



TOWN OF HARTFORD SELECTBOARD AGENDA

Tuesday, July 21, 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: None
- V. Order of Agenda (6:02)
- VI. Selectboard

1. Public Comment (6:03)

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 (6:13)

3. Appointments (6:20)

1. Consider the Re-Appointment of David Barrell to the Tree Board for a three-year term beginning July 21, 2026 and ending July 20, 2029

4. Town Manager Report (6:25)

Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=571>

5. Board Report, Motions & Ordinances

Committee/Commission Updates: None

Action Items:

- a. Consider Adopting Resolution Designating July as Parks and Recreation Month (6:40)
 - b. Consider Awarding Sodium Hypochlorite Contract (DPW/Water) (6:45)
 - c. Consider Awarding Polymer 8837 Contract (DPW/Wastewater) (6:50)
 - d. Consider Awarding Stern Pack 70 Contract (DPW/Wastewater) (6:55)
 - e. Consider Awarding Aggregates Contract (DPW/Highway) (7:00)
 - f. Accept the State's Downtown Vibrancy Grant Award (7:05)
 - g. Constitute the Capital Improvement Plan Committee (7:10)
 - h. Consider Adoption of Proposed Immediate-Term Recommendations for Boards, Committees and Commissions (7:25)

Discussion Items (Action May be Taken):

- i. Discuss FY27 Budget Guidance to Staff (7:35)

- VII. Commission Reports (7:50)

- VIII. Consent Agenda (7:55)

Approve Payroll Ending: 7/18/2026

Approve A/P Manifest: 7/17/2026 & 7/23/2026

Approve Meeting Minutes of: 7/7/2026 7/9/2026 (Special Meeting) & 7/13/2026 (Special Meeting)

Future Meetings Approved: 7/30/2026 (CIP Project Prioritization Workshop), 8/4/2026, 8/12/2026 (Special Meeting) & 8/18/2026

- IX. Adjourn the Selectboard Meeting (8:00)

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

ADVISORY BOARD/COMMISSION APPLICATION

Application for ___ appointment(s) or ☒ re-appointment to: LEA BD

I. APPLICANT DATA:

Name: DAVID BARRELL

Address: 807 MURPHYS RD 6-A
QUAKERTON, VT 05059

Telephone: (Home) _____ (~~Work~~) _____ (Other) _____

Email Address: _____

How long have you been a Hartford resident? 46 YEARS

Are you a registered voter? YES

II. EDUCATION:

High School: GUILFORD AND CENTRAL Year Graduated: 1956

College 1: MICHIGAN STATE UN. Degree Earned: BA

Course of Study: POLITICAL SCIENCE Year: 1960

College 2: _____ Degree Earned: _____

Course of Study: _____ Year: _____

III. WORK HISTORY:

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

<u>BARRELL INVESTMENT GROUP, PRES.</u>			

IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.
Would you be available for evening meetings? YES - ALL
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? LIFELONG LOVE OF TREES
- c. What are your past experiences in Municipal, State or Federal Government? NONE
- d. What civic or social organizations have belonged to and what positions did you hold?
HARTFORD TREE BOARD
CONNECTICUT RIVER JOINT COMMISSION
- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?
MORE DILIGANT ATTENTION TO MUNICIPAL TREES
AND CONTINUED DILIGENCE TO THE
EMERALD ASH TREE BORER PROBLEM
- f. What might some solutions be? MONEY + EFFORT
- g. Other hobbies/interests: QUADCHER GOLF, FLY FISHING
FIRWAY VILLAGE BOARD
WOODSTOCK ROTARY

V. REFERENCES: (Please list three)

Name: JAZMIN GUYETTE Telephone: _____

Name: CLAIRE FORSETH Telephone: _____

Name: SCOTT HAUSLER Telephone: _____

DeBarcel
APPLICANTS SIGNATURE

7/3/26
DATE

Town Manager's Report

July 21, 2026

Town Manager Transition

I am prepared to use the remainder of this week for transition sessions with the Town's next Town Manager, Gail Ostrout.

Needle Collection

The issue of discarded syringes (i.e., needles) and public safety is an issue that has generated concern among Town residents. Some have advocated for installing needle collection containers on Town property. Others have suggested that the Town staff collect data on the number and locations at which used needles are found. On Monday, June 29, I met with Police Chief Connie Kelley, HPD Outreach Lieutenant Will Furnari, HPD Crime Data Analyst Amie Wunderlich, Community Nurse Katie Williams, Assistant Parks & Recreation Director Jay MacDonough, Town Health Officer Brett Mayfield and Deputy Town Health Officer Zachary Lloyd-Guthrie to discuss these topics.

The consensus was that the installation of additional needle collection kiosks on Town property is a sensible idea, from a public health and safety perspective. HPD Outreach has proposed this in a bid for some of the Town's Opioid settlement fund grant money. Should that effort fail, staff could be expected to seek funding in the next budget cycle, soon to begin.

On the other hand, since HPD is already aware of IV drug use "hot spots," there seemed to little support for the proposition that tracking data on needle collection is or would be particularly useful.

The community conversation over these matters will, of course, continue, as the opioid abuse epidemic rages all across our country.

Coolidge Block Re-Development

A brief update: Town staff continue to engage with the owner of the Coolidge Hotel block (David Briggs) and with a would-be developer (Adam Grounds of Copper Acre), through the Town's Public-Private Partnership process. In this dynamic, proposals are made, questions are asked and answered, issues are researched. As you know, a grant-funded parking and inter-modal transportation study is under way and this should help to advance the dialog on project scope, feasibility and cost. It is expected that staff will recommend further Selectboard involvement in these discussions in the coming weeks.

Designation of July as Park and Recreation Month

WHEREAS parks and recreation is an integral part of communities throughout this country, including Town of Hartford; and

WHEREAS parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS parks and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimers; and

WHEREAS parks and recreation encourages physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and

WHEREAS parks and recreation is a leading provider of healthy meals, nutrition services and education; and

WHEREAS park and recreation programming and education activities, such as out-of-school time programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation is fundamental to the environmental well-being of our community; and

WHEREAS parks and recreation is essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS Town of Hartford recognizes the benefits derived from parks and recreation resources.

NOW THEREFORE, BE IT RESOLVED BY the Hartford Selectboard that July is recognized as Park and Recreation Month in the Town of Hartford.



AGENDA MEMORANDUM

July 21, 2026

Town Selectboard Meeting Item: –

Submitted by: Todd C. Law, P.E., Director of Public Works

**Subject: Water and Wastewater Bulk Chemical Bid Award
(12.5% Sodium Hypochlorite, Polymer 8837 and Stern Pack 70)**

Background: 12.5% Sodium Hypochlorite – Wilder Water Filtration Plant

In accordance with standard procedures contained in VT Water Supply Rule, processed water from our two water systems contains a residual amount of chlorine for disinfection purposes for potable water and for the green sand media filtration system. To accomplish this, the water filtration plant in Wilder has a 1,000-gallon storage tank and receives bulk deliveries of +/- 900 gallons of Sodium Hypochlorite 10-12 times per year. In addition, chlorine from the bulk tank is transferred via 5-gallon containers to the Quechee Water Filtration pump station on an as needed basis.

**Polymer 8837 – Hartford Wastewater Treatment Plant
Stern Pack 70 – Quechee Wastewater Treatment Plant**

Both chemicals are specialized coagulants used in the sludge treatment process to solidify volume sludge into a biosolid before being disposed at the Lebanon Landfill. These specific polymers are being used since 2010 and were chosen as the best polymer after 2 years of testing with other polymers.

Discussion: Bid documents were prepared for 12.5% Sodium Hypochlorite, for water disinfection, Polymer 8837 and Stern Pac 70 for the coagulation of sludge and published in accordance with the Town's Purchasing Policy. Two bids were received from Allen Engineering & Chemical Corporation, Rutland VT, and Holland Company, Inc., Adams MA. Allen Engineering & Chemical Corporation was the only bidder to submit bids for 12.5% Sodium Hypochlorite at \$3.50 per gallon. Holland Company, Inc., was the only bidder to submit bids for Stern Pack 70 at \$3.50 per gallon. Allen Engineering & Chemical Corporation was the only bidder to submit bids for Polymer 8837 at \$25.67 per gallon. The request for bids requested pricing from July 1, 2026 through June 30, 2028.

Impact: All products are budgeted for in FY27 & FY28.

Sodium Hypochlorite

Hartford Water System –

GL Account # 50-952-340-0000

Quechee Water System -

GL Account # 55-953-340-0000

Polymer 8837

Hartford Wastewater System -

GL Account # 60-961-340-0000

Stern Pack 70

Quechee Wastewater System -

GL Account # 65-963-340-0000

Recommendation Staff recommend the following motion: The Selectboard award the bid to Allen Engineering & Chemical Corporation, Rutland, VT for an estimated 23,760 gallons of Sodium Hypochlorite at a price of \$3.50 per gallon and an estimated 4,950 gallons of Polymer 8837 at \$25.67 per gallon and authorize the Town Manager to sign an agreement with Allen Engineering and Chemical Corporation for the period of July 1, 2026 through June 30, 2028.

Staff also recommend the following motion: The Selectboard award the bid to Holland Company, Inc., Adams, MA for an estimated 12,000 gallons of Stern Pack 70 at \$3.50 per gallon and authorize the Town Manager to sign an agreement with Holland Company, Inc. for the period of July 1, 2026 through June 30, 2028.

TOWN OF HARTFORD
RFP FY2027-2028 06/08/26

Sodium Hypochlorite Bid Form

The undersigned, having become familiar with the conditions set forth in the request for bids, hereby proposes to furnish sodium hypochlorite for the estimated gallons.

Material	Each Delivery Amount	Approximate Gallons	Bid Price/Gallon
Sodium Hypochlorite	990 Gallons	23,760 Gallons	<u>\$3.50</u>

Date: 6-23-2026

Bidder: ALIEN CHEMICAL

Authorized Signature

Ken Baker

Company Address

1901 US ROUTE 4 EAST
MENDON V.T 05701

Contact Person:

Ken Baker

Email Address:

Kbaker@alienpools-spas.com

Phone Number:

802-712-4993

TOWN OF HARTFORD
RFP FY2027-2028 06/08/26

Sodium Hypochlorite

The Town of Hartford is requesting bids for Sodium Hypochlorite 12.5% minimum delivered to our water treatment facility. This bid should address the period from July 1, 2026 to June 30, 2028.

Scope of Services:

The contract will include the delivery of 990 gallons of Chlorine per order, to our water treatment facility in Wilder.

Basis of Award:

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

- Ability to perform successfully under the terms of the scope of services
- Prior experience and past record of performance
- Price of product
- Any other criteria considered relevant by the Town

Insurance:

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

Instructions:

Bids must be submitted in a sealed envelope clearly labeled "FY2027 Sodium Hypochlorite Bid" and will be received at the Town of Hartford, Town Manager's Office, 171 Bridge Street, 2nd Floor, White River Junction, Vermont 05001, no later than 11:00am on Thursday, July 2, 2026. Bids received after the noted time and date will not be accepted. Faxed or emailed bids will not be accepted.

Rejection of Bids:

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

Revision to the Request for Bids:

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

Limitations of Liability:

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

Town of Hartford
171 Bridge St
White River Junction, VT 05001

Bid Tabulation Summary

Sodium Hypochlorite

Department: DPW
Bids Taken at Town Manager's Office
Date: July 2, 2026 @11 am
Tabulated by:

	Name & Address of Bidder	Bid (\$)
1	Allen Pools & spas PoBox 613, 1901 US Rte 4 Rutland VT, 05702	3.50 / gallon
2		
3		
4		
5		
6		
7		
8		
9		
10		

RFP Attendance Sheet

RFP: Sodium Hypochlorite 2026 DPW

Date: July 2, 2026 @ 11am

	Printed Name	Company/Organization	Signature
1	<i>Dim Mardine Brown</i>	<i>TOH</i>	<i>Dim Mardine Brown</i>
2	Jon-Luc Goodrich	Holland Company	<i>J. Lu Goodrich</i>
3	Alison Cassidy	TOH	<i>Alison Cassidy</i>
4	Larry	TOH	<i>Larry A. Rogers</i>
5			
6			
7			
8			
9			
10			

TOWN OF HARTFORD
RFP FY2027-2028 06/08/26

Polymer 8837 Bid Form

The undersigned, having become familiar with the conditions set forth in the request for bids, hereby proposes to furnish sodium hypochlorite for the estimated gallons.

Material	Each Delivery Amount	Approximate Gallons	Bid Price/Gallon
Polymer 8837	275 Gallon Totes	4,950 Gallons	<u>25. ⁴⁶</u>

Date: 6-23-2026 Bidder: ALIEN CHEMICAL
Authorized Signature: 
Company Address: 1901 US ROUTE 4 EAST
MENDON VT 05701
Contact Person: Ken Baker
Email Address: Kbaker@alienpool-spas.com
Phone Number: 802-712-4993

TOWN OF HARTFORD
RFP FY2027-2028 06/08/26

Polymer 8837

The Town of Hartford is requesting bids for Polymer 8837 delivered to our wastewater treatment facility in White River Junction. This bid should address the period from July 1, 2026 to June 30, 2028.

Scope of Services:

The contract will include the delivery of 275 gallon totes of Polymer 8837 per order, to our wastewater treatment facility in White River Junction.

Basis of Award:

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

- Ability to perform successfully under the terms of the scope of services
- Prior experience and past record of performance
- Price of product
- Any other criteria considered relevant by the Town

Insurance:

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

Instructions:

Bids must be submitted in a sealed envelope clearly labeled "FY2027 Polymer 8837 Bids" and will be received at the Town of Hartford, Town Manager's Office, 171 Bridge Street, 2nd Floor, White River Junction, Vermont 05001, no later than 11:00am on Thursday, July 2, 2026. Bids received after the noted time and date will not be accepted. Faxed or emailed bids will not be accepted.

Rejection of Bids:

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

Revision to the Request for Bids:

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

Limitations of Liability:

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

Town of Hartford
171 Bridge St
White River Junction, VT 05001

Bid Tabulation Summary
Polymer 8837

Department: DPW
Bids Taken at Town Manager's Office
Date: July 2, 2026 @11 am
Tabulated by:

	Name & Address of Bidder	Bid (\$)
1	Allen Pools & Spas PO Box 613, 1901 US Rte 4 Rutland, VT 05702	25.67 / gallon was 25.46
2		
3		
4		
5		
6		
7		
8		
9		
10		

RFP Attendance Sheet

RFP: Polymer 8837 2026 DPW

Date: July 2, 2026 @ 11am

	Printed Name	Company/Organization	Signature
1	Dim Mardine-Brown	TCH	Dim Mardine-Brown
2	Jon-Luc Goodrich	Holland Company	Jon-Luc Goodrich
3	Alison Cassidy	TCH	Alison Cassidy
4			
5			
6			
7			
8			
9			
10			

TOWN OF HARTFORD
RFP FY2027-2028 06/08/26

Stern Pack 70 Bid Form

The undersigned, having become familiar with the conditions set forth in the request for bids, hereby proposes to furnish sodium hypochlorite for the estimated gallons.

Material	Each Delivery Amount	Approximate Gallons	Bid Price/Gallon
Stern Pack 70	4,000 Gallons	12,000 Gallons	<u>\$3.50*</u>

*Same day emergency, weekend, and holiday delivery available.
See enclosed Technical Support and After Hours Telephone List.

Date: June 25, 2026 Bidder: Holland Company, Inc.

Authorized Signature



Company Address

153 Howland Avenue

Adams, MA 01220-1199

Contact Person:

Matthew B. Holland, Manager

Email Address:

hcoffice@hollandcompany.com

Phone Number:

413-743-1292 / 1-800-639-9602



Holland COMPANY INC.

153 HOWLAND AVENUE
ADAMS, MA 01220-1199
(TEL.) 413 743-1292
(FAX) 413 743-1298

Holland Company – Customer Care Technical Support

Holland Company offers technical support to assist in the use and application of its complete line of water treatment coagulants. Our support staff has a combined 60 years of experience in potable and wastewater treatment. This coagulant expertise is available to assist in meeting the numerous stringent treatment challenges you face.

We offer several levels of annual service:

1. Remote Tech Support

This includes phone or electronic communication to answer treatment questions and offer diagnostic suggestions, coagulant use guidelines and general water treatment chemistry information. Coverage is within three hours on normal business days, eight hours nights, weekends and holidays.

Remote Tech Support – \$75.00 per hour

2. On Site Tech Support

This includes all services listed above and Technical support at the treatment plant site or other designated area. Additional support items include jar testing, coagulant feed rate and pump setting checks, storage tank and coagulant feed system inspection.

On site Tech Support- \$150.00 per hour

3. Product Evaluation

Jar testing, pilot study coagulant evaluation and coagulant optimization studies. Pilot studies project support.

Product Evaluation - \$500 to \$750 per day per staff member, as determined by project review

4. Delivery Service

Holland Company will provide same day emergency, weekend and holiday delivery at no charge.
See attached After Hours telephone list.

Please contact us for information: techsupport@hollandcompany.com or 1-800-639-9602

NOTE: TECHNICAL SUPPORT FEES WILL NOT BE CHARGED TO HOLLAND COMPANY CUSTOMERS

Holland Company, Inc. - Solving Water Treatment challenges since 1967



Holland
C O M P A N Y

"AFTER HOURS" CONTACT LIST

Phone list for after hours, weekend and holiday deliveries/service.

Please contact us by starting at top of the list.

Holland Company Plant :	413-743-1292 or 1-800-639-9602
Jon-Luc Goodrich	413-281-7759
Mike Holland	413-884-4291
Jim Holland	413-822-8754
Matt Holland	413-464-5125
Mike Badorini	413-585-9001 or 413-563-4720 mobile

HOLLAND COMPANY, INC.

"AFTER HOURS" CONTACT LIST

rev. 092622



Holland Company, Inc.

153 Howland Avenue Adams, MA 01220 U.S.A.
800-639-9602 / 413-743-1292 www.hollandcompany.com

EPIC WW 58

DESCRIPTION: A proprietary inorganic coagulant / flocculant.
NSF International certified as meeting NSF/ANSI Standard 60 for water treatment chemicals.

Produced at Adams, Massachusetts in a NSF International Registered & Inspected facility

APPLICATION: EPIC WW 58 is a proprietary pre-polymerized coagulant, effective in reducing Phosphorus, Turbidity, Suspended Solids, BOD and other Contaminants. When compared with other coagulants it has less effect on pH, generates fewer treatment solids.
EPIC WW 58 does not stain treatment plant surfaces or equipment.

TYPICAL PROPERTIES & CHARACTERISTICS

- * **Appearance:** Clear to slight haze < 50NTU
- * **pH in concentrate @ 77°F (25°C):** 2.5 - 2.8
- * **Density @ 68°F (20°C):** 1.26 - 1.28
- * **Odor:** Negligible & Solvent Free
- * **Freeze point:** 14°F (-10°C) approx.

STORAGE & USE

Storage: Keep in covered containers in a secure area. Recommended to inspect and clean annually.

Recommended storage temperature: 45°F (7°C) - 95°F (35°C)

Use: Recommended using full strength. For best results use within 6 months of delivery.

ORDER - DELIVERY - SERVICE (24/7)

Orders or Technical help call: 800-639-9602 / 413-743-1292, or order using online customer access.

Lead time for delivery: 1-2 days for bulk delivery. Deliveries made 7 days per week including holidays.

Emergency service: Same day emergency delivery can be available.

Packaging: Bulk Tank Truck, Mini Bulk, Totes and drums

The information set forth herein is furnished free of charge and is based on technical data that Holland believes to be reliable. It is intended for use by persons having technical skill and at their own discretion and risk. Since conditions of use are outside our control, we make no warranties, expressed or implied, and assume no liability in connection with any use of this information. Nothing herein is or be taken as a license to operate under or a recommendation to infringe any patents.



Holland Company, Inc.

EPIC WW 58

Safety Data Sheet

SECTION 1. IDENTIFICATION

Product Identifier

Product Name: EPIC WW 58

Other means of identification: SDS ID: EPIC WW 58

Recommended use of chemical and restrictions on use: Water treatment, manufacturing applications.

Company Information:

Holland Company, Inc.

153 Howland Avenue

Adams, MA 01220 U.S.A.

Phone: 413-743-1292 FAX: 413-743-1298

Emergency Phone:

Holland Company 1-800-639-9602

Chemtrac (USA) 1-800-424-9300

CANTUTEC (Canada) 1-613-996-6666

SECTION 2. HAZARDS IDENTIFICATION



WARNING - IRRITANT
AVOID CONTACT



WARNING - CORROSION
May be corrosive to metals

Hazard Statements

Irritating to eyes Category 2

May be corrosive to some metals Category 1

Prolonged exposure may be irritating to skin

Do not ingest

Precautionary Statements

Avoid direct contact.

Use protective equipment if direct contact is possible.

Rinse and wash eyes and skin thoroughly after contact.

For storage and transfer equipment use appropriate materials of construction.



SECTION 3. COMPOSITION / INFORMATION ON INGREDIENTS

Substance

Chemical name: Liquid aluminum hydroxychloride

Name: EPIC WW 58

CAS#: 14215-15-7

Impurities: NA. No impurities or additives which are themselves classified and which contribute to the classification of the substance.

SECTION 4. FIRST AID MEASURES

Eye contact: Acute irritation.

Immediately rinse eyes with water for an extended period.

If irritation persists, get medical attention.

Skin contact: Possible acute irritation.

Remove contaminated clothing - footwear and wash skin with water.

If irritation develops get medical attention.

Ingestion: Possible acute discomfort.

In case of ingestion. Drink large amounts of water. Do not induce vomiting.

Get immediate medical advice.

Inhalation of mist: Possible acute irritation.

Remove from continued exposure.

If irritation or breathing difficulty occurs get immediate medical attention.

Most important symptoms/effects:

Serious eye irritation. Irritation to gastrointestinal tract.

Indication of immediate attention and special treatment needed:

If after direct contact, you feel unwell seek medical advice. Notes to physician treat symptomatically.

SECTION 5. FIRE FIGHTING MEASURES

Suitable extinguishing media:

Product is not flammable and will not burn. Use water to cool and maintain integrity of product containers.

Unsuitable extinguishing media:

None identified.

Specific hazards from chemical:

Negligible fire hazard.

Hazardous combustion products from a fire may be sulfur dioxide, hydrogen chloride.

Protective equipment:

As in any fire, appropriate firefighting protective gear and self-contained breathing apparatus (MSHA/NIOSH approved or equivalent) should be used.



SECTION 6. ACCIDENTAL RELEASE MEASURES

General:

Site specific procedures to address accidental spills are necessary as dictated by facility design, location, staffing, containment structures, and regulatory requirements. Consult engineers as needed.

Personal protection, protective equipment, and emergency services:

In the event of a spill clear unnecessary staff from spill area, isolate area and restrict entry.

Avoid eye and skin contact with spilled material. If direct contact with spilled material is likely use protective equipment to prevent contact with eyes and skin. Do not release into sewers or waterways.

Methods and materials for containment and clean up:

Prevent further leakage or spillage if safe to do so. Manage spilled liquid using containment structures or inert materials to collect for reuse. Product not reused can be neutralized and converted to aluminum hydroxide using a mild alkali such as soda ash, or calcium carbonate (agricultural lime). Neutralized residue can be swept up or rinsed down with water and captured using absorbent materials for disposal in accordance with local, state, province, and federal regulations.

Caution: When neutralizing large spills CO_2 will be created and can be a breathing hazard.

Take steps to provide adequate ventilation.

SECTION 7. HANDLING AND STORAGE

Precautions for safe handling:

Avoid contact with eyes and skin. If direct contact with material is likely use protective equipment to prevent contact with eyes and skin. Do not eat, drink, take medication or smoke when direct contact is possible. Always thoroughly wash hands after leaving a work area where contact is possible or has occurred. Do not eat, drink, take medication or smoke when direct contact is possible.

Ventilation: No special requirements.

Conditions for safe storage including any incompatibilities:

Store in covered containers in a secure location. To minimize the possibility of a release into the environment or contact with incompatible materials, storage tanks should have a dedicated liquid tight secondary containment system. Have storage tanks, containers, and transfer systems properly labeled for contents. Annually empty storage tanks to inspect and clean. Perform regular maintenance cleaning of the transfer system. For accepting deliveries have procedures for determining product quantity in storage tanks. Use tanks, containers, and transfer systems, pumps, valves, and process control instrumentation of appropriate materials of construction. Some materials commonly used are FRP, plastic, PVC, CPVC, Teflon®, and special metal alloys.

Incompatible materials:

Avoid contact with sodium hypochlorite (bleach), chlorites, sulfites, strong bases, aqua ammonia, and other similar materials. Avoid contact with common metals such as copper, aluminum, brass, zinc, lower grades of stainless steel, and iron.

Storage Conditions: Preferred storage temperature range is 7°C-35°C (45°F-95°F).

Outside of this temperature range optimal product performance and shelf life may be affected.

**SECTION 8. EXPOSURE CONTROL / PERSONNAL PROTECTION****Exposure guidelines:**

No exposure limits noted for this substance.

Appropriate engineering controls:

Eyewash stations. Showers. Local passive ventilation is typically used. Under normal conditions respiratory protective equipment is not needed.

Individual protection measures, such as personal protective equipment:

Wear appropriate protective goggles or protect eyeglasses. Wear clothing that will prevent skin contact. Seek professional advice when selecting respiratory protection equipment.

Wash any contaminated clothes before reusing. Do not eat, drink, take medication, apply cosmetics, or smoke where direct contact is possible. Always thoroughly wash hands after leaving a work area.

SECTION 9. PHYSICAL AND CHEMICAL PROPERTIES

Appearance: Liquid clear to slight haze. Colorless to amber tint.

Odor: Negligible.

Odor threshold: Not determined.

pH: 2.5 - 3.0 @ 25°C (77°F) as is basis.

Freeze point: -10°C (14°F) + -

Boiling point-range: Not determined.

Flash point: NA.

Evaporation rate: Similar to water.

Flammability (solid, gas): Not flammable.

Upper/lower flammability or explosive limits: NA

Vapor pressure: Similar to water.

Vapor density: Similar to water.

Relative Density (specific gravity): 1.26 - 1.28 @ 21°C (70°F)

Water Solubility: Complete.

Partial coefficient: n-octanol/water: NA, inorganic compound column 2 of REACH Annex VII.

Auto ignition: Not flammable.

Decomposition temperature: Not determined.

Viscosity: 15-45 centipoise @ 23°C (73°F).

SECTION 10. STABILITY AND REACTIVITY

Reactivity: Not reactive under normal conditions.

Chemical stability: Stable under recommended conditions of storage.

Possible hazardous reactions: Contact with strong alkalis such as sodium hydroxide, ammonia, hypochlorite (bleach) may generate heat, splattering and hazardous vapors.

Hazardous polymerization: Does not occur.

Conditions to avoid: Unaffected by static discharge, shock, or vibration.

Incompatible Materials: Chlorite, hypochlorite (bleach), sulfites, strong bases, common metals.

Hazardous decomposition products: None expected under normal conditions of use and storage.

**SECTION 11. TOXICOLOGY INFORMATION****Information on likely routes of exposure:**

Eye, Skin, Ingestion, inhalation (of liquid mists).

Reported Oral LD50 (Rat) > 5,000 mg/kg Dermal: No information Inhalation: No information

Symptoms and immediate (Acute) effects:

Eye contact: Contact causes serious eye irritation.

Skin contact: Repeated contact may cause irritation.

Inhalation: Avoid breathing liquid mists. May cause irritation.

Ingestion: Do not taste or swallow. May cause vomiting and discomfort.

Symptoms and delayed (Chronic) effects: NA

Numerical measures of toxicity: Not determined.

Carcinogenicity listing: NTP Not listed. IARC Not listed. OSHA Not listed.

Reproductive toxicity, germ cell mutagenic, or teratogenic effects: Not classified.

SECTION 12. ECOLOGICAL INFORMATION

Ecotoxicity: An environmental hazard cannot be excluded in the event of incorrect or unprofessional handling, or disposal of unused material.

Aquatic: Reported Fish LC50 static 1460-1500 mg/L 48h *Leuciscus idus melanotuss*.

Persistence and degradability: Not determined

Bioaccumulation potential: Not determined

Mobility in Soil: Not determined

Other adverse effects: Not determined

SECTION 13. DISPOSAL CONSIDERATIONS

Disposal of Waste: Dispose of waste and unused material in accordance with applicable local, regional, and national laws and regulations.

Contaminated packaging: Dispose of waste and unused material in accordance with applicable local, regional, and national laws and regulations.

SECTION 14. TRANSPORTATION INFORMATION

Note: Please see current shipping documents for up the most to date information.

Land (DOT), Sea (IMDG), Air (ICAO/IATA)

UN number: UN3082

Shipping name: Environmentally hazardous substance inorganic N.O.S. (Polyaluminum Chloride)

Hazard class: 9

Packing group: III

Environmental hazards: No

Special precautions: None known



EPIC WW 58

SECTION 15. REGULATORY INFORMATION

RCRA Hazardous waste: Not Listed

CERCLA Hazardous substance: Not listed

CWA (Clean Water Act): Not listed

CERCLA Reportable Quantity (RQ): NA

SARA 311/312 Hazard Categories:

Acute (immediate) health effects: Yes **Chronic (delayed) health effects:** No

Fire Hazard: No

Sudden release of pressure hazard: No

Reactivity hazard: No

SARA 313 Toxic Chemical listing: Not listed **SARA Extremely hazardous substance (EHS):** Not listed

OSHA Air (table Z-1, Z-1A): Not listed **OSHA Special Regulated Substance:** Not listed

TSCA Section Inventory Status: Product exempt or listed on the TSCA Inventory.

Canadian Domestic Substances List (DSL): Listed (1327-41-9)

State - Province regulations: Not determined

SECTION 16. OTHER INFORMATION

NSF International Certified: As meeting NSF/ANSI/CAN Standard 60 for Water Treatment Chemicals
Maximum use (MUL) 325 mg/L

NFPA: Health 1 Flammability 0 Stability 0 Instability 0 **Special Hazards** Not Determined

HMIS: Health 1 Flammability 0 Stability 0 Physical Hazards 0 **Personal Protection** Not Determined

Preparatory statement: The information in this Safety Data Sheet (SDS) is correct to the best of our knowledge, information we have available, and belief as of the publication date. The information is designed solely as guidance for safe handling, storage, transportation, release, and disposal. This information is not to be considered a product warranty or quality specification.

Date Sources for the SDS:

Literature, direct manufacturing experience, databases, practice, publications, own tests, regulations

Revision: June 30, 2020 replaces all earlier **SDS ID:** EPIC WW 58



Holland Company, Inc.
153 Howland Avenue
Adams, Massachusetts 01220 U.S.A.
413-743-1292 / 800-639-9602

SDS 101 10 Rev. 6/2020 updated 11/2020 © 2021 Holland Company, Inc.

TOWN OF HARTFORD
RFP FY2027-2028 06/08/26
Stern Pack 70

The Town of Hartford is requesting bids for Stern Pack 70 delivered to our wastewater treatment facility in Quechee. This bid should address the period from July 1, 2026 to June 30, 2028.

Scope of Services:

The contract will include the delivery of 4,000 gallons of Stern Pack 70 per order, to our wastewater treatment facility in Quechee.

Basis of Award:

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

- Ability to perform successfully under the terms of the scope of services
- Prior experience and past record of performance
- Price of product
- Any other criteria considered relevant by the Town

Insurance:

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

Instructions:

Bids must be submitted in a sealed envelope clearly labeled "FY2027 Stern Pack 70 Bid" and will be received at the Town of Hartford, Town Manager's Office, 171 Bridge Street, 2nd Floor, White River Junction, Vermont 05001, no later than 11:00am on Thursday, July 2, 2026. Bids received after the noted time and date will not be accepted. Faxed or emailed bids will not be accepted.

Rejection of Bids:

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

Revision to the Request for Bids:

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

Limitations of Liability:

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

Town of Hartford
171 Bridge St
White River Junction, VT 05001

Bid Tabulation Summary
Stern Pack 70

Department: DPW
Bids Taken at Town Manager's Office
Date: July 2, 2026 @11 am
Tabulated by:

	Name & Address of Bidder	Bid (\$)
1	Holland Company Inc. 153 Howland Ave Adams, MA 01220	3.50 / gallon Saturday / emergency / weekend + holiday delivery avail
2		
3		
4		
5		
6		
7		
8		
9		
10		

RFP Attendance Sheet

RFP: Stern Pack 70 2026 DPW

Date: July 2, 2026 @ 11am

	Printed Name	Company/Organization	Signature
1	<i>Jim Mardine-Brown</i>	<i>TOH</i>	<i>Jim Mardine-Brown</i>
2	<i>Jon-Luc Goodrich</i>	<i>Holland Company</i>	<i>Jon-Luc Goodrich</i>
3	<i>Alison Cassidy</i>	<i>TOH</i>	<i>Alison Cassidy</i>
4	<i>Lamy</i>	<i>TOH</i>	<i>Lamy</i>
5			
6			
7			
8			
9			
10			



AGENDA MEMORANDUM

July 21, 2026

Town Selectboard Meeting Item: _

Submitted by: Todd C. Law, P.E., Director of Public Works

Subject: FY 27 Aggregate Materials Pricing

Background: The Town of Hartford requested bids for the procurement of aggregates for the 2027 Fiscal Year. This request utilized assumed quantities to gather unit pricing for aggregates to be picked up by the town and to be delivered to the town by the vendor. Aggregates requested included but were not limited to winter sand, bank run gravel, hard packs, rip rap and other products on a per ton unit cost.

