



**TOWN OF HARTFORD  
SELECTBOARD AGENDA**

Tuesday, November 5, 2019, 6:00pm  
Hartford Town Hall  
171 Bridge Street  
White River Junction, VT 05001

**I. Call to Order the Selectboard Meeting**

**II. Pledge of Allegiance**

**III. Local Liquor Control Board: N/A**

**IV. Order of Agenda**

**V. Selectboard**

**1. Public, Selectboard Comments and Announcements: TBD**

**2. Appointments:**

- a. Consider the Re-Appointment of Mary Hutchins to a 4-year term on the Hartford Conservation Commission beginning November 5, 2019 and ending on November 4, 2023.
- b. Consider the Re-Appointment of Jo-Ann Ells as Zoning Administrator for a 3-year term beginning November 2019 and ending November 2022.

**3. Town Manager's Report: Significant Activity Report ending November 4, 2019.**

**4. Board Reports, Motions & Ordinances**

- a. Independent Auditor Presentation (Motion Required)
- b. FY20 First Quarter Financial Report (Information Only)
- c. Heating Fuel Bid (Motion Required)
- d. Bluff Road Acceptance (Motion Required)
- e. Presentation on 5G Technology (Information Only)

**5. Commission Meeting Reports: TBD**

**6. Consent Agenda (Mot Req.):**

Approve Payroll Ending: 11/2/2019

Approve Meeting Minutes of: 10/22/2019 & 10/29/2019

Approve A/P Manifest of: 11/1/2019 & 11/5/2019

Selectboard Meeting Dates of:

- Already Approved: 11/19/2019
- Needs Approval: 12/3/2019, 12/10/2019, 12/17/2019

**7. Executive Sessions:**

Discussion of pending civil litigation to which the Selectboard is or may be a party for which premature general public knowledge would clearly place the public body at a substantial disadvantage [I VSA §313(a)(1)(E)]

**VI. Adjourn the Selectboard Meeting. (Mot Req.)**

**All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than noon on the Wednesday preceding the scheduled meeting date. Requests received after that date will be addressed at the discretion of the Chair. Citizens wishing to address the board should do so during the Citizen Comments period.**

**Lana Livingston**

NOV. 5

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**From:** Matt Osborn  
**Sent:** Wednesday, October 16, 2019 8:47 AM  
**To:** Lana Livingston  
**Subject:** HCC Term Renewal

Lana,

FYI.

Matt

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**From:** Mary Hutchins <mary.hutchins@simonpearce.com>  
**Sent:** Friday, October 11, 2019 7:28 AM  
**To:** Matt Osborn <mosborn@hartford-vt.org>  
**Subject:** Re: HCC Award List

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

Good morning Matt

I have decided to continue on the Conservation Commission, and wanted to let you know. Thanks for the reminder on Monday evening. I will do my best to help the group as time permits.

Mary

**From:** Jo-Ann Ells  
**To:** Brannon Godfrey  
**Subject:** ZA Appointment  
**Date:** Tuesday, October 29, 2019 8:52:04 AM  
**Attachments:** [image001.gif](#)

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Good morning Brannon,

My term as Zoning Administrator expires on November 21, 2019.

24 VSA 117 § 4448 states in part.

Appointment and powers of administrative officer

(a) An administrative officer, who may hold any other office in the municipality other than membership in the board of adjustment or development review board, shall be nominated by the planning commission and appointed by the legislative body for a term of three years promptly after the adoption of the first bylaws or when a vacancy exists.

On October 28, 2019 the Planning Commission voted to nominate me as Zoning Administrator for another 3 years.

In November of 2016 the action item on the Selectboard's agenda read as follows:

Appointments: a. Consider the Re-Appointment of Jo-Ann Ells as the Town of Hartford's Zoning Administrator effective 11/22/2016 until 11/21/2019.

Please let me know if you have any questions or need additional information.

Thanks,  
Jo-Ann

**Jo-Ann Ells**  
Zoning Administrator  
Department of Planning & Development  
Town of Hartford, Vermont  
171 Bridge Street  
White River Junction, VT 05001  
P: 802-295-3075; F: 802-295-6382  
Visit us at [www.hartford-vt.org](http://www.hartford-vt.org)

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



**AGENDA MEMORANDUM**  
**November 5, 2019**  
**Town Selectboard Meeting Item 4.a**  
**Submitted by: Gail Ostrout, Finance Director**

**Subject:** **Independent Auditor Presentation**

**Background:** The firm of Mudgett, Jennett & Krogh-Wisner, P.C. of Montpelier, Vermont is the Town's independent auditor. The auditor reviews the Town's financial statements and assures that they are free of material misstatement according to governmental accounting standards.

**Discussion:** The Selectboard will receive a presentation by Firm Principal John Mudgett and Audit Manager Bonnie Lesage of the financial statements for fiscal year ending June 30, 2019 and the independent auditor's reports.

**Financial Impact:** N/A.

**Recommendation:** To accept the Independent Auditor's Report on the Financial Statements.

  
\_\_\_\_\_  
Town Manager

**Attachments:** Draft Financial Statements  
Governance Letter

[REDACTED], 2019

The Selectboard  
Town of Hartford, Vermont

In connection with audit engagements, we are required by auditing standards generally accepted in the United States of America to communicate certain matters with those charged with governance. The term “those charged with governance” means the persons with responsibility for overseeing the strategic direction of the entity and obligations related to the accountability of the entity, for example, the Selectboard (the Board) or a designated Board officer or committee. This communication is provided in connection with our audit of the financial statements of the Town of Hartford, Vermont (the Town) as of and for the year ended June 30, 2019.

These standards require us to communicate with you any matters related to the financial statement audit that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. They also set the expectation that our communication will be two way, and that the Board or their designee will communicate with us matters you consider relevant to the audit. Such matters might include strategic decisions that may significantly affect the nature, timing, and extent of audit procedures.

This letter summarizes those matters which we are required by professional standards to communicate to you in your oversight responsibility for the Town’s financial reporting process.

#### **Auditor’s Responsibility under Professional Standards**

Our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States were described in our arrangement letter dated February 25, 2019. Our audit of the financial statements does not relieve management or those charged with governance of their responsibilities, which are also described in that letter.

#### **An Overview of the Planned Scope and Timing of the Audit**

The scope of the audit was also described in our arrangement letter dated February 25, 2019. The audit was conducted in September and October 2019; our exit conference with management was held on October 3, 2019; drafts of the financial statements and reports were provided to management on October 4, 2019.

#### **Accounting Policies and Practices**

- **Preferability of Accounting Policies and Practices**

Under generally accepted accounting principles, in certain circumstances, management may select among alternative accounting practices. In our view, in such circumstances, management has selected the preferable accounting practice.

- **Adoption of, or Change in, Accounting Policies**

Management has the ultimate responsibility for the appropriateness of the accounting policies used by the Town. The Town has implemented Governmental Accounting Standards Board (GASB) Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*. The adoption of GASB Statement No. 88 improves information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. The impact on these financial statements is that the Town's disclosures related to debt provide users with information to understand the effects of debt on future resource flows, and separate information regarding direct borrowings (loan agreement with a lender) and direct placements of debt (a debt security issued directly to an investor) from other debt.

- **Significant or Unusual Transactions**

We did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

- **Management's Judgments and Accounting Estimates**

Accounting estimates are an integral part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events and certain assumptions about future events. The significant accounting estimates reflected in the Town's 2019 financial statements are depreciation expense, a long-term obligation for accrued postclosure care in the Solid Waste Fund, the State of Vermont's estimate of the Town's pension expense, pension deferrals, net pension liability for the Vermont Municipal Employees' Retirement System, and the estimated future liability for other postemployment benefits.

### **Audit Adjustments**

During the audit we proposed 7 adjustments to the general ledger balances provided for audit. Management also provided 8 adjustments to adjust additional items that were identified by management during the audit.

Management accepted the proposed adjustments and those changes are reflected in the 2019 financial statements. The significant effects of these audit adjustments were to (1) correct interfund receivables, payables and transfers, (2) defer recognition of uncollected property tax revenue, (3) correct capital assets for current year acquisitions, dispositions, depreciation, and related insurance recoveries, (4) adjust postclosure care liability, and (5) record accrued interest.

A copy of the audit adjustments is available upon request.

### **Uncorrected Misstatements**

We are not aware of any uncorrected misstatements other than misstatements that are clearly trivial.

### **Disagreements with Management**

We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit, or significant disclosures to be included in the financial statements.

### **Consultations with Other Accountants**

We are not aware of any consultations that management may have had with other accountants about accounting or auditing matters.

### **Significant Issues Discussed with Management**

We did not have correspondence with management regarding significant issues arising from the audit. We have discussed accounting matters relating to the Town's accounting estimates and audit adjustments.

### **Significant Difficulties Encountered in Performing the Audit**

We did not encounter any significant difficulties in working with management during the audit.

### **Material Weaknesses**

We identified no material weaknesses in the Town's system of internal control over financial reporting during our audit of the financial statements.

