN POWER CORP		GREEN MOUNTAIN POWER CORP	7/02/2026		99313
	08303200003JUN'26	DEWEY FAMILY RD	127.49	\$127.49	0.00	127.49
	Desc:	DEWEY FAMILY RD	Acct: 60-964-329-0000	ELECTRICITY		
	09732000006JUN'26	319 LATHAM WORKS	10,598.66	\$10,598.66	0.00	10,598.66
	Desc:	319 LATHAM WORKS	Acct: 60-961-329-0000	ELECTRICITY		
	11013200008JUN'26	HENDEE WAY	38.62	\$38.62	0.00	38.62
	Desc:	HENDEE WAY	Acct: 65-964-329-0000	ELECTRICITY		
	13414587553JUN'26	120 LESLE DR UNIT A	0.00	\$332.64	0.00	332.64
	Desc:	120 LESLE DR UNIT A	Acct: 10-528-329-0000	PR -ELECTRICITY		
	18303200002JUN'26	124 IZZO PL WOODSTOCK RD	768.10	\$768.10	0.00	768.10
	Desc:	124 IZZO PL WOODSTOCK RD	Acct: 65-963-329-0000	ELECTRICITY		
	21257439196JUN'26	1774 HILLSIDE RD	0.00	\$169.30	0.00	169.30
	Desc:	1774 HILLSIDE RD	Acct: 10-221-329-0000	HFD -ELECTRICITY		
	23490000009JUN'26	200 CRANBERRY LN	4,811.68	\$4,811.68	0.00	4,811.68
	Desc:	200 CRANBERRY LN	Acct: 50-952-329-0000	ELECTRICITY		
	23833000005JUN'26	RT 5 HIGHLAND AVE SIGNAL LGTS	0.00	\$111.36	0.00	111.36
	Desc:	RT 5 HIGHLAND AVE SIGNAL LGTS	Acct: 10-314-329-0000	DPW -ELECTRICITY		
	27333200007JUN'26	ALDEN PARTRIDGE RD	49.44	\$49.44	0.00	49.44
	Desc:	ALDEN PARTRIDGE RD	Acct: 65-964-329-0000	ELECTRICITY		
	27762000001JUN'26	262 N MAIN ST - SENIOR CTR	0.00	\$265.96	0.00	265.96
	Desc:	262 N MAIN ST - SENIOR CTR	Acct: 10-421-329-0000	SEN -ELECTRICITY / GAS		
	33833000004JUN'26	MAXFIELD PUMP STA	177.59	\$177.59	0.00	177.59
	Desc:	MAXFIELD PUMP STA	Acct: 60-964-329-0000	ELECTRICITY		
	38035000009JUN'26	OLCOTT COMMERCE PARK	290.13	\$290.13	0.00	290.13
	Desc:	OLCOTT COMMERCE PARK	Acct: 60-964-329-0000	ELECTRICITY		
	39135140109JUN'26	120 LESLE DR UNIT C	0.00	\$67.68	0.00	67.68
	Desc:	120 LESLE DR UNIT C	Acct: 10-528-329-0000	PR -ELECTRICITY		
	39424000006JUN'26	PUBLIC SAFETY BLDG	0.00	\$553.16	0.00	553.16
	Desc:	PUBLIC SAFETY BLDG	Acct: 10-221-329-0000	HFD -ELECTRICITY		
	Desc:	PUBLIC SAFETY BLDG	Acct: 10-211-329-0000	HPD -ELECTRICITY		
	Desc:	PUBLIC SAFETY BLDG	Acct: 10-271-329-0000	DISP -ELECTRICITY		
	41082200001JUN'26	291 SUGAR HILL LN	183.14	\$183.14	0.00	183.14
	Desc:	291 SUGAR HILL LN	Acct: 55-954-329-0000	ELECTRICITY		
	43382200004JUN'26	EASTMAN HILL PUMP	347.48	\$347.48	0.00	347.48

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 8
User: florentina

ReportAPINHDPmtByDate

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: EASTMAN HILL PUMP	Acct: 55-954-329-0000	ELECTRICITY		
44926000009JUN'26	171 BRIDGE ST MUNI LTS		0.00	\$2,824.00	0.00	2,824.00
		Desc: 171 BRIDGE ST MUNI LTS	Acct: 10-314-329-0000	DPW -ELECTRICITY		
48832000003JUN'26	ARBORETUM LN		119.32	\$119.32	0.00	119.32
		Desc: ARBORETUM LN	Acct: 60-964-329-0000	ELECTRICITY		
48933200007JUN'26	VILLAGE GREEN BALLOON FEST		0.00	\$901.21	0.00	901.21
		Desc: VILLAGE GREEN BALLOON FEST	Acct: 10-521-329-0000	PR -ELECTRICITY		
49424000005JUN'26	VA CUTOFF WTR		33.97	\$33.97	0.00	33.97
		Desc: VA CUTOFF WTR	Acct: 50-954-329-0000	ELECTRICITY		
49672200000JUN'26	RTE WEST HTFD & QUE ST		0.00	\$617.14	0.00	617.14
		Desc: RTE WEST HTFD & QUE ST	Acct: 10-314-329-0000	DPW -ELECTRICITY		
53833000002JUN'26	MUNICIPAL BLDG		0.00	\$216.90	0.00	216.90
		Desc: MUNICIPAL BLDG	Acct: 10-161-329-0000	TH -ELECTRICITY		
57303200000JUN'26	HIGH ST MAIN ST		743.51	\$743.51	0.00	743.51
		Desc: HIGH ST MAIN ST	Acct: 60-964-329-0000	ELECTRICITY		
62592200000JUN'26	WOODSTOCK RD QUE SALT SHED		0.00	\$28.32	0.00	28.32
		Desc: WOODSTOCK RD QUE SALT SHED	Acct: 10-314-329-0000	DPW -ELECTRICITY		
62713200004JUN'26	WOODSTOCK RD HEAT TAPE		28.32	\$28.32	0.00	28.32
		Desc: WOODSTOCK RD HEAT TAPE	Acct: 55-954-329-0000	ELECTRICITY		
65590000009JUN'26	DEPOT ST		446.48	\$446.48	0.00	446.48
		Desc: DEPOT ST	Acct: 60-962-329-0000	ELECTRICITY		
67003200002JUN'26	STATION 2		0.00	\$683.41	0.00	683.41
		Desc: STATION 2	Acct: 10-221-329-0000	HFD -ELECTRICITY		
67303200009JUN'26	78 MURPHYS RD		249.07	\$249.07	0.00	249.07
		Desc: 78 MURPHYS RD	Acct: 65-964-329-0000	ELECTRICITY		
67399084366JUN'26	120 LESLE DR UNIT B		0.00	\$1,101.32	0.00	1,101.32
		Desc: 120 LESLE DR UNIT B	Acct: 10-528-329-0000	PR -ELECTRICITY		
68053200009JUN'26	RT 14 W HARTFORD LIB		0.00	\$278.98	0.00	278.98
		Desc: RT 14 W HARTFORD LIB	Acct: 10-524-329-0000	PR -ELECTRICITY		
71013200002JUN'26	WHITMAN BOOK PUMP		695.71	\$695.71	0.00	695.71
		Desc: WHITMAN BOOK PUMP	Acct: 60-964-329-0000	ELECTRICITY		
74713200009JUN'26	WOODSTOCK RD ST LIGHTS		0.00	\$32.50	0.00	32.50
		Desc: WOODSTOCK RD ST LIGHTS	Acct: 10-314-329-0000	DPW -ELECTRICITY		
74872200006JUN'26	LAKE PINNEO WELL		893.95	\$893.95	0.00	893.95
		Desc: LAKE PINNEO WELL	Acct: 55-953-329-0000	ELECTRICITY		
74972200005JUN'26	WHEELOCK RD SEC 2		32.47	\$32.47	0.00	32.47
		Desc: WHEELOCK RD SEC 2	Acct: 55-954-329-0000	ELECTRICITY		
77303200008JUN'26	LAKE PINNEO WW PUMP		50.71	\$50.71	0.00	50.71
		Desc: LAKE PINNEO WW PUMP	Acct: 65-964-329-0000	ELECTRICITY		
80082200009JUN'26	NOYES LN KINGSWOOD		247.02	\$247.02	0.00	247.02
		Desc: NOYES LN KINGSWOOD	Acct: 55-954-329-0000	ELECTRICITY		
84443200005JUN'26	WATERMAN HL		0.00	\$48.98	0.00	48.98
		Desc: WATERMAN HL	Acct: 10-314-329-0000	DPW -ELECTRICITY		
84964606663JUN'26	45 HIGHLAND AVE WABA		0.00	\$611.24	0.00	611.24
		Desc: 45 HIGHLAND AVE WABA	Acct: 10-530-329-0000	PR -ELECTRICITY		
87303200007JUN'26	QUECHEE HARTLAND RD		154.07	\$154.07	0.00	154.07
		Desc: QUECHEE HARTLAND RD	Acct: 65-964-329-0000	ELECTRICITY		
91624000005JUN'26	SOLID WASTE ADMIN		29.05	\$29.05	0.00	29.05

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID
Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 9
User: florentina
ReportAPINHDPmtByDate