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

Twin State Sand & Gravel and Pike Industries provided pricing for all requested materials and D & D Excavating provided pricing only for Winter Sand.

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

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

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

TOWN OF HARTFORD
Request for Bids
FY27 Aggregates

*TWIN STATE
SAND & GRAVEL*

Aggregate	Bid \$/Ton
Winter Sand (Delivered to 173 Airport Road, W.R.J.)	20.53
Winter Sand (Delivered to 142 Izzo Place, Quechee)	25.34
Winter Sand (Picked up by Town of Hartford)	16.25
Manufactured Sand	15.75
Crushed Gravel for Subbase, Fine Graded (Vtrans Spec. 704.05A)	
*** Alternative to 704.05A: 3/4" Twin Pack**	12.10
Crushed Gravel for Subbase, Coarse Graded (Vtrans Spec. 704.05B)	14.80
Dense Graded Crushed Gravel for Subbase Alternate (Vtrans Spec. 704.06A)	14.80
Surface Courses and Shoulder Aggregate (Vtrans Spec. 704.12A)	15.00
Path & Trail Aggregate (Vtrans Spec. 704.12B)	
*** Alternative to 704.12B: 3/8" Twin Pack***	15.95
Shoulder Aggregate (Vtrans Spec. 704.12C)	15.00
RAP Shoulder Aggregate (Vtrans Spec. 704.12D)	60.00
Drainage Aggregate (Vtrans Spec. 704.16)	19.75
Erosion Control Aggregate (Vtrans Spec. 706.04(a))	
*** Alternative to 706.04A: 7" Erosion Stone***	15.10
Type I Stone Fill Aggregate (Vtrans Spec. 704.17)	13.75
Type II Stone Fill Aggregate (Vtrans Spec. 704.17)	12.80

TOWN OF HARTFORD
Request for Bids Continued
FY27 Aggregates

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

Twin State Sand & Gravel

Company Name

PO Box 5243

Street/P.O. Box

West Lebanon, NH

Town/City, State, Zip Code

603-298-8705 Office/ Sherri Cell 603-858-4997

Telephone No.



Authorized Signature

7/1/2026

Date

Seth Ames

Printed Name

Owner

Title

Sherri Sonia

Contact Name (Printed)

S.Sonia@blaktop.com

Email Address

This bid form (pages 7 and 8) must be submitted in a sealed envelope clearly labeled "2026-2027 Aggregate Bid" and received at the Town of Hartford, Town Manager's Office, 171 Bridge Street, 2nd Floor, White River Junction, Vermont 05001, no later than 11:00am on Wednesday, July 1, 2026. Bids received after the noted time and date will not be accepted. Faxed or emailed bids will not be accepted.

Twin State Sand and Gravel

Sieve Analysis Test Report (T 27, T 11 , T 255)

Date/Time:	June 7, 2024	Lab/Location:	Twin State S & G Materials Lab- Lebanon, NH.
Contractor:	Twin State Sand & Gravel	Material ID:	#20090- 3/4" Twin Pack
Source:	Twin State Sand & Gravel		

Sieve Analysis of Fine and Coarse Aggregates (T 27)				
Sieve	Mass per Sieve	% Retained per Sieve	% Passing	Specification %
4"	0	0	100.0	
3"	0	0	100.0	
2"	0	0	100.0	
1-1/2"	0	0	100.0	
1"	0	0	100.0	
3/4"	213.1	1.2	98.8	
1/2"	2596	15.2	83.6	
3/8"	1927.8	11.3	72.3	
No. 4	4232	24.7	47.6	

Total wet Mass of (-) # No. 4 portion	8856.5	Total dry Mass of Sample	17112.3
Total dry Mass of (-) # No. 4 portion	8502.2	(-) No. #4 from Coarse Aggregate	0

Total Moisture Content by Drying (T 255)		Materials Finer than 75 µm Sieve by Washing for Sand Portion only (T 11)	
Wet Mass(W):	1062.7	Dry Mass after wash (Dw):	0.0
Original Dry Mass(D):	1021.5	Mass of Fines lost by washing (D - Dw):	0.0
Moisture Loss (W - D):	41.2	% -75 µm Sieve (100 x (D - Dw)/D):	
% Moisture (100 x (W - D) / D):	4.0		

Fine Factor 0.046598				
Sieve	Mass per Sieve	% Retained per Sieve	% Passing for Total Sample (T11)	Specification %
No. 8	215.9	10.1	37.5	
No. 16	146.6	6.8	30.7	
No.30	100.8	4.7	26.0	
No. 50	85.0	4.0	22.0	
No.100	84.4	3.9	18.1	
No. 200	157.9	7.4	10.7	
Pan	229.9	10.7		
Sub Total	1020.5			

No. # 200 In Sand Portion (Washed)	

Comments: New product from belt on 7x20 screen after Jaw crusher. Hartland quarry.

Tested by:	Aaron Deuell	Certification #:	
Date:	10-Oct-24	Expiration Date:	

Results Within Specification Limits: ☐ Results Outside Specification Limits: ☐

Twin State Sand and Gravel

Sieve Analysis Test Report (T 27, T 11 , T 255)

Date/Time:	June 3, 2025	Lab/Location:	Twin State S & G Materials Lab- Lebanon, NH.
Contractor:	Twin State Sand & Gravel	Material ID:	#20111- 3/8" Twin Pack
Source:	Twin State Sand & Gravel		

Sieve Analysis of Fine and Coarse Aggregates (T 27)

Sieve	Mass per Sieve	% Retained per Sieve	% Passing	Specification %
4"	0	0	100.0	
3"	0	0	100.0	
2"	0	0	100.0	
1-1/2"	0	0	100.0	
1"	0	0	100.0	
3/4"	0	0	100.0	
1/2"	0	0	100.0	
3/8"	19.9	1.5	98.5	
No. 4	464.2	34.9	63.6	

Total wet Mass of (-) # No. 4 portion	878.4	Total dry Mass of Sample	1331.2
Total dry Mass of (-) # No. 4 portion	858.2	(-) No. #4 from Coarse Aggregate	0

Total Moisture Content by Drying (T 255)		Materials Finer than 75 µm Sieve by Washing for Sand Portion only (T 11)	
Wet Mass(W):	898.6	Dry Mass after wash (Dw):	0.0
Original Dry Mass(D):	878.6	Mass of Fines lost by washing (D - Dw):	0.0
Moisture Loss (W - D):	20.0	% -75 µm Sieve (100 x (D - Dw)/D):	
% Moisture (100 x (W - D) / D):	2.3		

Fine Factor 0.072388

Sieve	Mass per Sieve	% Retained per Sieve	% Passing for Total Sample (T11)	Specification %
No. 8	286.6	20.7	42.9	
No. 16	152.7	11.1	31.8	
No.30	88.1	6.4	25.4	
No. 50	64.6	4.7	20.7	
No.100	53.4	3.9	16.8	
No. 200	83.1	6.0	10.8	
Pan	149.9	10.8		
Sub Total	878.4			

No. # 200 In Sand Portion (Washed)	

Comments: From stockpile next to parking area and fines stockpile. Hartland quarry.

Tested by:	Tim French	Certification #:
Date:	2-Jul-25	Expiration Date:

Results Within Specification Limits: ☐ Results Outside Specification Limits: ☐



7" Erosion Stone

(Not possible to do sieve analysis on material this size)

TOWN OF HARTFORD
171 BRIDGE STREET
WHITE RIVER JUNCTION, VT 05001

BID TABULATION SUMMARY

DPW Aggregate Products FY27

DEPARTMENT DPW
Bids Taken at the Town Manager's office
DATE: 7/1/26 @ 11am
Tabulated By:

	Name & Address of Bidder	Bid			
					<u>Winter Sand</u>
1	<u>D+D Excavating Inc.</u> <u>PO Box 179</u> <u>Hartland, VT 05048</u>	<u>SEE ATTACHED</u>			<u>\$ 14.65 Delivered</u>
2	<u>Pike Industries</u> <u>335 Plainfield Rd</u> <u>West Lebanon, NH 03784</u>	<u>SEE ATTACHED</u>			<u>\$ 20.65 / TON DELIVERED</u>
3	<u>Twin State Sand and Gravel Co. Inc</u> <u>PO Box 5243</u> <u>West Lebanon NH 03784</u>	<u>SEE ATTACHED</u>			<u>\$ 20.53 / TON DELIVERED</u>
4					
5					
6					
7					
8					
9					
10					

ATTENDANCE SHEET

BID/DATE: July 1, 2026 @ 11am RFP DPW Aggregate Products FY27

	Printed Name	Company	Signature
1	Kimberly Mardino Brown	TOH	Kimberly Mardino Brown for
2	Jeremy DeKse	TOH	
3			
4			
5			
6			
7			
8			
9			
10			

2026/2027 AGGREGATE BID RESULTS

Material	Pike Industries		Twin State Sand & Gravel		D&D Excavation	
Winter Sand						
Delivered to 173 Airport Rd	\$20.65	Per ton	\$20.53	Per ton	\$14.69	Per Ton
Delivered to 142 Izzo Place	\$22.20	Per ton	\$25.34	Per ton	\$14.69	Per ton
Picked up by Town of Hartford	\$15.95	Per ton	\$16.25	Per ton	\$9.44	Per ton
Manufactured Sand	\$15.95	Per ton	\$15.75	Per ton		
Crushed Gravel for Subbase, Fine Graded (Vtrans Spec 704.05A)	\$15.35	Per ton	\$12.10	Per ton	No bid	Alternative 3/4" Twin Pack (Twin State)
Crushed Gravel for Subbase, Coarse Graded (Vtrans Spec 704.05B)	\$15.35	Per ton	\$14.80	Per ton	No bid	
Dense Graded Crushed Gravel for Subbase Alternate (Vtrans Spec. 704.06A)	\$15.35	Per ton	\$14.80	Per ton	No bid	
Surface Courses and Shoulder Aggregate (Vtrans Spec. 704.12A)	\$12.08		\$15.00		No bid	
3/4" Crushed Stone Base (Hardpack)		Per ton		Per ton		
Path & Trail Aggregate (Vtrans Spec. 704.12B)	\$17.38		\$15.95		No bid	Alternative 3/8" Twin Pack Twin State
3/8" Crushed Stone Base (Hardpack)		Per ton		Per ton		
Shoulder Aggregate (Vtrans Spec. 704.12C)	\$12.08	Per ton	\$15.00	Per ton	No bid	
RAP Should Aggregate (Vtrans Spec. 704.12D)	\$30.10	Per ton	\$60.00	Per ton	No bid	
Drainage Aggregate (Vtrans Spec. 704.16)	\$21.67	Per ton	\$19.75	Per ton	No bid	
Erosion Control Aggregate (Vtrans Spec. 706.04(a))	\$14.65	Per ton	\$15.10	Per ton	No bid	Alternative 7" Erosion Stone
Type I Stone Fill Aggregate (Vtrans Spec. 704.17)	\$18.95	Per ton	\$13.75	Per ton	No bid	
type II Stone Fill Aggregate (Vtrans Spec. 704.17)	\$18.95	Per ton	\$12.80	Per ton	No bid	
Total			\$286.92		\$38.82	
Avg.			\$19.13		\$12.94	

Low Bidder

TOWN OF HARTFORD
Request for Bids
FY27 Aggregates

*D&D
Excavating*

Aggregate	Bid \$/Ton
Winter Sand (Delivered to 173 Airport Road, W.R.J.)	\$21.00/yard (\$14.69/ton)
Winter Sand (Delivered to 142 Izzo Place, Quechee)	\$21.00/yard (\$14.69/ton)
Winter Sand (Picked up by Town of Hartford)	\$13.50/yard (\$9.44/ton)
Manufactured Sand	
Crushed Gravel for Subbase, Fine Graded (Vtrans Spec. 704.05A)	
Crushed Gravel for Subbase, Coarse Graded (Vtrans Spec. 704.05B)	
Dense Graded Crushed Gravel for Subbase Alternate (Vtrans Spec. 704.06A)	
Surface Courses and Shoulder Aggregate (Vtrans Spec. 704.12A)	
Path & Trail Aggregate (Vtrans Spec. 704.12B)	
Shoulder Aggregate (Vtrans Spec. 704.12C)	
RAP Shoulder Aggregate (Vtrans Spec. 704.12D)	
Drainage Aggregate (Vtrans Spec. 704.16)	
Erosion Control Aggregate (Vtrans Spec. 706.04(a))	
Type I Stone Fill Aggregate (Vtrans Spec. 704.17)	
Type II Stone Fill Aggregate (Vtrans Spec. 704.17)	

TOWN OF HARTFORD
Request for Bids Continued
FY27 Aggregates

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

D & D Excavating, Inc. Company Name Hartland, VT 05048 Town/City, State, Zip Code <i>Tricia Cornelius</i> Authorized Signature Tricia Cornelius Printed Name Mark Dow Contact Name (Printed)	PO Box 179 Street/P.O. Box (802) 436-1899 Telephone No. 6/19/26 Date Bookkeeper Title office_manager@ddexcavating.com Email Address
---	--

This bid form (pages 7 and 8) must be submitted in a sealed envelope clearly labeled "2026–2027 Aggregate Bid" and received at the Town of Hartford, Town Manager's Office, 171 Bridge Street, 2nd Floor, White River Junction, Vermont 05001, no later than 11:00am on Wednesday, July 1, 2026. Bids received after the noted time and date will not be accepted. Faxed or emailed bids will not be accepted.

D & D EXCAVATING, INC.
P.O. Box 179
Hartland, VT 05048

Matt Dow
(802) 291-1551

Mark Dow
(802) 291-3260

June 19, 2026

Town of Hartford
Town Managers Office
171 Bridge Street
White River Jct., VT 05001

Dear Town Manager:

RE: 2026 – 2027 Winter Sand Bid from D & D Excavating, Inc.

Please find below our bid for the timeframe of July 1, 2026 – June 30, 2027, for winter sand to be delivered to two stockpile areas, one to the Town of Hartford Public Works Facility and the other at Quechee Wastewater Facility.

- 4056 cu yds (5800 tons) of winter sand – price delivered: **\$21.00/cu yd (\$85,176)** (\$14.69/ton (\$85,202))
- 4056 cu yds (5800 tons) of winter sand – price @ pit: **\$13.50/cu yd (\$54,756)** (\$9.44/ton (\$54,752))
- Proof of insurance is on file in your office. We sent a copy when we applied for our over-weight permit. Please let me know if you have not received this and I will have a copy mailed to you.

Please contact Mark Dow at (802) 291-3260 if you have any questions pertaining to this bid.

Sincerely,



Tricia Cornelius

TOWN OF HARTFORD
Request for Bids
FY27 Aggregates

PIKE INDUSTRIES

Aggregate	Bid \$/Ton
Winter Sand (Delivered to 173 Airport Road, W.R.J.)	
<i>3/8" Man. Sand Winter Blend</i>	<i>\$ 20.65</i>
Winter Sand (Delivered to 142 Izzo Place, Quechee)	
<i>3/8" Man. Sand Winter Blend</i>	<i>\$ 22.20</i>
Winter Sand (Picked up by Town of Hartford)	
<i>3/8" Man. Sand Winter Blend</i>	<i>\$ 15.95</i>
Manufactured Sand	<i>\$ 15.95</i>
Crushed Gravel for Subbase, Fine Graded (Vtrans Spec. 704.05A)	<i>\$ 15.35</i>
Crushed Gravel for Subbase, Coarse Graded (Vtrans Spec. 704.05B)	<i>\$ 15.35</i>
Dense Graded Crushed Gravel for Subbase Alternate (Vtrans Spec. 704.06A)	<i>\$ 15.35</i>
Surface Courses and Shoulder Aggregate (Vtrans Spec. 704.12A)	
<i>3/4" Crushed Stone Base (Hardpack)</i>	<i>\$ 12.08</i>
Path & Trail Aggregate (Vtrans Spec. 704.12B)	
<i>3/8" Crushed Stone Base (Hardpack)</i>	<i>\$ 17.38</i>
Shoulder Aggregate (Vtrans Spec. 704.12C)	<i>\$ 12.08</i>
RAP Shoulder Aggregate (Vtrans Spec. 704.12D)	<i>\$ 30.10</i>
Drainage Aggregate (Vtrans Spec. 704.16)	<i>\$ 21.67</i>
Erosion Control Aggregate (Vtrans Spec. 706.04(a))	<i>\$ 14.65</i>
Type I Stone Fill Aggregate (Vtrans Spec. 704.17)	<i>\$ 18.95</i>
Type II Stone Fill Aggregate (Vtrans Spec. 704.17)	<i>\$ 18.95</i>

TOWN OF HARTFORD
Request for Bids Continued
FY27 Aggregates

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

<u>Pike Industries Inc</u> Company Name	<u>335 Plainfield Rd</u> Street/P.O. Box
<u>West Lebanon, NH 03784</u> Town/City, State, Zip Code	<u>603-636-1455</u> Telephone No.
<u></u> Authorized Signature	<u>6/30/26</u> Date
<u>Jackson Mitchell</u> Printed Name	<u>Sales</u> Title
<u>Jackson Mitchell</u> Contact Name (Printed)	<u>Jackson.mitchell@pikeindustries.com</u> Email Address

This bid form (pages 7 and 8) must be submitted in a sealed envelope clearly labeled "2026-2027 Aggregate Bid" and received at the Town of Hartford, Town Manager's Office, 171 Bridge Street, 2nd Floor, White River Junction, Vermont 05001, no later than 11:00am on Wednesday, July 1, 2026. Bids received after the noted time and date will not be accepted. Faxed or emailed bids will not be accepted.

To whom it may concern,

Pike industries would like to offer the following substitutions on your "2026-2027 Aggregate Bid".

In place of Winter Sand, we recommend our 3/8" Washed Stone Screening Winter Blend. Commonly used by many towns in the Upper Valley due to the shortage of natural sands. Also, we have received great feedback from a few towns that have used this blend for several years stating it has improved their road bases in many ways. They find they have better mud season conditions and less maintenance cost associated with it. See sieve attached.

For the Path & Trail Aggregate (Vtrans 704.12B) we offer a 3/8" Crushed Stone Base or Hardpack that is very similar to the state spec materials and is more readily available every day in West Lebanon verse the Path and trail mixture that requires blending of multiple materials and is made to order. We have sold this material for many trail projects in both NH and VT.

For the Surface Courses and Shoulder Aggregate (Vtrans 704.12A) we recommend our 3/4" Crushed Stone Base or Hardpack. Like Path & Trail Aggregate this product is available every day and with large quantities in stock. Used by many of the surrounding towns in the Upper Valley for roadway construction and reconstruction.

Thank you for your time and consideration we hope to work with you in the coming year to make all your projects a success.

Jackson Mitchell

A handwritten signature in black ink, appearing to read 'Jackson Mitchell', with a stylized, overlapping flourish at the end.

Gradation Test Report

Plant 020_00623-Lebanon Crushed Stone

Product 6215A-Winter Sand

Specification



1453185133

Sample Information

Sample No 1453185133
Date Sampled 06/02/2026 13:10
Sampled By Scott Sherman
Type Production
Method Bucket Blend

Split Sample ☐

Resample ☐

Gradation Results

Date Completed 06/02/2026 13:10

Tested By Scott Sherman

Unit	Moist Mass	Dry Mass	Wash Mass	Moisture %	Wash Loss %	Procedure		
g		1327.00						
Sieve	Mass Retained	Cum Mass Retained	Ind % Retained	% Retained	% Passing	Target	Specification	Comment
3/8" (9.5mm)	14.00	14.00	1.1	1.1	98.9			
#4 (4.75mm)	242.00	256.00	18.2	19.3	80.7			
#8 (2.36mm)	439.00	695.00	33.1	52.4	47.6			
#16 (1.18mm)	301.00	996.00	22.7	75.1	24.9			
#30 (.6mm)	154.00	1150.00	11.6	86.7	13.3			
#50 (.3mm)	79.00	1229.00	6.0	92.6	7.4			
#100 (.15mm)	39.00	1268.00	2.9	95.6	4.4			
#200 (75µm)	21.00	1289.00	1.58	97.14	2.86			
Pan	38.00	1327.00	2.86	100.00	0.00			

Gradation Test Report

Plant 020_00623-Lebanon Crushed Stone

Product 6324-3/8" Hardpak

Specification



924854239

Sample Information

Sample No 924854239
Date Sampled 07/18/2025 06:51
Sampled By Steven Burbank
Type Quality Control (Only)
Method Bucket Blend

Split Sample ☐

Resample ☐

Gradation Results

Date Completed 07/18/2025 06:51

Tested By Steven Burbank

Unit	Moist Mass	Dry Mass	Wash Mass	Moisture %	Wash Loss %	Procedure		
g		2749.00						
Sieve	Mass Retained	Cum Mass Retained	Ind % Retained	% Retained	% Passing	Target	Specification	Comment
3/4" (19mm)	0.00	0.00	0.0	0.0	100.0			
1/2" (12.5mm)	0.00	0.00	0.0	0.0	100.0			
3/8" (9.5mm)	52.00	52.00	1.9	1.9	98.1			
#4 (4.75mm)	1187.00	1239.00	43.2	45.1	54.9			
#8 (2.36mm)	548.00	1787.00	19.9	65.0	35.0			
#16 (1.18mm)	239.00	2026.00	8.7	73.7	26.3			
#30 (.6mm)	135.00	2161.00	4.9	78.6	21.4			
#50 (.3mm)	78.00	2239.00	2.8	81.4	18.6			
#100 (.15mm)	93.00	2332.00	3.4	84.8	15.2			
#200 (75µm)	176.00	2508.00	6.40	91.23	8.77			
Pan	241.00	2749.00	8.77	100.00	0.00			

Gradation Test Report

Plant 020_00623-Lebanon Crushed Stone

Product 6328-3/4" Hardpak

Specification



Sample Information

Sample No 464406902
 Date Sampled 04/30/2026 12:03
 Sampled By Sean Crowley
 Type Production
 Method Bucket Blend

Split Sample ☐
 Resample ☐

Gradation Results

Date Completed 04/30/2026 12:10

Tested By Sean Crowley

Unit	Moist Mass	Dry Mass	Wash Mass	Moisture %	Wash Loss %	Procedure		
g		2674.00						
Sieve	Mass Retained	Cum Mass Retained	Ind % Retained	% Retained	% Passing	Target	Specification	Comment
1" (25mm)	0.00	0.00	0.0	0.0	100.0			
3/4" (19mm)	163.00	163.00	6.1	6.1	93.9			
1/2" (12.5mm)	437.00	600.00	16.3	22.4	77.6			
3/8" (9.5mm)	297.00	897.00	11.1	33.5	66.5			
#4 (4.75mm)	567.00	1464.00	21.2	54.7	45.3			
#8 (2.36mm)	409.00	1873.00	15.3	70.0	30.0			
#16 (1.18mm)	241.00	2114.00	9.0	79.1	20.9			
#30 (.6mm)	142.00	2256.00	5.3	84.4	15.6			
#50 (.3mm)	98.00	2354.00	3.7	88.0	12.0			
#100 (.15mm)	63.00	2417.00	2.4	90.4	9.6			
#200 (75µm)	68.00	2485.00	2.54	92.93	7.07			
Pan	189.00	2674.00	7.07	100.00	0.00			



Material Quotation

Main Office

3 Eastgate Park Road , Belmont , NH 03220
Phone: 603-527-5100

Customer Number:	2290	Quote Number:	Q-463453
Customer Name:	Town of Hartford, VT	Quote Date:	6/29/2026
Customer Address:	Accounts Payable White River Jct ,VT, 05001	Price Valid Through:	6/30/2027
Contact Name:	Jeremy Delisle	Project Name:	2026-27 Aggregate Proposal
Contact Phone:	8022953622	Project Address:	Hartford VT, 05001
Contact Email:	jdelisle@hartford-vt.org	Customer PO #:	

Quoted By:	Jackson Mitchell	(603)-630-1455	jackson.mitchell@pikeindustries.com
-------------------	------------------	----------------	-------------------------------------

Product Code	Product Description	Location	QTY	Material Price	Extended price
6215	Washed Stone Screenings (3/8" Winter Blend)	00623 W Lebanon NH	7,800.00 TON	\$15.95	\$124,410.00
6101	4 - 6" Erosion Stone	00623 W Lebanon NH	1.00 TON	\$14.65	\$14.65
6104	Rip Rap	00623 W Lebanon NH	1.00 TON	\$18.95	\$18.95
6208	3/4" Concrete Ledge	00623 W Lebanon NH	1.00 TON	\$21.67	\$21.67
6318	3/8" Crushed Stone Base	00623 W Lebanon NH	1.00 TON	\$17.38	\$17.38
6328	3/4" Crushed Stone Base	00623 W Lebanon NH	1.00 TON	\$12.08	\$12.08
6362	VT 2" DGBM	00623 W Lebanon NH	1.00 TON	\$15.35	\$15.35
6363	VT 3" DGBM	00623 W Lebanon NH	1.00 TON	\$15.35	\$15.35
7210	Rap	00623 W Lebanon NH	1.00 TON	\$30.10	\$30.10
TOTAL:					\$124,555.53

Additional Notes:

** Optional delivery to WRJ with triaxles is an additional \$4.70 per ton. Quechee delivery is an additional \$6.25 per ton with triaxles. **

Prices for products containing aggregate, cement, liquid asphalt, and/or steel are subject to equitable adjustment to account for any change in the prices of those materials, including any change in tariff rates, if the price changes are not covered by a specific index. We reserve the right to impose a fuel escalation when fuel price changes from the time of contract to the point of sale

Quote expires in 30 days unless signed by both parties

Pike reserves the right to adjust pricing based on total amounts awarded.

All products are subject to availability.

Verification and in place calculations are the responsibility of the purchaser.

A finance charge of 1% per month will be charged on all accounts over 30 days. Any legal fees incurred to collect overdue balances will be the sole responsibility of the customer.

Scheduling

Trucking requirements must be communicated for the next day by 2:00 p.m. in order to ensure proper scheduling. Cancellations due to issues such as weather, or equipment must be communicated as soon as possible, and may be subject to a charge of one-hour per vehicle to cover travel expenses.

Delivery

Delivery is subject to availability and/or restrictions. The customer is responsible for any required traffic control and identification of any hazards (overhead, such as wires and trees or underground, such as septic tanks, etc). Drivers have the right to request a safer area in which to unload. Wait time in excess of 15 minutes may result in additional billing of the truck at an hourly rate. In volatile petroleum markets, we reserve the right to impose a fuel escalation when fuel price changes from the time of contract to the point of sale. This adjustment will be evaluated and adjusted monthly if necessary based on the state specifications and postings.

Minimum Loads

Delivery rates are based on triaxles with 22 tons and flow-boys with 30 tons. Any partial loads will be charged at a fully loaded truck rate for haul

Accepted By:

Print Name: _____

Signature: _____

Title: _____

Date: _____

Print Name: _____

Signature: _____

Title: _____

Date: _____

STANDARD TERMS AND CONDITIONS – MATERIAL SALES

1. **Applicability.** The accompanying quotation/confirmation of sale/invoice and these terms (collectively, the “Order”) comprise the entire agreement between the parties, and supersedes all prior or contemporaneous communications, understandings, agreements, negotiations, representations and warranties. These terms prevail over any of Buyer's general terms and conditions of purchase regardless whether or when Buyer has submitted its purchase order or such terms.
2. **Payment.** Payment terms are net 30 days from date of purchase or sooner as may be required by applicable law. Late payments shall accrue a finance charge of one and one-half percent (1½%) per month or the highest rate allowable by law, whichever is less. Seller shall be entitled to recover all costs and expenses, including reasonable attorneys' fees, arising out of Buyer's failure to make all payments due under this Order in a timely manner.
3. **Taxes.** Buyer is responsible for payment of all taxes and duties of any nature whatsoever, including any local, state and federal taxes. Buyer agrees to indemnify and hold Seller harmless from any and all costs and expenses associated with any levy or attempted levy of any such taxes on Seller.
4. **Suspension; Termination.** In addition to any other remedies available to Seller, Seller may suspend or terminate this Order with immediate effect upon written notice to Buyer, if Buyer: (i) fails to pay any amount when due under this Order (or any other agreement Buyer has with Seller); (ii) has not otherwise performed or complied with any of these terms (or complied with the terms of any other agreement Buyer has with Seller); (iii) becomes insolvent, files a petition for bankruptcy or commences or has commenced against it proceedings relating to bankruptcy, receivership, reorganization or assignment for the benefit of creditors; or (iv) exhibits other adverse credit conditions that are unsatisfactory to Seller, as determined by Seller in its sole discretion.
5. **Shipment; Delivery Conditions.** Unless otherwise agreed in writing, all materials purchased by Buyer shall be FOB Seller's plant sourcing the Order. If FOB Destination, the Buyer agrees to provide suitable roadways or approaches to points of delivery. Seller reserves the right to cease deliveries if Seller concludes, in its sole opinion, that the roadways or approaches are unsatisfactory. In the event Buyer orders delivery beyond curb line, Buyer assumes liability for damages to sidewalks, driveways or other property, loss and expense incurred as a result of such deliveries to the maximum extent allowed by law. Prices quoted herein are based on prompt unloading of trucks, and in case repeated delays in unloading, deliveries may be discontinued until conditions are corrected. Delays of more than 20 minutes are subject to an additional charge.
6. **Title and Risk of Loss.** Title and risk of loss passes to Buyer at the time the materials are loaded into Buyer's, or Buyer's agents', vehicles, barges or other modes of transport, in the case of FOB Plant sales, or in the case of Seller's delivery, upon delivery of the Materials at Buyer's location.
7. **Warranty.** Seller warrants that the goods herein will conform to the specifications provided to Seller prior to manufacture or shipment of the materials. Seller's obligation to meet the applicable specifications supersedes any and all other warranties. SELLER DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THOSE OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSES. Buyer shall verify that Seller's materials comply with the plans and specifications prior to installation. Changes to the plans and specifications shall be made by written change order and Seller shall be entitled to an equitable price adjustment for such changes. The express limited warranty set forth herein shall be void if Buyer fails to pay Seller in full for the materials provided by Seller pursuant to this Order.
8. **Time.** If Seller agrees to deliver the goods, Seller shall make reasonable efforts to deliver the goods by the specified delivery date and shall provide notice to Buyer of any expected delays in delivery. Seller is not responsible for failure to supply materials due to labor disputes, repairs to machinery, fire, flood, adverse weather conditions, inability to obtain transportation, fuel, electric power, or operating materials or machinery at reasonable cost; or by reason of any other cause beyond its control, including the inability to produce materials meeting any applicable specification or requirement. In the event any such contingency should occur; Seller reserves the right to determine the order of priority of delivering to its purchasers.
9. **Modification.** No amendment or modification of this Order shall be valid or enforceable unless in writing and signed by the party sought to be charged, and no prior or current course of dealing between the parties, or any usage of trade or custom of the industry shall modify or supplement the terms and conditions of this Order.
10. **No Waiver.** The failure of Seller to exercise any right granted hereunder shall not impair or waive Seller's privilege of exercising such right to any subsequent time or times.
11. **Damages.** Seller's liability for any and all damages related to this Order shall be limited to replacement of materials sold hereunder. **IN NO EVENT SHALL SELLER BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES WITH REGARD TO ANY CLAIM ARISING OUT OF OR RELATING TO THIS ORDER.**
12. **Indemnity.** To the maximum extent permitted by applicable law, Buyer shall defend, indemnify and hold Seller, its officers, employees, agents, insurers, sureties, and affiliates, harmless from any and all losses, damages, expenses (including attorneys' fees), claims, suits, liabilities, fines and remedial or clean-up costs arising out of or in any way related to: (i) Buyer's breach of this Agreement; (ii) any act or omission by or on behalf of Buyer, its employees, and agents; or (iii) the negligent or alleged wrongful installation of Seller's materials.
13. **Applicable Law.** This Order, and the rights, duties, obligations and remedies of the parties shall be governed by or construed in accordance with the laws of the state of Seller's plant sourcing the Order.
14. **Miscellaneous.** (A) Buyer shall be responsible for testing the materials and confirming that the materials comply with Buyer's specifications at Seller's facility prior to directing shipment. (B) Unless otherwise stated in this Agreement or the quote provided herewith, prices quoted shall be good for a period of thirty days. (C) Prices are based upon estimated quantities. If quantities vary more than ten percent (10%) from estimated quantities, prices are subject to adjustment corresponding with any resulting increase in Seller's costs. (D) All funds paid to Buyer from a third party, for the materials or any portion of the materials sold to Buyer hereunder shall be deemed in trust for the payment of all materials, and such funds shall not become the property of Buyer nor may any portion of such funds be used by Buyer for any purpose, until full payment is made for all materials sold by Seller to Buyer hereunder. (E) For a copy of Safety Data Sheets or product label information, please contact Seller at the phone number or address set forth on the attached page for alternate delivery method or visit Seller's website. Buyer agrees to draw to the attention of any persons handling or using the materials or having

access to the materials while in Buyer's possession or to whom Buyer sells the materials or any part thereof any warning, information of suggestions which are contained or referred to in the Safety Data Sheets or label information, or any other literature or packaging relating to the materials.