### **Certain Written Communications between Management and Our Firm**

Management provided written representations in connection with the audit in a letter to our firm dated [REDACTED], 2019. A copy of the letter is available upon your request.

This report is intended solely for the information and use of the Selectboard and management and is not intended to be and should not be used by anyone other than these specified parties. It will be our pleasure to respond to any questions you have regarding this letter. We appreciate the opportunity to be of service to the Town.

Very truly yours,  
Mudgett, Jennett & Krogh-Wisner, P.C.

October 30, 2019

**TOWN OF HARTFORD, VERMONT**  
**FINANCIAL STATEMENTS**  
**JUNE 30, 2019**  
**AND**  
**INDEPENDENT AUDITOR'S REPORTS**

DRAFT

**TOWN OF HARTFORD, VERMONT**

**JUNE 30, 2019**

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## INDEPENDENT AUDITOR'S REPORT

The Selectboard  
Town of Hartford, Vermont

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Hartford, Vermont (the Town) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Town's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Hartford, Vermont as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters***

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and schedules 7 through 9 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying schedules 1 through 6 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The accompanying schedules 1 through 6 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying schedules 1 through 6 are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated [REDACTED], 2019 on our consideration of the Town's internal control over financial reporting; on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements; and on other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Montpelier, Vermont  
[REDACTED], 2019

**TOWN OF HARTFORD, VERMONT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2019**

The following is a discussion and analysis of the Town of Hartford's (the Town) financial performance including an overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2019. Readers should consider this information in conjunction with the financial statements which are located after this analysis. This discussion and analysis provides comparisons between FY 2019 and FY 2018.

## **FINANCIAL HIGHLIGHTS**

### **Government-wide Highlights**

The Town's assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources at June 30, 2019 by \$34,320,229 compared to \$34,771,823, as restated, at June 30, 2018. This represents a decrease of \$451,594. The change in net position for fiscal year 2019 was a decrease of \$451,594 compared to a decrease of \$8,868,009 for fiscal year 2018.

### **Fund Highlights**

At the end of the fiscal year, the Town's governmental funds reported a combined ending fund balance of \$9,582,358, an increase of \$1,615,647 in comparison with an increase of \$3,293,516 for the prior year. Of the total fund balance, \$6,907,137 represents amounts restricted, committed or assigned to specific purposes, such as reserves and encumbrances approved by management, \$58,294 is nonspendable, leaving an unassigned balance of \$2,616,927.

### **Long-term Debt**

The Town's long-term debt decreased \$1,693,574 during the fiscal year and had a total ending balance of \$24,573,841.

## **OVERVIEW OF THE FINANCIAL STATEMENTS**

The Town's financial statements consist of five sections: 1) Independent Auditor's Report, 2) Management's Discussion and Analysis, 3) Basic Financial Statements, 4) Supplementary Schedules and 5) Compliance Reports.

- **Independent Auditor's Report** - This is a description by the auditors of the scope of their work and their official opinion of the financial statements of the Town for the 2019 fiscal year.
- **Management's Discussion and Analysis** - An introduction to the basic financial statements that is intended to be an easily read analysis of the Town's financial activities based on currently known facts, decisions or conditions.
- **Basic Financial Statements** - This section of the report includes government-wide financial statements, fund financial statements, and notes to the financial statements.
- **Supplementary Schedules** - This section of the report includes schedules 1 through 6, which are not required by accounting principles generally accepted in the United States of America (U.S. GAAP) but are presented as supplementary information. These schedules contain the combining information for individual nonmajor governmental funds. This section also includes schedules 7 through 9, which are required by U.S. GAAP. These schedules contain required historical pension information for the Town's portion of VMERS and schedule of funding progress for the Town's postemployment healthcare plan.
- **Compliance Reports** - This section includes the auditor's report on the Town's internal controls over financial reporting and on compliance with a description of their findings. Internal controls deal with the Town's processes and procedures that ensure our financial statements are accurate and that Town assets are being safeguarded in a reasonable fashion.

## Government-wide Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances in a manner similar to a private-sector business. The statements provide both short-term and long-term information about the Town's financial position, which helps readers determine whether the Town's financial position has improved or deteriorated during the fiscal year. These statements include all non-fiduciary financial activity on the full accrual basis of accounting. This means that all revenues and expenditures are reflected in the financial statements even if the related cash has not been received or paid as of June 30.

- **Statement of Net Position** - This statement presents information on all of the Town's assets and deferred outflows of resources and its liabilities and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may indicate whether the financial position of the Town is improving or deteriorating.
- **Statement of Activities** - This statement presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The government-wide financial statements have separate columns for governmental activities and business-type activities. The Town's activities are classified as follows:

- **Governmental Activities** - Activities reported here include general government, public safety, public works, health and social services, parks and recreation, conservation and development, and cultural. Property taxes and federal, state and local revenues finance these activities.
- **Business-type Activities** - Activities reported here include the water, wastewater and solid waste activities.

## Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the Town's funds are categorized as governmental, proprietary or fiduciary.

- **Governmental Funds** - The basic services provided by the Town are reported in the governmental funds. These statements provide a detailed, short-term view of the functions reported as governmental activities in the government-wide financial statements. The government-wide financial statements are reported using the full accrual basis of accounting, but the governmental fund financial statements are reported using the modified accrual basis of accounting. This allows the reader to focus on assets that can be readily converted to cash and determine whether there are adequate resources to meet the Town's current needs.

The Town reports 9 individual governmental funds. Information is presented separately in the governmental fund statements for the General Fund which is considered a major fund. Data from the other 8 governmental funds are aggregated into a single column on the fund statements. Individual fund data for these nonmajor governmental funds is provided in the supplementary schedules section.

- **Proprietary Funds** - Proprietary funds report activities that operate more like those of private-sector business and use the full accrual basis of accounting. Proprietary funds are reported as business-type activities on the government-wide financial statements. Since proprietary funds use accrual basis accounting, there are no differences between amounts reported on the government-wide statements and the proprietary fund statements. The Town uses proprietary funds to account for its Water, Wastewater and Solid Waste Funds.

**Reconciliation of Government-wide Financial Statements to Governmental Fund Financial Statements**

The governmental activities of the government-wide financial statements and the governmental funds of the fund financial statements do not use the same accounting basis and measurement focus. Because the focus of governmental funds is more limited than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. This comparison can help readers better understand the long-term impact of the Town’s near-term financing decisions. Both the Balance Sheet - Governmental Funds and the Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. These reconciliations are presented on the page immediately following each governmental fund financial statement.

The following indicates some of the reporting differences between the government-wide financial statements and the governmental funds financial statements.

- Capital assets used in governmental activities are not reported on governmental fund statements.
- Long-term liabilities, unless due and payable, are not included in the fund financial statements. These liabilities are only included in the government-wide statements. Long-term liabilities include long-term debt, accrued compensated absences and other postemployment benefits.
- Property taxes not available to pay current period expenditures are deferred in governmental fund statements, but not deferred on the government-wide statements.
- Deferred inflows of resources relating to deferred pension credits, deferred outflows of resources relating to deferred pension expense, and net pension asset or liability are reported on the government-wide statements, but are excluded from the fund financial statements.
- Capital outlay spending results in capital assets on the government-wide statements but is reported as expenditures in the fund financial statements.
- Bond proceeds provide current financial resources on the fund financial statements, but are recorded as long-term liabilities in the government-wide financial statements.

**FINANCIAL ANALYSIS**

**Government-wide Financial Statements**

The Town’s assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources by \$34,320,229 at year end. Net position decreased by \$451,594 over the previous fiscal year.

**TABLE 1  
Net Position**

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total Primary Government</u>	
	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>
<b>Assets</b>						
Current Assets	\$ 10,167,736	\$ 10,589,431	\$ 9,143,006	\$ 9,639,409	\$ 19,310,742	\$ 20,228,840
Noncurrent Assets (as restated)	38,617,437	37,028,850	22,431,498	20,716,592	61,048,935	57,745,442
<b>Total Assets</b>	<b>48,785,173</b>	<b>47,618,281</b>	<b>31,574,504</b>	<b>30,356,001</b>	<b>80,359,677</b>	<b>77,974,282</b>
<b>Deferred Outflows of Resources</b>						
	<b>1,415,636</b>	<b>1,486,015</b>	-	-	<b>1,415,636</b>	<b>1,486,015</b>

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total Primary Government</u>	
	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>
<b>Liabilities</b>						
Current Liabilities	2,534,287	1,524,219	1,038,944	1,157,508	3,573,231	2,681,727
Noncurrent Liabilities	27,609,737	27,575,819	14,170,036	13,340,470	41,779,773	40,916,289
<b>Total Liabilities</b>	<b>30,144,024</b>	<b>29,100,038</b>	<b>15,208,980</b>	<b>14,497,978</b>	<b>45,353,004</b>	<b>43,598,016</b>
<b>Deferred Inflows of Resources</b>	<b>1,650,486</b>	<b>1,542,052</b>	<b>-</b>	<b>-</b>	<b>1,650,486</b>	<b>1,542,052</b>
<b>Net Position</b>						
Net Investment in						
Capital Assets (as restated)	23,937,548	23,084,829	9,205,502	8,318,359	33,143,050	31,403,188
Restricted	4,422,685	5,501,808	-	-	4,422,685	5,501,808
Unrestricted	(9,953,934)	(10,124,431)	7,160,022	7,539,664	(2,793,912)	(2,584,767)
<b>Total Net Position</b>	<b>\$ 18,406,299</b>	<b>\$ 18,462,206</b>	<b>\$ 16,365,524</b>	<b>\$ 15,858,023</b>	<b>\$ 34,771,823</b>	<b>\$ 34,320,229</b>

The larger portion of the Town's net position reflects its net investment in capital assets less any related outstanding debt used to acquire those assets. These assets are recorded net of depreciation in the financial statements. The Town uses capital assets to provide services to citizens; therefore, those assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. The remaining portion of the Town's net position represents restricted and unrestricted net position.