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: SOLID WASTE ADMIN	Acct: 30-971-329-0000	ELECTRICITY		
	92124869873JUN'26	43 HIGHLAND AVE - POOL	0.00	\$1,674.99	0.00	1,674.99
		Desc: 43 HIGHLAND AVE - POOL	Acct: 10-512-329-0000	PR -ELECTRICITY		
	97303200006JUN'26	NOYES LN PUMP STN	47.02	\$47.02	0.00	47.02
		Desc: NOYES LN PUMP STN	Acct: 65-964-329-0000	ELECTRICITY		
	01013200009JUN'26	1299 QUECHEE MAIN	227.62	\$227.62	0.00	227.62
		Desc: 1299 QUECHEE MAIN	Acct: 65-964-329-0000	ELECTRICITY		
	02624000002JUN'26	2590 N HARTLAND RD	101.98	\$101.98	0.00	101.98
		Desc: 2590 N HARTLAND RD	Acct: 30-971-329-0000	ELECTRICITY		
	04013200003JUN'26	BENTLY RD PUMP	75.05	\$75.05	0.00	75.05
		Desc: BENTLY RD PUMP	Acct: 65-964-329-0000	ELECTRICITY		
		Vendor Total:		32,086.74	0.00	32,086.74
020212		GUARINO'S SWIMMING POOL SERVICE INC			7/02/2026	99314
	0568333-IN	ACUTABS	0.00	\$2,351.68	0.00	2,351.68
		Desc: AccuTabs for SMAF	Acct: 10-512-323-0000	PR -MATERIAL & SUPPLIES		
		Vendor Total:		2,351.68	0.00	2,351.68
020773		HARTFORD AREA CHAMBER OF COMMERC			7/02/2026	99412
	2026-05	26 DOWNTN PROG VIGRANCY GRANT MAY'2	4,525.00	\$4,525.00	0.00	4,525.00
		Desc: 26 DOWNTN PROG VIGRANCY GRANT MAY'2	Acct: 70-622-318-7077	Downtown Vibrancy 2026 #07110-DVF-2		
		Vendor Total:		4,525.00	0.00	4,525.00
022400		HERRIN, RANDY	RANDALL HERRIN		7/02/2026	99385
	JUL'26	RETIREE HEALTH INS REIMB - JUL'26	229.17	\$229.17	0.00	229.17
		Desc: Ret reimb July 2026	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
		Vendor Total:		229.17	0.00	229.17
022703		HILL, MARY	MARY HILL		7/02/2026	99386
	JUL'26	RETIREE HEALTH INS REIMB	0.00	\$428.22	0.00	428.22
		Desc: Retiree Reimb Ins July 2026	Acct: 10-151-418-0100	TC -Retirees		
		Vendor Total:		428.22	0.00	428.22
023122		HORIZON BUSINESS GROUP, LLC			7/02/2026	99315
	2215585	MED SUPPLIES	0.00	\$89.75	0.00	89.75
		Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
		Vendor Total:		89.75	0.00	89.75
023250		HUBERT'S OF LEBANON			7/02/2026	99316
	06.20.2026	UNIFORMS	0.00	\$287.98	0.00	287.98
		Desc: Utility Boots	Acct: 10-325-326-0000	DPW -UNIFORMS		
		Desc: Utility Boots	Acct: 10-325-326-0000	DPW -UNIFORMS		
		Vendor Total:		287.98	0.00	287.98
024185		INTERSTATE FIRE PROTECTION, LLC			7/02/2026	99317
	12486178	VT STATE INSPECTIONS	0.00	\$290.00	0.00	290.00
		Desc: VT STATE INSPECTIONS	Acct: 10-321-318-0000	DPW -CONTRACTED SERVICES		

Report Date: 7/02/26
12:41PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 10
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name		Payee Name		Check Date	Check No.
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:				290.00	0.00	290.00
024465	JAMES LAMONTAGNE LANDSCAPE CO, INC		JAMES LAMONTAGNE LANDSCAPE CO, INC	7/02/2026	99318	
3559	2026 DOWNTOWN VIBRANCY		1,250.00	\$1,584.94	0.00	1,584.94
	Desc:	2026 DOWNTOWN VIBRANCY	Acct: 70-622-318-7077	Downtown Vibrancy 2026 #07110-DVF-2		
	Desc:	2026 DOWNTOWN VIBRANCY	Acct: 10-622-312-0100	PDZ -MARKETING PROMOTION		
Vendor Total:				1,584.94	0.00	1,584.94
024800	JOE'S EQUIPMENT SERVICE			7/02/2026	99319	
20-700512-01	WEED TRIMMER		0.00	\$308.98	0.00	308.98
	Desc:	WEED TRIMMER	Acct: 10-221-331-0200	HFD -TECHNICAL/WATER EQUIPMEN		
NF-100078	MATERIALS		63.26	\$63.26	0.00	63.26
	Desc:	MATERIALS	Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:				372.24	0.00	372.24
027100	LAVALLEY BUILDING SUPPLY, INC			7/02/2026	99320	
1461064	PARS/SUPPLIES		548.99	\$548.99	0.00	548.99
	Desc:	High Torque Impact Wrench	Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
	Desc:	Battery	Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:				548.99	0.00	548.99
027175	LAW, TODD		TODD LAW	7/02/2026	99321	
JUN'26	MILEAGE REIMBURSEMENT JUN'26		266.67	\$333.33	0.00	333.33
	Desc:	Travel Allowance FY2026	Acct: 10-325-315-0000	DPW -RECRUITMENT & TRAINING		
	Desc:	Travel Allowance FY2026	Acct: 50-955-318-0000	CONTRACTED SERVICES		
	Desc:	Travel Allowance FY2026	Acct: 55-955-318-0000	CONTRACTED SERVICES		
	Desc:	Travel Allowance FY2026	Acct: 60-965-318-0000	CONTRACTED SERVICES		
	Desc:	Travel Allowance FY2026	Acct: 65-965-318-0000	CONTRACTED SERVICES		
Vendor Total:				333.33	0.00	333.33
027402	LEBANON, CITY OF		CITY OF LEBANON	7/02/2026	99413	
MAY'26	TIPPING FEES		12,403.45	\$12,403.45	0.00	12,403.45
	Desc:	Tipping Fees_05/01/26 - 05/29/26	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:				12,403.45	0.00	12,403.45
027403	LEBANON, CITY OF		CITY OF LEBANON	7/02/2026	99322	
MAY'26	GRIT DISPOSAL		15,042.00	\$15,143.75	0.00	15,143.75
	Desc:	Grit Disposal_05/01/26 - 05/29/26	Acct: 60-961-318-0000	CONTRACTED SERVICES		
	Desc:	Trash from Green Up Day	Acct: 10-611-318-0000	PDZ -CONTRACT SERVICES		
Vendor Total:				15,143.75	0.00	15,143.75
027900	LIBBEY, JEFFREY SCOTT		JEFFREY LIBBEY	7/02/2026	99323	
06-10-26	1st Aid/CPR Training		0.00	\$780.00	0.00	780.00
	Desc:	1st Aid/CPR Training	Acct: 10-514-315-0000	PR -RECRUITMENT & TRAINING		
Vendor Total:				780.00	0.00	780.00
028024	LIFTOFF, LLC			7/02/2026	99324	
8758ADD32	OFFICE 365		207.00	\$207.00	0.00	207.00

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 11
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name				Check Date	Check No.
Vendor ID	Vendor Name		Payee Name			
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc:	OFFICE 365	Acct:	30-971-318-0000	CONTRACTED SERVICES	
028024		LIFTOFF, LLC			7/02/2026	99387
	8832ADD33	GCC 8 MO LICENSES		0.00	\$396.00	0.00 396.00
	Desc:	GCC 8 MO LICENSES	Acct:	10-181-318-0100	IT -CONTRACTED SERVICES - MANAC	
	Vendor Total:				603.00	0.00 603.00
028039		LIVEMIXKINGS			7/02/2026	99414
	INV0247	JUNETEENTH - LYMAN PARK		0.00	\$420.00	0.00 420.00
	Desc:	JUNETEENTH - LYMAN PARK	Acct:	10-516-318-0000	PR -CONTRACTED SERVICES	
	Vendor Total:				420.00	0.00 420.00
028848		MADISON NATIONAL LIFE INSURANCE CO,			7/02/2026	99388
	JUL'26	LIFE INS - JUL 2026		344.64	\$2,744.67	0.00 2,744.67
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-121-240-0000	TM -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-151-240-0000	TC -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-171-240-0000	FIN -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-174-240-0000	ASE -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-175-240-0000	DEL -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-181-240-0000	IT -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-211-240-0000	HPD -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-221-240-0000	HFD -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-271-240-0000	DISP -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-311-240-0000	DPW -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-325-240-0000	DPW -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-511-240-0000	PR -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-514-240-0000	PR -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-521-240-0000	PR -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-621-240-0000	PDZ -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	10-622-240-0000	PDZ -LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	30-974-240-0000	LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	30-975-240-0000	LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	50-954-240-0000	LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	50-955-240-0000	LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	55-955-240-0000	LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	60-961-240-0000	LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	60-965-240-0000	LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	65-963-240-0000	LIFE INSURANCE	
	Desc:	LIFE INSURANCE - JULY '26	Acct:	60-965-240-0000	LIFE INSURANCE	
	Vendor Total:				2,744.67	0.00 2,744.67
029010		MAINE OXY ACETYLENE SUPPLY CO	MAINE OXY		7/02/2026	99325
	3003571838	CO2 - POOL SUPPLIES		0.00	\$208.37	0.00 208.37
	Desc:	CO2 - POOL SUPPLIES	Acct:	10-512-323-0000	PR -MATERIAL & SUPPLIES	
	3003580790	CO2 - POOL		0.00	\$285.64	0.00 285.64
	Desc:	CO2 - POOL	Acct:	10-512-323-0000	PR -MATERIAL & SUPPLIES	
	7000644923	CYLINDER RENTAL FEE		0.00	\$63.15	0.00 63.15
	Desc:	CYLINDER RENTAL FEE	Acct:	10-512-323-0000	PR -MATERIAL & SUPPLIES	
	Vendor Total:				557.16	0.00 557.16