15. MANDATORY BINDING ARBITRATION: ALL CLAIMS AND CONTROVERSIES ARISING OUT OF OR RELATED TO THIS ORDER, INCLUDING CLAIMS INVOLVING ANY SURETIES, SHALL BE SUBMITTED TO AND RESOLVED BY BINDING ARBITRATION BY A SINGLE ARBITRATOR IN THE COUNTY AND STATE OF SELLER'S SOURCE PLANT FOR THE ORDER. THE AMERICAN ARBITRATION ASSOCIATION ("AAA") SHALL CONDUCT THE ARBITRATION AND THE COSTS OF THE ARBITRATION SHALL BE BORNE EQUALLY BY THE PARTIES. NOTWITHSTANDING ANY LANGUAGE TO THE CONTRARY IN THIS ORDER, THE PARTIES HEREBY AGREE: THAT THE UNDERLYING AWARD MAY BE APPEALED PURSUANT TO THE AAA'S OPTIONAL APPELLATE ARBITRATION RULES ("APPELLATE RULES"); THAT THE UNDERLYING AWARD RENDERED BY THE ARBITRATOR(S) SHALL, AT A MINIMUM, BE A REASONED AWARD; AND THAT THE UNDERLYING AWARD SHALL NOT BE CONSIDERED FINAL UNTIL AFTER THE TIME FOR FILING THE NOTICE OF APPEAL PURSUANT TO THE APPELLATE RULES HAS EXPIRED. APPEALS MUST BE INITIATED WITHIN THIRTY (30) DAYS OF RECEIPT OF AN UNDERLYING AWARD, AS DEFINED BY RULE A-3 OF THE APPELLATE RULES, BY FILING A NOTICE OF APPEAL WITH ANY AAA OFFICE. FOLLOWING THE APPEAL PROCESS THE DECISION RENDERED BY THE APPEAL TRIBUNAL MAY BE ENTERED IN ANY COURT HAVING JURISDICTION THEREOF.

TOWN OF HARTFORD
Request for Bids – Aggregate Products
06/16/2026

The Town of Hartford is requesting bids for the provision of commonly used aggregate products during Fiscal Year 2027. Pricing is to be honored for the period starting July 1, 2026, and ending June 30, 2027.

The bids are for the supply of aggregate products the Town commonly uses for maintenance and construction purposes. Vendors providing a bid for Winter Sand Aggregate shall have the ability to provide up to 120% of the estimated yearly tonnage used.

Pricing for winter sand shall include pricing options for either pick up by the Town or for delivery to the Town storage facilities at 173 Airport Road in White River Junction and at 142 Izzo Place in Quechee. Pricing for all other aggregates assumes the Town will pick up the material from the vendor's facility.

Winter Sand Aggregate (5,800 Tons Estimated Yearly Average)

- **Winter Sand** – Supply or to supply/deliver approximately 5,800 tons of winter sand to two stockpile areas, one being at the Town of Hartford Public Works Facility at 173 Airport Road in White River Junction and the other at the Quechee Wastewater Facility at 142 Izzo Place in Quechee during the fall/winter of 2026-2027. The winter sand will comply with the gradation requirements of the table below in accordance with VAOT / AASHTO specifications.

Winter Sand

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
1/2 inch (12.5 mm)	100
No. 4 (4.75 mm)	60-100
No. 100 (0.150 mm)	0-20
No. 200 (0.075 mm)	0 – 8

- **Manufactured Sand** – Supply approximately 2,000 tons of manufactured sand for winter surface treatment. The manufactured sand shall be created by crushing rocks, quarry stones, or larger aggregates into fine particles with all particles typically passing the 3/8-inch (9.50 mm) sieve and be free of injurious organic impurities.

Gravels for Subbase Aggregate

- **Crushed Gravel for Subbase, Fine Graded (Vtrans Spec. 704.05A):** Fine graded crushed gravel for subbase shall meet all the requirements of VTrans Specification 704.05 including gradation requirements of Table 704.05A below as determined in accordance with AASHTO T 27 and AASHTO T 11.

Table 704.5A

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
3/4 inch (37.5 mm)	100
1/2 inch (12.5 mm)	70-100
No. 4 (4.75 mm)	50-90
No. 100 (0.150 mm)	0-12
No. 200 (0.075 mm)	0 – 6

- **Crushed Gravel for Subbase, Coarse Graded (Vtrans Spec. 704.05B):** Coarse graded crushed gravel for subbase shall meet all the requirements of VTrans Specification 704.05 including the gradation requirements of Table 704.05B below as determined in accordance with AASHTO T 27 and AASHTO T 11.

Table 704.05B

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
4 inch (100 mm)	95-100
No. 4 (4.75 mm)	25-50
No. 100 (0.150 mm)	0-12
No. 200 (0.075 mm)	0 – 6

- **Dense Graded Crushed Gravel for Subbase Alternate (Vtrans Spec. 704.06A):** Coarse graded crushed gravel for subbase shall meet all the requirements of VTrans Specification 704.06 including the gradation requirements of Table 704.06A below as determined in accordance with AASHTO T 27 and AASHTO T 11.

Table 704.06A

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
3-1/2 inch (87.5 mm)	100
3 inch (75.0 mm)	90 – 100
2 inch (50.0 mm)	75 – 100
1 inch (25.0 mm)	50 – 80
1/2 inch (12.5 mm)	30 – 60
No. 4 (4.75 mm)	15 – 40
No. 200 (0.075 mm)	0 – 6

Surface Treatment Aggregates

- **Surface Courses and Shoulder Aggregate (Vtrans Spec. 704.12A):** Aggregate for surface courses and shoulders shall consist solely of crushed gravel or crushed stone. It shall be obtained from approved sources, be reasonably free from deleterious materials, and shall meet all the requirements of VTrans Specification 704.12 including the gradation requirements of Table 704.12A below as determined in accordance with AASHTO T 27 and AASHTO T 11.

Table 704.12A

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
1-1/2 inch (87.5 mm)	100
1 inch (75.0 mm)	95 – 100
No. 4 (4.75 mm))	45-65
No. 100 (0.150 mm)	10-15
No. 200 (0.075 mm))	8-12

- **Path & Trail Aggregate (Vtrans Spec. 704.12B):** Aggregate surface course for paths and trails shall consist of clean, hard, crushed stone. It shall be reasonably free from dirt, deleterious material, and pieces that are structurally weak. The material shall be uniformly graded and shall meet all the requirements of VTrans Specification 704.12 including the gradation requirements of Table 704.12B below as determined in accordance with AASHTO T 27 and AASHTO T 11.

Table 704.12B

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
3/8 inch (9.50 mm)	100
No. 4 (4.75 mm)	75-90
No. 8 (2.36 mm))	55-80
No. 16 (1.18 mm)	35-50
No. 30 (0.600 mm))	25-50
No. 200 (0.075 mm))	6-15

- **Shoulder Aggregate (Vtrans Spec. 704.12C):** Aggregate for aggregate shoulders shall be uniformly graded and shall meet all the requirements of VTrans Specification 704.12 including the gradation requirements of Table 704.12C on the following page as determined in accordance with AASHTO T 27 and AASHTO T 11

Table 704.12C

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
1 inch (25.0 mm)	100
¾ inch (19.0 mm)	90-100
No. 4 (4.75 mm))	35-65
No. 200 (0.075 mm))	9-15

- **RAP Shoulder Aggregate (Vtrans Spec. 704.12D):** Recycled Asphalt Pavement aggregate for shoulders shall consist of crushed or milled bituminous concrete pavement and shall meet the requirements of Vtrans Specification Subsection 704.22(a) with 100% of the material shall pass the 1-1/2-inch (37.5 mm) sieve prior to placement.

Miscellaneous Aggregates

- **Drainage Aggregate (Vtrans Spec. 704.16):** Drainage aggregate shall be produced from gravels or crushed quarried rock, shall be obtained from approved sources, and shall consist of clean, hard, sound, and durable material. and shall meet the requirements of Vtrans Specification 704.12 including the gradation requirements of Table 704.16A below as determined in accordance with AASHTO T 27.

Table 704.16A

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
1 inch (25 mm)	100
¾ inch (19.0 mm)	90-100
3/8 inch (9.50 mm)	20-55
No. 4 (4.75 mm)	0-10
No. 8 (2.36 mm))	0-5

- **Erosion Control Aggregate (Vtrans Spec. 706.04(a):** Aggregate for erosion prevention and sediment control (EPSC) shall consist of clean, hard, crushed stone or crushed gravel and shall be reasonably free from dirt and deleterious material. It shall be uniformly graded and meet the gradation requirements of Table 704.17A below as determined in accordance with AASHTO T 27.

Table 706.04(a)

Sieve Designation	Percentage by Mass (Weight) Passing Square Mesh Sieves
6 inch (150 mm)	100
4 inch (100 mm)	80-100
3 inch (75.0 mm)	40-60
2 inch (50.0 mm)	0-20

- **Stone Fill Aggregate (Vtrans Spec. 704.17):** Stone for stone fill shall be approved, hard, blasted, angular rock other than serpentine rock containing the fibrous variety chrysotile (asbestos). The least dimension of the stone shall be greater than 33% of the longest dimension. The stone fill shall be reasonably well graded from the smallest to the maximum size stone specified to form a compact mass when in-place. Commonly desired stone fill types are listed in Table 704.17 below.

Table 704.17

Type of Stone	Longest Dimension of Stone		Minimum dimension of at least 50% of the volume of stones in place.
	Min.	Max.	
Type I	1 inch	12 inches	4"
Type II	2 inches	36 inches	12"

Bid Alternates: If the vendor submitting a bid does not offer an aggregate product listed or in the event the vendor has an aggregate product they feel is comparable but does not meet the Vtrans specifications in full, the vendor may submit alternate material for consideration in the space provided below the spec material on the bid form.

A sieve analysis for each bid alternate material shall be submitted with a statement outlining the appropriateness of the alternate and any known benefits of the alternate.

Basis of Award(s): Individual purchase orders or contracts will be awarded to responsive bidders as determined to be appropriate by the Town factoring the following considerations:

- Cost of aggregate.
- Cost of transporting aggregate.
- Availability of required aggregate.
- Past record of performance.
- Any other criteria considered relevant by the Town

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

Instructions: Bids must be submitted in a sealed envelope clearly labeled "2026–2027 Aggregate Bid" and will be received at the Town of Hartford, Town Manager's Office, 171 Bridge Street, 2nd Floor, White River Junction, Vermont 05001, no later than 11:00am on Wednesday, July 1, 2026. Bids received after the noted time and date will not be accepted. Faxed or emailed bids will not be accepted.

Rejection of Bids: The Town of Hartford reserves the right to reject any or all bids or to award purchase orders or contracts deemed not to be in the best interest of the Town.

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

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

TAX: The Town is exempt from all sales and federal excise taxes. A tax exemption certification will be provided to the selected contractor.

Questions: Any questions regarding this request may be directed to Jeremy Delisle, Assistant Public Works Director/Operations Manager, 173 Airport Road, White River Junction, Vermont 05001, or jdelisle@hartford-vt.org. Phone number (802) 295-3622.



AGENDA MEMORANDUM
July 21, 2026
Town Selectboard Meeting Item: 5

Submitted by: Lexi Webster, Housing & Development Specialist, and
Lori Hirshfield, Director, Department of Planning & Development

Subject: Execute Vibrancy Grant Documents: WRJ Downtown Program Letter of Attestation

Background: Downtown White River Junction was designated in 2006 as a Vermont Downtown. The Downtown Program was established to encourage communities to revitalize traditional downtown centers. Under the program, towns must develop comprehensive revitalization strategies for a specific downtown district and demonstrate broad-based community support. In 2023 the State approved the Downtown Vibrancy Fund “to support downtown organizations’ efforts to strengthen and improve the economic sustainability and vibrancy of Vermont Downtowns through increased access to resources and capacity to help educated, guide, support and partner with municipalities, businesses, nonprofits and community organizations.” This is a noncompetitive \$25,000 grant set aside made for Designated Downtown Organizations under the Vermont Downtown Program. Applications are not required, and awards are made with grant agreements following a state approved work plan and budget for each Downtown. The Town received the grant in FY 2024, FY 2025, FY 2026, and again for FY 2027. Attached is the grant agreement and work plan for FY 2027 and a list of past activities from the three years.

The WRJ Downtown Business Association (DBA) was established during FY 2024 and now includes at least 27 business organizations. The DBA has a Memorandum of Understanding with the Hartford Area Chamber of Commerce to provide the administrative and organizational support needed to implement the Vibrancy Grant work plan and continue the organizational development requirement of the Downtown Program. As a result, the Town contracts with the Chamber to provide these services related to the implementation of the Vibrancy Grant work plan.

Discussion: One of the requirements of the grant award for state reimbursement of eligible expenditures is Selectboard approval of the attached Attestation. Attached is the Vibrancy Grant workplan and budget for FY 2027. The Chamber, as the administrative arm of the DBA, will submit invoices for eligible expenditures to the Town for payment. The Town then will submit requisitions to the State for reimbursement.

Financial Impact: The Vibrancy Grant covers 100% of the workplan cost. No Town matching funds are required.

Action Requested: Approve and sign the attached Letter of Attestation.

Attachments:

- Letter of Attestation
- Past Vibrancy Grant Activities from FY2024-FY2026
- FY2027 Vibrancy Fund Grant Agreement (including Workplan and Budget)

APPENDIX II

Downtown Vibrancy Fund – Municipal Letter of Attestation

Must be signed below by a majority of the legislative body

Name of Municipality: Town of Hartford

Downtown Organization Name: White River Junction Downtown Business Association

Date of Completion: 7/21/26

The Municipality supports the work that our Downtown Organization is doing to further the development and success of our downtown. The Municipality understands that the Downtown Organization will be receiving \$25,000 in State funding through the Downtown Vibrancy Fund program to complete projects aligned with the Main Street 4-point approach: economic vitality, promotions, design, and organization. The Municipality acknowledges and agrees that this funding will supplement, and not supplant, any funding traditionally provided to the Downtown Organization by the Municipality.

The Municipality acknowledges that DHCD will review the Municipality's allocation to the Downtown Organization annually and may take any change in the allocation into future Downtown Vibrancy Fund program awards.

LEGISLATIVE BODY

(name)	(signature)
Ida Griesemer, Chair	
Erik Krauss, Vice Chair	
Ashley Andreas, Clerk	
Miranda Dupre	
Michael Eigenbrode	
Mary Erdei	

Tim Fariel

Past Vibrancy Grant Activities from FY 2024 – FY 2026

- Establish structure and work program for the Designated Downtown
- Beautification program (plantings) & maintenance
- Downtown business and consumer survey
- Downtown business and building survey
- Increase staffing capacity for the White River Junction Downtown Business Association (DBA)
- Increase of board members and volunteer base
- Promotion activities for various local events such as White River Indie Film Festival (WRIF), PRIDE, JAM's Pride Prom, and Gory Daze
- Establishment of DBA website
- Participating in Statewide marketing campaigns by contributing photos of Downtown
- Creation of branding kit for the DBA
- Downtown photo contest
- Collaboration with the VT Department of Tourism and Marketing and VermontVacation.com to highlight the vibrancy of Downtown



STATE OF VERMONT GRANT AGREEMENT - PART 1

Fields are numbered, with corresponding instructions provided at the end of this document.

STATE OF VERMONT INFORMATION

1. Granting Agency/Department Housing & Comm Development		2. BU 07110	3. Telephone (802) 828-1948
4. Contact Name JENNI LAVOIE	5. Title ADMINISTRATIVE SERVICES MAI	6. Email JENNIFER.LAVOIE@VERMONT.GOV	

GRANTEE INFORMATION

7. Grantee Name TOWN OF HARTFORD		8. SOV Supplier # 0000040704	9. Telephone (802) 295-9353	
10. Address 171 BRIDGE STREET		11. City WHITE RIVER JUNCTION		12. State VT
				13. Zip 05001
14. Contact Name JOHN HAVERSTOCK		15. Title TOWN MANAGER		16. Email JHAVERSTOCK@HARTFORD-VT.ORG
17. Fiscal Year End (MM) 6	18. Unique Entity Identifier (UEI) N/A	19. UEI Registered Name (if different than the Grantee Name) N/A		

AWARD INFORMATION

20. Grant # 07110 - DVF-2027-09		21. Type of Award Original ☒ Amendment #		22. Subrecipient Award Yes ☐ No ☒	
23. State of Vermont Program Title DOWNTOWN VIBRANCY FUND				24. Performance Measures Yes ☒ No ☐	
25. Award Period Start Date 07/01/2026 End Date 06/30/2027		26. Indirect Rate: % N/A ☒ DeMinimus ☐ Federally Approved ☐ State Approved ☐			
27. If this is an amendment, select type: Amount ☐ Funding Allocation ☐ Performance Period ☐ Scope of Work ☐ Other					
28. Match/In-Kind Yes ☐ No ☒ If Yes, Amount Description				29. Research & Development Yes ☐ No ☒	

TOWN OF HARTFORD

FUNDING ALLOCATION					
30. Fund Type		31. Awarded Previously	32. Awarded This Action	33.Total Awarded	34.Fund Descriptions
General Funds				\$ 0.00	DOWNTOWN VIBRANCY FUN
Special Funds			\$ 25,000.00	\$ 25,000.00	
Global Commitment (non-subrecipient funds)				\$ 0.00	
Transportation Funds				\$ 0.00	
Education Funds				\$ 0.00	
Other Funds				\$ 0.00	
Other Funds				\$ 0.00	
35. Total Federal Funds (specified below)		\$ 0.00	\$ 0.00	\$ 0.00	The Federal Funding Details are provided below.
36.Total Awarded		\$ 0.00	\$ 25,000.00	\$ 25,000.00	
37.Federal Funding Details		38. Awarded Previously	39. Awarded This Action	40. Total for Individual Federal Program	(If applicable, this section will include subrecipient Global Commitment Funds)
41. ALN	42. FFATA Yes ☐ No ☐			\$ 0.00	43. Federal Award Date
44. Program Title		45. Federal Awarding Agency			46.Total Federal Award
47. FAIN		48. Federal Award Project Description			

Grant Agreement Part 2

- 1. Parties:** This is a Grant Agreement between the State of Vermont Agency of Commerce and Community Development, Department of Housing and Community Development (hereinafter called “State” or “Agency”) and **Town of Hartford** with principal place of business at **171 Bridge Street, White River Junction, Vermont 05001** (hereinafter called “Grantee”). It is the Grantee’s responsibility to contact the Vermont Department of Taxes to determine, if by law, the Grantee is required to have a Business Account Number from the Vermont Department of Taxes.
- 2. Subject Matter:** This agreement is authorized by, and for the purpose of the Vermont Downtown Program as identified in 24 V.S.A. § 2790.
- 3. Award Details:** Amounts, dates and other award details are as shown in the attached Grant Agreement Part 1 – Grant Award Detail. The detailed scope of work covered by this award is described in Attachment A.
- 4. Amendment:** No changes, modifications, or amendments in the terms and conditions of this Grant Agreement shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Grantee.
- 5. Cancellation:** This Grant Agreement may be suspended or cancelled by either party by giving written notice at least 30 days in advance.
- 6. Attachments:** This grant consists of **35** pages including the following attachments that are incorporated herein:
 - Attachment A – Specifications of Work to be Performed
 - Attachment B – Payment Provisions
 - Attachment C – Standard State Provisions for Contracts and Grants
 - Attachment D – Procurement Procedures and Other Grant Requirements
 - Appendix I – Workplan and Budget
 - Appendix II – Municipality Attestation and Support Form
- 7. Order of Precedence:** Any ambiguity, conflict or inconsistency in the Grant Documents shall be resolved according to the following order of precedence:
 - Agreement

Grant Agreement Part 2

Attachment C

Attachment D

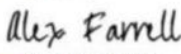
Attachment A

Attachment B

Appendix I

WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS GRANT AGREEMENT.

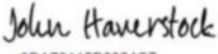
By the State of Vermont:

Signed by:

B8B2D3326B52546F

7/2/2026

Name: Alex Farrell, Commissioner
Department of Housing and Community Development

By the Grantee:

DocuSigned by:

3DA73115B6384C7

7/2/2026

Name: John Haverstock
Town of Hartford

ATTACHMENT A

SPECIFICATIONS OF WORK TO BE PERFORMED

1. The Downtown Vibrancy Fund is intended to support designated downtown organizations' efforts to strengthen and improve the economic sustainability and vibrancy of Vermont downtowns through increased access to resources and capacity to help educate, guide, support, and partner with municipalities, businesses, non-profits, and community organizations. Grantee efforts should support the overarching policy and purpose of the Vermont Downtown Program as identified in [24 V.S.A. § 2790](#). The Vermont Downtown Program is a State Coordinating program of Main Street America and has adopted the Main Street framework as a guide to measure the success of local Vermont downtown programs.
2. Funds are provided to the Grantee to support the provision of services and completion of products specifically described in this grant and Appendix I and must be used in a manner that conforms to all relevant State standards, relevant rule, policy, procedure, or practice hereto.
3. Upon request of the State, the Grantee will provide further information to the State at any time during this Agreement, within a reasonable period of time following the request, if the State determines that such information is necessary to better assess the effectiveness of this Agreement. Further, both parties will make every effort to share, in a timely manner, information of mutual interest regarding opportunities and risks impacting the region or state.
4. **Attribution:** Attribution shall be made to the State of Vermont in all publications, i.e., newsletters, press releases, event promotions, webpages, programs, etc., funded by, or in part, by this Agreement.

Attribution shall read: *This (activity to be filled in specific to the publication) of (Downtown Organization name) is made possible in part by a grant from the State of Vermont through the Agency of Commerce and Community Development, Department of Housing and Community Development.*

- 5. Downtown Organization Goals, Activities, Projects:** Downtown organizations are required to have multi-year downtown master plans as part of their downtown designation. These plans help to inform their long and short-term goals and represent strategies identified by downtown businesses, property owners, municipal leaders, consumers, and other partners which will help support downtown vibrancy. Strategies generally fall within four broad categories, collectively referred to as the Main Street 4-point approach: economic vitality, promotions, design, and organization. Grantees **MUST** select a minimum of one, or more, of the following goals listed in 5.1 – 5.4:

Note: Several activities may be completed within each goal represented.

5.1 Economic Vitality: Economic Vitality strengthens a downtown's existing economic assets while diversifying its economic base. Downtown organizations contribute to economic vitality in a variety of ways: by retaining and expanding successful businesses to provide a balanced commercial mix, sharpening the competitiveness and merchandising skills of business owners, and attracting new businesses that the market can support. Converting unused or underused commercial space into economically productive property also helps boost the profitability of the downtown. The goal is to build a downtown economy that responds to the needs of today's consumers.

Examples include but are not limited to: Researching and analyzing current market data; disaster recovery, preparedness, and resiliency planning; supporting property owners to achieve a balanced commercial mix; supporting and expanding existing businesses; supporting housing options; supporting the development of infill space or unused or underutilized commercial space into economically productive property; conducting a building and business inventory; conducting a business and consumer survey; or other activities that help support an economically sustainable and vibrant downtown.

5.2 Promotions: Promotion takes many forms, but the goal is to create a positive image that will spark community pride and improve consumer and investor confidence in a downtown. Advertising, retail promotions, special events, and marketing campaigns help sell the image and promise of Main Street to the community and surrounding region. Promotions communicate a downtown's unique characteristics, business establishments, and activities to shoppers, investors, potential business and property owners, and visitors.

Examples include but are not limited to: Marketing the downtown to visitors; social media campaigns; retail or other business promotions; special events; web site development and branding; or other activities that may spark interest in shopping, dining, living, or investing in the community.

5.3 Design: Design means getting Main Street into top physical shape and creating a safe, inviting environment for shoppers, workers, and visitors. It takes advantage of the visual opportunities inherent in a commercial district by directing attention to all its physical elements: public and private buildings, storefronts, signs, public spaces, parking areas, street furniture, public art, landscaping, merchandising, window displays, and promotional materials. An appealing atmosphere, created through attention to all these visual elements, conveys a positive message about the downtown and what it has to offer.

Examples include but are not limited to: Improving the physical appearance of downtown; quality maintenance practices; historic building rehabilitation and adaptive reuse; master planning for public spaces; encouraging appropriate new construction; educating business and property owners about design quality; and long-term planning and other activities that help make the downtown more functional, safer, and more inviting to visitors and investors alike.

5.4 Organization: Organization establishes consensus and cooperation by building partnerships among the various groups that have a stake in the downtown. By getting everyone working toward the same goal, downtown organizations can provide effective, ongoing management and advocacy for a downtown and the surrounding neighborhoods. Through volunteer recruitment and collaboration with partners representing a broad cross-section of the community, a program can incorporate a wide range of perspectives into its efforts. A governing board of directors and standing committees make up the fundamental organizational structure of volunteer-driven revitalization programs. Volunteers are coordinated and supported by a paid program director. This structure not only divides the workload and clearly delineates responsibilities, but also builds consensus and cooperation among the various stakeholders.

Examples include but are not limited to: Increasing organizational capacity by hiring new staff or expanding hours of existing staff; volunteer and board recruitment and development; public relations; fostering new and existing partnerships and collaboration amongst stakeholders; developing strategic plans to guide the organizations work; and other activities that help provide the capacity and effectiveness of a healthy downtown organization.

5.5 Shared Goal: (Required)

The State of Vermont's Destination Management Plan (DMP) is a guidebook for everyone working to advance Vermont's tourism economy. The DMP defines four strategic imperatives: marketing, resilience, infrastructure and experience, that provide an overarching direction for Vermont's tourism sector. Downtowns will use the Destination Management Plan as a guide by selecting at least one of the defined four strategic imperatives and one objective that fits their organization's workplans and strategies.

- 6. Reporting Schedule:** Grantee will submit to the State the following reports which will provide detail of satisfactory provision of services and progress towards completion of the goals, activities, and projects outlined in the scope above, along with the goals, and activities outlined in Appendix I.

6.1 Mid-Term Report: A mid-term report detailing progress on each budget line item, goal, activities, and projects included in Appendix I for the period July 1, 2026 – December 31, 2026, along with an invoice, must be submitted by January 15, 2027. Grant funds will be disbursed after the report is received, reviewed, and approved.

6.2 Closeout Report: A closeout report that aggregates work completed on each budget line item, goal, activity, and project outlined in Appendix I for the period July 1, 2026 – June 30, 2027, along with an invoice must be submitted by July 31, 2027. The final grant reimbursement will be disbursed after the report is received, reviewed, and approved.

- 7. Deliverables:** Grantee will submit to the State the following deliverables:

7.1 Municipality Attestation Form: Prior to the first disbursement of grant funds, the Grantee shall submit to the State, Appendix II, a completed Municipality Attestation.

(End of Attachment A)

ATTACHMENT B

PAYMENT PROVISIONS

- 1. Payment of Funds:** The Funds identified in shall be payable in two equal advance payments, with ten percent retainage (10%) withheld until completion as further described in paragraphs below.
- 2. Invoices:** Grantee shall submit invoices to the State in accordance with the schedule set forth in this Attachment B.
 - 2.1** All invoices submitted by the Grantee must include the grant number, invoice number, and identify the total amount requested.
 - 2.2** Grantee shall submit invoices electronically via the OneDrive online folder, or to <mailto:jennifer.lavoie@vermont.gov> and <mailto:accd.cpr@vermont.gov>.
- 3. Payment Provisions:** The Funds shall be disbursed as a reporting, milestone-based grant. Payments made to the Grantee by the State are based on the successful submission and acceptance of outlined reporting requirements. The State shall disburse grant funds in accordance with the following:

Milestone	Disbursement Total
Payment 1: Disbursed in the first quarter of this twelve-month agreement ending September 30, 2026. May be paid upon grant execution, submission of attestation from municipality (Appendix II), and receipt of an invoice.	\$11,250.00
Payment 2: Disbursed in the third quarter of this twelve-month agreement ending March 31, 2027. May be paid on or after January 15, 2027, after submission and approval of the mid-term workplan report and an invoice.	\$11,250.00
Retainage Payment (10%): Will be held pending the Grantee's completion of the work required under this Grant Agreement, and after submission and approval of the final workplan report,	\$2,500.00

deliverables, and an invoice. Required Deliverables include:	
Total:	\$25,000.00

4. If any portion of the grant funds disbursed to the Grantee is not anticipated to be expended at the end of the scheduled term of this Agreement, the Grantee will submit to the State a mutually agreeable plan detailing the anticipated expenditure of such remaining portion of Funds before such expenditure occurs. In the event the State and the Grantee do not mutually agree to a plan, then Grantee must return to the State all unexpended funds and forgo the remaining retainage payment.
5. The grantee shall maintain financial records in accordance with generally accepted accounting procedures (GAAP) and make available to the State upon request. Upon request of the State, Grantee will provide further information to the State at any time during this Grant, if the State determines that such information is necessary to better assess the effectiveness of this Grant.
6. **Breach/Recapture of Grant Funds/Termination of Agreement:** If Grantee does not fulfill in a timely and proper manner its obligations under, or does violate any of the terms or conditions of this Agreement, then State shall notify Grantee of the breach, may establish a period not to exceed thirty (30) calendar days to correct such breach, and may cease payment of any portion of Grant Funds, or other funds due Grantee under any other agreement with State (including any department or division thereof), until the breach is cured. If Grantee does not cure the breach at the completion of the correction period, then State: (1) may require Grantee to immediately reimburse to State any portions of Funds that were not expended or were expended in a manner inconsistent with, or for purposes other than those specifically described in, the terms and conditions of this Agreement; or, in the alternative, may forever retain any portion of Grant Funds, or other funds due Grantee under any other agreement with State (including any department or division thereof), equal to the amount of reimbursement that would have otherwise been required by operation of the preceding clause; and/or (2) may immediately terminate this Agreement by giving written notice to Grantee, specifying the effective date thereof.
7. **Loss of Good Standing with Department of Taxes/Suspension of Agreement:** The State may withhold payment from the Subrecipient/Grantee if

the Subrecipient/Grantee is not in good standing with taxes due the State and may condition payment upon receipt of a new signed certification under the pains and penalties of perjury that as of the date the new certification is signed, the Subrecipient/Grantee is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont. If the Subrecipient/Grantee fails to make the updated certification of good standing before the expiration date of the Grant Agreement, the Subrecipient/Grantee shall forfeit the amount requested and the State shall retain the same.

(END OF ATTACHMENT B)



Attachment C: Standard State Provisions for Contracts and Grants

Revised: February 13, 2026

1. **Definitions:** For purposes of this Attachment, “Party” shall mean the Contractor, Grantee, or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. “Agreement” shall mean the specific contract or grant to which this form is attached.
2. **Entire Agreement:** This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect. Where an authorized individual is either required to click-through or otherwise accept, or made subject to, any electronic terms and conditions to use or access any product or service provided hereunder, such terms and conditions are not binding and shall have no force or effect. Further, any terms and conditions of Party’s invoice, acknowledgment, confirmation, or similar document, shall not apply, and any such terms and conditions on any such document are objected to without need of further notice or objection.
3. **Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial:** This Agreement will be governed by the laws of the State of Vermont without resort to conflict of laws principles. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State regarding its performance under this Agreement. Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.
4. **Sovereign Immunity:** The State reserves all immunities, defenses, rights, or actions arising out of the State’s sovereign status or under the Eleventh Amendment to the United States Constitution. No waiver of the State’s immunities, defenses, rights, or actions shall be implied or otherwise deemed to exist by reason of the State’s entry into this Agreement.
5. **No Employee Benefits For Party:** The Party understands that the State will not provide any individual retirement benefits, group life insurance, group health and dental insurance, vacation or sick leave, workers compensation or other benefits or services available to State employees, nor will the State withhold any state or Federal taxes except as required under applicable tax laws, which shall be determined in advance of execution of the Agreement. The Party understands



that all tax returns required by the Internal Revenue Code and the State of Vermont, including but not limited to income, withholding, sales and use, and rooms and meals, must be filed by the Party, and information as to Agreement income will be provided by the State of Vermont to the Internal Revenue Service and the Vermont Department of Taxes.

6. Independence: The Party will act in an independent capacity and not as officers or employees of the State.

7. Defense and Indemnity:

- A. The Party shall defend the State and its officers and employees against all third-party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits.
 - B. After a final judgment or settlement, the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement.
 - C. The Party shall indemnify the State and its officers and employees if the State, its officers, or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.
 - D. Notwithstanding any contrary language anywhere, in no event shall the terms of this Agreement or any document furnished by the Party in connection with its performance under this Agreement obligate the State to (1) defend or indemnify the Party or any third party, or (2) otherwise be liable for the expenses or reimbursement, including attorneys' fees, collection costs or other costs of the Party or any third party.
- 8. Insurance:** During the term of this Agreement, Party, at its expense, shall maintain in full force and effect the insurance coverages set forth in the Vermont State Insurance Specification in effect at the time of incorporation of this Attachment C into this Agreement. The terms of the Vermont State Insurance Specification are hereby incorporated by reference into this Attachment C as if fully set forth herein. A copy of the [Vermont State Insurance Specification](https://aoa.vermont.gov/Risk-Claims-COI) is available at: <https://aoa.vermont.gov/Risk-Claims-COI>.
- 9. Reliance by the State on Representations:** All payments by the State under this Agreement will be made in reliance upon the accuracy of all representations



made by the Party in accordance with this Agreement, including but not limited to bills, invoices, progress reports, and other proofs of work.