The following condensed financial information was derived from the Government-wide Statement of Activities and provides detail regarding the change in net position.

**TABLE 2**  
**Change in Net Position**

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total Primary Government</u>	
	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>
<b>REVENUES</b>						
Program Revenues:						
Charges for Services	\$ 2,236,868	\$ 2,441,186	\$ 4,703,450	\$ 4,772,875	\$ 6,940,318	\$ 7,214,061
Grants and Contributions	2,478,456	1,775,129	-	-	2,478,456	1,775,129
Other	508,269	168,894	26,675	24,745	534,944	193,639
General Revenues:						
Property Taxes	12,911,306	13,521,931	-	-	12,911,306	13,521,931
Sale of Tower	921,288	-	-	-	921,288	-
Insurance recoveries	-	174,661	-	2,952	-	177,613
Loss on disposition of of capital assets	-	(21,095)	-	(40,243)	-	(61,338)
Investment Earnings	88,831	129,384	68,470	89,718	157,301	219,102
<b>Total Revenues</b>	<b>19,145,018</b>	<b>18,190,090</b>	<b>4,798,595</b>	<b>4,850,047</b>	<b>23,943,613</b>	<b>23,040,137</b>

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total Primary Government</u>	
	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>
<b>PROGRAM EXPENSES</b>						
General government	11,448,955	2,640,936	-	-	11,448,955	2,640,936
Public safety	6,577,301	7,299,326	-	-	6,577,301	7,299,326
Public works	4,167,260	4,327,148	-	-	4,167,260	4,327,148
Health and social services	341,231	360,163	-	-	341,231	360,163
Parks and recreation	1,434,766	1,583,366	-	-	1,434,766	1,583,366
Conservation and development	1,657,196	907,917	-	-	1,657,196	907,917
Cultural	372,048	387,942	-	-	372,048	387,942
Water	-	-	1,322,534	1,250,401	1,322,534	1,250,401
Wastewater	-	-	3,903,736	3,012,674	3,903,736	3,012,674
Solid Waste	-	-	906,626	948,073	906,626	948,073
Interest	426,630	434,885	253,339	338,900	679,969	773,785
<b>Total Program Expenses</b>	<b>26,425,387</b>	<b>17,941,683</b>	<b>6,386,235</b>	<b>5,550,048</b>	<b>32,811,622</b>	<b>23,491,731</b>
<b>Transfers In (Out)</b>	<b>(192,500)</b>	<b>(192,500)</b>	<b>192,500</b>	<b>192,500</b>	<b>-</b>	<b>-</b>
<b>Increase (decrease) in Net Position</b>	<b>\$ (7,472,869)</b>	<b>\$ 55,907</b>	<b>\$ (1,395,140)</b>	<b>\$ (507,501)</b>	<b>\$ (8,868,009)</b>	<b>\$ (451,594)</b>

Total governmental activities expenses were \$26,425,387 and \$17,941,683 in fiscal years 2018 and 2019, respectively. The expenses do not include capital outlay, which is reflected as capital asset additions in the government-wide financial statements.

Program revenues are derived directly from the program itself or from parties outside the reporting government's taxpayers or citizenry. They reduce the net cost of the function to be financed from the government's general revenues. Total program revenues from governmental activities were \$5,223,593 in 2018 and \$4,385,209 in 2019. Governmental activities program revenues from charges for services include licenses and permits, planning fees, forfeitures, sale of supplies and several other revenues. Program revenues in the grants and contributions category include federal, state and local grants, and local contributions that are restricted for program use.

General revenues are all other revenues not categorized as program revenues and include property taxes and investment earnings. Total general revenues from governmental activities were \$13,921,425 in fiscal 2018 and \$13,804,881 in fiscal 2019.

### Fund Financial Statements

- **Governmental Funds** - The combined fund balance of the governmental funds was \$7,966,711 at June 30, 2018 and \$9,582,358 at June 30, 2019. \$6,907,137 of the FY 2019 fund balance is restricted, committed or assigned; \$58,294 is nonspendable, leaving a remaining unassigned balance of \$2,616,927. The fund balance of the General Fund increased from \$5,726,052 in FY 2018 to \$6,893,825 in FY 2019.

Revenues and expenditures in the General Fund vary from their operating budgets, as shown on the Statement of Revenues and Expenditures - Budget and Actual - General Fund. Management has reviewed these variances and finds them to be acceptable.

- **Proprietary Funds** - The Town's proprietary funds provide the same information found in the government-wide financial statements. Total net position of the Town's proprietary funds at June 30, 2019 was \$15,858,023, a decrease of \$507,501 over the previous fiscal year.

**Capital Assets**

The following is a schedule of capital assets as of June 30, 2018 and 2019.

**Capital Assets June 30, 2018 and 2019**

	<b>Governmental Activities</b>		<b>Business-type Activities</b>	
	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>
Land	\$ 1,431,658	\$ 1,431,658	\$ 424,307	\$ 424,307
Construction in Progress	3,418,428	2,726,657	50,537	278,651
Land improvements	1,278,767	1,278,767	147,002	147,002
Buildings and improvements	18,489,642	18,931,468	27,928,580	27,858,484
Vehicles and equipment	9,635,618	9,521,226	1,415,383	1,295,449
Infrastructure	<u>36,757,331</u>	<u>37,640,773</u>	<u>25,529,491</u>	<u>25,489,256</u>
Total Capital Assets	71,011,444	71,530,549	55,495,300	55,493,149
Less Accumulated Depreciation	<u>33,888,588</u>	<u>36,169,897</u>	<u>33,063,802</u>	<u>34,776,557</u>
Capital Assets, Net	<u>\$ 37,122,856</u>	<u>\$ 35,360,652</u>	<u>\$ 22,431,498</u>	<u>\$ 20,716,592</u>

The Town has a net investment in capital assets of \$59,554,354 and \$56,077,244 on June 30, 2018 and June 30, 2019, respectively. The net decrease (including additions and deductions) between the two periods amounted to \$3,477,110.

**Debt**

The following is a schedule of long-term debt as of June 30, 2018 and 2019.

**Long-term Debt at June 30, 2018 and 2019**

	<b><u>2018</u></b>	<b><u>2019</u></b>
Governmental Activities -		
Bond payable - 2012 Series 3	\$ 210,000	\$ 105,000
Bond payable - 2012 Series 1	851,419	794,658
Bond payable - 2017 Series 4	4,924,000	4,616,250
Bond payable - 2014 Series 3	765,000	720,000
Bond payable - 2014 Series 3	4,165,000	3,920,000
Bond payable - 2017 Series 3	<u>2,126,000</u>	<u>2,019,700</u>
Total Long-term Debt	<u>\$13,041,419</u>	<u>\$ 12,175,608</u>
Business-type Activities -		
Bond payable - RF3-069	\$ 1,264,614	\$ 1,122,400
Bond payable - AR1-006	493,900	462,981
Bond payable - AR1-099	5,656,451	5,305,413
Bond payable - AR1-041	4,029,926	3,783,129
Bond payable - RF3-329	1,702,300	1,638,948
Bond payable - RF1-188	63,118	69,675
Bond payable - RF1-202	<u>15,687</u>	<u>15,687</u>
Total Long-term Debt	<u>\$13,225,996</u>	<u>\$ 12,398,233</u>

At the end of the fiscal year, the Town had \$12,175,608 in long-term debt outstanding in governmental activities compared to \$13,041,419 in the prior year. For the business-type activities, long-term debt decreased from \$13,225,996 to \$12,398,233.

At the end of the fiscal year, the Town had \$100,215 in capital lease obligations in governmental activities compared to \$143,889 in the prior year.

### **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town's finances for all of its citizens, taxpayers, customers and creditors. Questions concerning any of the information provided in the report should be addressed to the Town of Hartford, VT at 171 Bridge Street, Hartford, VT 05001.