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 12
User: florentina

ReportAPINHDPmtByDate

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.
029746	DARTMOUTH-HITCHCOCK		DARTMOUTH - HITCHCOCK		7/02/2026	99326
700000530,240118435	PRE EMPLOYMENT		0.00	\$215.00	0.00	215.00
Desc:	PRE EMPLOYMENT		Acct: 10-211-315-0000	HPD -RECRUITMENT & TRAINING		
Vendor Total:				215.00	0.00	215.00
029815	MASON, W.B. COMPANY, INC		W.B. MASON COMPANY, INC		7/02/2026	99327
262623456	CLEANING SUPPLIES		0.00	\$96.75	0.00	96.75
Desc:	HAND TOWELS, DETERGENT		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
262666352	CLEANING SUPPLIES		0.00	\$52.03	0.00	52.03
Desc:	DISINFECTANT		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
262765446	OFFICE SUPPLIES		0.00	\$356.13	0.00	356.13
Desc:	OFFICE SUPPLIES		Acct: 10-622-323-0000	PDZ -MATERIAL & SUPPLIES		
262443127	OFFICE SUPPLIES		0.00	\$25.79	0.00	25.79
Desc:	OFFICE SUPPLIES		Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES		
262442289	OFFICE SUPPLIES		0.00	\$39.95	0.00	39.95
Desc:	OFFICE SUPPLIES		Acct: 10-325-323-0000	DPW -MATERIAL & SUPPLIES		
262639949	CLEANING SUPPLIES		0.00	\$20.47	0.00	20.47
Desc:	CLEANERS		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
262623680	CLEANING SUPPLIES		0.00	\$350.24	0.00	350.24
Desc:	TOILET PAPER, SOAP, DETERGENT		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
262639724	OFFICE SUPPLIES		0.00	\$17.93	0.00	17.93
Desc:	TISSUE		Acct: 10-221-323-0000	HFD -MATERIAL & SUPPLIES		
Vendor Total:				959.29	0.00	959.29
029855	MATT MUNROE				7/02/2026	99389
07.08.2026	2026 SUMMER CONCERT SERIES		0.00	\$600.00	0.00	600.00
Desc:	Summer Concert 7/8		Acct: 10-514-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				600.00	0.00	600.00
030275	MDL ELECTRIC LLC				7/02/2026	99415
381	LIGHT POLE REPLACMNT - S MAIN ST		0.00	\$8,320.50	0.00	8,320.50
Desc:	LIGHT POLE REPLACMNT - S MAIN ST		Acct: 10-314-418-0503	DPW -Insurance Related Expense - REII		
030275	MDL ELECTRIC LLC				7/02/2026	99328
372	MATERIALS		0.00	\$724.69	0.00	724.69
Desc:	4 Pole Contactor 120V coil		Acct: 10-314-318-0000	DPW -CONTRACTED SERVICES		
Desc:	Big Blue Wirenuts		Acct: 10-314-318-0000	DPW -CONTRACTED SERVICES		
Desc:	#8 Fork Terminal		Acct: 10-314-318-0000	DPW -CONTRACTED SERVICES		
Desc:	Licensed Labor		Acct: 10-314-318-0000	DPW -CONTRACTED SERVICES		
Vendor Total:				9,045.19	0.00	9,045.19
031443	MONTAGE ENTERPRISES, INC				7/02/2026	99329
0031968-IN	BLADE SET		0.00	\$188.09	0.00	188.09
Desc:	BLADE SET		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:				188.09	0.00	188.09
031892	MS&K, INC				7/02/2026	99330
18742	QUE-HARTLAND RD CULVERT 03.24-05.26	1,375.00		\$1,375.00	0.00	1,375.00

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 13
User: florentina

ReportAPINHDPmtByDate

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: QUE-HARTLAND RD CULVERT 03.24-05.26	Acct: 72-325-325-0560	TH Structures Program #BC2426		
	Vendor Total:		1,375.00	0.00	1,375.00
031955	MES SERVICE COMPANY, LLC	MES SERVICE COMPANY, LLC	7/02/2026		99331
IN2526281	UNIFORMS	0.00	\$356.89	0.00	356.89
Desc: UNIFORMS 6281		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
IN2534680	UNIFORMS	0.00	\$193.51	0.00	193.51
Desc: UNIFORMS 4680		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
IN2535000	HYDRO TESTING	0.00	\$179.00	0.00	179.00
Desc: HYDRO TESTING		Acct: 10-221-331-0100	HFD -FIRE SUPPRESSION EQUIPMEN		
IN2534720	UNIFORMS	0.00	\$193.51	0.00	193.51
Desc: UNIFORMS 4720		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
	Vendor Total:		922.91	0.00	922.91
033986	NEW HAMPSHIRE RECYCLES		7/02/2026		99332
148051	FREON UNITS	224.00	\$224.00	0.00	224.00
Desc: FREON UNITS		Acct: 30-971-318-0000	CONTRACTED SERVICES		
148243	FREON/SCRAP/GLASS	854.02	\$854.02	0.00	854.02
Desc: Scrap-Light Iron		Acct: 30-971-318-0000	CONTRACTED SERVICES		
Desc: Transportation		Acct: 30-971-318-0000	CONTRACTED SERVICES		
Desc: Freon-Units		Acct: 30-971-318-0000	CONTRACTED SERVICES		
Desc: Glass-PGA		Acct: 30-971-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,078.02	0.00	1,078.02
034800	NORTHEAST DELTA DENTAL		7/02/2026		99390
JUL'26	DENTAL INS - JUL 2026	1,638.48	\$10,282.04	0.00	10,282.04
Desc: DENTAL INS - JUL26		Acct: 10-121-230-0000	TM -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-151-230-0000	TC -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-171-230-0000	FIN -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-174-230-0000	ASE -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-175-230-0000	DEL -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-181-230-0000	IT -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-211-230-0000	HPD -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
Desc: DENTAL INS - JUL26		Acct: 10-221-230-0000	HFD -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-271-230-0000	DISP -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-311-230-0000	DPW -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-325-230-0000	DPW -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
Desc: DENTAL INS - JUL26		Acct: 10-511-230-0000	PR -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-514-230-0000	PR -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-521-230-0000	PR -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-621-230-0000	PDZ -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 10-622-230-0000	PDZ -DENTAL		
Desc: DENTAL INS - JUL26		Acct: 30-975-230-0000	DENTAL		
Desc: DENTAL INS - JUL26		Acct: 50-954-230-0000	DENTAL		
Desc: DENTAL INS - JUL26		Acct: 50-955-230-0000	DENTAL		
Desc: DENTAL INS - JUL26		Acct: 55-955-230-0000	DENTAL		
Desc: DENTAL INS - JUL26		Acct: 60-961-230-0000	DENTAL		
Desc: DENTAL INS - JUL26		Acct: 60-965-230-0000	DENTAL		

Report Date: 7/02/26
12:41PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 14
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name		Payee Name		Check Date	Check No.
Vendor ID	Vendor Name		Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc:	DENTAL INS - JUL26	Acct:	65-963-230-0000	DENTAL	
	Desc:	DENTAL INS - JUL26	Acct:	65-965-230-0000	DENTAL	
Vendor Total:				10,282.04	0.00	10,282.04
035050	NORTHERN NURSERIES INC				7/02/2026	99333
296431	RETURNS		0.00	\$-27.50	0.00	-27.50
	Desc:	RETURNS	Acct:	10-527-323-0000	PR -MATERIAL & SUPPLIES	
296432	SUPPLIES		0.00	\$27.50	0.00	27.50
	Desc:	SUPPLIES	Acct:	10-527-323-0000	PR -MATERIAL & SUPPLIES	
296433	SUPPLIES		0.00	\$27.50	0.00	27.50
	Desc:	SUPPLIES	Acct:	10-527-323-0000	PR -MATERIAL & SUPPLIES	
297186	RETURNS		0.00	\$-73.00	0.00	-73.00
	Desc:	RETURNS	Acct:	10-527-323-0000	PR -MATERIAL & SUPPLIES	
297204	TURFACE		0.00	\$99.60	0.00	99.60
	Desc:	TURFACE	Acct:	10-527-323-0000	PR -MATERIAL & SUPPLIES	
035050	NORTHERN NURSERIES INC				7/02/2026	99416
299011	CLAY		0.00	\$84.00	0.00	84.00
	Desc:	CLAY	Acct:	10-528-323-0000	PR -MATERIAL & SUPPLIES	
035050	NORTHERN NURSERIES INC				7/02/2026	99333
297183	TURFACE		0.00	\$73.00	0.00	73.00
	Desc:	TURFACE	Acct:	10-527-323-0000	PR -MATERIAL & SUPPLIES	
292051	FIELD CLAY		0.00	\$84.00	0.00	84.00
	Desc:	FIELD CLAY	Acct:	10-527-323-0000	PR -MATERIAL & SUPPLIES	
Vendor Total:				295.10	0.00	295.10
035301	PYROTECNICO FIREWORKS, INC				7/02/2026	99391
SO-PYR62221	4TH OF JULY FIREWORKS		0.00	\$16,500.00	0.00	16,500.00
	Desc:	4TH OF JULY FIREWORKS	Acct:	10-516-318-0000	PR -CONTRACTED SERVICES	
Vendor Total:				16,500.00	0.00	16,500.00
035326	JOHN DEER FINANCIAL f.s.b.		POWERPLAN		7/02/2026	99334
11678196	FILTERS		0.00	\$113.25	0.00	113.25
	Desc:	FILTERS	Acct:	10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES	
Vendor Total:				113.25	0.00	113.25
035840	OAKES AND SON DRYWALL VT LLC				7/02/2026	99335
VR052026-5	EXCAVATION		1,000.00	\$1,000.00	0.00	1,000.00
	Desc:	Water Break98 North Main St	Acct:	50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR	
Vendor Total:				1,000.00	0.00	1,000.00
037450	PIKE INDUSTRIES INC				7/02/2026	99336
1370217	STONE		0.00	\$362.37	0.00	362.37
	Desc:	STONE	Acct:	10-311-323-0000	DPW -MATERIAL & SUPPLIES	
48771	2025/2026 PAVING - MAY'26		0.00	\$593,126.41	0.00	593,126.41
	Desc:	2025/2026 PAVING - MAY'26	Acct:	10-311-318-0000	DPW -CONTRACTED SERVICES	
Vendor Total:				593,488.78	0.00	593,488.78