10. False Claims Act: Any liability to the State under the Vermont False Claims Act (32 V.S.A. § 630 et seq.) shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

11. Whistleblower Protections: The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority, or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

12. Use and Protection of State Information:

A. As between the State and Party, "State Data" includes all data received, obtained, or generated by the Party in connection with performance under this Agreement. Party acknowledges that certain State Data to which the Party may have access may contain information that is deemed confidential by the State, or which is otherwise confidential by law, rule, or practice, or otherwise exempt from disclosure under the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq. ("Confidential State Data").

B. With respect to State Data, Party shall:

- i. take reasonable precautions for its protection;
- ii. not rent, sell, publish, share, or otherwise appropriate it; and
- iii. upon termination of this Agreement for any reason, Party shall dispose of or retain State Data if and to the extent required by this Agreement, law, or regulation, or otherwise requested in writing by the State.

C. With respect to Confidential State Data, Party shall:

- i. strictly maintain its confidentiality;
- ii. not collect, access, use, or disclose it except as necessary to provide services to the State under this Agreement;
- iii. provide at a minimum the same care to avoid disclosure or unauthorized use as it provides to protect its own similar confidential and proprietary information;
- iv. implement and maintain administrative, technical, and physical safeguards and controls to protect against any anticipated threats or hazards or unauthorized access or use;
- v. promptly notify the State of any request or demand by any court, governmental agency or other person asserting a demand or



request for Confidential State Data so that the State may seek an appropriate protective order; and

- vi. upon termination of this Agreement for any reason, and except as necessary to comply with subsection B.iii above in this section, return or destroy all Confidential State Data remaining in its possession or control.

D. If Party is provided or accesses, creates, collects, processes, receives, stores, or transmits Confidential State Data in any electronic form or media, Party shall utilize:

- i. industry-standard firewall protection;
- ii. multi-factor authentication controls;
- iii. encryption of electronic Confidential State Data while in transit and at rest;
- iv. measures to ensure that the State Data shall not be altered without the prior written consent of the State;
- v. measures to protect against destruction, loss, or damage of State Data due to potential environmental hazards, such as fire and water damage;
- vi. training to implement the information security measures; and
- vii. monitoring of the security of any portions of the Party's systems that are used in the provision of the services against intrusion.

E. No Confidential State Data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside the United States, except with the express written permission of the State.

F. Party shall notify the State within twenty-four hours after becoming aware of any unauthorized destruction, loss, alteration, disclosure of, or access to, any State Data.

G. State of Vermont Cybersecurity Standard Update: Party confirms that all products and services provided to or for the use of the State under this Agreement shall be in compliance with State of Vermont Cybersecurity Standard Update in effect at the time of incorporation of this Attachment C into this Agreement. The [State of Vermont Cybersecurity Standard Update](#) prohibits the use of certain branded products in State information systems or any vendor system, and a copy is available at: <https://digitalservices.vermont.gov/cybersecurity/cybersecurity-standards-and-directives>.

H. In addition to the requirements of this Section 12, Party shall comply with any additional requirements regarding the protection of data that may be included in this Agreement or required by law or regulation.



13. Records Available for Audit: The Party shall maintain all records pertaining to performance under this Agreement. "Records" means any written or recorded information, regardless of physical form or characteristics, which is produced or acquired by the Party in the performance of this Agreement. Records produced or acquired in a machine-readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of this Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

14. Nondiscrimination:

- A. **Fair Employment Practices and Americans with Disabilities Act:** Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable, and shall include this provision in all subcontracts for work performed in Vermont. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.
- B. **IT Accessibility Standards:** Party acknowledges and agrees that any digital products, services, and content provided under this Agreement, whether supporting State programs or intended for the State's use, must adhere to the State's accessibility standards and guidelines as established by Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (28 CFR Part 35) (hereinafter, for purposes of this subsection B, the "Rule"). The Rule requires communication and content on web platforms and mobile applications to meet or exceed specific success criteria and conformance requirements. The Rule applies to websites, software applications, electronic reports and output documentation, and training delivered in electronic formats (including, but not limited to, documents, videos, and webinars), and other digital content. Information concerning the Rule and the State's Universal Digital Accessibility resources are available on the [State's Communications and Marketing Office website](https://cmo.vermont.gov) at: <https://cmo.vermont.gov>.
 - i. Party warrants that the software, products, services, or subscriptions provided under this Agreement, whether supporting State programs or intended for the State's use (hereinafter, for purposes of this subsection B, "Products") comply with the Rule and agrees to defend, indemnify, and hold harmless the State against any claims related to a Product's non-compliance with the Rule.
 - ii. When updates or upgrades are made to the Products available through this Agreement, the Party agrees:



- a) to develop functionality that supports accessibility in conformance with the Rule and, if any issues arise due to nonconformance with the Rule, to provide alternative solutions upon request at no additional cost to the State; and
 - b) to document how the changes will impact or improve the Product's accessibility and usability. This documentation, upon request, must be provided to the State in advance of the update or upgrade, occurring within an agreed timeframe sufficient for the State to review the changes and either approve them or request a remediation plan from the Party.
 - iii. If agreed-upon updates fail to improve the Product's accessibility or usability as planned, such failure shall be a material breach of this Agreement.
- 15. Offset:** The State may offset any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any offset of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided in 32 V.S.A. § 3113.
- 16. Taxes Due to the State:** Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
- 17. Taxation of Purchases:** All State purchases must be invoiced tax free. An exemption certificate will be furnished upon request with respect to otherwise taxable items.
- 18. Child Support:** (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, Party is not under an obligation to pay child support or is in good standing with respect to or in full compliance with a plan to pay any and all child support payable under a support order. Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.
- 19. Sub-Agreements:** Party shall not assign, subcontract, or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.
- In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont



Recovery and Reinvestment Act of 2009 (Act No. 54), as amended by Section 17 of Act No. 142 (2010) and by Section 6 of Act No. 50 (2011).

Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 ("False Claims Act"); Section 11 ("Whistleblower Protections"); Section 12 ("Confidentiality and Protection of State Information"); Section 14 ("Fair Employment Practices and Americans with Disabilities Act"); Section 16 ("Taxes Due the State"); Section 18 ("Child Support"); Section 20 ("No Gifts or Gratuities"); Section 22 ("Certification Regarding Debarment"); Section 30 ("State Facilities"); and Section 32.A ("Certification Regarding Use of State Funds").

- 20. No Gifts or Gratuities:** Party shall not give title or possession of anything of substantial value (including property, currency, travel, and/or education programs) to any officer or employee of the State during the term of this Agreement.
- 21. Regulation of Hydrofluorocarbons:** Party confirms that all products provided to or for the use of the State under this Agreement shall not contain hydrofluorocarbons, as prohibited under 10 V.S.A. § 586.
- 22. Certification Regarding Debarment:** Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds. Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the [State's Debarment List](https://bgs.vermont.gov/purchasing-contracting/debarment) at: <https://bgs.vermont.gov/purchasing-contracting/debarment>.
- 23. Conflict of Interest:**
 - A. Organizational Conflict of Interest (OCOI):** An OCOI arises when the Party as a business entity has an interest (for example, customers, partners, contracts) that could undermine, or reasonably be perceived to undermine, its faithful and unbiased performance of this Agreement.
 - B. Personal Conflict of Interest (PCOI):** A PCOI arises when an interest held by an agent or employee of the Party could undermine, or reasonably be perceived to undermine, the faithful and unbiased performance of this Agreement.
 - C. Requirements:** Party shall not have PCOIs or OCOIs with respect to this Agreement nor with respect to any other agreement(s) it may hold with the State. To ensure that PCOIs and OCOIs do not exist, the Party shall:
 - i. Conduct an internal review of its current affiliations and activities and employees and agents and identify actual, potential, or reasonably perceived PCOIs or OCOIs relative to this Agreement.



- ii. Maintain effective oversight to verify compliance with PCOI and OCOI prohibitions.
- iii. Prevent PCOIs, including not assigning or allowing an employee to perform any role or task under this Agreement for which the Party has identified a PCOI.
- iv. Inform employees and agents of their obligation to disclose PCOIs and to comply with the confidentiality provisions and any non-disclosure agreement required by this Agreement.
- v. Make an immediate and full disclosure, in writing, to the State point of contact for this Agreement of any actual or potential PCOI or OCOI or the existence of any facts that may cause a reasonably prudent person to perceive a PCOI or OCOI with respect to this Agreement.

D. Remedies:

- i. In the event the State determines that a PCOI or OCOI exists, the State will discuss the matter with the Party to determine whether the PCOI or OCOI can be mitigated to the State's satisfaction.
- ii. If the State does not deem mitigation practicable, the State may terminate all or a portion of this Agreement for default or pursue such other remedies as may be permitted by law or this Agreement.
- iii. If Party fails to disclose facts pertaining to the existence of a potential or actual PCOI or misrepresents relevant information to the State, the State may terminate this Agreement for default or pursue such other remedies as may be permitted by law or this Agreement.

24. Vermont Public Records Act: Party acknowledges and agrees that this Agreement, any and all information obtained by the State from the Party in connection with this Agreement, and any obligations of the State to maintain the confidentiality of information are subject to the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq.

25. Force Majeure: Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lockouts) ("Force Majeure"). Where Force Majeure is asserted, the nonperforming party must prove that it made all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

26. Marketing: Party shall not use the State's logo or otherwise refer to the State in any publicity materials, information pamphlets, press releases, research reports,



advertising, sales promotions, trade shows, or marketing materials or similar communications to third parties except with the prior written consent of the State.

27. Termination:

- A. **Non-Appropriation:** If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel this Agreement at the end of the fiscal year, or otherwise upon the expiration of existing appropriation authority. In the case that this Agreement is funded in whole or in part by Federal funds, and in the event Federal funds become unavailable or reduced, the State may suspend or cancel this Agreement immediately, and the State shall have no obligation to pay Party from State revenues.
 - B. **Termination for Cause:** Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party's notice or such longer time as the non-breaching party may specify in the notice.
 - C. **Termination Assistance:** Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.
- 28. Continuity of Performance:** In the event of a dispute between the Party and the State, each party will continue to perform its obligations under this Agreement during the resolution of the dispute until this Agreement is terminated in accordance with its terms.
- 29. No Implied Waiver of Remedies:** Either party's delay or failure to exercise any right, power, or remedy under this Agreement shall not impair any such right, power, or remedy, or be construed as a waiver of any such right, power, or remedy. All waivers must be in writing.
- 30. State Facilities:** If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to, and use of, State facilities, which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.
- 31. Requirements Pertaining Only to Federal Grants and Subrecipient Agreements:** If this Agreement is a grant that is funded in whole or in part by Federal funds:
- A. **Requirement to Have a Single Audit:** The Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for



the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the Federal Audit Clearinghouse within nine months. If a single audit is not required, only the Subrecipient Annual Report is required. A Single Audit is required if the subrecipient expends \$1,000,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.

- B. **Internal Controls:** In accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission.
- C. **Mandatory Disclosures:** In accordance with 2 CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

32. Requirements Pertaining Only to State-Funded Grants:

- A. **Certification Regarding Use of State Funds:** If Party is an employer and this Agreement is a State-funded grant in excess of \$1,000, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party’s employee’s rights with respect to unionization.
- B. **Good Standing Certification (Act 154 of 2016):** If this Agreement is a State-funded grant, Party hereby represents: (i) that it has signed and provided to the State the form prescribed by the Secretary of Administration for purposes of certifying that it is in good standing (as provided in Section 13(a)(2) of Act 154) with the Agency of Natural Resources and the Agency of Agriculture, Food and Markets, or otherwise explaining the circumstances surrounding the inability to so certify; and (ii) that it will comply with the requirements stated therein.

(End of Standard State Provisions)

ATTACHMENT D

OTHER GRANT AGREEMENT PROVISIONS

- 1. Procurement Procedures:** The Downtown Vibrancy Fund are state funds granted to downtown organizations and/or municipalities. Procedures for spending these funds should be consistent with the principles of fair access for vendors of goods and services that govern the expenditure of state funds directly by state government.

Procurement refers to the purchase of personal services (performed by people) or tangible goods. The grantee may use its established procurement procedures provided they are at least equivalent to the standards set forth below.

- 2. Methods of Procurement:**

- 2.1.** Purchases of material goods under \$500– The Grantee is not required to obtain price or rate quotations for material goods under \$500, such as materials for a public meeting.

- 2.2.** Purchases of personal services greater than \$500 and up to and including \$1,000 – the Grantee is required to obtain price or rate quotations, but no less than two, and maintain a record of the same in its files but is not required to contract for such services.

- 2.3.** Contracts up to and including \$10,000 – the Grantee is required to obtain price or rate quotations from a reasonable number of sources, but no less than two, and maintain a record of the same in its files.

- 2.4.** Contracts for more than \$10,000 – Competitive Selection: An RFP or RFQ should be broadly publicized. Depending on the subject matter of the contract, notice should be published in local newspapers, newspapers of general circulation, relevant websites, and/or trade or professional publications, as the circumstances warrant. Grantee may also solicit bids from potential contractors directly.

- 2.4.1.** Proposals/qualifications shall be solicited from an adequate number of qualified sources to permit reasonable competition consistent with the nature and requirements of the project.

2.4.2. The RFP/RFQ shall identify the scope of services, the procedural and substantive requirements of the bidding process, the key elements of the contract to be signed by the successful bidder, and all significant evaluation criteria, including their relative importance in the selection process.

2.4.3. The Grantee shall document the method it uses to objectively evaluate the proposals and to make its final selection. Such documentation shall be maintained in Grantee's official records.

2.4.4. The contract shall be awarded to the bidder whose proposal is most responsive to the RFP/RFQ evaluation criteria taking into consideration price and other factors identified by the Grantee.

3. Noncompetitive Selection: This method of procurement may be used when competitive selection is not possible for any of the following reasons:

3.1. The item or service is available only from a single source.

3.2. Public emergencies or urgent need for the service or item does not allow time for a competitive selection process.

3.3. After solicitation of a number of sources, competition is determined inadequate.

3.3.1. The Grantee must maintain in its files a thorough explanation of why non-competitive procurement is appropriate under the circumstances.

3.3.2. In no event shall any contract greater than \$10,000 be sole sourced without prior written approval from the Department.

4. Other Methods of Selection: Grantee may use alternative procurement methods with prior written approval of the Department.

5. Negotiations with Potential Contractors: The Grantee may select the winning bidder based on the responses to the RFP/RFQ and then negotiate final terms of the contract with that entity.

6. Exceptions to Procurement Requirements:

6.1. Waiver: Upon a prior request by the Grantee, the Department may waive any provision of the procurement procedures not required by law whenever it is determined that undue hardship will result from applying the requirement and that the best interests of the State are served by such waiver.

7. Conflict of Interest: Conflict of interest is defined as “a significant pecuniary interest of an elected officer of the downtown organization, or municipality, or of an appointed official whose work is related to the subject of this grant, or a member of such a person’s immediate family or household, or of a business associate of such a person, in the selection of a vendor of goods and/or services under this grant.”

The downtown organization, or municipality, must avoid actual conflicts of interest in this grant program. In addition, it should be sensitive to the appearance of conflict of interest with respect to its procurement of goods and services using these grant funds, and consult the Department when questions arise.

8. Contract Requirements:

8.1. For personal services or goods up to and including \$1,000, a written contract is not required although it is recommended. Any written contract should address the issues outlined below.

8.2. Form of contract for personal services over \$1,000 (required):

8.2.1. A written contract signed by an authorized representative of (1) the Contractor and (2) the Grantee’s legislative body is required. The contract must identify: the parties, the subject matter, the scope of work, the maximum amount to be paid, the products to be delivered and the duration of the contract. The contract should also contain provisions for amendment, cancellation, attachments, and controlling law.

8.2.2. The contract shall include the basis for the total cost or contract price, an itemization of all costs for materials, personal services, which include the hiring of staff, the names of any persons whose participation the Grantee considers to be crucial to the award of the contract and provisions for what to do if such persons need to be replaced, consultants, and any other purchased items which together add up to the total cost.

8.2.3. Payment provisions shall include the schedule of payment. It is useful to schedule the withholding of a percentage, such as 10%, until the Grantee is sure the work has been satisfactorily completed, for instance, until after the report has been completed and Grantee has reviewed it, or until Grantee has found the product to work as it was intended.

- 9. Copyright:** Any material produced in whole or in part under this Agreement may be subject to copyright by Grantee. However, Grantee grants the Agency, its Departments, Divisions, agents and assigns, a royalty-free, non-exclusive, perpetual, and irrevocable license to use, publish, disclose, distribute, modify, adapt, reproduce, and display, in whole or in part, such copyrighted materials prepared under this Agreement, for all purposes, by any means and methods, and in all known and hereafter existing media, medium, and technology, except as may be limited by any provision of law.

(END OF ATTACHMENT D)

Appendix I

FY27 Work Plan, Budget, & Reporting Form

The Downtown Vibrancy Fund is intended to support designated downtown organizations' efforts to strengthen and improve the economic sustainability and vibrancy of Vermont downtowns through increased access to resources and capacity to help educate, guide, support, and partner with municipalities, businesses, non-profits, and community organizations. Efforts should support the overarching policy and purpose of the Vermont Downtown Program as identified in [24 V.S.A. § 2790](#).

The Grantee will be evaluated by the performance measures of goals and activities required by the grant agreement. Low performance measures may result in no further grants with the State of Vermont Agency of Commerce & Community Development.

Activity Deadlines:

- | | |
|--------------------|---|
| • June 5, 2026 | Submit proposed Workplan for FY27 Grant |
| • January 15, 2027 | Mid-term Report |
| • July 31, 2027 | Final Report Submission |

Mid-term Report:

- Workplan and reporting form (using DHCD template) must include an updated budget report, and an invoice.
- Submission of an approved report by [January 15, 2027](#), will result in payment on or about January 31, 2027.

Final Report:

- Workplan and reporting form (using template below) must include a final budget report, and an invoice.
- Submission of an approved report by [July 31, 2027](#), will result in payment on or about August 15, 2027.

GRANTEE CERTIFICATION:

Grantees must certify compliance with requirements to qualify for the Downtown Vibrancy Fund.

The Designated Downtown Organization is in good standing as defined in 24 V.S.A. § 2793	☒ Yes ☐ No	If no, please explain:
The organization's workplan goals, activities, and projects identified and budget occur within, or have a direct impact on, the downtown.	☒ Yes ☐ No	If no, please explain:
The organization's workplan activities are aligned with the Vermont Downtown Program and Main Street America framework (described here: https://www.mainstreet.org/ourwork/theapproach)	☒ Yes ☐ No	If no, please explain:
Grant funds shall be used for costs incurred, and expended, during the grant period. Costs incurred outside of the granting period cannot be applied to the grant.	☒ Yes ☐ No	If no, please explain:
The organization's workplan activities are led by the Downtown Organization or legal entity or municipality contracted with the Downtown Organization.	☒ Yes ☐ No	If no, please explain:
Current with annual submission of Downtown statistics as required.	☒ Yes ☐ No	If no, please explain:

BUDGET

Budget: Provide budget estimates for each GOAL to be completed within the granting period. All organizations *MUST* select at least one or more GOALS from options 1 – 4; Goal 5 is a requirement for all.

Provide actual amounts at the mid-year reporting, and actuals at year-end reporting.

Reporting Period: July 1, 2026 – June 30, 2027

GOAL	BUDGET	MID YEAR	YEAR END	Funds Carried Over (if applicable)
1. Economic Vitality				
2. Promotions	3500.00			
3. Design	8500.00			
4. Organization	10500.00			
5. Shared Goal (Required)	2500.00			
TOTAL:	\$ 25,000.00	\$ 0.00	\$ 0.00	\$ 0.00

TARGETED DOWNTOWN ORGANIZATION GOALS:

Downtown organizations are required to have multi-year downtown master plans as part of their downtown designation. These plans help to inform their long- and short-term goals and represent strategies identified by downtown businesses, property owners, municipal leaders, consumers, and other partners which will help support downtown vibrancy. Strategies generally fall within four broad categories, collectively referred to as the Main Street 4-point approach: economic vitality, promotions, design, and organization.

GOAL 1: ECONOMIC VITALITY

Examples of Economic Vitality projects include researching and analyzing current market data, supporting property owners to achieve a balanced commercial mix, supporting and expanding existing businesses, supporting housing options, supporting the development of infill space or unused or underutilized commercial space into economically productive property, conducting a building and business inventory, conducting a business and consumer survey, disaster recovery and resilience planning, or other activities that help support an economically sustainable and vibrant downtown.

GOAL 2: PROMOTIONS

Examples of Promotions projects include marketing the downtown to visitors, social media campaigns, retail or other business promotions, special events, web site development and branding, other activities that may spark interest in shopping, dining, living or investing in the community.

GOAL 3: DESIGN

Examples of Design projects include improving the physical appearance of downtown, quality maintenance practices, historic building rehabilitation and adaptive reuse, master planning for public spaces, encouraging appropriate new construction, educating business and property owners about design quality, and long-term planning and other activities that help make the downtown more functional, safer, and inviting to visitors and investors alike.

GOAL 4: ORGANIZATION

Examples of Organization projects include Increasing organizational capacity by hiring new staff or expanding hours of existing staff, volunteer and board recruitment and development, public relations, fostering new and existing partnerships and collaboration amongst stakeholders, developing strategic plans to guide the organizations work and other activities that help provide the capacity and effectiveness of a healthy downtown organization.

GOAL 5: SHARED (Required)

The State of Vermont's [Destination Management Plan](#) (DMP) is a guidebook for everyone working to advance Vermont's tourism economy. VDTM has outlined specific actions it will take to lead this effort, but the plan is also designed for regional, community, and industry partners to adopt and adapt. Together, we can ensure that tourism enhances quality of life for residents, supports local businesses, and protects the landscapes and cultures that define Vermont. The DMP defines four strategic imperatives: marketing, resilience, infrastructure and experience, that provide the overarching direction for Vermont's tourism sector.

Downtowns will use the Destination Management Plan as a guide by selecting at least one of the defined four strategic imperatives and one objective that fit your organizations workplans and strategies. Please adapt the objective to meet your organizations strategies.

Work Plans and Reporting Forms for FY2027:

Please complete the below outlining the goals and expected outcomes your organization will focus on this coming year. *All organizations must select **at least one** goal from options 1-4 – you may choose more if they reflect your priorities.*

GOAL AREA 2: PROMOTIONS

Examples of Promotional projects include marketing the downtown to visitors, social media campaigns, retail or other business promotions, special events, web site development and branding, other activities that may spark interest in shopping, dining, living or investing in the community.

Initial Work Plan: Please complete the table below and submit by **June 5, 2026**

Planned Activities:	Expected Outcomes:
List specific activities you plan to carry out under this goal in the coming year. You may list as many or as few as appropriate.	Briefly describe either with metrics or through narrative what your downtown organization hopes to achieve through these activities. Outcomes may be quantitative (e.g. increased volunteer hours) or qualitative (e.g. improved board engagement). *Limit responses to 1000 characters or less*
Design, commission, and install nine new banners featuring the updated Downtown WRJ branding in high-visibility locations throughout downtown.	At least nine banners have been designed, received approval from the DBA and municipality, and are publicly displayed. Increased community awareness of the WRJ brand is measured through a pre/post survey.
Run a targeted underwriting and promotional campaign on Vermont Public Radio during peak tourism seasons to drive visitors to downtown WRJ and raise awareness of the DBA.	A 0.5 — 3% increase in local tourism activity during the campaign period. Increased awareness of the DBA as an organization, measured through a qualitative survey administered following the campaign.
Continue and expand the monthly downtown photo contest to build a library of high-quality promotional images showcasing local businesses and the downtown corridor.	At least 40 new images added to the asset library. At least 20 unique participants across the contest period. At least 3,000 total social media impressions generated by contest-related posts.

Work Plans and Reporting Forms for FY2027:

Please complete the below outlining the goals and expected outcomes your organization will focus on this coming year. *All organizations must select **at least one** goal from options 1-4 – you may choose more if they reflect your priorities.*

GOAL AREA 3: DESIGN

Examples of Design projects include improving the physical appearance of downtown, quality maintenance practices, historic building rehabilitation and adaptive reuse, master planning for public spaces, encouraging appropriate new construction, educating business and property owners about design quality, and long-term planning and other activities that help make the downtown more functional, safer, and inviting to visitors and investors alike.

Initial Work Plan: Please complete the table below and submit by **June 5, 2026**

<u>Planned Activities:</u>	<u>Expected Outcomes</u>
List a specific activity your organization plans to carry out under this goal in the coming year. Please list each activity separately. You may include as many or as few activities as appropriate using in the additional goal sections provided.	Briefly describe what your downtown organization hopes to achieve through this activity, using metrics or narrative. Outcomes may be quantitative (e.g. increased volunteer hours) or qualitative (e.g. improved board engagement). <i>*Limit responses to 1000 characters or less*</i>
Conduct an initial feasibility study to inform a three-year wayfinding improvement project for downtown White River Junction.	A feasibility study is completed and documented. Community input is gathered through at least one small-group stakeholder meeting and a public comment period, representing a range of community organizations and perspectives.
We will use funding for floral plantings and maintenance for spring, summer, and fall seasons. We will also use decorative lighting for the winter season.	To hire a landscaper to install plantings and manage maintenance for 5 large flowerpots and 34 hanging planters. This same landscaper will also put decorative lighting installations downtown during the winter months which will qualitatively improve our downtown's appearance.

Work Plans and Reporting Forms for FY2027:

Please complete the below outlining the goals and expected outcomes your organization will focus on this coming year. *All organizations must select **at least one** goal from options 1-4 – you may choose more if they reflect your priorities.*

GOAL AREA 4: ORGANIZATION

Examples of Organization projects include Increasing organizational capacity by hiring new staff or expanding hours of existing staff, volunteer and board recruitment and development, public relations, fostering new and existing partnerships and collaboration amongst stakeholders, developing strategic plans to guide the organizations work and other activities that help provide the capacity and effectiveness of a healthy downtown organization.

Initial Work Plan: Please complete the table below and submit by **June 5, 2026**

<u>Planned Activities:</u>	<u>Expected Outcomes:</u>
List specific activities you plan to carry out under this goal in the coming year. You may list as many or as few as appropriate.	Briefly describe either with metrics or through narrative what your downtown organization hopes to achieve through these activities. Outcomes may be quantitative (e.g. increased volunteer hours) or qualitative (e.g. improved board engagement). *Limit responses to 1000 characters or less*
Sustain and grow coordinator activities at 30 hours per month. Priorities include supporting the vibrancy grant program, developing a three-year organizational financial and fundraising plan, and expanding volunteer recruitment and community	30 hours of coordinator time logged monthly. A draft three-year financial and fundraising plan is completed and approved. Volunteer participation increases compared to the prior year, with at least one new community engagement initiative launched.
Strengthen member knowledge and skills in areas relevant to downtown vibrancy, such as conflict resolution, local tourism trends, small business development, or related topics.	At least five stakeholders attend a qualifying training, workshop, or conference. Participants report positive learning outcomes via a post-event survey or feedback form.

Work Plans and Reporting Forms for FY2027:

Please complete the below outlining the shared goal and expected outcome your organization will focus on this coming year.

SHARED GOAL AREA 5: *required for all organizations.*

Please complete the table below and submit by **June 5, 2026**

Planned Activity:	Expected Outcomes:
List the specific Destination Management Plan strategic imperative and objective you plan to carry out under this goal in the coming year. Please adapt the objective to meet your organizations strategies.	Briefly describe either with metrics or through narrative what your downtown organization hopes to achieve through this shared goal. Outcomes may be quantitative (e.g. visitor spending) or qualitative (e.g. improved visitor experience). *Limit responses to 1000 characters or less*
Visitor Experience: Enhance In-market Visitor Information - Ensure timely, multi-media distribution of quarterly event calendars through a mixed media campaign, including production of brochures, social media, and website updates.	Quarterly brochures and event placement is secured. Downtown attendance during select peak event times is increased by 1% - 2%. Preliminary marketing analysis on preferred content delivery.

APPENDIX II

Downtown Vibrancy Fund – Municipal Letter of Attestation
Must be signed below by a majority of the legislative body

Name of Municipality: _____

Downtown Organization Name: _____

Date of Completion: _____

The Municipality supports the work that our Downtown Organization is doing to further the development and success of our downtown. The Municipality understands that the Downtown Organization will be receiving \$25,000 in State funding through the Downtown Vibrancy Fund program to complete projects aligned with the Main Street 4-point approach: economic vitality, promotions, design, and organization. The Municipality acknowledges and agrees that this funding will supplement, and not supplant, any funding traditionally provided to the Downtown Organization by the Municipality.

The Municipality acknowledges that DHCD will review the Municipality's allocation to the Downtown Organization annually and may take any change in the allocation into future Downtown Vibrancy Fund program awards.

LEGISLATIVE BODY

(name)	(signature)

To: Selectboard Members

From: John Haverstock, Town Manager

Re: Capital Improvement Plan Committee

Date: July 21, 2026

Background

On June 9, 2026, the Selectboard adopted bylaws for the Capital Improvement Plan Committee (CIPC). See attached.

Discussion

The following Town staff members have agreed to serve on the CIPC:

Town Manager: Gail Ostrout

Finance Department: Elisa Fredickson, Director

Department of Public Works: Todd Law, Director

Planning & Development Department: Lori Hirshfield, Director*

Environmental Sustainability Coordinator: Dana Clawson**

The following member of the Planning Commission has agreed to serve on the CIPC:

John Reid, Chair

The following member of the Selectboard has agreed to serve on the CIPC:

Financial Impact: Minimal—Extra stipend payments for Selectboard and Planning Commission members.

Recommendation Motion: I move that (a) the Selectboard appoint the proposed slate of candidates to serve on the Town's Capital Improvement Plan Committee until further notice and that (b) they convene an organizational meeting within thirty days (DRAFT Agenda attached), to be followed by a meeting in September, 2026 designed to explain the CIP process to the public and to solicit public input.

Attachments

* This appointee's successor as Director of the Planning & Development Department will join the CIPC.

** This appointee will be replaced on the CIPC once a Facilities Manager has been hired.

TOWN OF HARTFORD, VERMONT
CAPITAL IMPROVEMENT PLAN COMMITTEE

BYLAWS

June 9, 2026

- 1. Purpose:** To serve as a Selectboard advisory group, established pursuant to 24 V.S.A. Sec. 4430, advising the Selectboard with regard to implementation of the Town's Capital Improvement Plan. The purpose of the committee (CIPC) is to prepare and amend a recommended program of municipal capital improvement projects covering a period of 6 years. The capital improvement program shall classify projects according to urgency and need, recommend a time sequence for their implementation, estimate project costs, indicate operating and maintenance costs and identify sources of funding. The CIPC shall work collaboratively with relevant municipal departments to ensure comprehensive planning and alignment with the Town Plan and Selectboard Strategic Vision.
- 2. Mission:** The mission of the CIPC is to carry forward the work reflected in the Town's Capital Improvement Plan, prepared by ReThink Local and adopted by the Selectboard. Specifically, this Committee will work with relevant Department Heads and update the Capital Improvement Plan annually, in advance of the Selectboard's budgeting process.
- 3. Goals:**
 - a. Maintain a multi-year capital improvement plan, covering a period of 6 years of major equipment, facilities, infrastructure, and vehicle needs.
 - b. Collect capital requests from departments, such as highway, fire, police, water/wastewater, recreation, buildings, and technology.
 - c. Review and sort projects by priority, using factors like public safety, legal/regulatory need, asset condition, service impact, cost, grants, and timing.
 - d. Develop, maintain and make available to the public a model to assist with objectively and consistently prioritizing and ranking projects.
 - e. Estimate costs and funding sources, including taxes, reserves, grants, bonds/notes, ARPA-style funds, enterprise funds, or impact fees where applicable.
 - f. Recommend annual capital budget items to the Selectboard or Town Manager as part of the budget process.
 - g. Track progress and update the plan annually, removing completed projects, revising cost estimates, and adding newly identified needs.
 - h. Improve transparency, by creating a public-facing explanation of why certain projects are being funded now, later, or not at all.

- i. Coordinate with the Town Plan and other adopted plans, so capital investments match the Town's land use, infrastructure, housing, transportation, and service goals.

4. Responsibilities:

- a. Review materials in advance of CIPC meetings and come prepared to discuss department requests, project costs, timing, and funding options.
- b. Apply Town-wide priorities, not just departmental or personal preferences, when reviewing proposed capital projects.
- c. Help evaluate projects consistently, including public safety, asset condition, legal/regulatory need, service impact, operating-cost impact, and alignment with the Town Plan.
- d. Ask clarifying questions and identify missing information, so recommendations are based on realistic costs, timing, and project scope.
- e. Support transparent recommendations to the Selectboard, or Town Manager and/or members of the public, while recognizing that final adoption and funding decisions remain with the legislative body.