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**TOWN OF HARTFORD, VERMONT**  
**GOVERNMENT-WIDE STATEMENT OF NET POSITION**  
**JUNE 30, 2019**  
(Page 1 of 2)

	<u>Governmental</u> <u>Activities</u>	<u>Business-type</u> <u>Activities</u>	<u>Totals</u>
<b>ASSETS:</b>			
Current assets -			
Cash and cash equivalents	\$ 12,752,630	\$ 4,764,989	\$ 17,517,619
Investments	17,907	-	17,907
Property taxes receivable	971,388	-	971,388
Accounts receivable, net	781,159	785,703	1,566,862
Grants receivable	123,938	-	123,938
Prepaid expenses	31,126	-	31,126
Due (to) from other activities	(4,088,717)	4,088,717	-
Total current assets	<u>10,589,431</u>	<u>9,639,409</u>	<u>20,228,840</u>
Noncurrent assets -			
Notes receivable, net	1,668,198	-	1,668,198
Capital assets	71,530,549	55,493,149	127,023,698
less - accumulated depreciation	(36,169,897)	(34,776,557)	(70,946,454)
Total noncurrent assets	<u>37,028,850</u>	<u>20,716,592</u>	<u>57,745,442</u>
Total assets	<u>47,618,281</u>	<u>30,356,001</u>	<u>77,974,282</u>
<b>DEFERRED OUTFLOWS OF RESOURCES:</b>			
Deferred pension expense	<u>1,486,015</u>	-	<u>1,486,015</u>
<b>LIABILITIES:</b>			
Current liabilities -			
Accounts payable	270,841	101,083	371,924
Accrued wages	317,718	52,875	370,593
Accrued interest	34,284	127,488	161,772
Current portion of accrued postclosure liability	-	23,000	23,000
Current portion of long-term debt	865,811	853,062	1,718,873
Current portion of capital lease obligation	35,565	-	35,565
Total current liabilities	<u>1,524,219</u>	<u>1,157,508</u>	<u>2,681,727</u>
Noncurrent liabilities -			
Accrued compensated absences	449,612	73,247	522,859
Other postemployment benefits	12,628,509	1,515,052	14,143,561
Net pension liability	3,123,251	-	3,123,251
Accrued postclosure liability	-	207,000	207,000
Long-term debt	11,309,797	11,545,171	22,854,968
Capital lease obligation	64,650	-	64,650
Total noncurrent liabilities	<u>27,575,819</u>	<u>13,340,470</u>	<u>40,916,289</u>
Total liabilities	<u>29,100,038</u>	<u>14,497,978</u>	<u>43,598,016</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**GOVERNMENT-WIDE STATEMENT OF NET POSITION**  
**JUNE 30, 2019**  
(Page 2 of 2)

	<u>Governmental</u> <u>Activities</u>	<u>Business-type</u> <u>Activities</u>	<u>Totals</u>
<b>DEFERRED INFLOWS OF RESOURCES:</b>			
Customer tax overpayments	75,553	-	75,553
Deferred grant revenue	1,412,678	-	1,412,678
Deferred pension credits	<u>53,821</u>	<u>-</u>	<u>53,821</u>
Total deferred inflows of resources	<u>1,542,052</u>	<u>-</u>	<u>1,542,052</u>
<b>NET POSITION:</b>			
Net investment in capital assets	23,084,829	8,318,359	31,403,188
Restricted	5,501,808	-	5,501,808
Unrestricted	<u>(10,124,431)</u>	<u>7,539,664</u>	<u>(2,584,767)</u>
Total net position	\$ <u>18,462,206</u>	\$ <u>15,858,023</u>	\$ <u>34,320,229</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT  
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2019**

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue and Changes in Net Position</u>		
		<u>Grants and Contributions</u>	<u>Charges for Services</u>	<u>Other</u>	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Totals</u>
<b>FUNCTIONS/PROGRAMS:</b>							
Governmental activities -							
General government	\$ 2,640,936	\$ 171,790	\$ 707,625	\$ 122,567	\$ (1,638,954)	\$ -	\$ (1,638,954)
Public safety	7,299,326	431,828	1,201,329	13,906	(5,652,263)	-	(5,652,263)
Public works	4,327,148	579,330	4,992	1,633	(3,741,193)	-	(3,741,193)
Health and social services	360,163	-	-	-	(360,163)	-	(360,163)
Parks and recreation	1,583,366	11,072	501,800	30,133	(1,040,361)	-	(1,040,361)
Conservation and development	907,917	581,109	25,440	655	(300,713)	-	(300,713)
Cultural	387,942	-	-	-	(387,942)	-	(387,942)
Interest	434,885	-	-	-	(434,885)	-	(434,885)
Total governmental activities	<u>17,941,683</u>	<u>1,775,129</u>	<u>2,441,186</u>	<u>168,894</u>	<u>(13,556,474)</u>	<u>-</u>	<u>(13,556,474)</u>
Business-type activities -							
Water	1,250,401	-	1,384,470	3	-	134,072	134,072
Wastewater	3,012,674	-	2,768,163	3,434	-	(241,077)	(241,077)
Solid waste	948,073	-	620,242	21,308	-	(306,523)	(306,523)
Interest	338,900	-	-	-	-	(338,900)	(338,900)
Total business-type activities	<u>5,550,048</u>	<u>-</u>	<u>4,772,875</u>	<u>24,745</u>	<u>-</u>	<u>(752,428)</u>	<u>(752,428)</u>
	<u>\$ 23,491,731</u>	<u>\$ 1,775,129</u>	<u>\$ 7,214,061</u>	<u>\$ 193,639</u>	<u>(13,556,474)</u>	<u>(752,428)</u>	<u>(14,308,902)</u>
<b>GENERAL REVENUES</b>							
- PROPERTY TAXES					13,521,931	-	13,521,931
- INSURANCE RECOVERIES					174,661	2,952	177,613
- LOSS ON SALE OF CAPITAL ASSETS					(21,095)	(40,243)	(61,338)
- INVESTMENT INCOME					129,384	89,718	219,102
<b>TRANSFERS IN (OUT)</b>					<u>(192,500)</u>	<u>192,500</u>	<u>-</u>
					<u>13,612,381</u>	<u>244,927</u>	<u>13,857,308</u>
CHANGE IN NET POSITION					55,907	(507,501)	(451,594)
NET POSITION, July 1, 2018, as restated					<u>18,406,299</u>	<u>16,365,524</u>	<u>34,771,823</u>
NET POSITION, June 30, 2019					<u>\$ 18,462,206</u>	<u>\$ 15,858,023</u>	<u>\$ 34,320,229</u>

October 30, 2019

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**JUNE 30, 2019**  
(Page 1 of 2)

	General <u>Fund</u>	Other Governmental <u>Funds</u>	Totals Governmental <u>Funds</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 11,151,890	\$ 1,600,740	\$ 12,752,630
Investments	-	17,907	17,907
Property taxes receivable	971,388	-	971,388
Accounts receivable, net	680,227	100,932	781,159
Grants receivable	-	123,938	123,938
Prepaid expenditures	31,126	-	31,126
Notes receivable	-	1,668,198	1,668,198
Due from other funds	-	763,761	763,761
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total assets	\$ <u>12,834,631</u>	\$ <u>4,275,476</u>	\$ <u>17,110,107</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND EQUITY</b>			
<b>LIABILITIES:</b>			
Accounts payable	\$ 96,576	\$ 174,265	\$ 270,841
Accrued wages	317,718	-	317,718
Due to other funds	4,852,478	-	4,852,478
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total liabilities	\$ <u>5,266,772</u>	\$ <u>174,265</u>	\$ <u>5,441,037</u>
<b>DEFERRED INFLOWS OF RESOURCES:</b>			
Deferred property tax revenue	598,481	-	598,481
Customer tax overpayments	75,553	-	75,553
Deferred grant revenue	-	1,412,678	1,412,678
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total deferred inflows of resources	\$ <u>674,034</u>	\$ <u>1,412,678</u>	\$ <u>2,086,712</u>
<b>FUND EQUITY:</b>			
Fund balances -			
Nonspendable	31,126	27,168	58,294
Restricted	-	2,849,993	2,849,993
Committed	2,624,647	-	2,624,647
Assigned	1,432,497	-	1,432,497
Unassigned	2,805,555	(188,628)	2,616,927
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total fund balances	\$ <u>6,893,825</u>	\$ <u>2,688,533</u>	\$ <u>9,582,358</u>
Total liabilities, deferred inflows of resources and fund equity	\$ <u>12,834,631</u>	\$ <u>4,275,476</u>	\$ <u>17,110,107</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**JUNE 30, 2019**  
(Page 2 of 2)

**RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS  
TO THE GOVERNMENT-WIDE STATEMENT OF NET POSITION:**

Amount reported on Balance Sheet - Governmental Funds - total fund balances	\$ 9,582,358
Amounts reported for governmental activities in the Government-wide Statement of Net Position are different because -	
Capital assets used in governmental funds are not financial resources and are therefore not reported in the funds.	
Capital assets	71,530,549
Accumulated depreciation	(36,169,897)
Liabilities not due and payable in the year are not reported in the governmental funds.	
Accrued compensated absences	(449,612)
Other postemployment benefits	(12,628,509)
Accrued interest on long-term debt	(34,284)
Long-term debt	(12,175,608)
Capital lease obligation	(100,215)
Deferred taxes are reported in the governmental funds to offset uncollected taxes which are not available financial resources.	
Deferred property taxes	598,481
Balances related to net position asset or liability and related deferred outflows/inflows of resources are not reported in the governmental funds.	
Deferred pension expense	1,486,015
Deferred pension credits	(53,821)
Net pension liability	<u>(3,123,251)</u>
Net position of governmental activities - Government-wide Statement of Net Position	\$ <u>18,462,206</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES - GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

(Page 1 of 2)

	General <u>Fund</u>	Other Governmental <u>Funds</u>	Totals Governmental <u>Funds</u>
<b>REVENUES:</b>			
Property taxes	\$ 12,984,436	\$ 465,146	\$ 13,449,582
Intergovernmental	458,622	1,316,507	1,775,129
Fees, licenses and permits	690,693	-	690,693
Charges for goods and services	1,750,493	-	1,750,493
Investment income	110,468	18,916	129,384
Miscellaneous	<u>143,652</u>	<u>25,242</u>	<u>168,894</u>
Total revenues	<u>16,138,364</u>	<u>1,825,811</u>	<u>17,964,175</u>
<b>EXPENDITURES:</b>			
Current -			
General government	1,580,100	10,153	1,590,253
Public safety	6,794,858	60,499	6,855,357
Public works	2,495,010	-	2,495,010
Health and social services	358,626	-	358,626
Parks and recreation	997,394	62,882	1,060,276
Conservation and development	525,314	382,603	907,917
Cultural	356,638	-	356,638
Contingencies	10,962	-	10,962
Capital expenditures	44,679	-	44,679
Reserve expenditures	43,835	-	43,835
Capital outlay	638,228	624,538	1,262,766
Debt service - principal - long-term debt	714,511	151,300	865,811
- principal - capital lease	43,674	-	43,674
- interest	<u>348,923</u>	<u>85,962</u>	<u>434,885</u>
Total expenditures	<u>14,952,752</u>	<u>1,377,937</u>	<u>16,330,689</u>
EXCESS OF REVENUES OR (EXPENDITURES)	1,185,612	447,874	1,633,486
<b>OTHER FINANCING SOURCES (USES):</b>			
Insurance recoveries	174,661	-	174,661
Interfund transfers in (out), net	<u>(192,500)</u>	<u>-</u>	<u>(192,500)</u>
Total other financing sources (uses)	<u>(17,839)</u>	<u>-</u>	<u>(17,839)</u>
NET CHANGE IN FUND BALANCES	1,167,773	447,874	1,615,647
FUND BALANCES, July 1, 2018	<u>5,726,052</u>	<u>2,240,659</u>	<u>7,966,711</u>
FUND BALANCES, June 30, 2019	\$ <u>6,893,825</u>	\$ <u>2,688,533</u>	\$ <u>9,582,358</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES - GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

(Page 2 of 2)

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS TO THE GOVERNMENT-WIDE STATEMENT OF ACTIVITIES:**

Net change in fund balances - total governmental funds	\$ 1,615,647
Amounts reported for governmental activities in the Government-wide Statement of Activities are different because -	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	
Additions to capital assets, net of dispositions	1,250,613
Depreciation	(3,012,817)
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction has any effect on net position.	
(Increase) decrease in compensated absences	(6,510)
(Increase) decrease in other postemployment benefits	(248,898)
(Increase) decrease in accrued interest on long-term debt	1,606
Principal payments on long-term debt	865,811
Principal payments on capital lease	43,674
Property tax revenue in governmental funds includes deferred revenue of the prior year but excludes deferred revenue of the current year as taxes uncollected within 60 days are unavailable at year end.	
Prior year - deferred property taxes	(526,132)
Current year - deferred property taxes	598,481
Changes in net pension asset or liability and related deferred outflows/inflows of resources will increase or decrease the amounts reported in the government-wide statements, but are only recorded as an expenditure when paid in the governmental funds.	
Net (increase) decrease in net pension obligation	<u>(525,568)</u>
Change in net position of governmental activities - Government-wide Statement of Activities	\$ <u><u>55,907</u></u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF REVENUES AND EXPENDITURES -**  
**BUDGET AND ACTUAL - GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2019**

(Page 1 of 3)

	Original and Final <u>Budget</u>	Actual (Budgetary Basis) <u>Basis)</u>	Variance Over (Under) <u>(Under)</u>
<b>REVENUES:</b>			
Property taxes	\$ 13,287,714	\$ 12,984,436	\$ (303,278)
Intergovernmental	342,200	458,622	116,422
Fees, licenses and permits	339,190	690,693	351,503
Charges for services	1,616,155	1,750,493	134,338
Investment income	22,000	110,468	88,468
Miscellaneous	<u>122,182</u>	<u>143,652</u>	<u>21,470</u>
Total revenues	<u>15,729,441</u>	<u>16,138,364</u>	<u>408,923</u>
<b>EXPENDITURES:</b>			
General government -			
Selectboard	69,941	63,493	(6,448)
Boards and commissions	10,336	11,246	910
Administrative manager	491,045	474,462	(16,583)
Election administration	25,009	21,531	(3,478)
Advice and litigation	50,000	31,159	(18,841)
Vital statistics	178,014	168,144	(9,870)
Municipal offices	80,300	105,868	25,568
Financial management	365,134	337,384	(27,750)
Auditing	42,000	42,000	-
Valuation	199,384	200,592	1,208
Delinquent tax collection	20,902	23,136	2,234
Information technology	<u>114,607</u>	<u>138,306</u>	<u>23,699</u>
Total general government	<u>1,646,672</u>	<u>1,617,321</u>	<u>(29,351)</u>
Public safety -			
Police services	3,163,069	2,831,474	(331,595)
Special duty police	-	15,150	15,150
Emergency services	3,177,637	3,175,772	(1,865)
Dispatch services	860,122	821,912	(38,210)
County judicial services	<u>102,000</u>	<u>101,474</u>	<u>(526)</u>
Total public safety	<u>7,302,828</u>	<u>6,945,782</u>	<u>(357,046)</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF REVENUES AND EXPENDITURES -**  
**BUDGET AND ACTUAL - GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2019**

(Page 2 of 3)

	<u>Original and Final Budget</u>	<u>Actual (Budgetary Basis)</u>	<u>Variance Over (Under)</u>
<b>EXPENDITURES (CONTINUED):</b>			
Public works -			
Summer maintenance	1,266,606	1,141,294	(125,312)
Winter maintenance	793,806	745,894	(47,912)
Bridge maintenance	9,143	2,822	(6,321)
Street and traffic lighting	48,000	44,765	(3,235)
Traffic control	42,000	10,087	(31,913)
Sidewalk maintenance	87,000	-	(87,000)
Equipment operation and maintenance	575,295	435,909	(139,386)
General highway	139,463	156,266	16,803
Total public works	<u>2,961,313</u>	<u>2,537,037</u>	<u>(424,276)</u>
Health and social services -			
Cemeteries	18,800	17,729	(1,071)
Trees	-	550	550
Health inspection	1,615	1,615	-
Community health	59,907	59,907	-
Mental health services	16,995	16,995	-
Senior services	149,112	141,036	(8,076)
Low income services	9,000	9,000	-
Youth and adult services	24,744	24,744	-
General appropriated services	87,050	87,050	-
Total health and social services	<u>367,223</u>	<u>358,626</u>	<u>(8,597)</u>
Parks and recreation -			
Program administration	201,718	210,308	8,590
Swim program	-	18,500	18,500
Youth program	232,736	245,569	12,833
Adult program	14,150	9,438	(4,712)
Community activities	39,400	24,988	(14,412)
Parks maintenance	232,849	172,247	(60,602)
Buildings maintenance	12,185	9,790	(2,395)
Maxfield sports grounds	111,747	68,790	(42,957)
Maxfield sports buildings	15,144	14,147	(997)
Barwood arena	279,206	619,619	340,413
Total parks and recreation	<u>1,139,135</u>	<u>1,393,396</u>	<u>254,261</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF REVENUES AND EXPENDITURES -**  
**BUDGET AND ACTUAL - GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2019**

(Page 3 of 3)