Report Date: 7/02/26
12:41PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 15
User: florentina

ReportAPINHDPmtByDate

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.
038188	LL POTWIN SERVICES			7/02/2026		99337
561	SPRING CLEANUP / MOWING		0.00	\$4,516.64	0.00	4,516.64
Desc: Spring Cleanup		Acct: 10-311-318-0000		DPW -CONTRACTED SERVICES		
Desc: Spring Cleanup		Acct: 10-421-318-0000		SEN -CONTRACTED SERVICES		
Desc: May Mowing		Acct: 10-311-318-0000		DPW -CONTRACTED SERVICES		
Desc: May Mowing		Acct: 10-421-318-0000		SEN -CONTRACTED SERVICES		
Vendor Total:				4,516.64	0.00	4,516.64
038495	PRIORITY EXPRESS, INC.			7/02/2026		99338
81722627	INTERLIBRARY LOAN PROG - JUN'26		0.00	\$131.50	0.00	131.50
Desc: INTERLIBRARY LOAN PROG - JUN'26		Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF		
Vendor Total:				131.50	0.00	131.50
039710	REED TRUCK SERVICES INC	SG REED TRUCK SERVICES INC,		7/02/2026		99339
32330B	PARTS		0.00	\$241.56	0.00	241.56
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
33618	PARTS		0.00	\$117.16	0.00	117.16
Desc: PARTS		Acct: 10-321-321-0000		DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:				358.72	0.00	358.72
039985	RETHINK LOCAL, INC			7/02/2026		99417
185	CIP 2/4		4,100.00	\$5,125.00	0.00	5,125.00
Desc: CIP 2/4 5/22/26 - 6/21/26		Acct: 70-622-622-7076		Mun Planning -07110-MP-2025-Hartford-		
Desc: CIP 2/4 5/22/26 - 6/21/26		Acct: 10-622-318-0000		PDZ -CONTRACTED SERVICES		
039985	RETHINK LOCAL, INC			7/02/2026		99392
183	TM Search Payment 3/3 FY 27		0.00	\$3,334.00	0.00	3,334.00
Desc: TM Search Payment 3/3 FY 27		Acct: 10-121-318-0005		TM -Contract Services - Town Manager :		
Vendor Total:				8,459.00	0.00	8,459.00
040000	REYNOLDS AND SON INC			7/02/2026		99340
3467245	PPE REPAIRS		0.00	\$316.25	0.00	316.25
Desc: PPE REPAIRS		Acct: 10-221-331-0100		HFD -FIRE SUPPRESSION EQUIPMEN		
Vendor Total:				316.25	0.00	316.25
040425	RIESEBERG, HUNTER	RIESEBERG, HUNTER		7/02/2026		99393
JUL'26	RETIREE HEALTH INS REIMB - JUL'26		150.65	\$430.40	0.00	430.40
Desc: Ret reimb July 2026		Acct: 10-121-418-0100		TM -RETIREE HEALTH INSURANCE		
Desc: Ret reimb July 2026		Acct: 30-975-418-0100		RETIREE HEALTH INSURANCE		
Desc: Ret reimb July 2026		Acct: 50-955-418-0100		RETIREE HEALTH INSURANCE		
Desc: Ret reimb July 2026		Acct: 55-955-418-0100		RETIREE HEALTH INSURANCE		
Desc: Ret reimb July 2026		Acct: 60-965-418-0100		RETIREE HEALTH INSURANCE		
Desc: Ret reimb July 2026		Acct: 65-965-418-0100		RETIREE HEALTH INSURANCE		
Vendor Total:				430.40	0.00	430.40
040751	ROGERS, LARRY	LARRY ROGERS		7/02/2026		99394
JUL'26	RETIREE HEALTH INS REIMB - JUL'26		240.00	\$240.00	0.00	240.00
Desc: Ret reimb July 2026		Acct: 60-961-418-0100		RETIREE HEALTH INSURANCE		

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 16
User: florentina

ReportAPINHDPmtByDate

Check Date: 7/02/2026 - 7/02/2026

Bank ID	Bank Name		Payee Name		Check Date	Check No.
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:				240.00	0.00	240.00
040765	ROLLINS, FLORENTINA N				7/02/2026	99341
	JUN'26	GYM MEMBERSHIP - JUN'26	0.00	\$20.50	0.00	20.50
	Desc:	GYM MEMBERSHIP - JUN'26	Acct: 10-171-318-0000	FIN -CONTRACTED SERVICES		
Vendor Total:				20.50	0.00	20.50
041401	S&S WORLDWIDE INC				7/02/2026	99342
	IN101764097	CAMP SUPPLIES	0.00	\$266.86	0.00	266.86
	Desc:	Camp Supplies	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
	IN101763376	CAMP SUPPLIES	0.00	\$279.66	0.00	279.66
	Desc:	Camp Supplies	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
	IN101773851	CAMP SUPPLIES	0.00	\$61.68	0.00	61.68
	Desc:	CAMP SUPPLIES	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
	IN101776826	CAMP SUPPLIES	0.00	\$71.04	0.00	71.04
	Desc:	CAMP SUPPLIES	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
	IN101774928	CAMP SUPPLIES	0.00	\$23.97	0.00	23.97
	Desc:	CAMP SUPPLIES	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
Vendor Total:				703.21	0.00	703.21
041857	PITNEY BOWES GLOBAL FINANCIAL		PITNEY BOWES GLOBAL FINANCIAL		7/02/2026	99395
	3322689951	POSTAGE MACHINE LEASE - JULY 2026	0.00	\$199.00	0.00	199.00
	Desc:	POSTAGE MACHINE LEASE - JULY 2026	Acct: 10-121-320-0000	TM -EQUIP OPERATION/MAINT-OFFIC		
Vendor Total:				199.00	0.00	199.00
043400	MILTON CAT		SOUTHWORTH-MILTON, INC.		7/02/2026	99343
	INV3946150	GASKET	0.00	\$5.80	0.00	5.80
	Desc:	GASKET	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	INV3938904	PARTS	0.00	\$190.68	0.00	190.68
	Desc:	PARTS	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:				196.48	0.00	196.48
044100	STATELINE SPORTS,LLC				7/02/2026	99344
	7857	BABSEBALL EQUIPMENT	0.00	\$225.00	0.00	225.00
	Desc:	BABSEBALL EQUIPMENT	Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES		
Vendor Total:				225.00	0.00	225.00
044204	STEARNS SEPTIC SERVICE, LLC				7/02/2026	99345
	9581031826	SLUDGE HAULING	1,884.00	\$1,884.00	0.00	1,884.00
	Desc:	SLUDGE HAULING	Acct: 65-963-318-0000	CONTRACTED SERVICES		
	9581061026	SLUDGE HAULING	1,884.00	\$1,884.00	0.00	1,884.00
	Desc:	SLUDGE HAULING	Acct: 65-963-318-0000	CONTRACTED SERVICES		
	9581052726	SLUDGE HAULING	1,884.00	\$1,884.00	0.00	1,884.00
	Desc:	SLUDGE HAULING	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:				5,652.00	0.00	5,652.00
044220	STERICYCLE, INC				7/02/2026	99396