5. Membership: CIPC membership shall consist of one staff member, delegated by the relevant Department Head, from each of the following Departments: Town Manager; Finance; Planning and Development; Public Works; the Facilities Manager (or Environmental Sustainability Coordinator until the Facilities Manager is hired); a member of the Selectboard and a member of the Planning Commission. Each member of the CIPC shall be entitled to vote.

6. Officers:

- a. The CIPC shall elect the following officers from among its membership: Chair, Vice-Chair and Clerk.
- b. The Chair shall preside over all CIPC meetings when he or she is present.
- c. The Vice Chair shall assume all duties and powers of the Chair in the absence of the Chair.
- d. The Clerk shall keep minutes of all CIPC meetings and record any action taken. The Clerk shall assume all duties and powers of the Chair whenever both the Chair and Vice-Chair are absent.

7. Meetings:

- a. All activities of the CIPC shall be conducted in accordance with the terms of Vermont's Open Meeting Law.
- b. All CIPC meetings shall be open to the public and be held at a regular time and place when possible. The time and place of each meeting shall be posted at the Town Hall, the Town website and other posting locations not less than 48 hours in advance for regular meetings and 24 hours for special meetings.
- c. A simple majority of appointed CIPC members shall constitute a quorum.

- d. All records and minutes of CIPC meetings or actions shall be maintained on the Town's website and be available to the public.
 - e. Decisions and recommendations of the CIPC shall be made by a majority of the members present and voting, except when otherwise required by law.
- 8. Working Groups:** Working Groups may be appointed by the CIPC as the need may arise. At least one member of the CIPC must serve on each Working Group. Information from Working Groups meetings shall be reported back to the CIPC at the next regularly-scheduled meeting.

Adopted by the Hartford Selectboard on June 9, 2026.

DRAFT Agenda for Capital Improvement Plan Committee Organizational Meeting

July or August, 2026

I. Introductions

II. Election of Officers

III. Review of CIPC Charge

IV. Review CIP development process, definitions, thresholds and other foundational elements of CIP Policy

V. Review content of current 6-year draft plan and solicit feedback with the caveat that significant changes may need to be deferred until FY29 CIP development

VI. Facilitate Q&A between CIPC members and Consultant (ReThink Local—RTL) on process, policy, methodologies, annual cycle, and project artifacts (for example, Consultant mentioned creating a series of 10-minute videos that can be used as a reference for the CIPC in future years, and of course there will be documents and spreadsheets), etc.

VII. Discuss planning for a September CIPC Meeting, which will serve as the Public Engagement Meeting laid out in the Consultant's contract....Focus on information sharing and education for the benefit of CIPC members and the public. More meaningful public input will be possible in future years.

See attached email from Selectboard Vice Chair, Erik Krauss.

Agenda Memorandum

Submitted By: Erik Krauss (Selectboard Member)

Subject: Advisory Bodies Review and Alignment Initiative

Background:

During its February 22, 2026 work planning workshop the Selectboard identified and prioritized an initiative to strengthen alignment between the Selectboard and its advisory bodies.

During its May 12, 2026 meeting the Selectboard reviewed the immediate and medium-term recommendations presented in the “Town of Hartford Advisory Bodies Review and Alignment Initiative” (attached) and directed the Town Manager to solicit feedback on these recommended actions from staff liaisons. The Review and Alignment document (Revision 2) has been updated to reflect staff feedback.

Discussion:

While the Selectboard continues to gather input on medium-term recommendations, this discussion will focus on recommendations for immediate action. These are summarized below and reference sections in the Review and Alignment document.

Document Section	Action Summary	Recommended Next Step(s)
5.1	Work Plan: Ask advisory bodies to produce a twelve-month work plan to be shared with the Selectboard by October.	Communicate request via SB liaisons
5.2	Web Page: Ask advisory bodies to standardize web page content and layout.	Direct TM to coordinate (e.g. with CMS or staff liaisons)
5.3	Onboarding: Create an on boarding packet for new members, if one does not already exist.	Direct TM to coordinate with staff liaisons
5.4	Referrals: Develop the practice of referring work and requests for recommendations and proposals to advisory bodies.	Ongoing for SB
5.5	Public Engagement: Ask advisory bodies to follow Town’s practices and guidelines for effective public engagement.	Direct TM to develop practices and guidelines for engagement

Document Section	Action Summary	Recommended Next Step(s)
5.6	Routine Maintenance: Ask advisory bodies to establish routines to update their web pages and review and update bylaws.	Communicate request via SB liaisons
5.7	Communication and Transparency: Ask advisory bodies to follow best practices related to meeting minutes, notes, and agendas – see section 5.7.	Direct TM to communicate with staff liaisons

Financial Impact:

- Recommendations for immediate actions fall within the scope of normal operations.

Recommendation:

- Provide clear guidance on next steps, ownership, and target dates for each action the Selectboard decides to advance.

Attachments:

- Town of Hartford Advisory Bodies Review and Alignment Initiative
- Feedback from staff liaisons

Town of Hartford Advisory Bodies Review and Alignment Initiative

July 2026 – Revision 2

Submitted by Miranda Dupré & Erik Krauss

Contents

1. Purpose.....	1
2. Advisory Body Definition	2
3. Scope	2
4. Advisory Bodies – Current Conditions	2
5. Recommendations for Immediate Action	7
6. Recommendations for Medium-Term Action	9
7. Recommendations for Long-term Action	12
8. Implementation Summary	13

1. Purpose

The Town is fortunate to have so many citizens willing to invest their time and expertise in supporting local government. Empowering them is central to our participatory democracy.

This initiative was launched to strengthen alignment between the Selectboard and its advisory bodies, not in response to any specific problems.

The initiative has three main goals:

1. Ensure goals and objectives of advisory bodies align with the strategic vision and strategic actions of the Town.
2. Implement structural changes including modifications to existing advisory bodies, the addition of advisory bodies (ad hoc or standing), and the sunseting of existing advisory bodies.
3. Implement non-structural changes that affect operation of public bodies and interaction with the public and Selectboard.

2. Advisory Body Definition

The law defines an “advisory body” as a “public body that does not have supervision, control, or jurisdiction over legislative, quasi-judicial, tax, or budgetary matters.” [1 V.S.A. § 310\(1\)](#). A decision-making body has supervision, control, or jurisdiction over legislative, quasi-judicial, tax, or budgetary matters. Some public bodies, such as the Planning Commission, act in both capacities.

3. Scope

This review is limited to advisory bodies over which the Selectboard has authority, and to the advisory functions of those public bodies that serve both advisory and decision-making roles.

This excludes the Board of Abatement, the Board of Civil Authority, ~~and~~ the Town and School Meeting Committee, ~~and the Planning Commission and Zoning Board of Adjustment when acting in a quasi-judicial capacity.~~

4. Advisory Bodies – Current Conditions

Approximately 80 citizens currently serve on 14 advisory bodies. The following information is available on each advisory body’s home page on the Town website:

4.1 Conservation Commission

Mission: To identify and protect Hartford's natural resources, to educate the community about natural heritage, and to foster local environmental stewardship.

Bylaws: [Updated By-Laws September 2025 \(PDF\)](#)

Staff Liaison: Matt Osborn

4.2 Energy Commission

Mission: to promote energy conservation, energy efficiency and renewable energy among residents, business, and government. The commission's work is also guided by the [Climate Action Plan \(PDF\)](#).

Bylaws: Not linked on page

Staff Liaison: Dana Clawson

4.3 Hartford Business Revolving Loan Fund (HBRLF) Committee

Mission: Not found

Charge: The HBRLF Committee reviews loan applications for need, potential job creation, and economic benefits to the Town of Hartford, and makes recommendations for approval to the Selectboard. The Committee also serves as the Hartford VCDP 2020 RLF Committee.

Bylaws/Charge: Not linked on page (Staff Liaison notes that both entities have Guidelines which serve as Laws/Rules of Procedure)

Staff Liaison: Lori Hirshfield, Lexi Webster

4.4 Committee on Housing & Homelessness

Mission/Charge: To support the increase of Hartford's affordable housing stock as well as Hartford residents' well-being and access to stable housing.

Bylaws/Charge: The full charge and constitution is on the committee's page at hartford-vt.org/2506.

Staff Liaison: Lori Hirshfield, Lexi Webster

4.5 Hartford Committee on Racial Equity and Inclusion (HCOREI)

Mission/Purpose: Work towards a welcoming environment and reduce racial disparities within municipal and school governance. Support a commitment to racial equity in the Town of Hartford and Hartford School District. Support the Town of Hartford and Hartford School District in cultivating greater understanding of the concepts of diversity, inclusion, equity, implicit bias, white privilege, white supremacy, systemic racism, and intersectionality.

Bylaws/Charge: [HCOREI 3rd Charge Approved \(PDF\)](#)

Staff Liaison: Tatum Barnes

4.6 Historic Preservation Commission

Mission/Charge: Create and maintain a system for the survey and inventory of historic properties within Hartford; review nominations of properties for the National Register of Historic Places; seek and prepare applications for preservation funding; advise and assist individuals, boards, and commissions on historic resource preservation; and perform additional related responsibilities.

Bylaws/Charge: Not linked on page

Staff Liaison: Matt Osborn

4.7 Parks & Recreation Commission

Mission/Purpose: Consult with and advise the Director of Parks and Recreation in matters affecting recreation programs; park/facility related projects, policies and finances. Assist in the development of long-range planning for recreation and park needs of the community.

Bylaws/Charge: Not linked on page (instead, Department Mission and Vision found on Commission webpage)

Staff Liaison: Scott Hausler

4.8 Planning Commission

Mission/Charge: Authorized by Title 24 of the Vermont Statutes, Chapter 117 to prepare a Town Plan and amendments; propose and administer the Zoning and Subdivision Regulations; undertake studies and make recommendations on land development issues; recommend codes and enforcement procedures; prepare capital budgets and programs; participate in regional planning issues; and work with other departments and agencies on planning issues.

Bylaws/Charge: The commission's authority derives from state statute (24 V.S.A., Chapter 117). No separate bylaws linked on page.

Staff Liaison: Jo-Ann Ells (primary), Matt Osborn and Lori Hirshfield (secondary)= others?

4.9 Tree Board

Mission: To plant and maintain public trees and advocate for community tree stewardship.

Bylaws/Charge: Not linked on page

Staff Liaison: Scott Hausler

4.10 WRJ Design Review Committee

Mission/Purpose: To protect and enhance White River Junction's natural beauty and visual and historic character, the design review process ensures that development considers existing architecture, sign placement and design, site layout, and streetscape design and makes recommendations to the Planning Commission

Bylaws/Charge: The committee operates under the [White River Junction Design Regulations \(PDF\)](#). No separate bylaws linked on page. [Planning and Development notes that they will work with the Committee to develop Bylaws/Rules of Procedure.](#)

Staff Liaison: [Lori Hirshfield](#)[Jo-Ann Ells](#)

4.11 Zoning Board of Adjustment

Mission/Purpose: Authorized by the Vermont Planning and Development Act (24 V.S.A., Chapter 117) and its bylaws to receive, hear, and render decisions on appeals of decisions by the Zoning Administrative Officer; setback waivers; variances from area and dimensional requirements; and conditional use applications.

Bylaws/Charge: Authority derives from state statute. No separate bylaws linked on page.

Staff Liaison: Jo-Ann Ells

4.12 Climate Action Steering Team (CAST)

Mission: To promote awareness of the climate crisis and assist with the implementation of Hartford's Climate Action Plan among residents, businesses, and government.

Bylaws/Charge: [CAST Bylaws \(PDF\)](#)

Staff Liaison: Dana Clawson

4.13 Resilient Hartford (Community Resilience Organization)

Mission: To build a stronger, more cohesive, and self-reliant community that is better prepared to face environmental, economic, and social challenges by engaging community members, organizations, and businesses throughout Hartford to work together.

Bylaws/Charge: Not linked on page

Staff Liaison: Matt Osborn

4.14 Sister Cities Committee

Mission: Page includes a definition but no clear mission.

Definition: A sister city relationship is a broad-based, long-term partnership between two communities in two countries, officially recognized after the highest elected or appointed official from both communities signs off on an agreement. Sister city relationships offer the flexibility to form connections between communities that are mutually beneficial and which address issues most relevant to the partners. Hartford's current sister city is Cenon, France.

Bylaws/Charge: Not linked on page

Staff Liaison: None?

4.15 250th Commemoration Committee

Mission/Purpose: The Hartford 250th Commemoration Committee is responsible for organizing community celebrations throughout the Upper Valley in honor of the 250th anniversary of the United States of America.

Bylaws/Charge: Not linked on page

Staff Liaison: Matt Osborn

5. Recommendations for Immediate Action

5.1 Work Planning

Ask each advisory body to:

1. Produce a high-level, twelve-month work plan that identifies ~~its concrete, outcome-focused goals, expected outcomes,~~ and the strategies and actions to achieve them. ~~This might be done in conjunction with budget planning.~~
2. Indicate how ~~its each~~ goals and ~~strategies~~ aligns with the Town's [Strategic Vision](#), [Town Plan](#), or other strategic plan.
3. ~~Highlight~~ Identify resource dependencies ~~in its work plan~~ (e.g. required assistance from the Communication & Media Specialist or time on a Selectboard agenda) ~~and provide budgetary estimates.~~
4. ~~Provide a timeline, milestones and review checkpoints for each goal.~~
- 4.5. Build work planning into its annual calendar with the aim of providing a work plan to the Selectboard ~~when it submits its annual budget or by each~~ October.

Note: ~~the Selectboard should clarify expected outputs for work planning and provide a template to facilitate work plan development.~~

5.2 [Standardize Web Page Content and Layout](#)Media

Ask each advisory body to update its web page using a “standard plus” approach. Each home page should include at a minimum:

- mission or purpose statement
- link to the charge or bylaws
- link to the meeting schedule
- link to agendas and minutes
- link to their work plan
- current membership and terms
- contact information
- ~~links to relevant strategic documents~~
- [link to on boarding packet](#)

This standard content would be followed by whatever additional information the advisory body deems useful and relevant.

5.3 Onboarding Packet

Direct the Town Manager to work with staff liaisons to ensure each advisory body has a complete onboarding packet. Much of the relevant information may already be on the body's web page, but the packet should also include links to materials such as a guide to Open Meeting Law and relevant Town policies and procedures.

5.4 Referral Process

The Selectboard should make better use of its advisory bodies by more consistently referring work and requests for recommendations and proposals to them. This should not prevent advisory bodies from pursuing self-directed projects and initiatives.

Selectboard liaisons are well positioned to manage referrals and facilitate the resulting communication.

5.5 Public Engagement and Input

The Selectboard should work with its advisory bodies to increase public input at the advisory body level. Beyond Selectboard public forums, residents need both the opportunity (awareness of, and background materials for, topics) to provide input to committees and commissions and the assurance that their input will be genuinely considered and reflected in programs or recommendations and proposals delivered to the Selectboard.

Engagement should follow the Town's guidelines and **best** practices for when and how to inform, consult, involve, and collaborate with the public.

See [Meeting, Minutes, Notes and Agendas](#) regarding access to background information.

5.6 Routine Maintenance

Ask each advisory body to:

Establish a routine for reviewing ~~and updating advisory body~~its web pages at least once a year.

Establish a routine for reviewing and, if needed, updating its bylaws at least every seven years.

~~Advisory bodies whose bylaws have not been updated in the past seven years should be asked to review and refresh them.~~

5.7 Meeting, Minutes, Notes and Agendas

Adopt a set of best practices for communication and transparency, including:

- Posting a notice or meeting notes when a meeting does not occur or lacks quorum (without a posting, there is no way for the public to know what occurred)
 - Strictly adhering to the five-calendar-day requirement for posting minutes
 - Recording public comment in meeting minutes (including the essence of the comment, and the speaker's name and residence), as the Selectboard does
 - Creating agenda packets that include relevant background materials with the electronically posted agenda. If we want to enhance public input at the advisory body level, residents need to have information in hand before meetings, not just during them.
-

5.8 Capital Improvement Program Committee

Establish a new standing committee charged with producing a Capital Improvement Plan on an annual cycle that concludes each year by delivering an updated CIP to the Selectboard.

The current CIP project timeline engages the CIPC in mid-to-late June, thus **the committee should be charged and formed by early June 2026.**

Action: Direct a Selectboard member or the Town Manager to draft a committee constitution and charge. Appoint committee members and direct the committee to develop the policies, processes, and timelines needed to support ongoing plan development.

6. Recommendations for Medium-Term Action

Medium-term actions have an approximate year-long planning and implementation horizon.

The following recommendations are based on current mission and purpose statements. The Selectboard should revisit these recommendations after advisory bodies generate annual work plans and/or revise mission and purpose statements.

~~6.11.1 WRJ Design Review Committee~~

~~The Selectboard, in consultation with the Committee Chair and Town staff, should consider expanding this committee's scope to include village centers in addition to downtown White River Junction. Tier 1B land use designations could be used to define the geographic boundaries for projects that fall under the committee's purview.~~

~~**Note:** the Selectboard should consult Town staff on the timing of this recommendation. It may be more appropriate as a long-term recommendation.~~

6.26.1 Climate Action Steering Team

The origins of CAST trace back to recommendations for internal capacity building detailed in the Implementation chapter of the [Climate Action Plan](#) (CAP). These CAP recommendations include:

1. establishing a Town "CAP Team" to "support the initial and on-going prioritization and implementation of annual implementation actions and projects and to support reporting and progress updates" and
2. convening an internal Town of Hartford Climate Working Group that "provides updates on progress and success, identifies additional support or resources needed to advance actions of the CAP, and collaboratively discusses strategies for more complex challenges".

The stated mission of CAST is to promote awareness of the climate crisis and assist with the implementation of the CAP. Several key questions arise:

1. Should the awareness part of CAST's mission shift focus from the symptoms of the crisis to its root causes or expand to address both?
2. Should the efforts of the Committee be reoriented to meet the objectives of the "CAP Team" and "Climate Working Group"?
3. Should the Committee be tasked with regularly updating the CAP, in particular the Implementation chapter?

The Selectboard should also consider:

- A) Regularly referring projects and initiatives to CAST along with mutually defined goals and measurable outcomes
 - B) Regularly referring requests for recommendations and proposals to the CAST
 - C) Requesting that the staff liaison and CAST members deliver a proposal that details how it will advance the implementation of the CAP
 - D) Dissolving CAST and absorbing ongoing work into other advisory bodies such as the Energy Commission, Resilient Hartford, Conservation Commission, proposed [Solid Waste Commission](#), and Town departments.
-

[6.36.2](#) **Sister Cities Committee**

The passion and dedication of this Committee's members is admirable. The considerations below are not meant to diminish the Committee's work and commitment, but rather to build on it.

The Selectboard should task the Committee with expanding or reorienting its work to align with the original concept of modern sister cities, which emerged as a vehicle for **building links of solidarity** between communities during and after WWII.

Given the current state of violence and exploitation around the world there are no shortage of opportunities to establish meaningful links of solidarity. Keeping the focus on people rather than politics will be a challenge, but it shouldn't deter Hartford from pursuing real impact beyond its borders.

Action: Task the Sister Cities Committee with developing one or more proposals to establish new links of solidarity, potentially in collaboration with Cenon, France. These may be time-limited connections and could focus on regions and conflicts that don't receive significant coverage in mainstream media. New links of solidarity could be the focus of [Work Planning](#) for this Committee.

[6.46.3](#) **Public Safety Service and Facility Needs Committee (ad hoc)**

Convene an ad hoc committee to develop a long-term direction for delivering public safety services in Hartford. The committee's initial work will inform public safety facility needs, and it may continue in order to support the realization of facility replacements and improvements.

Action: Direct a Selectboard member or the Town Manager to draft a committee constitution and charge. Approve the charge, constitute the Committee.

6.56.4 Solid Waste Commission

Consider convening a Commission to assist with the development and implementation of long-term, integrated solid waste management plans.

The Commission would work with Town staff as well as foster regional collaborations to plan and implement financially and operationally feasible and sustainable programs with ecological stewardship as a priority.

The Committee's scope and purpose would include:

- Strategic planning for all solid waste streams
- Strategic planning to reduce waste generation
- Ongoing data collection, analysis and program evaluation and reporting
- Fostering collaboration at the regional level (with GUVSWD and/or other municipalities) where scale is critical or desirable
- Planning and implementation for handling special waste streams (e.g. Styrofoam)
- Planning and implementation for alternative handling for waste streams (e.g. anaerobic digestion, biochar generation, etc.)

7. Recommendations for Long-term Action

Long-term actions are items the Selectboard should begin considering over the coming year.

7.1 WRJ Design Review Committee

The Selectboard, in consultation with the Committee Chair and Town staff, should consider expanding this committee's scope to include village centers in addition to downtown White River Junction. Tier 1B land use designations could be used to define the geographic boundaries for projects that fall under the committee's purview.

Planning and Development notes that this process would begin with a design review study for each village focused on village character and history, which would then become the basis for the criteria used by the Committee in the future. They also note that the overlap of Design Review Districts and Tier 1B land use designations needs to be clarified.

7.2 Public Health

Consider establishing a committee or commission focused on public health. It would coordinate with the Town Nurse, Health Officer, and staff to address both acute and chronic public health problems and serve as an advisory body to the Selectboard on related matters.

The Selectboard should begin by drafting mission and scope language to clarify needs and by evaluating the creation of a new advisory body versus expanding the scope of existing advisory bodies to address the same needs.

7.3 Cemeteries

Consider establishing a committee or commission focused on supporting Hartford's cemeteries. This recommendation originates in the [Cemeteries of Hartford Report](#) (2018), in which the authors recommend planning for the possibility that the Town may eventually need to take over from Cemetery Associations as those associations become insolvent or dissolve.

The report recommends a Cemeteries Commission charged with:

- Providing oversight of annual budget development
- Establishing future means of funding operations and management
- Formalizing standards for care, common rules and regulations
- Advocating for cemetery needs
- Planning for future of cemeteries in Hartford

Within the scope of “future of cemeteries”, this advisory body could be tasked with planning and implementation of sustainable burial alternatives including natural burials and forest cemeteries.

8. Implementation Summary

The table below summarizes the recommended actions organized by timeframe. Short-term actions are intended for immediate implementation; medium-term actions have a roughly year-long horizon; and long-term actions are items the Selectboard should begin planning for over the coming year.

Timeframe	Action	Task Leads	Status
Immediate	Ask each advisory body to produce a twelve-month work plan	SB Liaisons and Staff Liaisons	
	Update advisory body web pages using a “standard plus” format	TM; Staff Liaisons	
	Ensure each advisory body has a complete onboarding packet	TM; Staff Liaisons	
	Improve Selectboard referral practices to leverage advisory body capacity	SB; Selectboard Liaisons	
	Increase public engagement opportunities at the advisory body level	SB; Staff Liaisons; Advisory Bodies	
	Establish routine for annual web page review ; initiate bylaws review where overdue	TM; Staff Liaisons	
	Adopt best practices for meeting minutes, agendas, and agenda packets	Advisory Bodies; Staff Liaisons	
	Establish Capital Improvement Program Committee (charge and form by early June 2026)	SB; TM	In process
Timeframe	Action	Task Leads	
Medium-Term	Consider expanding WRJ Design Review Committee scope to include village centers	SB Liaison; Staff Liaison; Committee Chair	
	Clarify CAST ’s mission and decide whether to refocus, redirect, or dissolve it	SB Liaison; CAST; Staff Liaison	
	Task Sister Cities Committee to develop new solidarity partnership proposals	SB Liaison; Sister Cities Committee	
	Convene an ad hoc Public Safety Service and Facility Needs Committee	SB; TM; HPD	

Timeframe	Action	Task Leads	Status
	Consider convening a Solid Waste Commission to develop and implement waste management plans	SB; TM; Town Staff	
Timeframe	Action	Task Lead(s)	
Long-Term	Consider establishing a Public Health Committee or Commission	SB	
	Consider establishing a Cemeteries Commission	SB	

John Haverstock

From: Scott Hausler
Sent: Thursday, June 4, 2026 12:12 PM
To: John Haverstock
Subject: RE: Boards, Committees and Commissions

Hi John,

I have no detailed comment other than what I have provided below.

The Tree Board advises on streetscape, town owned trees, and supports native specie plantings and tree education for the betterment of the community.

Parks & Recreation continues to maintain and develop public spaces, parks and facilities, providing recreation programming and events for the quality of life for residents within the community.

The timeframe actions seem very appropriate to be sure all boards and committees function equally. Most actions are in working order already for P&R and Tree Board.

- Parks & Recreation are engaged in a Parks and Recreation Master Plan that will outline a workplan.
- The onboarding packet is produced internally as documents often change seasonally. The packet includes: Meeting dates and contact information of board members, by-laws, seasonal brochures, code of conduct, operating budget, department program plan and recent board and meeting minutes.
- Public and commission/board input is part of our monthly meetings.
- Web page and social media platforms are reviewed on a regular basis.
- Meeting minutes and agendas follow open meeting laws.
- The CIP Program Committee should include several department level positions that have a pulse on the actual infrastructure and equipment needs of the departments.

Hope this is helpful.

Scott



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

From: John Haverstock <jhaverstock@hartford-vt.org>
Sent: Thursday, June 4, 2026 11:31 AM
To: Matt Osborn <mosborn@hartford-vt.org>; Jo-Ann Ells <jells@hartford-vt.org>; Dana Clawson <dclawson@hartford-vt.org>; Lori Hirshfield <lhirshfield@hartford-vt.org>; Scott Cooney <scooney@hartford-vt.org>; Connie Kelley

<ckelley@hartford-vt.org>; Scott Hausler <shausler@hartford-vt.org>

Subject: FW: Boards, Committees and Commissions

Hello Again.

Just checking in with you all. Please provide me with your input by **Noon on Wednesday, June 17.**

Thanks.

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

From: John Haverstock

Sent: Friday, May 29, 2026 10:15 AM

To: Matt Osborn <mosborn@hartford-vt.org>; Jo-Ann Ells <jeills@hartford-vt.org>; Dana Clawson <dclawson@hartford-vt.org>; Lori Hirshfield <lhirschfield@hartford-vt.org>; Scott Cooney <scooney@hartford-vt.org>; Scott Hausler <shausler@hartford-vt.org>; Connie Kelley <ckelley@hartford-vt.org>

Subject: Boards, Committees and Commissions

Hello All.

I write to you in your capacity as Staff Liaisons to Town boards, committees and commissions. As you may have heard, the Selectboard has begun discussions (at the meetings of May 12 and 26) about potentially asking such bodies to perform some tasks to enhance alignment between the Selectboard Strategic Vision and the work of committees and to achieve some degree of standardization in committee approaches to the work they do and processes they follow. Please review the Selectboard May 26 discussion in the attached time-stamped video.

Before the Selectboard conversation goes much further, they have asked me to solicit and collect any input that you and/or your committee chairs may have to proposals characterized in the attached document as Immediate and Medium Term goals.

Thank you.

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

John Haverstock

From: Dana Clawson
Sent: Tuesday, June 16, 2026 9:46 AM
To: John Haverstock
Subject: RE: Boards, Committees and Commissions

John,

I spoke with both HEC and CAST last week about Erik's proposals and both committees thought that his suggestions were reasonable.

On the coming up with ideas for addressing affordability in Hartford there were a couple of thoughts:

-Creating a heating fuel buyers club- like what the Town does for employees but for residents. Cathy Geiger on the Energy Commission suggested that HEC reaches out to fuel providers and compiles fuel cost on a grid so residents can compare vendors cost, and we could take it a step further and put out an RFP to see if a vendor would give a discount if we have multiple households interested in purchasing fuel.

-Encouraging ride shares- setting up a system for people to coordinate ride sharing. Though we talked about how this has been tried and it's not something people are typically interested in. I'm going to see if Vital Communities is interested in working on this.

-Car share programs- it was suggested that Hartford encourages Zip Car or another similar service to come to Hartford. Jesse said he's talked to Zip Car and they would be willing to operate in Hartford but the Town would have to agree to guarantee that they make a monthly minimum amount of revenue. So if they need to make \$5,500 a month and they only make \$4,000 in rentals the Town would make up the difference.

Rent control- there is a conversation among a couple of committees about the Town adopting some form of rent control. I'm pushing back on this based on studies in areas that have rent control. Studies have shown that over time in places like NYC that landlords eventually sell their properties when the delta between rental unit rates and home values becomes too large. Basically, if a house is worth X but the landlord is only getting Y in rent they'll just sell the property and this in turn has led to less units being available making it harder for folks that can't afford to buy a house to find housing.

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.

From: John Haverstock <jhaverstock@hartford-vt.org>
Sent: Thursday, June 4, 2026 11:31 AM
To: Matt Osborn <mosborn@hartford-vt.org>; Jo-Ann Ells <jells@hartford-vt.org>; Dana Clawson <dclawson@hartford-vt.org>; Lori Hirshfield <lhirschfield@hartford-vt.org>; Scott Cooney <scooney@hartford-vt.org>; Connie Kelley

<ckelley@hartford-vt.org>; Scott Hausler <shausler@hartford-vt.org>

Subject: FW: Boards, Committees and Commissions

Hello Again.

Just checking in with you all. Please provide me with your input by **Noon on Wednesday, June 17.**

Thanks.

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

From: John Haverstock

Sent: Friday, May 29, 2026 10:15 AM

To: Matt Osborn <mosborn@hartford-vt.org>; Jo-Ann Ells <jells@hartford-vt.org>; Dana Clawson <dclawson@hartford-vt.org>; Lori Hirshfield <lhirschfield@hartford-vt.org>; Scott Cooney <scooney@hartford-vt.org>; Scott Hausler <shausler@hartford-vt.org>; Connie Kelley <ckelley@hartford-vt.org>

Subject: Boards, Committees and Commissions

Hello All.

I write to you in your capacity as Staff Liaisons to Town boards, committees and commissions. As you may have heard, the Selectboard has begun discussions (at the meetings of May 12 and 26) about potentially asking such bodies to perform some tasks to enhance alignment between the Selectboard Strategic Vision and the work of committees and to achieve some degree of standardization in committee approaches to the work they do and processes they follow. Please review the Selectboard May 26 discussion in the attached time-stamped video.

Before the Selectboard conversation goes much further, they have asked me to solicit and collect any input that you and/or your committee chairs may have to proposals characterized in the attached document as Immediate and Medium Term goals.

Thank you.

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

Planning & Development Department Comments (June 17, 2026) on Selectboard Advisory Bodies Review and Alignment Initiative (May 2026 , Version 1)

The following comments are by document sections.

In general, we will link Bylaw's Charges.

Scope

Suggest clarifying in this section that the Planning Commission and Zoning Board of Adjustment have Quasi-judicial roles which do not include Selectboard authority.

HBRLF

- Add "Committee" to the section title
- The HBRLF Committee also serves as the Hartford VCDP 2020 RLF Committee
- Both entities have Guidelines which serve as the Laws/Rules of Procedure. We will link these to the
- Add Lexi Webster to Staff Liaison List

Planning Commission

- We will link By-Laws/Rules of Procedure to Page
- Add Matt Osborn and Lori Hirshfield as secondary Staff Liaison List

WRJ Design Committee

- We will work with Committee to develop By-Laws/Rules of Procedure
- We will link By-Laws/Rules of Procedure to Page
- Replace Lori's name as Staff Liaison with Jo-Ann

Zoning Board of Adjustment

- We will link By-Laws/Rules of Procedure to Page

Immediate Action Plan- Work Planning

- Many of the advisory bodies that we staff already are doing annual plans by calendar year and also participate in the development of the annual budget as related to their area. This has worked well to have the work items feed into the annual budget cycle for inclusion in the annual budget cycle.
- Would be helpful to reach out to the advisory bodies to get input on this initiative.
- We note that this could be larger set of tasks than the advisory bodies expected to have the time to dedicate. May require dedicated meetings outside of regular meetings to this level of work planning depending on when you are asking for this.

- It is not clear if the SB's new strategic Vision is in place yet. If not, suggest holding off on these immediate recommended actions until after in place so they can focus on these as well.

Recommendations for Medium-Term Action

Design Review Committee

- Yes, is better suited for long term objective since would be a multi-year process involving a comprehensive design review study by professionals for each village focused on the character and history for that village. These then become the basis for the criteria used for the design review process
- It is unclear at this time how the current state process defining the boundary for Design Review Districts will overlap with the Tier 1B land use designation boundaries.

To: Selectboard Members

From: John Haverstock, Town Manager

Re: FY28 Budget Guidance to Staff

Date: July 21, 2026

Background

In the last budget cycle (FY27), the Selectboard provided Budget Guidance to Town Staff, as reflected in the attached memorandum.

Discussion

Selectboard leadership wishes to issue FY28 Budget Guidance to Town staff soon, but it is open to modifications of last year's content and format. Attached please see feedback from several Department Heads.

Financial Impact: TBD.

Recommendation: I recommend that the Selectboard consider developing FY28 budget guidance for staff which will best facilitate an orderly budget process which focuses on preserving and improving services while respecting the burdens faced by the Town's taxpayers.