	<u>Original and Final Budget</u>	<u>Actual (Budgetary Basis)</u>	<u>Variance Over (Under)</u>
<b>EXPENDITURES (CONTINUED):</b>			
Conservation and development -			
Conservation	2,825	960	(1,865)
Zoning	115,031	109,387	(5,644)
Planning and development	432,632	411,754	(20,878)
Housing and community development	1,275	468	(807)
Historic preservation	2,650	2,854	204
Total conservation and development	<u>554,413</u>	<u>525,423</u>	<u>(28,990)</u>
Cultural -			
Library appropriations	<u>354,440</u>	<u>356,638</u>	<u>2,198</u>
Contingencies	<u>-</u>	<u>10,962</u>	<u>10,962</u>
Capital expenditures	<u>-</u>	<u>61,541</u>	<u>61,541</u>
Reserve expenditures	<u>-</u>	<u>86,791</u>	<u>86,791</u>
Debt service -			
Debt service - principal	714,512	714,511	(1)
Debt service - interest	<u>348,905</u>	<u>344,724</u>	<u>(4,181)</u>
Total debt service	<u>1,063,417</u>	<u>1,059,235</u>	<u>(4,182)</u>
Total expenditures	<u>15,389,441</u>	<u>14,952,752</u>	<u>(436,689)</u>
EXCESS OF REVENUES OR (EXPENDITURES)	340,000	1,185,612	845,612
<b>OTHER FINANCING SOURCES (USES):</b>			
Insurance recoveries	-	174,661	174,661
Interfund transfers in (out), net	<u>(340,000)</u>	<u>(192,500)</u>	<u>147,500</u>
Total other financing sources (uses)	<u>(340,000)</u>	<u>(17,839)</u>	<u>322,161</u>
NET CHANGE IN FUND BALANCE	\$ <u>-</u>	\$ <u>1,167,773</u>	\$ <u>1,167,773</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF NET POSITION - PROPRIETARY FUNDS**  
**JUNE 30, 2019**

	<u>Water</u> <u>Fund</u>	<u>Wastewater</u> <u>Fund</u>	<u>Solid Waste</u> <u>Fund</u>	<u>Totals</u> <u>Proprietary</u> <u>Funds</u>
<b>ASSETS:</b>				
Current assets -				
Cash and cash equivalents	\$ 1,631,525	\$ 2,644,580	\$ 488,884	\$ 4,764,989
Accounts receivable, net	247,660	504,615	33,428	785,703
Due from other funds	<u>1,497,920</u>	<u>2,417,062</u>	<u>173,735</u>	<u>4,088,717</u>
Total current assets	<u>3,377,105</u>	<u>5,566,257</u>	<u>696,047</u>	<u>9,639,409</u>
Noncurrent assets -				
Capital assets	13,975,277	39,145,416	2,372,456	55,493,149
less - accumulated depreciation	<u>(7,533,540)</u>	<u>(25,242,660)</u>	<u>(2,000,357)</u>	<u>(34,776,557)</u>
Total noncurrent assets	<u>6,441,737</u>	<u>13,902,756</u>	<u>372,099</u>	<u>20,716,592</u>
Total assets	<u>9,818,842</u>	<u>19,469,013</u>	<u>1,068,146</u>	<u>30,356,001</u>
<b>LIABILITIES:</b>				
Current liabilities -				
Accounts payable	22,284	33,143	45,656	101,083
Accrued interest	47,877	79,611	-	127,488
Accrued wages	16,360	25,733	10,782	52,875
Current portion of accrued postclosure liability	-	-	23,000	23,000
Current portion of long-term debt	<u>211,733</u>	<u>641,329</u>	<u>-</u>	<u>853,062</u>
Total current liabilities	<u>298,254</u>	<u>779,816</u>	<u>79,438</u>	<u>1,157,508</u>
Noncurrent liabilities -				
Accrued compensated absences	16,553	42,593	14,101	73,247
Other postemployment benefits	300,828	1,072,258	141,966	1,515,052
Accrued postclosure liability	-	-	207,000	207,000
Long-term debt	<u>2,549,615</u>	<u>8,995,556</u>	<u>-</u>	<u>11,545,171</u>
Total noncurrent liabilities	<u>2,866,996</u>	<u>10,110,407</u>	<u>363,067</u>	<u>13,340,470</u>
Total liabilities	<u>3,165,250</u>	<u>10,890,223</u>	<u>442,505</u>	<u>14,497,978</u>
<b>NET POSITION:</b>				
Net investment in capital assets	3,680,389	4,265,871	372,099	8,318,359
Unrestricted	<u>2,973,203</u>	<u>4,312,919</u>	<u>253,542</u>	<u>7,539,664</u>
Total net position	<u>\$ 6,653,592</u>	<u>\$ 8,578,790</u>	<u>\$ 625,641</u>	<u>\$ 15,858,023</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES**  
**IN NET POSITION - PROPRIETARY FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

	Water Fund	Wastewater Fund	Solid Waste Fund	Totals Proprietary Funds
<b>OPERATING REVENUES:</b>				
Charges for services	\$ 1,384,470	\$ 2,768,163	\$ 620,242	\$ 4,772,875
Miscellaneous	<u>3</u>	<u>3,434</u>	<u>21,308</u>	<u>24,745</u>
Total operating revenues	<u>1,384,473</u>	<u>2,771,597</u>	<u>641,550</u>	<u>4,797,620</u>
<b>OPERATING EXPENSES:</b>				
Operation and maintenance	258,598	682,304	478,032	1,418,934
Salaries and benefits	583,488	898,186	397,787	1,879,461
Depreciation	<u>408,315</u>	<u>1,432,184</u>	<u>72,254</u>	<u>1,912,753</u>
Total operating expenses	<u>1,250,401</u>	<u>3,012,674</u>	<u>948,073</u>	<u>5,211,148</u>
Operating income (loss)	<u>134,072</u>	<u>(241,077)</u>	<u>(306,523)</u>	<u>(413,528)</u>
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Investment income	28,572	54,152	6,994	89,718
Insurance recoveries	2,952	-	-	2,952
Loss on disposition of capital assets	-	(40,243)	-	(40,243)
Interest expense	<u>(133,723)</u>	<u>(205,177)</u>	<u>-</u>	<u>(338,900)</u>
Total nonoperating revenues (expenses)	<u>(102,199)</u>	<u>(191,268)</u>	<u>6,994</u>	<u>(286,473)</u>
INCOME (LOSS) BEFORE TRANSFERS	31,873	(432,345)	(299,529)	(700,001)
Operating transfers in	<u>-</u>	<u>-</u>	<u>192,500</u>	<u>192,500</u>
CHANGE IN NET POSITION	31,873	(432,345)	(107,029)	(507,501)
NET POSITION, July 1, 2018	<u>6,621,719</u>	<u>9,011,135</u>	<u>732,670</u>	<u>16,365,524</u>
NET POSITION, June 30, 2019	\$ <u>6,653,592</u>	\$ <u>8,578,790</u>	\$ <u>625,641</u>	\$ <u>15,858,023</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

(Page 1 of 2)

	<u>Water Fund</u>	<u>Wastewater Fund</u>	<u>Solid Waste Fund</u>	<u>Totals Proprietary Funds</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>				
Cash received from customers	\$ 1,389,217	\$ 2,798,627	\$ 673,643	\$ 4,861,487
Cash paid to suppliers for goods and services	(197,894)	(699,009)	(498,084)	(1,394,987)
Cash paid to employees for services	(552,439)	(863,493)	(370,715)	(1,786,647)
Net cash provided (used) by operating activities	<u>638,884</u>	<u>1,236,125</u>	<u>(195,156)</u>	<u>1,679,853</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>				
Purchases of capital assets	(220,223)	25,777	(3,401)	(197,847)
Insurance recoveries	2,952	-	-	2,952
Proceeds from long-term debt	-	6,557	-	6,557
Loss on disposition of capital assets	-	(40,243)	-	(40,243)
Principal paid on bonds	(205,566)	(628,754)	-	(834,320)
Interest paid on bonds	(133,723)	(205,177)	-	(338,900)
Net cash provided (used) by capital and related financing activities	<u>(556,560)</u>	<u>(841,840)</u>	<u>(3,401)</u>	<u>(1,401,801)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>				
Transfers in (out)	-	-	192,500	192,500
Change in due to/from other funds	(303,948)	(413,530)	(67,073)	(784,551)
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>				
Investment income	<u>28,572</u>	<u>54,152</u>	<u>6,994</u>	<u>89,718</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(193,052)	34,907	(66,136)	(224,281)
CASH AND CASH EQUIVALENTS, July 1, 2018	<u>1,824,577</u>	<u>2,609,673</u>	<u>555,020</u>	<u>4,989,270</u>
CASH AND CASH EQUIVALENTS, June 30, 2019	\$ <u>1,631,525</u>	\$ <u>2,644,580</u>	\$ <u>488,884</u>	\$ <u>4,764,989</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

(Page 2 of 2)

	<u>Water</u> <u>Fund</u>	<u>Wastewater</u> <u>Fund</u>	<u>Solid Waste</u> <u>Fund</u>	Totals <u>Proprietary</u> <u>Funds</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:</b>				
Operating income (loss)	\$ 134,072	\$ (241,077)	\$ (306,523)	\$ (413,528)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities -				
Depreciation	408,315	1,432,184	72,254	1,912,753
(Increase) decrease in accounts receivable	4,744	27,030	32,093	63,867
Increase (decrease) in -				
Accounts payable	15,989	(18,277)	2,948	660
Accrued interest	44,715	1,572	-	46,287
Accrued postclosure liability	-	-	(23,000)	(23,000)
Accrued wages	16,360	25,733	10,782	52,875
Other postemployment benefits	16,361	8,520	16,400	41,281
Accrued compensated absences	<u>(1,672)</u>	<u>440</u>	<u>(110)</u>	<u>(1,342)</u>
Net cash provided (used) by operating activities	\$ <u>638,884</u>	\$ <u>1,236,125</u>	\$ <u>(195,156)</u>	\$ <u>1,679,853</u>

The notes to financial statements are an integral part of this statement.