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 17
User: florentina

ReportAPINHDPmtByDate

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.
	8014687971	MED DISPOSAL JUL'26	0.00	\$38.20	0.00	38.20
	Desc:	MED DISPOSAL JUL'26	Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
	Vendor Total:			38.20	0.00	38.20
044540	STREET BEAT MUSIC, INC.				7/02/2026	99397
	07.04.2026	July 4th 250th entertainment	0.00	\$1,164.00	0.00	1,164.00
	Desc:	July 4th 250th entertainment	Acct: 10-516-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:			1,164.00	0.00	1,164.00
044560	STRATUS TELECOM LLC				7/02/2026	99346
	25697	FAX SERVICES - MAY'26	0.00	\$139.31	0.00	139.31
	Desc:	FAX SERVICES - MAY'26	Acct: 10-271-324-0000	DISP -TELEPHONE		
	Desc:	FAX SERVICES - MAY'26	Acct: 10-221-324-0000	HFD -TELEPHONE		
	Desc:	FAX SERVICES - MAY'26	Acct: 10-211-324-0000	HPD -TELEPHONE		
	Desc:	FAX SERVICES - MAY'26	Acct: 10-121-324-0000	TM -TELEPHONE		
044560	STRATUS TELECOM LLC				7/02/2026	99398
	26330	FAX SERVICES - JUL'26	0.00	\$139.31	0.00	139.31
	Desc:	FAX SERVICES - JUL'26	Acct: 10-271-324-0000	DISP -TELEPHONE		
	Desc:	FAX SERVICES - JUL'26	Acct: 10-221-324-0000	HFD -TELEPHONE		
	Desc:	FAX SERVICES - JUL'26	Acct: 10-211-324-0000	HPD -TELEPHONE		
	Desc:	FAX SERVICES - JUL'26	Acct: 10-121-324-0000	TM -TELEPHONE		
	Vendor Total:			278.62	0.00	278.62
045280	JASON TARDY PRODUCTIONS		JASON J TARDY	7/02/2026 99399		
	07.04.2026	KILOWATT PARK 4TH OF JULY	0.00	\$1,000.00	0.00	1,000.00
	Desc:	Jason Tardy 4th of July Performance	Acct: 10-516-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:			1,000.00	0.00	1,000.00
045300	TASCO SECURITY, INC				7/02/2026	99347
	195452	ALARM - LF	43.00	\$43.00	0.00	43.00
	Desc:	ALARM - LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
045300	TASCO SECURITY, INC				7/02/2026	99400
	195452B	ALARM - JUL-AUG'26 - LF	86.00	\$86.00	0.00	86.00
	Desc:	ALARM - JUL-AUG'26 - LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
	Vendor Total:			129.00	0.00	129.00
045484	TELEPHONE & NETWORK TECHNOLOGIES				7/02/2026	99348
	845410	NEW PHONE	0.00	\$122.00	0.00	122.00
	Desc:	NEW PHONE	Acct: 10-151-324-0000	TC -TELEPHONE		
	8494633	TELEPHONES	205.00	\$205.00	0.00	205.00
	Desc:	TELEPHONES	Acct: 55-953-324-0000	TELEPHONE		
	Desc:	TELEPHONES	Acct: 50-954-324-0000	TELEPHONE		
	Desc:	TELEPHONES	Acct: 65-963-324-0000	TELEPHONE		
	Desc:	TELEPHONES	Acct: 50-954-324-0000	TELEPHONE		
	Desc:	TELEPHONES	Acct: 50-954-324-0000	TELEPHONE		
	8494578	SERVICE CALL VPN	399.00	\$399.00	0.00	399.00
	Desc:	SERVICE CALL VPN	Acct: 50-954-331-0000	DEPARTMENT EQUIPMENT		

Report Date: 7/02/26
12:41PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 18
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			726.00	0.00	726.00
046200	TOWNLINE EQUIPMENT SALES INC		7/02/2026		99349
IA36411	PARTS	77.82	\$77.82	0.00	77.82
Desc: PARTS		Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			77.82	0.00	77.82
046460	TRI-COUNTY CONTRACTORS SUPPLY, INC		7/02/2026		99350
51108	2 GASKET CARBURETOR	0.00	\$15.50	0.00	15.50
Desc: 2 GASKET CARBURETOR		Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
Vendor Total:			15.50	0.00	15.50
046950	TWIN STATE SAND AND GRAVEL CO		7/02/2026		99351
122704	MATERIALS	124.69	\$1,194.97	0.00	1,194.97
Desc: 3/4" Twin Pack		Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: 1-1/2" Ledge Stone		Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: 1-1/2" Twin Pack		Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: 3/4" Twin Pack		Acct: 60-964-323-0000	MATERIAL & SUPPLIES		
Desc: 7" Erosion Stone		Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: 1-1/2" Ledge Stone		Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: 7" Erosion Stone		Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
122903	TWIN PACK	0.00	\$1,050.09	0.00	1,050.09
Desc: 3/4" Twin Pack		Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
Desc: 3/4" Twin Pack		Acct: 10-624-318-0000	PDZ -CONTRACTED SERVICESICES		
Vendor Total:			2,245.06	0.00	2,245.06
047505	UPPER VALLEY AWARDS, PRINTING		7/02/2026		99352
257	NAME PLATE	0.00	\$21.50	0.00	21.50
Desc: NAME PLATE		Acct: 10-171-323-0000	FIN -MATERIAL & SUPPLIES		
Vendor Total:			21.50	0.00	21.50
048300	VALLEY NEWS	VALLEY NEWS	7/02/2026		99353
125977,4455011	PLANNING DIRECTOR JOB POSTING	0.00	\$126.50	0.00	126.50
Desc: PLANNING DIRECTOR JOB POSTING		Acct: 10-622-315-0000	PDZ -RECRUITMENT & TRAINING		
125978,4454930	HTFD WW ASSIST	393.00	\$393.00	0.00	393.00
Desc: HTFD WW ASSIST		Acct: 60-965-312-0000	ADVERTISING		
123440,488152	FINANCE SPECIALIST JOB POSTING	0.00	\$153.00	0.00	153.00
Desc: FINANCE SPECIALIST JOB POSTING		Acct: 10-121-312-0000	TM -ADVERTISING		
048300	VALLEY NEWS	VALLEY NEWS	7/02/2026		99401
125977,4454811	PLANNING COMM MEETING 07.06.26	0.00	\$206.00	0.00	206.00
Desc: PLANNING COMM MEETING 07.06.26		Acct: 10-622-312-0000	PDZ -ADVERTISING		
048300	VALLEY NEWS	VALLEY NEWS	7/02/2026		99353
123440,488153	DIRECTOR OF HR JOB POSTING	0.00	\$153.00	0.00	153.00
Desc: DIRECTOR OF HR JOB POSTING		Acct: 10-121-312-0000	TM -ADVERTISING		
048300	VALLEY NEWS	VALLEY NEWS	7/02/2026		99401
125977,4454797	ZONING BOARD 07.01.26	0.00	\$188.00	0.00	188.00
Desc: ZONING BOARD 07.01.26		Acct: 10-621-312-0000	PDZ -ADVERTISING		

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID
Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 19
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			1,219.50	0.00	1,219.50
049301	VERMONT DEPT OF LABOR - VOSHA		7/02/2026		99402
1855156 2/2	VOSHA VIOLATION FEE 2/2	19,152.00	\$19,152.00	0.00	19,152.00
Desc:	VOSHA VIOLATION FEE 2/2	Acct: 65-965-544-2024	Annual Engineering Reserve Transfer		
Vendor Total:			19,152.00	0.00	19,152.00
049401	VERMONT DEPT OF HEALTH		7/02/2026		99354
2005	ENGRAVED PAPER	0.00	\$83.00	0.00	83.00
Desc:	ENGRAVED PAPER	Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
Vendor Total:			83.00	0.00	83.00
050100	VERMONT LEAGUE OF CITIES AND TOWNS		7/02/2026		99403
23957	FY'27 REG MEMBERSHIP DUES	0.00	\$16,471.00	0.00	16,471.00
Desc:	FY'27 REG MEMBERSHIP DUES	Acct: 10-121-313-0000	TM -MEMBERSHIP DUES		
Vendor Total:			16,471.00	0.00	16,471.00
050455	VERMONT LIFE SAFETY LLC		7/02/2026		99355
57577	SERVICE CALL 05.21.26	0.00	\$155.00	0.00	155.00
Desc:	SERVICE CALL 05.21.26	Acct: 10-321-318-0000	DPW -CONTRACTED SERVICES		
Vendor Total:			155.00	0.00	155.00
050965	VERMONT RURAL WATER ASSOCIATION		7/02/2026		99356
05.26.2026	EXAM REG-GRADE 2 WW	100.00	\$100.00	0.00	100.00
Desc:	EXAM REG-GRADE 2 WW	Acct: 60-965-315-0000	RECRUITMENT & TRAINING		
Vendor Total:			100.00	0.00	100.00
051370	VETERANS COUNCIL TOWN OF HARTFORD		7/02/2026		99357
FOGGS E31314/6	FLAG STICKS	0.00	\$104.64	0.00	104.64
Desc:	FLAG STICKS	Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
Vendor Total:			104.64	0.00	104.64
051400	VERMONT STATE TREASURER LICENSES	VERMONT STATE TREASURER	7/02/2026		99358
2026 APR-JUN	44 MARRIAGE LICENSES	0.00	\$2,860.00	0.00	2,860.00
Desc:	44 MARRIAGE LICENSES	Acct: 10-151-316-0000	TC -STATE PAYMENT - LICENSES		
Vendor Total:			2,860.00	0.00	2,860.00
053950	WINDSOR COUNTY TREASURER		7/02/2026		99404
2026/2027	FY'27 WINDSOR COUNTY TAX & BOND	0.00	\$120,736.68	0.00	120,736.68
Desc:	FY'27 WINDSOR COUNTY TAX & BOND	Acct: 10-831-318-0000	FIN -CONTRACTED SERVICES		
Vendor Total:			120,736.68	0.00	120,736.68
054815	WORKSAFE TCI INC		7/02/2026		99359
40317	SIGNS	0.00	\$302.70	0.00	302.70
Desc:	SIGNS	Acct: 10-315-323-0000	DPW -MATERIAL & SUPPLIES		
Vendor Total:			302.70	0.00	302.70