Attachments

Fiscal Year 2027 Budget Guidance

The Hartford Selectboard submits the following guidance to the Hartford Town Manager regarding the formation of the Hartford Town Budget for Fiscal Year 2027:

Detailed FY27 Guidance

- Aim to produce a budget with total fund expenditures for operating expenses of no more than 4% above FY26 total fund expenditures for operating expenses.
- Include a narrative describing additional staff positions and/or major equipment needs over a 3-year span (FY27-29)
- Prepare a list of options that, should economic conditions deteriorate, could be applied to produce a budget with total fund expenditures for operating expenses of no more than 2.5% above FY26 total fund expenditures for operating expenses.
- Prioritize infrastructure maintenance (e.g. roads, sidewalks, Town buildings)
- Prioritize community safety response staff
- Prioritize low-cost, capital unintensive recreation opportunities

Strategic Direction, Values, and Guiding Principles

Guidance Regarding Values

- Maintain a long-term planning horizon (5-15 years out)
- Maintain current equipment and infrastructure to the end of useful life
- Find opportunities to increase community safety
- Revise user fees and rates to, among other things, incentivize preferred behaviors (e.g. recycling and organic waste recovery).
- Maintain focus on mitigating climate change
- Identify resources for increasing diversity, equity, and inclusion practices
- Buy high quality and local, not just lowest cost.
- Consider number of users in funding.

Guidance Regarding Staff

- Identify ways to ensure Hartford is a competitive employer including personnel education and development and investment in retaining, recognizing, and rewarding staff.
- Continue to leverage technology to increase productivity, efficiency, and the preservation of institutional knowledge.

Logistical Guidance

- Maintain an unassigned fund balance of 10% of the annual general fund operating budget for unseen demands in services, repair, or emergencies.
- Continue to fund reserve accounts
- Pursue grants and other means to offset costs for items included in the budget. For example, is there a fundraising/ volunteer campaign that the board or committees could support which would meet budgetary needs as well as building community.

John Haverstock

From: Lisa O'Neil
Sent: Thursday, July 16, 2026 9:56 AM
To: John Haverstock
Cc: Ida Griesemer; Erik Krauss
Subject: Re: Budget Guidance

Hi, John,

I don't have any comments. The challenge is always the increases in benefits, insurances, etc. for each department and small departments like ours run a very tight budget as is. So cuts are difficult to find.

Lisa

Lisa M. O'Neil, CVC
Hartford Town Clerk
171 Bridge St.
White River Jct., VT 05001
802-295-2785
lonel@hartford-vt.org

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

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

From: John Haverstock <jhaverstock@hartford-vt.org>
Sent: Wednesday, July 15, 2026 1:02 PM
To: Department Leadership Team <departmentheads@hartford-vt.org>
Cc: Ida Griesemer <igriesemer@hartford-vt.org>; Erik Krauss <ekrauss@hartford-vt.org>
Subject: Budget Guidance

Hello All.

At Tuesday's Selectboard meeting, there will be an initial Selectboard discussion about providing Budget Guidance to Department Heads in the run-up to the FY28 Budget season. Selectboard leadership would like any feedback you care to offer about the **type and form** of such Selectboard budget guidance to be issued in the future. Attached please find last year's Budget Guidance, to jog your memories.

Please offer your feedback before Monday, July 20 at Noon.

Thanks.

John Haverstock

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

John Haverstock

From: Scott Cooney
Sent: Thursday, July 16, 2026 11:57 AM
To: John Haverstock
Subject: Re: Budget Guidance

John,

Thank you for the opportunity to provide feedback.

I have no real changes to the current process. I support percentage-based guidance, with the ability to justify increases when they advance broader goals and objectives outside of standard operating costs, such as staffing increases or the addition of services that strengthen community safety and operational capability.

Thanks

Scott D. Cooney, CFO
Fire Chief
Town of Hartford Fire Department
812 VA Cutoff Rd
White River Junction, VT 05001
(802) 295-3232



From: John Haverstock <jhaverstock@hartford-vt.org>
Sent: Wednesday, July 15, 2026 1:02 PM
To: Department Leadership Team <departmentheads@hartford-vt.org>
Cc: Ida Griesemer <igriesemer@hartford-vt.org>; Erik Krauss <ekrauss@hartford-vt.org>
Subject: Budget Guidance

Hello All.

At Tuesday's Selectboard meeting, there will be an initial Selectboard discussion about providing Budget Guidance to Department Heads in the run-up to the FY28 Budget season. Selectboard leadership would like any feedback you care to offer about the **type and form** of such Selectboard budget guidance to be issued in the future. Attached please find last year's Budget Guidance, to jog your memories.

Please offer your feedback before Monday, July 20 at Noon.

Thanks.

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

Report Date: 7/21/26
4:39PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 1
User: florentina

ReportAPINHDPmtByDate

Check Date: 7/23/2026 - 7/23/2026

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.
FUND 1 0	GENERAL FUND - MASCOMA					
000100	DEPARTMENT OF THE TREASURY		DEPARTMENT OF THE TREASURY		7/23/2026	99599
	FEDERAL TAX 072326	FEDERAL TAX P/E 071826	0.00	\$36,518.32	0.00	36,518.32
	Desc: FEDERAL TAX P/E 071826		Acct: 10-012-200-0110	FEDERAL WITHHOLDING TAX PAYAB		
	FICA TAX 072326	FICA TAX P/E 071826	0.00	\$55,559.87	0.00	55,559.87
	Desc: FICA TAX P/E 071826		Acct: 10-012-200-0120	FICA/MEDICARE TAXES PAYABLE		
	MEDICARE TAX 072326	MEDICARE TAX P/E 071826	0.00	\$12,993.84	0.00	12,993.84
	Desc: MEDICARE TAX P/E 071826		Acct: 10-012-200-0120	FICA/MEDICARE TAXES PAYABLE		
	Vendor Total:			105,072.03	0.00	105,072.03
001985	AFSCME COUNCIL 93		AFSCME COUNCIL 93		7/23/2026	99600
	ADMIN DUES PD072326	UNION DUES-CLERICAL P/E 071826	0.00	\$214.56	0.00	214.56
	Desc: UNION DUES-CLERICAL P/E 071826		Acct: 10-012-200-0410	WAGE ASSIGNMENT		
	Vendor Total:			214.56	0.00	214.56
020780	HARTFORD CAREER FIREFIGHTERS ASSO				7/23/2026	99601
	JUL'26	UNION DUES JUL'26 FIREFIGHTERS	0.00	\$2,300.00	0.00	2,300.00
	Desc: UNION DUES JUL'26 FIREFIGHTERS		Acct: 10-012-200-0410	WAGE ASSIGNMENT		
	Vendor Total:			2,300.00	0.00	2,300.00
020935	HARTFORD POLICE ASSOCIATION #405				7/23/2026	99602
	PD DUES PD072326	PD DUES - P/E071826	0.00	\$1,134.00	0.00	1,134.00
	Desc: PD DUES - P/E071826		Acct: 10-012-200-0410	WAGE ASSIGNMENT		
	Vendor Total:			1,134.00	0.00	1,134.00
023750	ICMA RETIREMENT TRUST-401		MISSIONSQUARE-#109316		7/23/2026	99603
	ICMA LOANS PD072326	ICMA EMPLOYEE LOAN REPAY P/E 071826	0.00	\$1,972.45	0.00	1,972.45
	Desc: ICMA EMPLOYEE LOAN REPAY P/E 071826		Acct: 10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
	ICMA 8% PD072326	ICMA EMPLOYER CONTRIBUT P/E 071826	0.00	\$1,697.08	0.00	1,697.08
	Desc: ICMA EMPLOYER CONTRIBUT P/E 071826		Acct: 10-012-300-0260	ACCRUED RETIREMENT PAYABLE		
	Vendor Total:			3,669.53	0.00	3,669.53
023800	ICMA RETIREMENT TRUST-457		MISSIONSQUARE-#304085		7/23/2026	99604
	ICMA 457 PD072326	ICMA 457EMPLOYEE CONTRIB P/E 071826	0.00	\$3,302.44	0.00	3,302.44
	Desc: ICMA 457EMPLOYEE CONTRIB P/E 071826		Acct: 10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
	Vendor Total:			3,302.44	0.00	3,302.44
023805	ICMA ROTH IRA - VANTAGE POINT		MISSIONSQUARE-#705953		7/23/2026	99605
	ICMA ROTH PD072326	ICMA ROTH EMPLOYEE CONT P/E 071826	0.00	\$269.00	0.00	269.00
	Desc: ICMA ROTH EMPLOYEE CONT P/E 071826		Acct: 10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
	Vendor Total:			269.00	0.00	269.00
023970	INTERNATIONAL BROTHERHOOD OF				7/23/2026	99606
	DPW DUES PD072326	UNION DUES-DPW P/E 071826	0.00	\$271.24	0.00	271.24
	Desc: UNION DUES-DPW P/E 071826		Acct: 10-012-200-0410	WAGE ASSIGNMENT		
	Vendor Total:			271.24	0.00	271.24

Report Date: 7/21/26
4:39PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/23/2026 - 7/23/2026

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.
032785	NATIONWIDE RETIREMENT SOLUTIONS				7/23/2026	99607
NW 457 PD072326	NATION WIDE RETIRE SOL P/E 071826		0.00	\$1,743.37	0.00	1,743.37
Desc:	NATION WIDE RETIRE SOL P/E 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
Vendor Total:				1,743.37	0.00	1,743.37
049700	VERMONT DEPARTMENT OF TAXES				7/23/2026	99608
VT TAX PD072326	VT DEP TAXES P/E 071826		0.00	\$13,599.86	0.00	13,599.86
Desc:	VT DEP TAXES P/E 071826	Acct:	10-012-200-0210	VT WITHHOLDING TAXES PAYABLE		
Vendor Total:				13,599.86	0.00	13,599.86
049701	VERMONT DEPARTMENT OF TAXES				7/23/2026	99609
TN CCC TAX PD072326	TOWN VT CHILD CARE CONTRB W/E071826		0.00	\$1,756.34	0.00	1,756.34
Desc:	TOWN VT CHILD CARE CONTRB W/E071826	Acct:	10-012-200-0215	VT CHILD CARE TAX		
Vendor Total:				1,756.34	0.00	1,756.34
050515	VMERS - DB	VMERS - DB			7/23/2026	99610
VMERS 9.250%072326	VMERS 9.250% TOWN P/E 071826		0.00	\$20,236.50	0.00	20,236.50
Desc:	VMERS 9.250% TOWN P/E 071826	Acct:	10-012-300-0260	ACCRUED RETIREMENT PAYABLE		
VMERS WW12.00%072326	VMERS 12.000% EMP WW 071826		0.00	\$715.59	0.00	715.59
Desc:	VMERS 12.000% EMP WW 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERS 1.250%072326	VMERS 1.250% TOWN/EMP P/E 071826		0.00	\$920.63	0.00	920.63
Desc:	VMERS 1.250% TOWN/EMP P/E 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERSD 13.350%072326	VMERSD 13.350% EMP 071826		0.00	\$13,460.71	0.00	13,460.71
Desc:	VMERSD 13.350% EMP 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERSD 11.850%072326	VMERSD 11.850% TOWN 071826		0.00	\$11,948.23	0.00	11,948.23
Desc:	VMERSD 11.850% TOWN 071826	Acct:	10-012-300-0260	ACCRUED RETIREMENT PAYABLE		
VMERS 10.750%072326	VMERS 10.750% EMPLOYEE P/E 071826		0.00	\$7,917.36	0.00	7,917.36
Desc:	VMERS 10.750% EMPLOYEE P/E 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERSB 6.375%072326	VMERSB 6.375% EMPLOYEE P/E 071826		0.00	\$2,745.41	0.00	2,745.41
Desc:	VMERSB 6.375% EMPLOYEE P/E 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERS U 12.00%072326	VMERS U 12.000% EMPLOYEE P/E 071826		0.00	\$13,287.51	0.00	13,287.51
Desc:	VMERS U 12.000% EMPLOYEE P/E 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERS U 1.000%072326	VMERS U 1.000% TOWN/EMP A P/E071826		0.00	\$284.40	0.00	284.40
Desc:	VMERS U 1.000% TOWN/EMP A P/E071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERSB 0.500%072326	VMERSB 0.500% TOWN/EMP P/E 071826		0.00	\$215.35	0.00	215.35
Desc:	VMERSB 0.500% TOWN/EMP P/E 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERS U 11.00%072326	VMERS U 11.00% EMP ADMIN P/E071826		0.00	\$3,128.33	0.00	3,128.33
Desc:	VMERS U 11.00% EMP ADMIN P/E 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		
VMERSB 7.500%072326	VMERSB 7.500% TOWN P/E 071826		0.00	\$3,229.91	0.00	3,229.91
Desc:	VMERSB 7.500% TOWN P/E 071826	Acct:	10-012-300-0260	ACCRUED RETIREMENT PAYABLE		
Vendor Total:				78,089.93	0.00	78,089.93
050516	VMERS - DC	VMERS - DC			7/23/2026	99611
VMERSDC 6.000%072326	VMERS DC 6.000% TOWN P/E 071826		0.00	\$1,281.85	0.00	1,281.85
Desc:	VMERS DC 6.000% TOWN P/E 071826	Acct:	10-012-300-0260	ACCRUED RETIREMENT PAYABLE		
VMERSDC 2.938%072326	VMERS DC 2.938% TOWN/EMP P/E 071826		0.00	\$627.67	0.00	627.67
Desc:	VMERS DC 2.938% TOWN/EMP P/E 071826	Acct:	10-012-200-0310	PENSION CONTRIBUTIONS PAYABLE		

Report Date: 7/21/26
4:39PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/23/2026 - 7/23/2026

Page: 3
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.
VMERSDC 2.062%072326	VMERS DC 2.062% EMPLOYEEP/E 071826	Acct: 10-012-200-0310	0.00	\$440.52	0.00	440.52
	Desc: VMERS DC 2.062% EMPLOYEEP/E 071826			PENSION CONTRIBUTIONS PAYABLE		
		Vendor Total:		2,350.04	0.00	2,350.04
050650	VERMONT OFFICE OF CHILD SUPPORT				7/23/2026	99612
07.23.2026	VT CHILD SUPPORT W/E 04.11.2026	Acct: 10-012-200-0410	0.00	\$2,278.36	0.00	2,278.36
	Desc: CASE-ID:009760915-0 0913064	Acct: 10-012-200-0410		WAGE ASSIGNMENT		
	Desc: CASE-ID:0427832450 25-DM-02344	Acct: 10-012-200-0410		WAGE ASSIGNMENT		
	Desc: CASE-ID:0086625822 114-10-18 OEDM	Acct: 10-012-200-0410		WAGE ASSIGNMENT		
	Desc: CASE-ID:0086625821 86-6-14 OEDM	Acct: 10-012-200-0410		WAGE ASSIGNMENT		
		Vendor Total:		2,278.36	0.00	2,278.36
FUND 1 0			Bank Total:		216,050.70	
			Holdback Total		216,050.70	
Batch Totals:			0.00	0.00	0.00	216,050.70

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

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 1
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
12-0012	COUNTRY LANE				
006595	BLUE MT TRUCKING & EXCAVATING		7/17/2026		105
3005	COUNTRY LANE REPAIRS	0.00	\$45,000.00	0.00	45,000.00
Desc:	COUNTRY LANE REPAIRS	Acct: 12-500-311-0001	STORM 7.9.23 MATERIALS - 311		
Vendor Total:			45,000.00	0.00	45,000.00
12-0012	AMERICAN RECOVERY FUNDS	Bank Total:		45,000.00	
25-0121	AMERICAN RECOVERY FUNDS				
024235	IPS GROUP, INC		7/17/2026		2072
INV127592	MONTHLY GATEWAY FEE-PARKING METER	0.00	\$605.00	0.00	605.00
Desc:	MONTHLY GATEWAY FEE-PARKING METER	Acct: 25-985-121-0108	ARPA - Planning - Parking Meters		
Vendor Total:			605.00	0.00	605.00
25-0121	Town Office Renovation	Bank Total:		605.00	
25-8050	Town Office Renovation				
013575	DELL MARKETING L.P.		7/17/2026		1024
10878830771	3 LAPTOPS - REMOTE WK HVAC DOWN	0.00	\$5,672.04	0.00	5,672.04
Desc:	3 LAPTOPS - REMOTE WK HVAC DOWN	Acct: 25-985-100-8050	Town Office Renovation		
Vendor Total:			5,672.04	0.00	5,672.04
25-8050	PARKS - REC RESTRICTED	Bank Total:		5,672.04	
25-8055	PARKS - REC RESTRICTED				
026759	LOWERY PROPERTY SERVICES		7/17/2026		2071
M3165	Covered bridge weed and mulch	0.00	\$1,781.25	0.00	1,781.25
Desc:	Covered bridge weed and mulch	Acct: 25-985-511-0001	P & R Restricted - Covered Bridge		
Vendor Total:			1,781.25	0.00	1,781.25
25-8055	Dog Park	Bank Total:		1,781.25	
73-7302	Dog Park				
502936	LEAVITT, JAMES	JAMES LEAVITT	7/17/2026		1156
06.03-13.2026	REIMB: CANOPY+WASTE BAGS	0.00	\$406.33	0.00	406.33
Desc:	REIMB: CANOPY+WASTE BAGS	Acct: 73-511-318-7302	CONTRACTED SERVICES(DOG PARK		
Vendor Total:			406.33	0.00	406.33
73-7302	GENERAL FUND - MASCOMA	Bank Total:		406.33	
FUND 1 0	GENERAL FUND - MASCOMA				
001028	AGRI-CYCLE ENERGY, LLC		7/17/2026		99459
50452	FEES - JUNE'26	260.81	\$260.81	0.00	260.81
Desc:	FEES - JUNE'26	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:			260.81	0.00	260.81
001170	AIRGAS, INC.	AIRGAS USA, LLC	7/17/2026		99460
9173382502	MED O2	0.00	\$178.28	0.00	178.28

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 2
User: florentina
ReportAPINHDD_PmtByDate

Check Date: 7/17/2026 - 7/17/2026

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.
	Desc: MED O2 FY26		Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
9172443896	MED O2		0.00	\$149.79	0.00	149.79
	Desc: MED O2 FY26		Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
		Vendor Total:		328.07	0.00	328.07
001303	ALDRICH + ELLIOTT, PC				7/17/2026	99461
22019.003,83995	HTFD WRJ CSO ABATEMENT-JUN'26		11,541.90	\$11,541.90	0.00	11,541.90
	Desc: HTFD WRJ CSO ABATEMENT-JUN'26		Acct: 60-964-540-0000	RF1-271-1 CSO Plan Services		
		Vendor Total:		11,541.90	0.00	11,541.90
001580	ALLAN'S VENDING SERVICE, LLC				7/17/2026	99462
505043	WATER 5 GAL JUG		0.00	\$34.40	0.00	34.40
	Desc: WATER 5 GAL JUG		Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
		Vendor Total:		34.40	0.00	34.40
001645	ALLIANCE MECHANICAL	ALLIANCE GROUP INC.			7/17/2026	99463
102352	Troubleshoot/Repair Condensing Unit		695.00	\$695.00	0.00	695.00
	Desc: Troubleshoot/Repair Condensing Unit		Acct: 65-963-318-0000	CONTRACTED SERVICES		
102679	HVAC Maintenance/Repair Clerks Offi		0.00	\$1,212.67	0.00	1,212.67
	Desc: HVAC Maintenance/Repair Clerks Offi		Acct: 10-161-321-0000	TH -REPAIRS & MAINT		
99053	HVAC MAINT - WRJ TRTM PL		4,375.00	\$4,375.00	0.00	4,375.00
	Desc: HVAC MAINT - WRJ TRTM PL		Acct: 60-961-318-0000	CONTRACTED SERVICES		
		Vendor Total:		6,282.67	0.00	6,282.67
002065	AMERICAN FAMILY LIFE ASSURANCE	AFLAC - AMERICAN FAMILY LIFE			7/17/2026	99535
JUL'26	AFLAC - JUL 2026		0.00	\$1,251.92	0.00	1,251.92
	Desc: AFLAC - JULY 2026		Acct: 10-012-300-0270	ACCRUED AD&D PAYABLE		
002065	AMERICAN FAMILY LIFE ASSURANCE	AFLAC - AMERICAN FAMILY LIFE			7/17/2026	99464
JUN'26	AFLAC - JUN'26		0.00	\$1,251.92	0.00	1,251.92
	Desc: AFLAC - JUN'26		Acct: 10-012-300-0270	ACCRUED AD&D PAYABLE		
		Vendor Total:		2,503.84	0.00	2,503.84
002325	AMI GRAPHICS, INC				7/17/2026	99465
1016812	REPAIRS MAXFIELD COURTS		0.00	\$327.76	0.00	327.76
	Desc: REPAIRS MAXFIELD COURTS		Acct: 10-528-321-0100	PR -REPAIRS & MAINT-BUILD & GROU		
		Vendor Total:		327.76	0.00	327.76
002956	ASTRONAUT SECURITY TECHNOLOGIES LL				7/17/2026	99536
S3086	Pool security camera update and net		0.00	\$1,501.00	0.00	1,501.00
	Desc: Pool security camera update and net		Acct: 10-512-331-0000	PR -DEPARTMENT EQUIPMENT		
		Vendor Total:		1,501.00	0.00	1,501.00
003860	BAILEY, KEITH	KEITH BAILEY			7/17/2026	99466
06.27.2026	UNIFORM REIMB		0.00	\$305.04	0.00	305.04
	Desc: Boots, pants, shirts		Acct: 10-325-326-0000	DPW -UNIFORMS		
		Vendor Total:		305.04	0.00	305.04

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 3
User: florentina

ReportAPINHDD_PmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
004854	BENISTAR/HARTFORD	BESTCO HARTFORD		7/17/2026	99537
AUG'26	RETIREEES HEALTH INS - AUG 2026	3,048.39	\$16,753.28	0.00	16,753.28
Desc:	Retirees Health Ins Aug 2026	Acct: 10-121-418-0100	TM -RETIREE HEALTH INSURANCE		
Desc:	Retirees Health Ins Aug 2026	Acct: 10-171-418-0100	FIN -RETIREE HEALTH INSURANCE		
Desc:	Retirees Health Ins Aug 2026	Acct: 10-174-418-0100	ASE -RETIREE HEALTH INSURANCE		
Desc:	Retirees Health Ins Aug 2026	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
Desc:	Retirees Health Ins Aug 2026	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
Desc:	Retirees Health Ins Aug 2026	Acct: 10-271-418-0100	DISP -RETIREE HEALTH INSURANCE		
Desc:	Retirees Health Ins Aug 2026	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
Desc:	Retirees Health Ins Aug 2026	Acct: 10-622-418-0100	PDZ -Retiree Health Insurance		
Desc:	Retirees Health Ins Aug 2026	Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Retirees Health Ins Aug 2026	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			16,753.28	0.00	16,753.28
005520	BIG STATE INDUSTRIAL SUPPLY			7/17/2026	99467
1637023	TOOLS AND SAFETY SUPPLIES	597.80	\$597.80	0.00	597.80
Desc:	Duometric Impact Set	Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Desc:	White Sorbent Pads - Oil Only	Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Desc:	Titanium Left-Hand Drill Bit Set	Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Desc:	Cobalt Step Drill Set	Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:			597.80	0.00	597.80
006595	BLUE MT TRUCKING & EXCAVATING			7/17/2026	99468
3005B	COUNTRY LANE REPAIRS	0.00	\$104,674.78	0.00	104,674.78
Desc:	COUNTRY LANE REPAIRS	Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Vendor Total:			104,674.78	0.00	104,674.78
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC		7/17/2026	99469
86246377	MED SUPPLIES	0.00	\$322.06	0.00	322.06
Desc:	MEDICAL SUPPLIES FY26	Acct: 10-221-331-0500	HFD -MEDICAL EQUIPMENT & SUPPL		
Vendor Total:			322.06	0.00	322.06
006965	BRADY INDUSTRIES			7/17/2026	99538
11927137	CLEAR LINER	0.00	\$82.80	0.00	82.80
Desc:	CLEAR LINER	Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES		
11950030	CLEANING SUPPLIES	0.00	\$96.53	0.00	96.53
Desc:	CLEANING SUPPLIES	Acct: 10-161-323-0000	TH -MATERIAL & SUPPLIES		
11954878	CLEANING SUPPLIES	0.00	\$40.28	0.00	40.28
Desc:	CLEANING SUPPLIES	Acct: 10-421-323-0000	SEN -MATERIAL & SUPPLIES		
11982300	CLEANING SUPPLIES	0.00	\$5.58	0.00	5.58
Desc:	CLEANING SUPPLIES	Acct: 10-512-323-0000	PR -MATERIAL & SUPPLIES		
433689/6	CALCIUM CHLORIDE	0.00	\$77.90	0.00	77.90
Desc:	CALCIUM CHLORIDE	Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES		
Vendor Total:			303.09	0.00	303.09
007450	BROWN'S, CHARLIE	CHARLIE BROWN'S		7/17/2026	99470
50193	SUPPLIES	0.00	\$36.00	0.00	36.00
Desc:	SUPPLIES	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 4
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.
50284	SUPPLIES		0.00	\$141.80	0.00	141.80
Desc:	SUPPLIES		Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
Vendor Total:				177.80	0.00	177.80
009470	CHAMPLIN ASSOCIATES INC			7/17/2026		99471
6586	Troubleshoot/Repair Pump 2		1,746.00	\$1,746.00	0.00	1,746.00
Desc:	Troubleshoot/Repair Pump 2		Acct: 60-961-318-0000	CONTRACTED SERVICES		
6608	Service Call_VFD not shutting off		661.00	\$661.00	0.00	661.00
Desc:	Service Call_VFD not shutting off		Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:				2,407.00	0.00	2,407.00
009818	CINTAS CORPORATION NO. 2		CINTAS LOC. #68M, 71M	7/17/2026		99539
4274339120	SHOP TOWELS		0.00	\$49.92	0.00	49.92
Desc:	SHOP TOWELS FY27		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Desc:	SHOP TOWELS FY27		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
4275010951	SHOP TOWELS		0.00	\$49.92	0.00	49.92
Desc:	SHOP TOWELS FY27		Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
Desc:	SHOP TOWELS		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
009818	CINTAS CORPORATION NO. 2		CINTAS LOC. #68M, 71M	7/17/2026		99472
4266023425	SHOP TOWELS		0.00	\$103.09	0.00	103.09
Desc:	SHOP TOWELS FY26		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Desc:	SHOP TOWELS FY26		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
4266764456	SHOP TOWELS		0.00	\$49.92	0.00	49.92
Desc:	SHOP TOWELS FY26		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Desc:	SHOP TOWELS FY26		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
4273523388	UNIFORMS		0.00	\$62.13	0.00	62.13
Desc:	UNIFORMS		Acct: 10-325-326-0000	DPW -UNIFORMS		
4273523505	SHOP TOWELS		0.00	\$49.92	0.00	49.92
Desc:	SHOP TOWELS FY26		Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
Desc:	SHOP TOWELS FY26		Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
9379644552	UNIFORMS		194.97	\$194.97	0.00	194.97
Desc:	UNIFORMS		Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
Desc:	UNIFORMS		Acct: 55-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
Vendor Total:				559.87	0.00	559.87
010245	CLEANCAPITAL HOLDINGS LLC			7/17/2026		99473
611893	SOLAR ARRAY - APRIL 2026		3,744.27	\$15,924.00	0.00	15,924.00
Desc:	Solar Electricity April 2026 Invoi		Acct: 10-530-329-0000	PR -ELECTRICITY		
Desc:	Solar Electricity April 2026 Invoi		Acct: 10-161-329-0000	TH -ELECTRICITY		
Desc:	Solar Electricity April 2026 Invoi		Acct: 10-221-329-0000	HFD -ELECTRICITY		
Desc:	Solar Electricity April 2026 Invoi		Acct: 10-211-329-0000	HPD -ELECTRICITY		
Desc:	Solar Electricity April 2026 Invoi		Acct: 10-271-329-0000	DISP -ELECTRICITY		
Desc:	Solar Electricity April 2026 Invoi		Acct: 55-953-329-0000	ELECTRICITY		
Desc:	Solar Electricity April 2026 Invoi		Acct: 60-962-329-0000	ELECTRICITY		
Desc:	Solar Electricity April 2026 Invoi		Acct: 10-421-329-0000	SEN -ELECTRICITY / GAS		
Desc:	Solar Electricity April 2026 Invoi		Acct: 30-971-329-0000	ELECTRICITY		
Desc:	Solar Electricity April 2026 Invoi		Acct: 65-964-329-0000	ELECTRICITY		
612249	SOLAR ARRAY - MAY 2026		4,393.54	\$18,691.81	0.00	18,691.81
Desc:	Solar Electricity MAY 2026 Invoice		Acct: 10-530-329-0000	PR -ELECTRICITY		

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 5
User: florentina

ReportAPINHDPmtByDate

Check Date: 7/17/2026 - 7/17/2026

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.
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 10-161-329-0000		TH -ELECTRICITY		
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 10-221-329-0000		HFD -ELECTRICITY		
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 10-211-329-0000		HPD -ELECTRICITY		
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 10-271-329-0000		DISP -ELECTRICITY		
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 55-953-329-0000		ELECTRICITY		
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 60-962-329-0000		ELECTRICITY		
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 10-421-329-0000		SEN -ELECTRICITY / GAS		
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 30-971-329-0000		ELECTRICITY		
	Desc: Solar Electricity MAY 2026 Invoice	Acct: 65-964-329-0000		ELECTRICITY		
612605	SOLAR ARRAY - JUNE 2026	4,875.84		\$20,744.37	0.00	20,744.37
	Desc: Solar Electricity June 2026 Invoic	Acct: 10-530-329-0000		PR -ELECTRICITY		
	Desc: Solar Electricity June 2026 Invoic	Acct: 10-161-329-0000		TH -ELECTRICITY		
	Desc: Solar Electricity June 2026 Invoic	Acct: 10-221-329-0000		HFD -ELECTRICITY		
	Desc: Solar Electricity June 2026 Invoic	Acct: 10-211-329-0000		HPD -ELECTRICITY		
	Desc: Solar Electricity June 2026 Invoic	Acct: 10-271-329-0000		DISP -ELECTRICITY		
	Desc: Solar Electricity June 2026 Invoic	Acct: 55-953-329-0000		ELECTRICITY		
	Desc: Solar Electricity June 2026 Invoic	Acct: 60-962-329-0000		ELECTRICITY		
	Desc: Solar Electricity June 2026 Invoic	Acct: 10-421-329-0000		SEN -ELECTRICITY / GAS		
	Desc: Solar Electricity June 2026 Invoic	Acct: 30-971-329-0000		ELECTRICITY		
	Desc: Solar Electricity June 2026 Invoic	Acct: 65-964-329-0000		ELECTRICITY		
	Vendor Total:			55,360.18	0.00	55,360.18
010259	CLEAN ROYALTIES SOLAR GENERATION, L			7/17/2026		99474
	INV-SG-000096 SOLAR ARRAY - JUN'26	4,948.70		\$4,948.70	0.00	4,948.70
	Desc: SOLAR ARRAY - JUN'26	Acct: 65-963-329-0000		ELECTRICITY		
	Vendor Total:			4,948.70	0.00	4,948.70
010832	COMCAST			7/17/2026		99540
	0042221JUL'26 INTERNET - LIB	0.00		\$63.04	0.00	63.04
	Desc: INTERNET - LIB	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF		
	Vendor Total:			63.04	0.00	63.04
011905	CREATIVE INFORMATION SYSTEMS INC			7/17/2026		99541
	INV-040408 SMSTURBO/FULCRUM SOFTWARE SUBSCRIPTI	1,301.00		\$1,301.00	0.00	1,301.00
	Desc: SMSTURBO/FULCRUM SOFTWARE SUBSCRIPTA	Acct: 30-971-318-0000		CONTRACTED SERVICES		
	Vendor Total:			1,301.00	0.00	1,301.00
013575	DELL MARKETING L.P.			7/17/2026		99542
	10881424284 HR LAPTOP	0.00		\$1,890.68	0.00	1,890.68
	Desc: HR Laptop	Acct: 10-121-330-0000		TM -OFFICE EQUIPMENT		
	Vendor Total:			1,890.68	0.00	1,890.68
013650	DEMCO INC			7/17/2026		99475
	7823114 SUPPLIES	0.00		\$486.24	0.00	486.24
	Desc: SUPPLIES	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF		
	Vendor Total:			486.24	0.00	486.24
014027	DISA GLOBAL SOLUTIONS, INC		AWSI/DISA GLOBAL SOLUTIONS, INC	7/17/2026		99476
	700222 DOT TRUG TESTS	0.00		\$46.80	0.00	46.80