**TOWN OF HARTFORD, VERMONT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**1. Summary of significant accounting policies:**

The Town of Hartford, Vermont (the Town) was chartered by King George III of England on July 4, 1761. The Town adopted a governance charter in accordance with Vermont statutes on November 4, 2008, which was subsequently ratified by the State on May 7, 2012. The Town operates under a Selectboard/Town Manager form of government, and provides the following services: general administration, public safety (police, fire, and ambulance), streets, health and social services, culture and recreation, planning and zoning, community development, public improvements, and utility operations (solid waste, water and wastewater).

- A. Reporting entity - The Town is a primary unit of government under reporting criteria established by the Governmental Accounting Standards Board (GASB). Those criteria include a separately elected governing body, separate legal standing, and fiscal independence from other state and local governmental entities. Based on these criteria, there are no other entities which are component units of the Town.

The financial statements of the Town have been prepared in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP) as applied to governmental units. The GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The GASB periodically updates its codification of the existing *Governmental Accounting and Financial Reporting Standards* which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes U.S. GAAP for governmental units.

- B. Government-wide and fund financial statements - The basic financial statements include both government-wide and fund financial statements. The government-wide financial statements (the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the Town. The effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

In the government-wide Statement of Net Position, the financial position of the Town is consolidated and incorporates capital assets as well as long-term debt and obligations. The government-wide Statement of Activities reflects both the gross and net costs by category. Direct expenses that are clearly identifiable with the category are offset by program revenues of the category. Program revenues include charges for services provided by a particular function or program and grants that are restricted to meeting the operational or capital requirements of the particular segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are summarized in a single column as combined in the supplementary schedules.

- C. Basis of presentation - The accounts of the Town are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, deferred outflows/inflows of resources, fund balances or net position, revenues, and expenditures or expenses, as appropriate.

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**1. Summary of significant accounting policies (continued):**

C. Basis of presentation (continued) -

The Town reports the following major governmental funds:

General Fund - The General Fund is the primary operating fund of the Town. It is used to account for all financial resources, except those required to be accounted for in another fund.

The Town reports the following major proprietary funds:

Water Fund - The Water Fund is used to account for the Town's water operations.

Wastewater Fund - The Wastewater Fund is used to account for the Town's wastewater operations.

The Town also reports the Solid Waste Fund, a nonmajor proprietary fund, to account for the Town's solid waste operations.

D. Measurement focus and basis of accounting - The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as they become both measurable and available. "Measurable" means the amount of the transaction that can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures generally are recorded when the fund liability is incurred, if measurable, as under accrual accounting. However, debt service expenditures are recorded only when payment is made.

The proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with the fund's principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. Unbilled service revenue is accrued in the Water and Wastewater Funds.

Property taxes are recorded as revenue in the year for which taxes have been levied, provided they are collected within 60 days after year end. Licenses and permits, fines and forfeitures and miscellaneous revenues are recorded as revenues when received because they are generally not measurable prior to collection. Investment earnings and certain intergovernmental grants are recorded as earned.

Ambulance service revenue is recognized as billed. Accounts receivable for ambulance services are reviewed and adjusted for collectability on a routine basis. Allowances for doubtful accounts are established as considered necessary.

Receivables are shown net of an allowance for doubtful accounts, which are estimated losses based on the judgment of management and a review of the current status of existing receivables.

**TOWN OF HARTFORD, VERMONT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**1. Summary of significant accounting policies (continued):**

- E. Budgets and budgetary accounting - The Town approves a budget for the General Fund at an annual Town Meeting. The tax rate is determined by the Selectboard (the Board) based on the education and municipal grant lists and the approved operating budget. The accounting method used for budget presentation is the same method used for the financial presentation of operations under U.S. GAAP. Formal budgetary integration is employed as a management control during the year for the General Fund. The Town's department heads may make adjustments to appropriations within their department, while adjustments between departments can only be made with the approval of the Town Manager and Finance Director. The legal level of budgetary control is at the department level. No formal amendments were made to the budget that was approved and adopted. The Town does not legally adopt budgets for other governmental funds. All budgeted amounts lapse at year end.
- F. Property taxes - Property taxes attach as an enforceable lien on property owned as of April 1<sup>st</sup>. Listers establish a grand list of all property and the Board sets the tax rate required to raise the tax revenue authorized by Town and School District voters and the Vermont Agency of Education. Property taxes-for the fiscal year ended June 30, 2019 were payable in two installments due August 10, 2018 and February 8, 2019.
- G. Use of estimates - The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities and deferred outflows/inflows of resources as well as disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures or expenses during the reporting period. Actual results could differ from those estimates.
- H. Risk management - The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees and others; environmental liability; and natural disasters. The Town manages these risks through participation in public entity risk pools covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town. There were no settlements in excess of the insurance coverage in any of the past three fiscal years.
- The Town has elected to pay actual unemployment claims instead of enrolling in an unemployment insurance program. No liabilities have been accrued as the Town is not able to make an estimate as to any future costs. The Town paid \$10,435, in unemployment claims during the year end June 30, 2019.
- I. Cash, cash equivalents and investments - The Town considers all cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition to be cash and cash equivalents. Investments and unrealized gains and losses are reflected in the individual fund and government-wide financial statements. Investments of the Town are reported at fair value using quoted prices in active markets for identical assets. This is considered a level 1 input valuation technique under the framework established by U.S. GAAP for measuring fair value. The Town does not own investments valued with level 2 or level 3 inputs, which would use quoted prices for similar assets, or in inactive markets, or other methods for estimating fair value.
- J. Prepaid items - Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**1. Summary of significant accounting policies (continued):**

K. Capital assets - Capital assets, which include land, buildings, equipment, vehicles and infrastructure, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements and in the proprietary fund financial statements. Capital assets are defined by the Town as assets with an estimated useful life in excess of one year and an initial, individual cost of more than \$10,000 for land and improvements, \$20,000 for buildings and improvements, \$5,000 for vehicles and equipment, and \$20,000 for infrastructure. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. The Town does not retroactively report infrastructure assets. The Town began capitalizing newly acquired or constructed general infrastructure assets since the implementation of GASB Statement No. 34. Donated capital assets are recorded at acquisition value. Major outlays for capital assets and improvements are capitalized as projects are constructed. Net interest costs are capitalized on projects during the construction period. Normal maintenance and repairs that do not add to the value of an asset or materially extend an asset's life are not capitalized. Capital assets are depreciated using the straight-line method over the useful lives shown below:

Land improvements	10 - 50 years
Buildings and improvements	10 - 75 years
Vehicles and equipment	3 - 25 years
Infrastructure	20 - 75 years

L. Deferred outflows/inflows of resources - In addition to assets and liabilities, deferred outflows of resources and deferred inflows of resources are reported as separate sections in the applicable statement of net position or balance sheet. Deferred outflows of resources represent a consumption of net position that applies to a future period and will not be recognized as an outflow of resources in the current period. Deferred inflows of resources represent an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources in the current period.

M. Compensated absences - It is the Town's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Unused vacation time must be used within the next succeeding fiscal year, and is paid to the employee upon termination of their employment if their term of employment has exceeded six months. The accrual for unused vacation time, based on current pay rates, is recorded in the government-wide and proprietary fund financial statements. Governmental funds report compensated absences as an expenditure when the benefit is paid. No liability is reported for earned but unused sick time because it is not a vested benefit.

N. Other postemployment benefits (OPEB) - The Town provides postemployment benefits for health insurance coverage for any employee who has attained age 55 and retires with a minimum of ten years of service (twenty years of service for employees hired after January 1, 1999). Other postemployment benefits are reported in the government-wide and proprietary fund financial statements. Governmental funds report other postemployment benefits as an expenditure when the benefit is paid.

O. Long-term obligations - Governmental activities, business-type activities, or proprietary funds report long-term debt and other long-term obligations as liabilities in the applicable statement of net position. Governmental funds report the amount of debt issued as other financing sources and the repayment of debt as debt service expenditures.

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**1. Summary of significant accounting policies (continued):**

- P. Fund equity - In the fund financial statements, governmental funds may report five categories of fund balances: nonspendable, restricted, committed, assigned and unassigned.