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 20
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
054890	WRIGHT'S SAWMILL INC			7/02/2026	99360
651901	MATERIALS	0.00	\$630.00	0.00	630.00
Desc: 35 planks for bridge replacement		Acct: 10-527-323-0000	PR -MATERIAL & SUPPLIES		
651913	MATERIALS	0.00	\$126.00	0.00	126.00
Desc: 7 planks for bridge replacment		Acct: 10-527-323-0000	PR -MATERIAL & SUPPLIES		
Vendor Total:			756.00	0.00	756.00
059847	COUTERMARSH, TOM	COUTERMARSH, TOM		7/02/2026	99405
JUL'26	RETIREE HEALTH INS REIMB - JUL'26	1,007.56	\$1,007.56	0.00	1,007.56
Desc: Ret Reimb July 2026		Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
Desc: Ret Reimb July 2026		Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
Desc: Ret Reimb July 2026		Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
Desc: Ret Reimb July 2026		Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			1,007.56	0.00	1,007.56
060110	NATIONAL - METER	NATIONAL BUSINESS TECHNOLOGIES LLC		7/02/2026	99361
IN739495	PRINTER - METER + OVERAGE	311.20	\$2,102.99	0.00	2,102.99
Desc: PRINTER - METER + OVERAGE		Acct: 10-121-318-0000	TM -CONTRACT SERVICES		
Desc: PRINTER - METER + OVERAGE		Acct: 10-151-318-0000	TC -CONTRACTED SERVICES		
Desc: PRINTER - METER + OVERAGE		Acct: 10-171-318-0000	FIN -CONTRACTED SERVICES		
Desc: PRINTER - METER + OVERAGE		Acct: 10-174-320-0000	ASE -EQUIP OPERATION/MAINT-OFFI		
Desc: PRINTER - METER + OVERAGE		Acct: 10-622-320-0000	PDZ -EQUIP OPERATION/MAINT-OFFI		
Desc: PRINTER - METER + OVERAGE		Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
Desc: PRINTER - METER + OVERAGE		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES		
Desc: PRINTER - METER + OVERAGE		Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
Desc: PRINTER - METER + OVERAGE		Acct: 10-511-318-0000	PR -CONTRACTED SERVICES		
Desc: PRINTER - METER + OVERAGE		Acct: 50-955-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: PRINTER - METER + OVERAGE		Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Desc: PRINTER - METER + OVERAGE		Acct: 60-965-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: PRINTER - METER + OVERAGE		Acct: 65-965-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Vendor Total:			2,102.99	0.00	2,102.99
060111	NATIONAL - LEASES	NATIONAL BUSINESS TECHNOLOGIES		7/02/2026	99406
597548888	LEASE KOICERA COPIERS - JUL'26	285.96	\$1,119.02	0.00	1,119.02
Desc: LEASE COPIER - JUL'26 DPW 13420152		Acct: 50-955-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: LEASE COPIER - JUL'26 DPW 13420152		Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Desc: LEASE COPIER - JUL'26 DPW 13420152		Acct: 60-965-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: LEASE COPIER - JUL'26 DPW 13420152		Acct: 65-965-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Desc: LEASE COPIER - JUL'26 PD 13420152		Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
Desc: LEASE COPIER - JUL'26 PLAN H552X158		Acct: 10-622-320-0000	PDZ -EQUIP OPERATION/MAINT-OFFI		
Desc: LEASE COPIER - JUL'26 VAL H552X1588		Acct: 10-174-320-0000	ASE -EQUIP OPERATION/MAINT-OFFI		
Desc: LEASE COPIER - JUL'26 REC H55332063		Acct: 10-511-318-0000	PR -CONTRACTED SERVICES		
Desc: LEASE COPIER - JUL'26 FD#H553320726		Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
Desc: LEASE COPIER - JUL'26 FIN W9S2Z1415		Acct: 10-171-318-0000	FIN -CONTRACTED SERVICES		
Desc: LEASE COPIER - JUL'26 TM W9S2Z14336		Acct: 10-121-318-0000	TM -CONTRACT SERVICES		
597592321	PRINTER LEASE JUL'26	0.00	\$102.58	0.00	102.58
Desc: PRINTER LEASE JUL'26 - DIS		Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
Desc: PRINTER LEASE JUL'26 - PD ADMIN		Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
597548819	LEASE KOICERA COPIERS - JUL'26	378.06	\$597.93	0.00	597.93

Report Date: 7/02/26
12:41PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/02/2026 - 7/02/2026

Page: 21
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: LEASE KOICERA - JUL'26 DIS V1183	Acct: 10-271-320-0000	DISP -EQUIP OPERATION/MAINT-OFF		
	Desc: LEASE KOICERA - JUL'26TC V1179	Acct: 10-151-318-0000	TC -CONTRACTED SERVICES		
	Desc: LEASE FOLDING MACHINE - JUL'26	Acct: 10-171-318-0000	FIN -CONTRACTED SERVICES		
	Desc: LEASE FOLDING MACHINE - JUL'26	Acct: 50-955-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: LEASE FOLDING MACHINE - JUL'26	Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
	Desc: LEASE FOLDING MACHINE - JUL'26	Acct: 60-965-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: LEASE FOLDING MACHINE - JUL'26	Acct: 65-965-320-0000	EQUIP OPERATION/MAINT - OFFICE		
	Desc: LEASE KOICERA -JUL'26 DPW V1178	Acct: 50-955-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: LEASE KOICERA -JUL'26 DPW V1178	Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
	Desc: LEASE KOICERA -JUL'26 DPW V1178	Acct: 60-965-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: LEASE KOICERA -JUL'26 DPW V1178	Acct: 65-965-320-0000	EQUIP OPERATION/MAINT - OFFICE		
597591965	PRINTER LEASE JUL'26 CID	0.00	\$18.64	0.00	18.64
	Desc: PRINTER LEASE JUL'26 CID	Acct: 10-211-318-0000	HPD -CONTRACTED SERVICES		
Vendor Total:			1,838.17	0.00	1,838.17
060112	NATIONAL BUSINESS TECHNOLOGIES		7/02/2026		99407
5039202200	LEASE COPIER - JUL'26 - WABA	0.00	\$90.46	0.00	90.46
	Desc: LEASE COPIER - JUL'26 - WABA C4794	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:			90.46	0.00	90.46
062231	BALAGUR , RICHARD	RICHARD BALAGUR	7/02/2026		99362
06.30.2026	TAX SALE 2026 - PID 40-20	0.00	\$24,712.33	0.00	24,712.33
	Desc: Tax Sale Redemption PID 40-20	Acct: 10-013-100-0100	EXCHANGE - RE TAX CLEARING		
	Desc: Tax Sale Interest PID 40-20	Acct: 10-013-100-0100	EXCHANGE - RE TAX CLEARING		
Vendor Total:			24,712.33	0.00	24,712.33
500387	EXECUSUITE, LLC		7/02/2026		99408
44412	RENTAL - JULY 2026	0.00	\$400.00	0.00	400.00
	Desc: RENTAL - JULY 2026	Acct: 10-121-318-0600	TM -CONTRACT SERVICES - PARKIN		
Vendor Total:			400.00	0.00	400.00
500883	RED DOOR SIGNS	RED DOOR SIGNS	7/02/2026		99363
26-0727	HISTORIC SIGNS REPAIRS	0.00	\$930.00	0.00	930.00
	Desc: HISTORIC SIGNS REPAIRS	Acct: 10-625-323-0000	PDZ -MATERIALS & SUPPLIES		
Vendor Total:			930.00	0.00	930.00
500894	SECURSHRED	SECURSHRED	7/02/2026		99364
535133	SHREDDING SERVICES	0.00	\$25.00	0.00	25.00
	Desc: SHREDDING SERVICES	Acct: 10-161-318-0000	TH -CONTRACTED SERVICES		
534284	SHREDDING SERVICES	0.00	\$25.00	0.00	25.00
	Desc: SHREDDING SERVICES	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
531132	SHREDDING SERVICES	0.00	\$25.00	0.00	25.00
	Desc: SHREDDING SERVICES	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
Vendor Total:			75.00	0.00	75.00
500952	PRIMMER PIPER EGGLESTON & CRAMER P		7/02/2026		99365
B04982-00016-332272	LEGAL: 2026 WATER IMPROVEMENTS	96.00	\$96.00	0.00	96.00
	Desc: LEGAL: 2026 WATER IMPROVEMENTS	Acct: 50-955-318-0000	CONTRACTED SERVICES		

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 7/02/2026 - 7/02/2026

Page: 22
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Vendor Total:		96.00	0.00	96.00
502420	POLIDOR, TIFFANY	TIFFANY POLIDOR		7/02/2026	99366
888268	REFUND - CAMP	0.00	\$225.00	0.00	225.00
Desc:	REFUND - CAMP	Acct: 10-514-325-0000	PR -REFUNDS		
	Vendor Total:		225.00	0.00	225.00
502587	PLATT, ERIC	ERIC PLATT		7/02/2026	99367
888575	REFUND - CAMP VENTURES	0.00	\$460.00	0.00	460.00
Desc:	REFUND - CAMP VENTURES	Acct: 10-514-325-0000	PR -REFUNDS		
	Vendor Total:		460.00	0.00	460.00
502835	FLANAGAN, PATRICK	PATRICK FLANAGAN		7/02/2026	99368
2026	2026 PT REFUND OVERPAY	0.00	\$161.43	0.00	161.43
Desc:	2026 PT REFUND OVERPAY	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		161.43	0.00	161.43
503083	PARTCH, KRISTIN	KRISTIN PARTCH		7/02/2026	99369
06.24.2026	2026 SUMMER CONCERT SERIES	0.00	\$600.00	0.00	600.00
Desc:	Summer Concert Series - Party Crash	Acct: 10-516-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:		600.00	0.00	600.00
503084	ARRUDA, JESSICA			7/02/2026	99370
888019	REFUND - CAMP VENTURES CANCELLATION	0.00	\$675.00	0.00	675.00
Desc:	REFUND - CAMP VENTURES CANCELLATION	Acct: 10-514-325-0000	PR -REFUNDS		
	Vendor Total:		675.00	0.00	675.00
503085	MURPHY, AMELIA			7/02/2026	99371
1658915	REFUND - PICKLEBALL	0.00	\$110.00	0.00	110.00
Desc:	REFUND - PICKLEBALL	Acct: 10-515-325-0000	PR -REFUNDS		
	Vendor Total:		110.00	0.00	110.00
503089	TELLER-ELSBURG, WENDY			7/02/2026	99372
888267	REFUND - CAMP	0.00	\$225.00	0.00	225.00
Desc:	REFUND - CAMP	Acct: 10-514-325-0000	PR -REFUNDS		
888269	REFUND - CAMP	0.00	\$240.00	0.00	240.00
Desc:	REFUND - CAMP	Acct: 10-514-325-0000	PR -REFUNDS		
	Vendor Total:		465.00	0.00	465.00
503090	YOO, KRISTEN			7/02/2026	99373
888264	REFUND - CAMP	0.00	\$480.00	0.00	480.00
Desc:	REFUND - CAMP	Acct: 10-514-325-0000	PR -REFUNDS		
	Vendor Total:		480.00	0.00	480.00
503091	DANIELS, HEATHER			7/02/2026	99374
888266	REFUND - CAMP	0.00	\$225.00	0.00	225.00
Desc:	REFUND - CAMP	Acct: 10-514-325-0000	PR -REFUNDS		