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 6
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:	DOT TRUG TESTS	Acct:	10-325-315-0000	DPW -RECRUITMENT & TRAINING	
		Vendor Total:		46.80	0.00	46.80
014423	DUBOIS & KING, INC				7/17/2026	99477
	129013L3,626389	QUECHEE LEACHFIELD INSPECTION	3,975.00	\$3,975.00	0.00	3,975.00
	Desc:	QUECHEE LEACHFIELD INSPECTION	Acct:	65-964-318-0000	CONTRACTED SERVICES	
		Vendor Total:		3,975.00	0.00	3,975.00
015150	EASTERN SYSTEMS GROUP		EASTERN SALES, INC.		7/17/2026	99543
	4555	6500 TAX BILL ENVELOPES	0.00	\$828.00	0.00	828.00
	Desc:	6500 TAX BILL ENVELOPES	Acct:	10-171-318-0100	FIN -TREASURER'S EXPENSE	
		Vendor Total:		828.00	0.00	828.00
015500	ENDYNE, INC				7/17/2026	99478
	582067	TESTING	25.00	\$25.00	0.00	25.00
	Desc:	TESTING	Acct:	65-964-318-0000	CONTRACTED SERVICES	
	582514	TESTING	115.00	\$115.00	0.00	115.00
	Desc:	TESTING	Acct:	60-961-318-0000	CONTRACTED SERVICES	
015500	ENDYNE, INC				7/17/2026	99544
	584448	TESTING	115.00	\$115.00	0.00	115.00
	Desc:	TESTING	Acct:	60-961-318-0000	CONTRACTED SERVICES	
		Vendor Total:		255.00	0.00	255.00
015805	EUROFINS ENVIRONMENT TESTING				7/17/2026	99545
	4750024390	MOTROGEN	190.40	\$190.40	0.00	190.40
	Desc:	MOTROGEN	Acct:	65-963-318-0000	CONTRACTED SERVICES	
		Vendor Total:		190.40	0.00	190.40
015815	EVANS GROUP INC		EVANS GROUP INC.		7/17/2026	99479
	11585873	GAS - APR'26	0.00	\$1,101.02	0.00	1,101.02
	Desc:	GAS -APR'26	Acct:	10-521-319-0000	PR -EQUIPMENT OPERATION-GAS	
	Desc:	GAS - APR'26	Acct:	10-521-319-0000	PR -EQUIPMENT OPERATION-GAS	
	11872800	GAS-JUN'26	0.00	\$5,182.06	0.00	5,182.06
	Desc:	APPARATUS FUEL FY26	Acct:	10-221-319-0000	HFD -EQUIPMENT OPERATION-GAS	
	11872801	GAS- JUN'26	0.00	\$1,858.91	0.00	1,858.91
	Desc:	Parks Maxfield	Acct:	10-527-319-0000	PR -EQUIPMENT OPERATION-GAS	
	Desc:	fuel for trucks and park cans	Acct:	10-521-319-0000	PR -EQUIPMENT OPERATION-GAS	
	11872802	GAS - JUN 2026	0.00	\$7,217.13	0.00	7,217.13
	Desc:	FLEET GAS	Acct:	10-211-319-0000	HPD -EQUIPMENT OPERATION-GAS	
		Vendor Total:		15,359.12	0.00	15,359.12
016080	CONSOLIDATED COMMUNICATIONS				7/17/2026	99546
	111020181918JUL'26	QUE WW PLANT - INTERNET	52.96	\$52.96	0.00	52.96
	Desc:	QUE WW PLANT - INTERNET	Acct:	65-963-324-0000	TELEPHONE	
	122569096956JUL'26	INTERNET - LF	65.04	\$65.04	0.00	65.04
	Desc:	INTERNET - LF	Acct:	30-971-324-0000	TELEPHONE	
016080	CONSOLIDATED COMMUNICATIONS				7/17/2026	99480

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 7
User: florentina

ReportAPINHDPmtByDate

Check Date: 7/17/2026 - 7/17/2026

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.	
11833807752JUN'26	WRJ WATER TANKS	394.29	\$394.29	0.00	394.29	
Desc: WRJ WATER TANKS		Acct: 50-952-324-0000	TELEPHONE			
14091736024JUN'26	WABA INTERNET	0.00	\$326.39	0.00	326.39	
Desc: WABA INTERNET		Acct: 10-530-324-0000	PR -Telephone			
Vendor Total:			838.68	0.00	838.68	
016540	FERGUSON ENTERPRISES, LLC	FERGUSON ENTERPRISES,LLC #591 #576	7/17/2026		99481	
1330482	COOPER TUBING	1,027.67	\$1,027.67	0.00	1,027.67	
Desc: Copper Tubing		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
Desc: Copper Tubing		Acct: 55-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
Vendor Total:			1,027.67	0.00	1,027.67	
016992	FIRST DUE		7/17/2026		99547	
9256	COMMUNITY CONNECT SOFTWARE	0.00	\$2,280.00	0.00	2,280.00	
Desc: COMMUNITY CONNECT SOFTWARE		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
9375	DEPT SOFTWARE	0.00	\$27,464.50	0.00	27,464.50	
Desc: DEPT SOFTWARE		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
Vendor Total:			29,744.50	0.00	29,744.50	
017110	FISHER AUTO PARTS, INC		7/17/2026		99548	
301-290417	DIESEL EXHAUST FLUID	0.00	\$33.90	0.00	33.90	
Desc: DIESEL EXHAUST FLUID		Acct: 10-521-321-0000	PR -REPAIRS & MAINT - VEHICLES			
017110	FISHER AUTO PARTS, INC		7/17/2026		99482	
301-281572	ANTIF-WS SOLV	0.00	\$35.54	0.00	35.54	
Desc: ANTIF-WS SOLV		Acct: 10-521-321-0000	PR -REPAIRS & MAINT - VEHICLES			
301-283369	OIL-GREASE/MIDWESTCAN/CRC	0.00	\$47.16	0.00	47.16	
Desc: OIL-GREASE/MIDWESTCAN/CRC		Acct: 10-521-320-0000	PR -EQUIP OPERATION & MAINT			
301-288867	PARTS	34.64	\$34.64	0.00	34.64	
Desc: PARTS		Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES			
Vendor Total:			151.24	0.00	151.24	
017301	FOGG'S LUMBER AND HARDWARE		7/17/2026		99549	
436719/6	MATERIALS	0.00	\$9.18	0.00	9.18	
Desc: MATERIALS		Acct: 10-514-323-0000	PR -MATERIAL & SUPPLIES			
434076/6	BRACKET SHELF	0.00	\$30.94	0.00	30.94	
Desc: BRACKET SHELF		Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES			
433689/6	CALCIUM CHLORIDE	0.00	\$77.90	0.00	77.90	
Desc: CALCIUM CHLORIDE		Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES			
434499/6	TOILET TANK REPR SIPHN+REDGRNT HMRD	0.00	\$65.97	0.00	65.97	
Desc: TOILET TANK REPR SIPHN+REDGRNT HMRD		Acct: 10-528-321-0100	PR -REPAIRS & MAINT-BUILD & GROU			
464268/5	PLASTIC WRAP	0.00	\$78.57	0.00	78.57	
Desc: PLASTIC WRAP		Acct: 10-221-321-0100	HFD -REPAIRS & MAINT-BUILDING			
017301	FOGG'S LUMBER AND HARDWARE		7/17/2026		99483	
427826/6	MATERIALS	33.98	\$33.98	0.00	33.98	
Desc: MATERIALS		Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL			
432387/6	MATERIALS	15.80	\$15.80	0.00	15.80	
Desc: MATERIALS		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 8
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.
432447/6	MATERIALS		2.00	\$2.00	0.00	2.00
Desc: MATERIALS		Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL			
432837/6	MATERIALS		149.99	\$149.99	0.00	149.99
Desc: MATERIALS		Acct: 60-964-321-0100	REPAIRS & MAINT-BUILDING			
432838/6	MATERIALS		-20.00	\$-20.00	0.00	-20.00
Desc: MATERIALS		Acct: 60-964-321-0100	REPAIRS & MAINT-BUILDING			
Vendor Total:				444.33	0.00	444.33
017316	FOLLENSBEE, DAVID		DAVID FOLLENSBEE		7/17/2026	99550
07.05.2026	REIMBURSEMENT		0.00	\$74.94	0.00	74.94
Desc: Shorts		Acct: 10-325-326-0000	DPW -UNIFORMS			
017316	FOLLENSBEE, DAVID		DAVID FOLLENSBEE		7/17/2026	99484
06.26.2026	Safety Helmet Hard Hat		0.00	\$56.49	0.00	56.49
Desc: Safety Helmet Hard Hat		Acct: 10-325-326-0000	DPW -UNIFORMS			
Vendor Total:				131.43	0.00	131.43
017469	FRECHETTE AND SONS TURF CARE				7/17/2026	99485
1085	Spreading of granular and sprying p		0.00	\$2,391.00	0.00	2,391.00
Desc: Spreading of granular and sprying p		Acct: 10-521-318-0000	PR -CONTRACTED SERVICES			
Vendor Total:				2,391.00	0.00	2,391.00
017943	GARCIA, OSCAR		OSCAR D GARCIA		7/17/2026	99551
07.07.2026	REIMBURSEMENT		29.99	\$29.99	0.00	29.99
Desc: Panel Wire		Acct: 65-963-323-0000	MATERIALS & SUPPLIES			
Vendor Total:				29.99	0.00	29.99
019390	GRAINGER				7/17/2026	99486
9966955594	MATERIALS		111.45	\$111.45	0.00	111.45
Desc: MATERIALS		Acct: 65-963-320-0100	EQUIP OPERATION/MAINT-GENERAL			
Vendor Total:				111.45	0.00	111.45
019500	GRASSLAND EQUIPMENT &				7/17/2026	99487
1422253	MOUNT-SCARIFIER TORRO		0.00	\$239.81	0.00	239.81
Desc: MOUNT-SCARIFIER TORRO		Acct: 10-527-320-0000	PR -EQUIP OPERATION & MAINT			
Vendor Total:				239.81	0.00	239.81
019800	GREEN MOUNTAIN LIBRARY CONSORTIUM				7/17/2026	99552
V26-4596	VOKAL 2026 SERVICES		0.00	\$798.00	0.00	798.00
Desc: VOKAL 2026 SERVICES		Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF			
Vendor Total:				798.00	0.00	798.00
019850	GREEN MOUNTAIN POWER CORP		GREEN MOUNTAIN POWER CORP		7/17/2026	99553
09832000005JUL'26	BRIGGS PARK		0.00	\$59.82	0.00	59.82
Desc: BRIGGS PARK		Acct: 10-521-329-0000	PR -ELECTRICITY			
04832000006JUL'26	1299 S MAIN ST PUMP STN		86.77	\$86.77	0.00	86.77
Desc: 1299 S MAIN ST PUMP STN		Acct: 60-964-329-0000	ELECTRICITY			
34591000004JUL'26	RADIO TOWER		0.00	\$235.33	0.00	235.33

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 9
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: RADIO TOWER	Acct: 10-271-329-0000	DISP -ELECTRICITY		
74856156851JUL'26	97 S MAIN ST CHARGING	0.00	\$490.08	0.00	490.08
	Desc: 97 S MAIN ST CHARGING	Acct: 10-314-329-0100	DPW -ELECTRICITY - CHARGING STA		
	Vendor Total:		872.00	0.00	872.00
019901	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	7/17/2026		99554
526999	POLE RENT - JUL-SEP 2026	0.00	\$1,272.00	0.00	1,272.00
	Desc: POLE RENT - JUL-SEP 2026	Acct: 10-314-329-0000	DPW -ELECTRICITY		
	Vendor Total:		1,272.00	0.00	1,272.00
020773	HARTFORD AREA CHAMBER OF COMMERC		7/17/2026		99488
2026-06	DOWNTOWN VIBRANCY - JUN'26	2,551.16	\$2,551.16	0.00	2,551.16
	Desc: DOWNTOWN VIBRANCY - JUN'26	Acct: 70-622-318-7077	Downtown Vibrancy 2026 #07110-DVF-2		
	Vendor Total:		2,551.16	0.00	2,551.16
021783	HAVERSTOCK, JOHN S	JOHN S HAVERSTOCK	7/17/2026		99555
JUL'26	TRAVEL ALLOWANCE - JUL'26	0.00	\$333.33	0.00	333.33
	Desc: TRAVEL ALLOWANCE - JUL'26	Acct: 10-121-311-0000	TM -TRAVEL & MEETINGS		
	Vendor Total:		333.33	0.00	333.33
023461	INET COMMUNICATIONS		7/17/2026		99556
33379	TELEPHONES - JUL 2026	0.00	\$111.24	0.00	111.24
	Desc: TELEPHONES - JUL 2026	Acct: 10-121-324-0000	TM -TELEPHONE		
	Desc: TELEPHONES - JUL 2026	Acct: 10-151-324-0000	TC -TELEPHONE		
	Desc: TELEPHONES - JUL 2026	Acct: 10-171-324-0000	FIN -TELEPHONE		
	Desc: TELEPHONES - JUL 2026	Acct: 10-174-324-0000	ASE -TELEPHONE		
	Desc: TELEPHONES - JUL 2026	Acct: 10-181-324-0000	IT -TELEPHONE		
	Desc: TELEPHONES - JUL 2026	Acct: 10-511-324-0000	PR -TELEPHONE		
	Desc: TELEPHONES - JUL 2026	Acct: 10-622-324-0000	PDZ -TELEPHONE		
	Vendor Total:		111.24	0.00	111.24
023473	INGRAM LIBRARY SERVICES LLC		7/17/2026		99557
97621090	BOOKS	0.00	\$21.00	0.00	21.00
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
97621087	BOOKS	0.00	\$16.24	0.00	16.24
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
97621088	BOOKS	0.00	\$12.20	0.00	12.20
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
97621091	BOOKS	0.00	\$79.75	0.00	79.75
	Desc: BOOKS	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
	Vendor Total:		129.19	0.00	129.19
024465	JAMES LAMONTAGNE LANDSCAPE CO, INC	JAMES LAMONTAGNE LANDSCAPE CO, INC	7/17/2026		99489
3576	FY26 Contracted Services	1,071.07	\$1,071.07	0.00	1,071.07
	Desc: FY26 Contracted Services	Acct: 70-622-318-7077	Downtown Vibrancy 2026 #07110-DVF-2		
	Vendor Total:		1,071.07	0.00	1,071.07
025170	JWC ENVIRONMENTAL INC	JWC ENVIRONMENTAL INC	7/17/2026		99490

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 10
User: florentina
ReportAPINHDPmtByDate

Check Date: 7/17/2026 - 7/17/2026

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.
125855	5HP XPFC 230/460 182TC 60HZ		3,009.28	\$3,009.28	0.00	3,009.28
Desc:	5HP XPFC 230/460 182TC 60HZ		Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
125868	GASKET HOUSING		197.49	\$197.49	0.00	197.49
Desc:	GASKET HOUSING		Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:				3,206.77	0.00	3,206.77
025600	KENNEY, RICHARD		RICHARD KENNEY		7/17/2026	99491
MAY-JUN'26	HEALTH INS REIMB		1,712.88	\$1,712.88	0.00	1,712.88
Desc:	HEALTH INS REIMB		Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:				1,712.88	0.00	1,712.88
026046	KOLLMAN, MICHAEL A		MICHAEL A KOLLMAN		7/17/2026	99558
07.08.2026	REIMBURSEMENT		0.00	\$152.97	0.00	152.97
Desc:	Utility Jeans		Acct: 10-325-326-0000	DPW -UNIFORMS		
Vendor Total:				152.97	0.00	152.97
026051	KOLOSKI PLUMBING & HEATING, LLC				7/17/2026	99559
3327	1st floor Water Fountain Repairs		0.00	\$125.00	0.00	125.00
Desc:	1st floor Water Fountain Repairs		Acct: 10-161-318-0000	TH -CONTRACTED SERVICES		
Vendor Total:				125.00	0.00	125.00
026596	LAFAYETTE, F. R., INC.		F. R. LAFAYETTE, INC.		7/17/2026	99492
36855	MATERIALS + TOOLS		0.00	\$3,997.16	0.00	3,997.16
Desc:	12 Gauge, 12'6" Panels		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Desc:	6' Steel Posts		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Desc:	Single End Wings		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Desc:	Mondo Blocks		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Desc:	Splice Bolts with Nuts		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Desc:	9-1/2" Bolts with Nuts		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Desc:	2" Post Bolts with Nuts		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Desc:	16' Radius		Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
Vendor Total:				3,997.16	0.00	3,997.16
026759	LOWERY PROPERTY SERVICES				7/17/2026	99560
M3690	Kilowatt trimming of ramp road		0.00	\$1,000.00	0.00	1,000.00
Desc:	Kilowatt trimming of ramp road		Acct: 10-521-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:				1,000.00	0.00	1,000.00
027849	LEWIS, WILLIAM J.		WILLIAM J. LEWIS		7/17/2026	99561
JUL'26	RETIREE REIMB - JUL'26		0.00	\$963.02	0.00	963.02
Desc:	RETIREE REIMB - JUL'26		Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE		
Vendor Total:				963.02	0.00	963.02
028500	LUNDRIGAN, SHAWN		SHAWN LUNDRIGAN		7/17/2026	99562
JUL'26	RETIREE HEALTH INS REIMB - JUL'26		0.00	\$480.45	0.00	480.45
Desc:	RETIREE HEALTH INS REIMB - JUL'26		Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE		
Vendor Total:				480.45	0.00	480.45

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 11
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.
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC		7/17/2026	99563
263086688	CONCEALER, CORD	0.00	\$15.99	0.00	15.99
Desc: CONCEALER, CORD		Acct: 10-131-323-0000	TC -MATERIALS & SUPPLIES		
262916695	2CS PAPER + LANYARDS	0.00	\$191.76	0.00	191.76
Desc: 2CS PAPER + LANYARDS		Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
263062257	2cs PAPER/CLIPS/ ENVELOPES	0.00	\$171.86	0.00	171.86
Desc: 2cs PAPER/CLIPS/ ENVELOPES		Acct: 10-151-323-0000	TC -MATERIAL & SUPPLIES		
263066510	BATTERIES	0.00	\$18.99	0.00	18.99
Desc: BATTERIES		Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
263086079	BOARD, MARK-WIPE	0.00	\$65.09	0.00	65.09
Desc: BOARD, MARK-WIPE		Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
263152859	1 cs PAPER	0.00	\$62.99	0.00	62.99
Desc: 1 cs PAPER		Acct: 10-511-323-0000	PR -MATERIAL & SUPPLIES		
263183109	OFFICE SUPPLIES	0.00	\$35.96	0.00	35.96
Desc: OFFICE SUPPLIES		Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
263057625	MARKERS+CHAIRMAT	0.00	\$97.05	0.00	97.05
Desc: MARKERS+CHAIRMAT		Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES		
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC		7/17/2026	99493
262526055	WATER	119.94	\$119.94	0.00	119.94
Desc: WATER		Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
Vendor Total:			779.63	0.00	779.63
030200	MCMASTER-CARR SUPPLY COMPANY	MCMASTER-CARR SUPPLY CO		7/17/2026	99494
67138544	MATERIALS	200.41	\$200.41	0.00	200.41
Desc: MATERIALS		Acct: 65-963-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:			200.41	0.00	200.41
031435	MOMAR, INC.	MOMAR, INC.		7/17/2026	99495
PSI679863	SUPER GLASS AEROSOL	235.75	\$235.75	0.00	235.75
Desc: SUPER GLASS AEROSOL		Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
PSI680558	AQUA LIGHT 66 LED + CHARGER	171.11	\$171.11	0.00	171.11
Desc: AQUA LIGHT 66 LED + CHARGER		Acct: 60-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:			406.86	0.00	406.86
031438	MONAGHAN SAFAR PLLC			7/17/2026	99496
28953	LEGAL: GENERAL MATTERS	0.00	\$250.00	0.00	250.00
Desc: LEGAL: GENERAL MATTERS		Acct: 10-141-318-0000	LEG -CONTRACTED SERVICES		
28954	LEGAL: AFSCME COUNCIL 93	0.00	\$425.00	0.00	425.00
Desc: LEGAL: AFSCME COUNCIL 93		Acct: 10-141-318-0000	LEG -CONTRACTED SERVICES		
28955	LEGAL: CONGRESSIONAL DIRECT SPEND G	0.00	\$4,642.50	0.00	4,642.50
Desc: LEGAL: CONGRESSIONAL DIRECT SPEND G		Acct: 10-211-323-0000	HPD -MATERIAL & SUPPLIES		
28956	LEGAL: 303 CHRISTIAN STR	0.00	\$1,517.50	0.00	1,517.50
Desc: LEGAL: 303 CHRISTIAN STR		Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES		
Vendor Total:			6,835.00	0.00	6,835.00
031875	MOTOROLA SOLUTIONS, INC			7/17/2026	99564
1187177704	S2 HOURS	0.00	\$15,308.60	0.00	15,308.60

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 12
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.
Desc: S2 Hours		Acct: 10-181-318-0100	IT -CONTRACTED SERVICES - MANAC		
Vendor Total:			15,308.60	0.00	15,308.60
031955	MES SERVICE COMPANY, LLC	MES SERVICE COMPANY, LLC	7/17/2026		99497
IN2513760	UNIFORMS	0.00	\$66.95	0.00	66.95
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2515193	UNIFORMS	0.00	\$154.45	0.00	154.45
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2515835	UNIFORMS	0.00	\$87.95	0.00	87.95
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2517798	UNIFORMS	0.00	\$829.95	0.00	829.95
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2518739	UNIFORMS	0.00	\$316.93	0.00	316.93
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2519473	UNIFORMS	0.00	\$2,564.35	0.00	2,564.35
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2519636	UNIFORMS	0.00	\$592.00	0.00	592.00
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
IN2520743	UNIFORMS	0.00	\$173.93	0.00	173.93
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2522874	UNIFORMS	0.00	\$976.89	0.00	976.89
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2523172	UNIFORMS	0.00	\$994.14	0.00	994.14
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2524396	UNIFORMS	0.00	\$237.89	0.00	237.89
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2532297	UNIFORMS	0.00	\$369.00	0.00	369.00
Desc: UNIFORMS FY26		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
IN2524611	UNIFORMS	0.00	\$385.89	0.00	385.89
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2525115	UNIFORMS	0.00	\$193.64	0.00	193.64
Desc: JACKETS, PANTS, JOB SHIRTS, T-SHIRT		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Desc: SHIPPING		Acct: 10-221-322-0000	HFD -POSTAGE		
IN2528063	UNIFORMS	0.00	\$114.83	0.00	114.83
Desc: UNIFORMS FY26		Acct: 10-221-326-0000	HFD -PURCHASE/RENTAL UNIFORMS		
Vendor Total:			8,058.79	0.00	8,058.79
032104	MVP SELECT CARE INC.		7/17/2026		99498

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

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.	
CINV020627	Health Ins Advisory June 2026	42.17	\$343.00	0.00	343.00	
Desc: Health Ins Advisory June 2026	Acct: 10-121-220-0000	TM -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-151-220-0000	TC -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-171-220-0000	FIN -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-174-220-0000	ASE -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-175-220-0000	DEL -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-181-220-0000	IT -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-211-220-0000	HPD -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-221-220-0000	HFD -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-271-220-0000	DISP -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-311-220-0000	DPW -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-325-220-0000	DPW -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-511-220-0000	PR -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-514-220-0000	PR -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-521-220-0000	PR -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 10-622-220-0000	PDZ -HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 50-954-220-0000	HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 50-955-220-0000	HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 55-955-220-0000	HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 60-961-220-0000	HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 60-965-220-0000	HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 65-963-220-0000	HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 65-965-220-0000	HEALTH INSURANCE				
Desc: Health Ins Advisory June 2026	Acct: 30-975-220-0000	HEALTH INSURANCE				
Vendor Total:			343.00	0.00	343.00	
032106	MVP HEALTH CARE, INC - UNDER 65	MVP HEALTH CARE, INC	7/17/2026		99565	
JUL'26	HEALTH INS - JUL'26	23,890.72	\$189,848.00	0.00	189,848.00	
Desc: MVP July 2026 BILL	Acct: 10-121-220-0000	TM -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-151-220-0000	TC -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-171-220-0000	FIN -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-174-220-0000	ASE -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-175-220-0000	DEL -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-181-220-0000	IT -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-211-220-0000	HPD -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-211-418-0100	HPD -RETIREE HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-221-220-0000	HFD -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-221-418-0100	HFD -RETIREE HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-271-220-0000	DISP -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-311-220-0000	DPW -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-325-220-0000	DPW -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-511-220-0000	PR -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-514-220-0000	PR -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-521-220-0000	PR -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 10-622-220-0000	PDZ -HEALTH INSURANCE				
Desc: MVP July 2026 BILL	Acct: 30-975-220-0000	HEALTH INSURANCE				

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 14
User: florentina

ReportAPINHDPmtByDate

Check Date: 7/17/2026 - 7/17/2026

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: MVP July 2026 BILL	Acct: 50-954-220-0000	HEALTH INSURANCE		
		Desc: MVP July 2026 BILL	Acct: 50-955-220-0000	HEALTH INSURANCE		
		Desc: MVP July 2026 BILL	Acct: 55-955-220-0000	HEALTH INSURANCE		
		Desc: MVP July 2026 BILL	Acct: 60-961-220-0000	HEALTH INSURANCE		
		Desc: MVP July 2026 BILL	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
		Desc: MVP July 2026 BILL	Acct: 60-965-220-0000	HEALTH INSURANCE		
		Desc: MVP July 2026 BILL	Acct: 65-963-220-0000	HEALTH INSURANCE		
		Desc: MVP July 2026 BILL	Acct: 65-965-220-0000	HEALTH INSURANCE		
		Vendor Total:		189,848.00	0.00	189,848.00
033986	NEW HAMPSHIRE RECYCLES				7/17/2026	99499
	148447	PROPANE recycle	406.50	\$406.50	0.00	406.50
		Desc: PROPANE recycle	Acct: 30-971-318-0000	CONTRACTED SERVICES		
		Vendor Total:		406.50	0.00	406.50
033991	NEW HAMPSHIRE MUNICIPAL ASSOCIATIOI				7/17/2026	99566
	16507	AD: PLANNING+DEVEL DIRECTOR	0.00	\$150.00	0.00	150.00
		Desc: AD: PLANNING+DEVEL DIRECTOR	Acct: 10-622-315-0000	PDZ -RECRUITMENT & TRAINING		
		Vendor Total:		150.00	0.00	150.00
034785	NORTHEAST COMMUNITY SOLAR LLC				7/17/2026	99500
	5575	SOLAR ARRAY - JUN'26	1,109.00	\$1,584.31	0.00	1,584.31
		Desc: SOLAR ARRAY - JUN'26	Acct: 10-321-329-0000	DPW -ELECTRICITY		
		Desc: SOLAR ARRAY - JUN'26	Acct: 60-961-329-0000	ELECTRICITY		
		Vendor Total:		1,584.31	0.00	1,584.31
035000	NORTHEAST WASTE SERVICES		CASELLA WASTE SYSTEMS		7/17/2026	99501
	1161271	MSW TRANSPORT	5,225.21	\$5,225.21	0.00	5,225.21
		Desc: MSW Transport_06/01/26 - 06/30/26	Acct: 30-971-318-0000	CONTRACTED SERVICES		
		Vendor Total:		5,225.21	0.00	5,225.21
035002	CASELLA WASTE SYSTEMS, INC		CASELLA WASTE SYSTEMS, INC		7/17/2026	99502
	9600044482JUN'26	TRASH REMOVAL - JUN'26 DOG PARK	117.48	\$117.48	0.00	117.48
		Desc: TRASH REMOVAL - JUN'26 DOG PARK	Acct: 73-511-318-7302	CONTRACTED SERVICES(DOG PARK		
	9600004122JUN'26	TRASH REMOVAL - JUN'26 TH	0.00	\$521.98	0.00	521.98
		Desc: TRASH REMOVAL - JUN'26 TH	Acct: 10-161-318-0000	TH -CONTRACTED SERVICES		
	9600004148JUN'26	TRASH REMOVAL - JUN'26 BUGBEE	0.00	\$527.97	0.00	527.97
		Desc: TRASH REMOVAL - JUN'26 BUGBEE	Acct: 10-421-318-0000	SEN -CONTRACTED SERVICES		
	9600291752JUN+MAY'26	TRASH REMOVAL - MAY+JUN WABA	0.00	\$679.36	0.00	679.36
		Desc: TRASH REMOVAL - MAY+JUN WABA	Acct: 10-521-318-0000	PR -CONTRACTED SERVICES		
	9600306162JUN+MAY'26	TRASH REMOVAL - MAY+JUN'26 MAXFIELD	0.00	\$573.16	0.00	573.16
		Desc: TRASH REMOVAL - MAY+JUN'26 MAXFIELD	Acct: 10-527-318-0000	PR -CONTRACTED SERVICES		
	9600556519JUN'26	TRASH REMOVAL - JUNE 26	0.00	\$263.18	0.00	263.18
		Desc: TRASH REMOVAL - JUNE 26	Acct: 10-325-318-0000	DPW -CONTRACT SERVICES		
		Vendor Total:		2,683.13	0.00	2,683.13
035050	NORTHERN NURSERIES INC				7/17/2026	99567
	300924	MULCH	0.00	\$73.50	0.00	73.50

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 15
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: MULCH	Acct: 10-521-323-0000	PR -MATERIAL & SUPPLIES		
	Vendor Total:		73.50	0.00	73.50
035545	NUCAR FORD OF LEBANON		7/17/2026		99568
87304	AMB 22 REPAIRS	0.00	\$296.00	0.00	296.00
	Desc: AMB 22 REPAIRS	Acct: 10-221-321-0200	HFD -REPAIRS & MAINT EMS VEHICLI		
87269	C4 REPAIRS	0.00	\$2,010.68	0.00	2,010.68
	Desc: C4 REPAIRS	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	Vendor Total:		2,306.68	0.00	2,306.68
036697	PARSONS ENVIRONMENT	JP MORGAN CHASE	7/17/2026		99503
74,121050	INSPECTIONS - APRIL'26	0.00	\$6.78	0.00	6.78
	Desc: INSPECTIONS - APRIL'26	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
12933,119870	INSPECTIONS - MAR'26	0.00	\$15.82	0.00	15.82
	Desc: INSPECTIONS - MAR'26	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	Desc: INSPECTIONS - MAR'26	Acct: 10-211-321-0000	HPD -REPAIRS & MAINT-VEHICLES		
74,120432	INSPECTIONS - MARCH'26	0.00	\$4.52	0.00	4.52
	Desc: INSPECTIONS - MARCH'26	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
74,122517	INSPECTIONS - MAY'26	2.26	\$4.52	0.00	4.52
	Desc: INSPECTIONS - MAY'26	Acct: 10-321-321-0000	DPW -REPAIRS & MAINT-VEHICLES		
	Desc: INSPECTIONS - MAY'26	Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		31.64	0.00	31.64
036735	PATHWAYS CONSULTING, LLC		7/17/2026		99504
22302	FAIRVIEW TERR+GATES RETAINING WALL	0.00	\$385.00	0.00	385.00
	Desc: RFP 2022 H-1 Gates/Fairview Retaini	Acct: 10-311-318-0100	DPW -CONTRACTED SERVICES - CAF		
23752	FAIRVIEW TERR+GATES RETAINING WALL	0.00	\$1,200.00	0.00	1,200.00
	Desc: RFP 2022 H-1 Gates/Fairview Retaini	Acct: 10-311-318-0100	DPW -CONTRACTED SERVICES - CAF		
	Vendor Total:		1,585.00	0.00	1,585.00
037450	PIKE INDUSTRIES INC		7/17/2026		99505
1383444	STONE	0.00	\$673.94	0.00	673.94
	Desc: 4 - 6" Erosion Stone	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
1383447	STONE	0.00	\$146.89	0.00	146.89
	Desc: 4 - 6" Erosion Stone	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
1384018	ASPHALT	0.00	\$175.00	0.00	175.00
	Desc: Asphalt	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES		
	Vendor Total:		995.83	0.00	995.83
037551	PITNEY BOWES BANK INC	PITNEY BOWES BANK INC	7/17/2026		99506
JUN'26	POSTAGE JUN'26	1,550.64	\$2,706.43	0.00	2,706.43
	Desc: Postage June 2026	Acct: 10-121-322-0000	TM -POSTAGE		
	Desc: Postage June 2026	Acct: 10-171-322-0000	FIN -POSTAGE		
	Desc: Postage June 2026	Acct: 10-151-322-0000	TC -POSTAGE		
	Desc: Postage June 2026	Acct: 10-511-322-0000	PR -POSTAGE		
	Desc: Postage June 2026	Acct: 10-622-322-0000	PDZ -POSTAGE		
	Desc: Postage June 2026	Acct: 10-175-322-0000	DEL -POSTAGE		
	Desc: Postage June 2026	Acct: 10-174-322-0000	ASE -POSTAGE		

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 16
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: Postage June 2026	Acct: 50-955-322-0000	POSTAGE		
		Desc: Postage June 2026	Acct: 55-955-322-0000	POSTAGE		
		Desc: Postage June 2026	Acct: 60-965-322-0000	POSTAGE		
		Desc: Postage June 2026	Acct: 65-965-322-0000	POSTAGE		
		Desc: Postage June 2026	Acct: 10-221-322-0000	HFD -POSTAGE		
		Vendor Total:		2,706.43	0.00	2,706.43
037554	PITNEY BOWES BANK INC				7/17/2026	99507
	06.30.2026	POSTAGE	23.69	\$47.38	0.00	47.38
		Desc: POSTAGE	Acct: 10-325-322-0000	DPW -POSTAGE		
		Desc: POSTAGE	Acct: 30-975-322-0000	POSTAGE		
		Vendor Total:		47.38	0.00	47.38
038188	LL POTWIN SERVICES				7/17/2026	99508
	575	MOWING SERVICES - JUNE 2026	0.00	\$2,666.64	0.00	2,666.64
		Desc: MOWING SERVICES - JUNE 2026	Acct: 10-311-318-0000	DPW -CONTRACTED SERVICES		
		Desc: MOWING SERVICES - JUNE 2026	Acct: 10-421-318-0000	SEN -CONTRACTED SERVICES		
		Vendor Total:		2,666.64	0.00	2,666.64
039362	RADWELL INTERNATIONAL INC				7/17/2026	99509
	36300638	Digital output module	249.00	\$249.00	0.00	249.00
		Desc: Digital output module	Acct: 65-963-318-0000	CONTRACTED SERVICES		
	36299533	Digital output module	608.86	\$608.86	0.00	608.86
		Desc: Digital output module	Acct: 65-964-318-0000	CONTRACTED SERVICES		
		Vendor Total:		857.86	0.00	857.86
039510	RC CLEANING LLC		RC CLEANING LLC		7/17/2026	99510
	646	CLEANING SERV - LIB	0.00	\$329.60	0.00	329.60
		Desc: CLEANING SERV - LIB	Acct: 10-524-318-0000	PR -CONTRACTED SERVICES		
	644	CLEANING SERVICES - JUN'26	0.00	\$2,953.00	0.00	2,953.00
		Desc: CLEANING SERVICES - JUN'26	Acct: 10-161-318-0000	TH -CONTRACTED SERVICES		
		Vendor Total:		3,282.60	0.00	3,282.60
039985	RETHINK LOCAL, INC				7/17/2026	99569
	#HARTFORD-005B	CIP (3/4) 07.01-07.2026	3,075.00	\$3,075.00	0.00	3,075.00
		Desc: CIP (3/4) 07.01-07.2026	Acct: 70-622-622-7076	Mun Planning -07110-MP-2025-Hartford-		
	#HARTFORD-005C	CIP (3/4) 07.01-07.2026	0.00	\$341.67	0.00	341.67
		Desc: CIP (3/4) 07.01-07.2026	Acct: 10-622-318-0000	PDZ -CONTRACTED SERVICES		
039985	RETHINK LOCAL, INC				7/17/2026	99511
	#HARTFORD-005	CIP (3/4) 06.21-30.2026	1,537.50	\$1,708.33	0.00	1,708.33
		Desc: CIP (3/4) 06.21-30.2026	Acct: 70-622-622-7076	Mun Planning -07110-MP-2025-Hartford-		
		Desc: CIP (3/4) 06.21-30.2026	Acct: 10-622-318-0000	PDZ -CONTRACTED SERVICES		
		Vendor Total:		5,125.00	0.00	5,125.00
040250	RICHARD ELECTRIC, INC.				7/17/2026	99512
	54877	Troubleshoot/Repair "Down of Phase"	637.00	\$637.00	0.00	637.00
		Desc: Troubleshoot/Repair "Down of Phase"	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 17
User: florentina

ReportAPINHDPmtByDate

Check Date: 7/17/2026 - 7/17/2026

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:			637.00	0.00	637.00
040375	RICKER, ALLYN	ALLYN RICKER	7/17/2026		99570
JUL'26	RETIREE REIMB - JUL'26	0.00	\$837.51	0.00	837.51
Desc:	RETIREE REIMB - JUL'26	Acct: 10-325-418-0100	DPW -RETIREE HEALTH INSURANCE		
Vendor Total:			837.51	0.00	837.51
041650	SCHAAL ELECTRIC, P.C.		7/17/2026		99513
6921	Olcott P/S_Repair Motor Control	607.12	\$607.12	0.00	607.12
Desc:	Olcott P/S_Repair Motor Control	Acct: 60-964-318-0000	CONTRACTED SERVICES		
6899	Wilder P/S_Electrical Work to Repla	2,414.11	\$2,414.11	0.00	2,414.11
Desc:	Wilder P/S_Electrical Work to Repla	Acct: 60-964-318-0000	CONTRACTED SERVICES		
Vendor Total:			3,021.23	0.00	3,021.23
042802	SL MERIWETHER SOLAR I LLC		7/17/2026		99514
JUN'26	SOLAR ARRAY - JUN'26	2,743.41	\$2,743.41	0.00	2,743.41
Desc:	SOLAR ARRAY - JUN'26	Acct: 50-952-329-0000	ELECTRICITY		
Vendor Total:			2,743.41	0.00	2,743.41
043426	FIRSTLIGHT NETWORKS, LLC	FIRSTLIGHT NETWORKS, LLC	7/17/2026		99515
23420177	Telephones June 2026	506.04	\$5,481.23	0.00	5,481.23
Desc:	Telephones June 2026	Acct: 10-211-324-0000	HPD -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-221-324-0000	HFD -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-271-324-0000	DISP -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-121-324-0000	TM -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-151-324-0000	TC -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-171-324-0000	FIN -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-174-324-0000	ASE -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-181-324-0000	IT -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-511-324-0000	PR -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-622-324-0000	PDZ -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-530-324-0000	PR -Telephone		
Desc:	Telephones June 2026	Acct: 30-971-324-0000	TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-221-324-0000	HFD -TELEPHONE		
Desc:	Telephones June 2026	Acct: 60-962-324-0000	TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-321-324-0000	DPW -TELEPHONE		
Desc:	Telephones June 2026	Acct: 10-325-324-0000	DPW -TELEPHONE		
Vendor Total:			5,481.23	0.00	5,481.23
044850	SVE ASSOCIATES	SVE ASSOCIATES	7/17/2026		99516
0049583	2 cage pole hardware and installati	0.00	\$2,400.00	0.00	2,400.00
Desc:	2 cage pole hardware and installati	Acct: 10-527-318-0000	PR -CONTRACTED SERVICES		
0049620	Stormwater permitting and inspectio	0.00	\$585.00	0.00	585.00
Desc:	Stormwater permitting and inspectio	Acct: 10-527-318-0000	PR -CONTRACTED SERVICES		
0049620 -	Stormwater permitting and inspectio	0.00	\$295.00	0.00	295.00
Desc:	Stormwater permitting and inspectio	Acct: 10-527-318-0000	PR -CONTRACTED SERVICES		
Vendor Total:			3,280.00	0.00	3,280.00
046549	TROJAN TECHNOLOGIES CORP	TROJAN TECHNOLOGIES CORP	7/17/2026		99517

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 18
User: florentina

ReportAPINHDPmtByDate

Check Date: 7/17/2026 - 7/17/2026

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.
200/50014869	FLOW SENSOR RECALIBRATION	2,024.00	\$2,024.00	0.00	2,024.00
Desc: FLOW SENSOR RECALIBRATION	Acct: 60-961-318-0000	CONTRACTED SERVICES			
Vendor Total:			2,024.00	0.00	2,024.00
046950	TWIN STATE SAND AND GRAVEL CO		7/17/2026		99518
123386	MATERIALS	360.76	\$2,108.00	0.00	2,108.00
Desc: 3" Minus Dense Grade	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES			
Desc: 3" Minus Dense Grade	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
Desc: 3/4" Twin Pack	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
Desc: 3/4" Twin Pack	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
Desc: 1-1/2" Twin Pack	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES			
Desc: 3/4" Twin Pack	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES			
123089	MATERIALS	0.00	\$2,117.19	0.00	2,117.19
Desc: 3/4" Ledge Stone	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES			
Desc: 3/4" Twin Pack	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES			
Desc: 3" Screened Gravel	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES			
Desc: 1-1/2" Subbase	Acct: 10-311-323-0000	DPW -MATERIAL & SUPPLIES			
Desc: 3/4" Twin Pack	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: 10-311-323-0000	DPW -MATERIAL & SUPPLIES			
Vendor Total:			4,225.19	0.00	4,225.19
047075	TWO RIVERS-OTTAUQUECHEE REGION CO		7/17/2026		99571
2026-2027	Dues for FY2027	0.00	\$18,487.00	0.00	18,487.00
Desc: Dues for FY2027	Acct: 10-622-313-0000	PDZ -MEMBERSHIP DUES			
Vendor Total:			18,487.00	0.00	18,487.00
047497	UPPER VALLEY AQUATIC CENTER		7/17/2026		99572
199	PERSONAL TRAINING JUL-AUG'26	0.00	\$2,560.00	0.00	2,560.00
Desc: PERSONAL TRAINING JUL-AUG'26	Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES			
Vendor Total:			2,560.00	0.00	2,560.00
047505	UPPER VALLEY AWARDS, PRINTING		7/17/2026		99573
274	BUSINESS CARDS+NAME PLATE	0.00	\$116.50	0.00	116.50
Desc: BUSINESS CARDS+NAME PLATE	Acct: 10-121-323-0000	TM -MATERIAL & SUPPLIES			
Vendor Total:			116.50	0.00	116.50
047797	HARTFORD AUTO		7/17/2026		99574
004023	TIRES - VAN	0.00	\$1,257.00	0.00	1,257.00
Desc: TIRES - VAN	Acct: 10-511-331-0000	PR -Department Equipment			
Vendor Total:			1,257.00	0.00	1,257.00
048215	VALLEY MACHINE KNIFE LLC		7/17/2026		99519
133226	2 ICE KNIFE	0.00	\$120.00	0.00	120.00
Desc: 2 ICE KNIFE	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES			
132007	2 ICE KNIFE	0.00	\$90.00	0.00	90.00
Desc: 2 ICE KNIFE	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES			
130405	2 ICE KNIFE	0.00	\$90.00	0.00	90.00

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 19
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.
	Desc: 2 ICE KNIFE	Acct: 10-530-318-0000	PR -CONTRACTED SERVICES		
	Vendor Total:		300.00	0.00	300.00
048249	VALLEY NEWS	VALLEY NEWS	7/17/2026		99575
2026-2027	ANNUAL MEMBER DUES	0.00	\$351.00	0.00	351.00
	Desc: ANNUAL MEMBER DUES	Acct: 10-121-314-0000	TM -BOOKS & PERIODICALS		
	Vendor Total:		351.00	0.00	351.00
048300	VALLEY NEWS	VALLEY NEWS	7/17/2026		99576
125911,4455675	SB SPECIAL 07.13.26	0.00	\$180.00	0.00	180.00
	Desc: SB SPECIAL 07.13.26	Acct: 10-111-312-0000	SB -ADVERTISING		
	Vendor Total:		180.00	0.00	180.00
048575	VERIZON WIRELESS		7/17/2026		99520
6147461152	VERIZON BROADBAND - JUNE 2026	0.00	\$951.38	0.00	951.38
	Desc: VERIZON BROADBAND - JUNE 2026	Acct: 10-221-324-0000	HFD -TELEPHONE		
	Desc: VERIZON BROADBAND - JUNE 2026	Acct: 10-211-324-0000	HPD -TELEPHONE		
	Desc: VERIZON BROADBAND - JUNE 2026 WINDS	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
	Desc: VERIZON BROADBAND - JUNE 2026 NORWI	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
6147524032	CELL PHONES - JUNE 2026	718.94	\$6,423.30	0.00	6,423.30
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-121-324-0000	TM -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-171-324-0000	FIN -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-174-324-0000	ASE -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-181-324-0000	IT -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-221-324-0000	HFD -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-211-324-0000	HPD -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-271-324-0000	DISP -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-325-324-0000	DPW -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-511-324-0000	PR -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-512-318-0000	PR -CONTRACTED SERVICES		
	Desc: Verizon - June 2026 Cell Phones	Acct: 30-971-324-0000	TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 50-955-324-0000	TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 55-955-324-0000	TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 60-965-324-0000	TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 65-965-324-0000	TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-121-330-0000	TM -OFFICE EQUIPMENT		
	Desc: Verizon - June 2026 Cell Phones	Acct: 50-955-330-0000	OFFICE EQUIPMENT		
	Desc: Verizon - June 2026 Cell Phones	Acct: 55-955-330-0000	OFFICE EQUIPMENT		
	Desc: Verizon - June 2026 Cell Phones	Acct: 60-965-330-0000	OFFICE EQUIPMENT		
	Desc: Verizon - June 2026 Cell Phones	Acct: 65-965-330-0000	OFFICE EQUIPMENT		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-221-324-0000	HFD -TELEPHONE		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
	Desc: Verizon - June 2026 Cell Phones	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
	Vendor Total:		7,374.68	0.00	7,374.68
049649	VERMONT, STATE OF	VERMONT DEPT OF PUBLIC SAFETY	7/17/2026		99521
94897	FINGERPRINTING	0.00	\$24.00	0.00	24.00
	Desc: FINGERPRINTING	Acct: 10-221-315-0000	HFD -RECRUITMENT & TRAINING		
	Vendor Total:		24.00	0.00	24.00

Report Date: 7/17/26
3:20PM

**Payment Manifest
by Vendor ID**

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 20
User: florentina

ReportAPINHHD_PmtByDate

Bank ID	Bank Name					
Vendor ID	Vendor Name		Payee Name		Check Date	Check No.
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
051943	VISION SERVICE PLAN		VISION SERVICE PLAN		7/17/2026	99577
	JUL'26	VISION INS - JUL'26	0.00	\$1,881.66	0.00	1,881.66
	Desc:	VISION INS - JUL'26	Acct: 10-012-300-0225	ACCRUED VISION INSURANCE PAYAI		
	Vendor Total:			1,881.66	0.00	1,881.66
052000	VITAL COMMUNITIES				7/17/2026	99578
	4547	Transportation Management Associati	0.00	\$3,197.00	0.00	3,197.00
	Desc:	Transportation Management Associati	Acct: 10-622-313-0000	PDZ -MEMBERSHIP DUES		
	Vendor Total:			3,197.00	0.00	3,197.00
052270	WATER INDUSTRIES, LLC				7/17/2026	99522
	149500	MATERIALS	3,538.00	\$3,538.00	0.00	3,538.00
	Desc:	4" Flange gasket	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc:	21161-442 washer	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc:	B112 17000 cap screw	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc:	AK10 17000 Lock washer	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc:	D10 17000 Hex nut	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc:	B1007 17000 Cap Screw	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc:	J10 17000 Lock Washer	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc:	46421-220 4" LH Check Valve	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc:	46421-221 4" RH Check Valve	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Vendor Total:			3,538.00	0.00	3,538.00
052300	WEBB, F W COMPANY		F.W. WEBB COMPANY		7/17/2026	99523
	96670101	PARTS	43.57	\$43.57	0.00	43.57
	Desc:	PARTS	Acct: 60-964-321-0100	REPAIRS & MAINT-BUILDING		
	92886894	GLYCOL MAKE-UP PACKAGE	5,200.00	\$5,200.00	0.00	5,200.00
	Desc:	GLYCOL MAKE-UP PACKAGE	Acct: 60-961-331-0000	DEPARTMENT EQUIPMENT		
	92886894B	GLYCOL MAKE-UP PACKAGE	1,890.69	\$1,890.69	0.00	1,890.69
	Desc:	Glycol Package	Acct: 60-961-331-0000	DEPARTMENT EQUIPMENT		
	96670240	PIPE WRENCH	34.95	\$34.95	0.00	34.95
	Desc:	PIPE WRENCH	Acct: 60-964-321-0100	REPAIRS & MAINT-BUILDING		
	96650910	PARTS	162.67	\$162.67	0.00	162.67
	Desc:	PARTS	Acct: 55-953-323-0000	MATERIALS & SUPPLIES		
	Vendor Total:			7,331.88	0.00	7,331.88
052650	WEST LEBANON FEED & SUPPLY				7/17/2026	99579
	220000878423	CALCIUM CHLORIDE	0.00	\$36.99	0.00	36.99
	Desc:	CALCIUM CHLORIDE	Acct: 10-516-323-0000	PR -MATERIAL & SUPPLIES		
	Vendor Total:			36.99	0.00	36.99
053650	WILSON TIRE INC				7/17/2026	99580
	559466	C5 TIRE BALANCING	0.00	\$219.00	0.00	219.00
	Desc:	C5 TIRE BALANCING	Acct: 10-221-321-0000	HFD -REPAIRS & MAINT-VEHICLES		
	Vendor Total:			219.00	0.00	219.00
055051	YANKEE GENERATOR INC				7/17/2026	99524
	7860	SERVICE CALL	163.65	\$163.65	0.00	163.65

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 21
User: florentina

ReportAPINHDPmtByDate

Check Date: 7/17/2026 - 7/17/2026

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: SERVICE CALL	Acct: 50-952-331-0000	DEPARTMENT EQUIPMENT		
	Vendor Total:		163.65	0.00	163.65
059704	CLARKE, MARTHA	MARTHA CLARKE	7/17/2026		99525
06.30.2026	PETTY CASH	0.00	\$8.90	0.00	8.90
	Desc: PETTY CASH	Acct: 10-211-311-0000	HPD -TRAVEL & MEETINGS		
	Desc: PETTY CASH	Acct: 10-211-322-0000	HPD -POSTAGE		
	Vendor Total:		8.90	0.00	8.90
059882	CARY, SANDRA	SANDRA CARY	7/17/2026		99526
2026-13	3 PICNIC TABLES	0.00	\$924.32	0.00	924.32
	Desc: 3 PICNIC TABLES	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
2026-12	AMAZON	0.00	\$580.22	0.00	580.22
	Desc: AMAZON	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
	Desc: AMAZON	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
2026-11	AMAZON/SQUARE SPACE	243.11	\$467.10	0.00	467.10
	Desc: AMAZON SUPPLIES	Acct: 80-711-318-8043	Grant Exp - Smith Fund (WH Library)		
	Desc: AMAZON/SQUARE SPACE	Acct: 10-712-316-0500	LIB -APPROP - W. HARTFORD LIBRAF		
	Vendor Total:		1,971.64	0.00	1,971.64
060113	WELLS FARGO VENDOR FINANCIAL SERVIC		7/17/2026		99581
5039294007	LEASE COPIER - JUL'26 FD#2	0.00	\$91.13	0.00	91.13
	Desc: LEASE COPIER - JUL'26 FD#2	Acct: 10-221-320-0000	HFD -EQUIP OPERATION/MAINT-OFFI		
	Vendor Total:		91.13	0.00	91.13
061582	M & T BANK / WILMINGTON TRUST		7/17/2026		99582
RF1-222 5/20	RF1-222 AUG'26 BOND PAYMNT 5/20	40,181.24	\$40,181.24	0.00	40,181.24
	Desc: RF1-222 BOND PAYMENT-PRINCIPAL 5/20	Acct: 13-921-544-0020	Transfer Out - RF1-222-3.0 (Fund 60)		
	Desc: RF1-222 BOND PAYMENT-ADMIN FEE 5/20	Acct: 13-921-544-0020	Transfer Out - RF1-222-3.0 (Fund 60)		
061582	M & T BANK / WILMINGTON TRUST		7/17/2026		99583
RF3-329 6/17	RF3-329 AUG'26 BOND PAYMNT 6/17	110,835.51	\$110,835.51	0.00	110,835.51
	Desc: RF3-329 BOND PAYMEN-PRINCIPAL 6/17	Acct: 55-954-542-0101	DEBT PRINCIPAL - RF3-329		
	Desc: RF3-329 BOND PAYMEN-INTEREST 6/17	Acct: 55-954-542-0100	DEBT INTEREST - RF3-329		
	Desc: RF3-329 BOND PAYMEN-ADMIN FEE 6/17	Acct: 55-954-542-0102	DEBT ADMIN FEE - RF3-329		
	Vendor Total:		151,016.75	0.00	151,016.75
500451	WHITE RIVER ROTARY CLUB		7/17/2026		99584
909	MEMBER DUES 2026-2027	0.00	\$160.00	0.00	160.00
	Desc: MEMBER DUES 2026-2027	Acct: 10-511-313-0000	PR -MEMBERSHIP DUES		
	Vendor Total:		160.00	0.00	160.00
500660	JP PEST SERVICE		7/17/2026		99585
4485212	SPIDER CONTROL SERVICE	0.00	\$429.00	0.00	429.00
	Desc: SPIDER CONTROL SERVICE	Acct: 10-221-321-0100	HFD -REPAIRS & MAINT-BUILDING		
	Vendor Total:		429.00	0.00	429.00
500887	POWER DMS, INC	POWER DMS, INC	7/17/2026		99586
INV-157241	TRAINING PROGRAM	0.00	\$7,198.04	0.00	7,198.04

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID

Town of Hartford

Check Date: 7/17/2026 - 7/17/2026

Page: 22
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name		Payee Name		Check Date	Check No.
Vendor ID	Vendor Name				Disc. Amt	Net Amt.
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
		Desc: TRAINING PROGRAM	Acct: 10-271-318-0000	DISP -CONTRACTED SERVICES		
		Desc: TRAINING PROGRAM	Acct: 10-211-314-0000	HPD -BOOKS & PERIODICALS		
		Desc: TRAINING PROGRAM	Acct: 10-221-318-0000	HFD -CONTRACTED SERVICES		
		Vendor Total:		7,198.04	0.00	7,198.04
500894	SECURSHRED	SECURSHRED		7/17/2026		99527
535138	SHREDDING		0.00	\$25.00	0.00	25.00
	Desc: SHRED SERVICES FY26	Acct: 10-221-330-0000		HFD -OFFICE EQUIPMENT		
		Vendor Total:		25.00	0.00	25.00
501014	TARRANT, GILLIES & SHEMS			7/17/2026		99528
03111	LEGAL: CALL RE: TAX EXEMPTION QUERY		0.00	\$71.67	0.00	71.67
	Desc: LEGAL: CALL RE: TAX EXEMPTION QUERY	Acct: 10-174-318-0000		ASE -CONTRACTED SERVICES		
		Vendor Total:		71.67	0.00	71.67
502978	KOLOSKI, MICHAEL	MICHAEL KOLOSKI		7/17/2026		99587
07.04.2026	UNIFORM REIMB		0.00	\$154.99	0.00	154.99
	Desc: Cargo pants	Acct: 10-325-326-0000		DPW -UNIFORMS		
		Vendor Total:		154.99	0.00	154.99
503073	FISHER-SASS, TORRELEE			7/17/2026		99529
06.09.2026	ANNIVERSARY CAKES - REIMBURSEMENT		0.00	\$50.97	0.00	50.97
	Desc: ANNIVERSARY CAKES - REIMBURSEMENT	Acct: 10-712-316-0500		LIB -APPROP - W. HARTFORD LIBRAF		
		Vendor Total:		50.97	0.00	50.97
503088	MANN, KATHRYN			7/17/2026		99530
06.08.26	Reimbursement for Dump Fee		0.00	\$96.25	0.00	96.25
	Desc: Reimbursement for Dump Fee	Acct: 10-624-318-0000		PDZ -CONTRACTED SERVICESICES		
		Vendor Total:		96.25	0.00	96.25
503091	DANIELS, HEATHER			7/17/2026		99531
887444	REFUND - SWIM LESSONS		0.00	\$90.00	0.00	90.00
	Desc: REFUND - SWIM LESSONS	Acct: 10-514-325-0000		PR -REFUNDS		
		Vendor Total:		90.00	0.00	90.00
503095	BROUSSEAU, JOSH			7/17/2026		99532
887488	REFUND - SWIM LESSONS		0.00	\$40.00	0.00	40.00
	Desc: REFUND - SWIM LESSONS	Acct: 10-514-325-0000		PR -REFUNDS		
		Vendor Total:		40.00	0.00	40.00
503097	NEWTON, ASHLEY			7/17/2026		99533
888030	REFUND-SOCCER CAMP		0.00	\$85.00	0.00	85.00
	Desc: REFUND-SOCCER CAMP	Acct: 10-514-325-0000		PR -REFUNDS		
		Vendor Total:		85.00	0.00	85.00
503098	MURPHY, ETHAN			7/17/2026		99534
889295	REFUND - SOCCER CAMP		0.00	\$85.00	0.00	85.00

Report Date: 7/17/26
3:20PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 23
User: florentina
ReportAPINHDPmtByDate

Check Date: 7/17/2026 - 7/17/2026

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: REFUND - SOCCER CAMP

Acct: 10-514-325-0000

PR -REFUNDS

Vendor Total:

85.00

0.00

85.00

FUND 1 0

Bank Total:

769,821.94

Holdback Total

823,286.56

Batch Totals:

0.00

268,201.09

0.00

1,091,487.65

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

This meeting was conducted in person at Town Hall

Present: Chair, Ida Griesemer; Vice Chair, Erik Krauss; Miranda Dupre; Michael Eigenbrode; Mary Erdei; Tim Fariel; John Haverstock; Timothy Reiter; Janet Potter; Dana Clawson; Scott Cooney;

Present on Zoom:

Absent: Clerk, Ashley Andreas;

JAM Link: [Hartford Selectboard 7.7.26](#)

- I. Selectboard Meeting Called to Order by Selectboard Chair Ida Griesemer at 6:02 PM.
- II. Pledge of Allegiance was recited and led by Selectboard Vice Chair Erik Krauss.
- 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

Selectboard Member Mary Erdei moved to approve the Cannabis Application by Altius THC LLC for wholesale license renewal. Selectboard Vice Chair Erik Krauss seconded the motion. All were in favor and the motion passed.

V. Order of Agenda

One of AP Payment Manifest items is not available as part of the Consent Agenda, will be approved at a future meeting
Including an additional item in 5 Action Items before item B to discuss scheduling special meetings.

VI. Selectboard

1. Public Comment: None
2. Selectboard Comments and Announcements

Tim Fariel appreciated the Fourth of July Celebrations and thanks for the hard work.
Ida Griesemer thanked John Haverstock for his work and the upcoming transition in the Town Manager's office.

3. Appointments: None
4. Town Manager Report
Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=570>

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

those proposals which conformed to the RFP ground rules (10 of the 13 met ground rules). Stay tuned for further updates.

5. Board Report, Motions & Ordinances
Committee/Commission Updates: None
Action Items:

Change in Agenda: Scheduling of Special Meetings

A Special Meeting will be held Thursday, June 9th at 5pm to set the Tax Rate and approval of one of the Accounts Payable items.

A Special Meeting will be held on Monday, June 13th at 5pm to vote on the appointment of the new Town Manager.

a. Consider Adoption of Proposed Town Staff Social Media Policy

Selectboard Vice Chair Erik Krauss moved that the amendment to add the Social Media Policy to the Town of Hartford General Personnel Policy to be adopted. Selectboard Member Mary Erdei seconded the motion. All were in favor and the motion passed.

b. Consider Awarding Consulting Contract for Town Hall HVAC Overhaul

Selectboard Member Mary Erdei moved that the Hartford Selectboard authorize the Town Manager to sign the proposal for HVAC replacement consulting with (LN Consulting for \$159,000). Selectboard Member Miranda Dupre seconded the motion. All were in favor and the motion passed.

c. Consider Approval of Ambulance Debt Write-off

Chief Scott Cooney explained the Ambulance Debt Write-Off. Janet Potter of White River Junction and the Selectboard expressed some questions, Chief Cooney answered questions.

Selectboard Vice Chair Erik Krauss moved to authorize the Town Manager to direct the Finance Director and the fire department to write-off \$192,469.91 as uncollectable ambulance debt. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

d. Consider Approval of New Fire Apparatus Financing Proposal

Selectboard Member Miranda Dupre moved to 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. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

Discussion Items (Action May be Taken):

e. Discuss Selectboard's Annual Work Plan and Engagement Events

<https://www.hartford-vt.org/DocumentCenter/View/13562/Selectboard-Work-Plan-Memo-updated-for-July-7>

The Selectboard discussed the Annual Work Plan.

VII. Commission Reports: None

VIII. Consent Agenda

Selectboard Member Miranda Dupre moved to approve the Consent Agenda. Selectboard Vice Chair Erik Krauss seconded the motion. 5 were in favor (Erdei Abstained) and the motion passed.

Approve Payroll Ending: 7/4/2026

Approve A/P Manifest: 7/3/2026

Approve Meeting Minutes of: 6/23/2026, 6/30/2026, 7/1/2026, 7/2/2026

Future Meetings Approved: 7/9/2026 (Special Meeting), 7/13/2026 (Special Meeting), 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

In order to allow for a discussion of the Town Manager recruitment process and potential contractual terms, Selectboard Vice Chair Erik Krauss 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 and contractual matters, pursuant to 1 V.S.A. Section 313 (a) (1) (A) and 313 (a) (3). Selectboard Member Mary Erdei seconded the motion. All were in favor and the motion passed.

Selectboard Member Mary Erdei moved to close Executive Session. Selectboard Vice Chair Erik Krauss seconded the motion. All were in favor and the motion passed. No action taken.

X. Adjourn the Selectboard Meeting

Selectboard Vice Chair Erik Krauss moved to adjourn the meeting at 8:40 PM. Selectboard Member Miranda Dupre seconded the motion. All were in favor and the motion passed.

Ida Griesemer, Chair



TOWN OF HARTFORD SPECIAL SELECTBOARD MINUTES

Thursday, July 9, 2026 at 5:00 pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Chair, Ida Griesemer; Vice Chair, Erik Krauss; Miranda Dupre; Michael Eigenbrode; Mary Erdei; Tim Fariel; John Haverstock; Elisa Fredrickson

Present on Zoom: Heidi Duto

Absent: Clerk, Ashley Andreas;

JAM Link:

I. Selectboard Meeting Called to Order by Selectboard Chair Ida Griesemer at 5:02 PM.

II. Pledge of Allegiance was recited and led by John Haverstock

III. Public Comment: None

IV. Selectboard Comment:

Mary Erdei spoke on an upcoming organic ice cream coming to Wilder.

Erik Krauss commended John Haverstock's service to the Town.

Miranda Dupre, Ida Griesemer, and Tim Fariel echoed Erik's thanks to John Haverstock.

V. Set Tax Rates for FY2027

Elisa Fredrickson presented the tax rates to the Selectboard and answered questions from the Board and Heidi Duto (via zoom).

Selectboard Member Mary Erdei moved to approve:

- The Fiscal Year 2027 General & Highway Fund with:
 - \$ 16,893,057.59 for Appropriation,
 - \$2,632,816,100 for Grand List,
 - \$ 0.6416 for Rate,
 - and \$16,893,057.59 for Revenue;
- The Fiscal Year 2027 County Tax with:
 - \$120,736.68 for Appropriation,
 - \$2,632,816,100 for Grand List,
 - \$0.0046 for Rate,
 - and \$120,736.68 for Revenue;
- The Fiscal Year 2027 Restricted Appropriations with:
 - \$204,893 for Appropriation,
 - \$2,632,816,100 for Grand List,
 - \$0.0078 for Rate,

- and \$204,893 for Revenue;
- The Fiscal Year 2027 Local Agreement with:
 - \$28,649.25 for Appropriation, (Exhibit C)
 - \$2,632,816,100 for Grand List,
 - \$0.0011 for Rate,
 - and \$28,649.25 for Revenue;
- Total Fiscal Year 2027 Town Tax:
 - \$17,247,336.52 for Appropriation,
 - \$0.6551 for Rate,
 - and \$17,247,336.52 for Revenue;
- Education Homestead Tax Rate \$ 1.2985
- Education Non- Homestead Tax Rate: \$ 1.1662
- Total Town and Education Homestead Tax Rate: \$ 1.9536
- Total Town and Education Non-Homestead Tax Rate: \$1.8213
- **Total Appropriation 2026-2027 Fiscal Year: \$17,247,336.52**

Selectboard Member Miranda Dupre seconded the motion. All were in favor and the motion passed.

- VI. Consent Agenda (5:35)
1. Approve A/P Payment Manifest: 7/9/2026

Selectboard Member Miranda Dupre moved to approve A/P Payment Manifest July 9, 2026. Selectboard Member Tim Fariel seconded the motion. All were in favor and the motion passed.

- VII. Adjourn the Selectboard Meeting (5:36)

Selectboard Member Tim Fariel moved to approve the adjourn the meeting at 5:32 pm. Selectboard Member Miranda Dupre seconded the motion. All were in favor and the motion passed.

Ida Griesemer, Chair



SELECTBOARD SPECIAL MEETING MINUTES

Monday, July 13, 2026, at 5:00 pm

Hartford Town Hall, 171 Bridge Street,

White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Chair, Ida Griesemer; Vice Chair, Erik Krauss; Miranda Dupre; Michael Eigenbrode; Mary Erdei; John Haverstock; Gail Ostrout; Lisa O'Neil; Heidi Duto; John McKeon; Marcy Bartlett; Nudy Howey; Michael Dindo; Tindo Dindo; Michelle Wheatley; Dillon Walsh; Florentina Rollins; Nick Jones; JD Hawks; Melinda Brooks; Scott Cooney; Scott Hausler; Ally Cassidy; Halie Manley

Present on Zoom: Tim Fariel;

Absent: Clerk, Ashley Andreas;

JAM Link: [Hartford Selectboard Special Meeting 07/13/26](#)

- I. Special Selectboard meeting called to order by Selectboard Chair Ida Griesemer at 5:02 PM.
- II. Order of Agenda: No changes.
- III. Public Comment: None
- IV. Selectboard Comment

Erik Krauss spoke on his thanks to all for patience and working through the hiring process.

Ida Griesemer spoke on the process, excitement for Gail Ostrout, and thanks to John Haverstock

- V. Appoint Town Manager

Selectboard Vice Chair Erik Krauss moved to appoint Gail Ostrout as Town Manager. Selectboard Member Miranda Dupre seconded the motion. All were in favor and the motion passed.

Gail Ostrout gave remarks

VI. Adjourn the Meeting

Selectboard Member Mary Erdei moved to adjourn the meeting at 5:15 PM.

Selectboard Member Miranda Dupre seconded the motion. All were in favor and the motion passed.

Ida Griesemer, Chair