Report Date: 7/02/26
12:41PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 7/02/2026 - 7/02/2026

Page: 23
User: florentina
ReportAPINHDD_PmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.
Vendor ID	Vendor Name			
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt
				Net Amt.
Vendor Total:			225.00	0.00
				225.00
FUND 1 0			Bank Total:	1,016,088.44
			Holdback Total	1,034,106.92
Batch Totals:			0.00	1,140,547.18

_____ IDA GRIESEMER
_____ ERIK KRAUSS
_____ ASHLEY ANDREAS
_____ MIRANDA DUPRE
_____ MICHAEL EIGENBRODE
_____ MARY M. ERDEI
_____ TIMOTHY FARIEL
_____ JOHN HAVERSTOCK
_____ LIZA FREDRICKSON
_____ JOSEPH MAJOR



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, June 23, 2026, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Vice Chair, Erik Krauss; Clerk, Ashley Andreas; Miranda Dupre; Michael Eigenbrode; Mary Erdei; Tim Fariel; John Haverstock; Ana Paula Fernandes; Adrian Ulises Abate; Allison Litten; Richard Otis; Dana Clawson; Lisa O'Neil; Scott Hausler; JD Hawks

Present on Zoom:

Absent: Chair, Ida Griesemer; Miranda Dupre

JAM Link: [Hartford Selectboard 06/23/26](#)

- I. Selectboard Meeting Called to Order by Selectboard Vice Chair Erik Krauss at 6:03 PM.
- II. Pledge of Allegiance was recited and led by John Haverstock.
- III. Local Liquor Control Board:
 1. Consider the (NEW) Application of TWO Bistro & Café, LLC, dba TWO Bistro & Café, 3 Quechee Main Street, Quechee, VT 05059 (1st Class, Outside Consumption)
 2. Consider the Renewal Application of The Skinny Pancake – Quechee, LLC, dba The Skinny Pancake, 7161 Woodstock Road, Quechee, VT 05059 (1st Class, 3rd Class, and Outside Consumption)
 3. Consider the Renewal Application of Crazy Chris's Elixir Corporation, dba Elixer, 188 South Main Street, White River Junction, VT 05001 (1st Class and 3rd Class)
 4. Consider the Renewal Application of Hua Teng Restaurant, Inc, dba China Moon Buffet, 96 Sykes Mountain Avenue, White River Junction, VT 05001 (1st Class)
 5. Consider the Renewal Application of River Roost Brewery, LLC, 230 South Main Street, White River Junction, VT 05001 (1st Class and Outside Consumption)
 6. Consider the Renewal Application of Cumberland Farms of Vermont, dba Cumberland Farms 8007, 1167 Hartford Ave, White River Junction, VT 05001 (2nd Class, Tobacco License, Tobacco Substitute Endorsement)

Selectboard Member Mary Erdei moved to approve the Application of TWO Bistro & Café, LLC, dba TWO Bistro & Café, 3 Quechee Main Street, Quechee, VT 05059 (1st Class, Outside Consumption). Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

Selectboard Member Mary Erdei moved to approve the Renewal Application of The Skinny Pancake – Quechee, LLC, dba The Skinny Pancake, 7161 Woodstock Road, Quechee, VT 05059 (1st Class, 3rd Class, and Outside Consumption), the Renewal Application of Crazy Chris's Elixir Corporation, dba Elixer, 188 South Main Street, White River Junction, VT 05001 (1st Class and 3rd Class), the Renewal Application of Hua Teng Restaurant, Inc, dba China Moon Buffet, 96 Sykes Mountain Avenue, White River Junction, VT 05001 (1st Class), the Renewal Application of River Roost Brewery, LLC, 230 South Main Street, White River Junction, VT 05001 (1st Class and Outside Consumption), Selectboard Clerk Ashley Andreas seconded the motion. All were in favor and the motion passed.

Selectboard Member Mary Erdei moved to approve the Renewal Application of Cumberland Farms of Vermont, dba Cumberland Farms 8007, 1167 Hartford Ave, White River Junction, VT 05001 (2nd Class, Tobacco License, Tobacco Substitute Endorsement). Selectboard Member Mike Eigenbrode seconded the motion. 4 were in favor (Fariel abstained) and the motion passed.

- IV. Local Cannabis Control Board: None

V. Order of Agenda:

Erik Krauss changed the order to move item VIII, 5, F Consider Approval of MOU for Field House Usage for Summer Pool Operations to be before VIII, 5, I Consider Purchase Policy Waiver for WABA Energy Efficiency.

VI. Selectboard

1. Public Comment

Allison Litten, Wilder, asked for clarification on behalf of the Sister City Committee about the Selectboard Strategic Plan.

2. Selectboard Comments and Announcements

Tim Fariel appreciated the health officer updates, questioned a need for new policies for community quality of life.

Ashley Andreas spoke on the success of the Hartford Block Party.

Mary Erdei appreciated the Hartford Block Party and Juneteenth celebration and spoke about aid for food insecurity.

Mike Eigenbrode enjoyed the Block Party and Juneteenth celebration.

Erik Krauss spoke of the Alumni Parade June 27th.

3. Appointments:

1. Consider the Re-Appointment of Crystal Pearson-Moses to the Hartford Business Revolving Loan Fund Committee for a three-year term beginning June 9, 2026 and ending June 7, 2029

Selectboard Member Mary Erdei moved to re-appointment Crystal Pearson-Moses to the Hartford Business Revolving Loan Fund Committee for a three-year term beginning June 9, 2026 and ending June 7, 2029. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

2. Consider the Re-Appointment of Dylan Kreis to the Planning Commission for a three-year term beginning June 23, 2026 and ending June 22, 2029

Selectboard Member Tim Fariel moved to re-appoint Dylan Kreis to the Planning Commission for a three-year term beginning June 23, 2026 and ending June 22, 2029. Selectboard Clerk Ashley Andreas seconded the motion. All were in favor and the motion passed.

3. Consider the Appointment of Anabella Fiorelli to the Hartford Committee for Racial Equity and Inclusion for a two-year term beginning June 23, 2026 and ending June 22, 2028

Selectboard Clerk Ashley Andreas moved to appoint Anabella Fiorelli to the Hartford Committee for Racial Equity and Inclusion for a two-year term beginning June 23, 2026 and ending June 22, 2028. Selectboard Member Mary Erdei seconded the motion. All were in favor and the motion passed.

4. Town Manager Report

Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=569>

HR Director/Executive Assistant to the Town Manager

I am pleased to report that the Town has hired its new HR Director/Executive Assistant to the Town Manager, who will begin work on Monday, July 6. Details TBA.

Finance Department Hiring

The Finance Department has hired two Finance Specialists. The first, who has high-level Vermont municipal experience, began work on Tuesday, June 16. The other person, with a strong accounting background, will begin work on July 20. The Finance Department will then be fully staffed for the first time in many moons.

Tax Rates

The Selectboard will be needed to approve municipal tax rates sometime in early July, after the Grand List has been lodged by the Assessor's office and the State has announced education tax rates. The education tax rates come with little notice and we must send out tax bills no later than July 14 (30 days before the first payment due date of August 14), so advance notice of a special Selectboard meeting devoted to this purpose may be quite brief.

Independence Day Holiday

Town offices will be closed on Friday, July 3 in observance of the Independence Day holiday.

5. Board Report, Motions & Ordinances

Committee/Commission Updates: None

Action Items:

- a. Additional Interviews of Applicants for Opioid Fund Grant Review Committee

The Selectboard did not interview additional candidates.

- b. Additional Interviews of Applicants for Twin Pines Housing Task Force

The Selectboard did not interview additional candidates.

VII. Executive Session: Personnel (Discuss and Evaluate Opioid Fund Grant Review Committee

No Executive Session.

VIII. Applicants and Twin Pines Housing Task Force Applicants) Selectboard

5. Board Report, Motions & Ordinances (Continued)

Action Items:

- c. Appoint Additional Members to Opioid Grant Review Committee

Selectboard Clerk Ashley Andreas moved to appoint Ida Griesemer and Tim Fariel to the Opioid Grant Review Committee. Selectboard Member Mike Eigenbrode seconded the motion. All were in favor and the motion passed.

- d. Appoint Additional Members to Twin Pines Housing Task Force

Selectboard Member Tim Fariel moved to appoint Jennie Gibson (Managing Director of Property Management), Jennifer Hobbs (Director of Support Services) to the Twin Pines Housing Task Force as the Twin Pines Housing Trust Staff Representatives.. Selectboard Member Mike Eigenbrode seconded the motion. All were in favor and the motion passed.

Selectboard Member Tim Fariel moved to appoint John Dunham to the Twin Pines Housing Task Force as the Twin Pines Housing Trust Board Representative. Selectboard Clerk Ashley Andreas seconded the motion. All were in favor and the motion passed.

Selectboard Member Mary Erdei moved to appoint Nancy Trottier to the Twin Pines Housing Task Force as the Housing and Homelessness Committee

Representative. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

Selectboard Member Mary Erdei moved to appoint Alexis Webster to the Twin Pines Housing Task Force as the Staff Liaison. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

- e. Consider Request to Hang Banners on Town Light Poles

Selectboard Member Mary Erdei moved that the Selectboard approve Pride's request to hang 9 banners on White River Junction's town light poles on July 10-26. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

- g. Consider Designating Town Clerk as Records Officer for Vital Records Reporting

Selectboard Clerk Ashley Andreas moved to appoint Lisa O'Neil, Hartford Town Clerk, as Records Officer (RO) for the purposes of transferring Vital Records (Birth & Death records) to the Vermont State Archives & Record Administration for permanent storage. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

- h. Consider Awarding Contract for Town Hall HVAC Consultant

Dana Clawson and Richard Otis, Wilder, of the Energy Commission presented the received bids and answered questions from the Selectboard. The Selectboard requested staff request answers to the recommended questions from CX and LN Consulting by July 2nd.

<https://www.hartford-vt.org/DocumentCenter/View/13505/HVAC-Consultant-Memo-62326>

- f. Consider Approval of MOU for Field House Usage for Summer Pool Operations

Selectboard Clerk Ashley Andreas moved to authorize the Town Manager to enter into an agreement with the Hartford School District for usage of the School Districts Field House during summer pool operations as outlined in the agreement. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

- i. Consider Purchase Policy Waiver for WABA Energy Efficiency Analysis

Dana Clawson and Scott Hausler presented. The Selectboard discussed the waiver and WABA.

Selectboard Member Mary Erdei moved that the Hartford Selectboard waive the requirement for multiple bids for ice rink consultants and authorize the Town Manager to sign the proposal from FRIAR Architects for creating a Capital Improvement Analysis for a cost of \$56,700 with solar in the scope of the project. Selectboard Clerk Ashley Andreas seconded the motion. Eigenbrode, Erdei, and Andreas were in favor, Krauss and Fariel were opposed and the motion passed.

- j. Consider Approval of Proposed Communications Policy

Selectboard Clerk Ashley Andreas moved to adopt the Communications Policy as presented. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

- k. Consider Approval of Proposed Town Staff Social Media Policy

JD Hawks presented and the Selectboard discussed the proposed Town Staff Social Media Policy. Action was tabled.

Discussion Items (Action May be Taken):

- l. Finance Director Update

Finance Director Elisa Fredrickson gave an update on the Finance Department.

<https://www.hartford-vt.org/DocumentCenter/View/13506/Finance-Memo-to-the-Selectboard-062326>

m. Review and Discuss Selectboard Work Plan

The Selectboard discussed the work plan. Further discussion will continue at a future Selectboard meeting. The Selectboard will hold a special meeting on August 11, 2026 to for a meeting focused on affordability.

<https://www.hartford-vt.org/DocumentCenter/View/13507/Selectboard-Work-Plane-June-Update-Memo>

IX. Commission Reports

Mary Erdei spoke on the Sister City committee who attended the Block Party and are working on creating a Sister City sign.

Ashley Andreas spoke on Resilient Hartford working on work days for the edible food forest.

X. Consent Agenda

Selectboard Clerk Ashley Andreas moved to approve the Consent Agenda. Selectboard Member Mike Eigenbrode seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 6/20/2026

Approve A/P Manifest: 6/19/2026 & 6/25/2026

Approve Meeting Minutes of: 6/9/2026

Future Meetings Approved: 6/30/2026; 7/1/2026; 7/2/2026; 7/7/2026 and 7/21/2026

XI. Adjourn the Selectboard Meeting

Selectboard Member Tim Fariel moved to adjourn the meeting at 9:55 PM. Selectboard Member Mary Erdei seconded the motion. All were in favor and the motion passed.

Ashley Andreas, Clerk



SELECTBOARD MINUTES

Tuesday, June 30, 2026, 9:45 AM
Hartford Town Hall, 171 Bridge Street
White River Junction, VT 05001

This meeting was conducted in person at Town Hall and virtually on Zoom.

All SB members were present. Alex Torpey from Re-Think Local was present. No members of the public were present on zoom or in the room.

- I. The meeting was called to order at 9:46 am by Chair Ida Greismer.
- II. Order of Agenda: There were no changes.
- III. Public Comment – No public comments in the room or online
- IV. Executive Session: Personnel (Interview Candidates for Town Manager)

In order to allow for interviews and a discussion and evaluation of applicants to serve as Hartford's next Town Manager in executive session, Clerk, Ashley Andreas moved to find that premature general public knowledge would clearly place this body and/or persons involved at a substantial disadvantage, pursuant to 1 V.S.A. Section 313 (a) (1). And moved to discuss personnel matters, pursuant to 1 V.S.A. Sections 313 (a)(3). Tim Fariel seconded the motion. All were in favor and the motion passed.

Mary Erdei left after executive session.

Tim moves to end executive session, Erik seconds. Passes 6-0 (Mary was absent).

- V. Adjourn the Meeting

Tim Fariel moved to adjourn the meeting at 3:31 pm. Miranda Dupre seconded the motion. All were in favor and the motion passed (6-0, Mary was absent).

Ashley Andreas
Clerk



SELECTBOARD MINUTES

Wednesday, July 1, 2026, 4:45 PM

Hartford Town Hall, 171 Bridge Street

White River Junction, VT 05001

This meeting was conducted in person at Town Hall and virtually on Zoom. All SB members were present. Alex Torpey from Re-Think Local was present. No members of the public were present on zoom or in the room.

- I. The meeting was called to order at 4:53 pm by Ida Griesemer.
- II. Order of Agenda: Erik requests we add scheduling for upcoming CIP workshop as first order of business. Purely scheduling conversation while SB and Rethink local are here in person. Everyone agrees to add this to agenda.
- III. Public Comment – no public comment.
- IV. Executive Session: Personnel (Interview Candidates for Town Manager)

In order to allow for interviews and a discussion and evaluation of applicants to serve as Hartford's next Town Manager in executive session, Ashley Andreas moved to find that premature general public knowledge would clearly place this body and/or persons involved at a substantial disadvantage, pursuant to 1 V.S.A. Section 313 (a) (1). And moved to discuss personnel matters, pursuant to 1 V.S.A. Sections 313 (a)(3). Tim Fariel seconded the motion. All were in favor and the motion passed.

Mary Erdei left after executive session.

Ashley moves to end executive session at 7:20 pm. Tim seconds, 6-0 (Mary absent) Motion passes. Ida notes no action was taken.

- V. Adjourn the Meeting

Miranda Dupree moved to adjourn the meeting at 7:21 pm. Tim Fariel seconded the motion. 6-0 motion passed (Mary absent).

Ashley Andreas, Clerk



SELECTBOARD MINUTES

Thursday, July 2, 2026, 3:45 PM

Hartford Town Hall, 171 Bridge Street

White River Junction, VT 05001

This meeting was conducted in person at Town Hall and virtually on Zoom. All SB members were present. Alex Torpey from Re-Think Local was present. Heidi Duto was present in the room before executive session began, no one was present on zoom.

- I. The meeting was called to order at 3:48 pm by Chair, Ida Greisemer.
- II. Order of Agenda: Vice Chair, Erik Krauss proposed we discuss a date change for 8/11/2026 Selectboard Special Meeting on Affordability. Due to the primary election on 8/11/26, we will move this meeting to Wednesday 8/12/26.
- III. Public Comment:
 - a. Heidi Duto expressed frustrations that the Town Manager Selection Committee zoom meetings were inaccessible. She had reached out to the Committee Chair and was disappointed the issue was not corrected. She asked the Board to please provide any publicly available information on the selection process.
 - b. Alex Torpey from Re-Think Local responded that we initially received 30 applications for the position. 10-12 candidates were screened in the first round by the Chair of the Committee and the consultant. 7 candidates were interviewed in the second round by the full Committee. 3 candidates were interviewed by the consultant and the Selectboard in the final third round.
- IV. Executive Session: Personnel (Interview Candidates for Town Manager)

In order to allow for interviews and a discussion and evaluation of applicants to serve as Hartford's next Town Manager in executive session, Ashley Andreas, Clerk moved to find that premature general public knowledge would clearly place this body and/or persons involved at a substantial disadvantage, pursuant to 1 V.S.A. Section 313 (a) (1). And moved to discuss personnel matters, pursuant to 1 V.S.A. Sections 313 (a)(3). Tim Fariel seconded the motion. All were in favor and the motion passed.

No action was taken, the Board announced that they provided feedback to the recruiting firm to proceed with a tentative offer and contract negotiations for the TM position.

Mary Erdei left after executive session.

Miranda Dupre moved to end Executive Session at 7:10 pm. The motion was seconded by Tim Fariel. The motion passed 6-0 (Mary Erdei Absent).

V. Adjourn the Meeting

Tim Fariel moved to adjourn the meeting at 7:12. Miranda Dupre seconded the motion. The motion passed 6-0 (Mary Erdei absent).

Ashley Andreas, Clerk