Nonspendable fund balance includes amounts associated with inventory, prepaid expenditures, long-term loans or notes receivable, and trust fund principal to be held in perpetuity.

Restricted fund balance includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Committed fund balance includes amounts that can be used only for specific purposes determined by the Town's highest level of decision making authority, the voters, as a result of articles passed at Annual or Special Meetings.

Assigned fund balance includes amounts that are intended to be used by the Town for specific purposes, as authorized by the Board.

Unassigned fund balance is the residual classification for the General Fund and includes all spendable amounts not contained in another classification. Deficits are also classified as unassigned.

The Town's policy is to apply expenditures to fund balance in the order of restricted, committed, assigned and unassigned unless the Board specifies otherwise.

- Q. New accounting standard - The Town has implemented GASB Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*. The adoption of GASB Statement No. 88 improves information that is disclosed in the notes to government financial statements related to debt, including direct borrowings and direct placements. The impact on these financial statements is that the Town's disclosures related to debt provide users with information to understand the effects of debt on future resource flows, and separate information regarding direct borrowings (loan agreement with a lender) and direct placements of debt (a debt security issued directly to an investor) from other debt.

**2. Deposits and investments:**

Fair value and classification - Deposits and investments are stated at fair value as described in note 1.I. The classification of investments as of June 30, 2019 is as follows:

<u>Investment</u>	<u>Fair Value</u>
Mutual funds	\$ <u>17,907</u>

Custodial credit risk - Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the Town will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of another party. The Town does not have a policy for custodial credit risk. As of June 30, 2019, \$1,087,341 of the Town's bank balance of \$17,618,872 was uninsured and uncollateralized.

**TOWN OF HARTFORD, VERMONT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**2. Deposits and investments (continued):**

Concentration of credit risk - Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The Town does not have a policy for concentration of credit risk. As of June 30, 2019, the Town does not hold more than 5% of its investments in any one issuer, other than mutual funds.

**3. Notes receivable:**

The Town, through various federal loan programs, has received grants and advanced funds to encourage community development. These loans, generally secured by subordinated collateral positions, are recorded as notes receivable. Notes receivable as of June 30, 2019 are as follows:

Loan, secured, to Piecemeal LLC, interest at 5.5%, monthly payments of \$812, matures June 2021.	\$ 18,405
Loan, secured, to Vermod Real Estate Holdings, LLC, interest at 5.25%, monthly payments of \$337, matures February 2026.	43,897
Loan, secured and guaranteed, to West Hartford Village Store, interest at 2.0%, monthly payments of \$125, matures April 2025.	8,377
Loan, secured, to KAG Hartford RE, LLC, interest at 5.75%, monthly payments of \$1,053, matures July 2023.	146,199
Loan, secured and guaranteed, to Woodstock Area Adult Day Services, interest at 7.0%, monthly payments of \$581, matures February 2029.	38,643
Loan, secured by a mortgage, to Upper Valley Housing Associates, with no interest, monthly payments beginning January 2034, matures December 2059.	640,000
Loan, secured, to Hartford Scattered Site LP, with no interest, no payments until maturity, matures March 2036.	378,433
Loan, secured, to Bridge and Main Housing L.P., with no interest, no payments until maturity, matures October 2047.	<u>394,245</u>
	<u>\$ 1,668,199</u>

**4. Capital assets:**

Capital asset activity for the year ended June 30, 2019 was as follows:

	<u>Balance</u> <u>July 1, 2018</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance</u> <u>June 30, 2019</u>
<b>Governmental activities -</b>				
Capital assets, not depreciated:				
Construction in progress	\$ 3,418,428	\$ 423,870	\$ 1,115,641	\$ 2,726,657
Land	<u>1,431,658</u>	<u>-</u>	<u>-</u>	<u>1,431,658</u>
Total capital assets, not depreciated	<u>4,850,086</u>	<u>423,870</u>	<u>1,115,641</u>	<u>4,158,315</u>

**TOWN OF HARTFORD, VERMONT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**4. Capital assets (continued):**

	Balance			Balance
	July 1, 2018	Increase	Decrease	June 30, 2019
<b>Governmental activities (continued) -</b>				
Capital assets, depreciated:				
Land improvements	1,278,767	-	-	1,278,767
Buildings and improvements	18,489,642	732,280	290,454	18,931,468
Vehicles and equipment	9,635,618	347,757	462,149	9,521,226
Infrastructure	36,757,331	883,442	-	37,640,773
Total capital assets, depreciated	<u>66,161,358</u>	<u>1,963,479</u>	<u>752,603</u>	<u>67,372,234</u>
Less accumulated depreciation for:				
Land improvements	413,507	42,883	-	456,390
Buildings and improvements	5,255,761	746,998	290,454	5,712,305
Vehicles and equipment	6,570,091	741,118	441,054	6,870,155
Infrastructure	21,649,229	1,481,818	-	23,131,047
Total accumulated depreciation	<u>33,888,588</u>	<u>3,012,817</u>	<u>731,508</u>	<u>36,169,897</u>
Total capital assets, depreciated, net	<u>32,272,770</u>	<u>(1,049,338)</u>	<u>21,095</u>	<u>31,202,337</u>
Capital assets, net, governmental activities	<u>37,122,856</u>	<u>(625,468)</u>	<u>1,136,736</u>	<u>35,360,652</u>
<b>Business-type activities -</b>				
Capital assets, not depreciated:				
Construction in progress	50,537	228,114	-	278,651
Land	424,307	-	-	424,307
Total capital assets, not depreciated	<u>474,844</u>	<u>228,114</u>	<u>-</u>	<u>702,958</u>
Capital assets, depreciated:				
Land improvements	147,002	-	-	147,002
Buildings and improvements	27,928,580	3,400	73,496	27,858,484
Vehicles and equipment	1,415,383	6,575	126,509	1,295,449
Infrastructure	25,529,491	-	40,235	25,489,256
Total capital assets, depreciated	<u>55,020,456</u>	<u>9,975</u>	<u>240,240</u>	<u>54,790,191</u>
Less accumulated depreciation for:				
Land improvements	92,875	6,435	-	99,310
Buildings and improvements	16,769,328	1,112,332	58,401	17,823,259
Vehicles and equipment	1,127,352	100,582	126,509	1,101,425
Infrastructure	15,074,247	693,404	15,088	15,752,563
Total accumulated depreciation	<u>33,063,802</u>	<u>1,912,753</u>	<u>199,998</u>	<u>34,776,557</u>
Total capital assets, depreciated, net	<u>21,956,654</u>	<u>(1,902,778)</u>	<u>40,242</u>	<u>20,013,634</u>
Capital assets, net, business-type activities	<u>22,431,498</u>	<u>(1,674,664)</u>	<u>40,242</u>	<u>20,716,592</u>
Capital assets, net	\$ <u>59,554,354</u>	\$ <u>(2,300,132)</u>	\$ <u>1,176,978</u>	\$ <u>56,077,244</u>

**TOWN OF HARTFORD, VERMONT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**4. Capital assets (continued):**

Depreciation expense of \$3,012,817 in the governmental activities was allocated to expenses of the general government (\$180,779), public safety (\$443,969), public works (\$1,832,138), health and social services (\$1,537), parks and recreation (\$523,090) and cultural (\$31,304) programs based on capital assets assigned to those functions.

Depreciation expense of \$1,912,753 in the business-type activities was allocated to expenses of the water (\$408,315), wastewater (\$1,432,184) and solid waste (\$72,254) programs based on capital assets assigned to those functions.

**5. Interfund receivable and payable balances:**

Interfund receivable and payable balances, due to the pooling of cash for cash receipts and disbursements, as of June 30, 2019 are as follows:

	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
<b>Governmental funds -</b>		
General Fund	\$ -	\$ 4,852,478
Other Governmental Funds	<u>763,761</u>	<u>-</u>
	<u>763,761</u>	<u>4,852,478</u>
<b>Proprietary funds -</b>		
Water Fund	1,497,920	-
Wastewater Fund	2,417,062	-
Solid Waste Fund	<u>173,735</u>	<u>-</u>
	<u>4,088,717</u>	<u>-</u>
	<u>\$ 4,852,478</u>	<u>\$ 4,852,478</u>

**6. Interfund transfers:**

Interfund transfers constitute the transfer of resources from the fund that receives the resources to the fund that utilizes them. Interfund transfers for the year ended June 30, 2019 were as follows:

	<u>Transfers In</u>	<u>Transfers Out</u>
<b>Governmental funds -</b>		
General Fund	\$ -	\$ 192,500
Other Governmental Funds	<u>129,482</u>	<u>129,482</u>
	<u>129,482</u>	<u>321,982</u>
<b>Proprietary funds -</b>		
Solid Waste Fund	<u>192,500</u>	<u>-</u>
	<u>\$ 321,982</u>	<u>\$ 321,982</u>

Transfers from the General Fund to the Solid Waste Fund of \$192,500 were included in the approved budget to support operations of the Solid Waste Fund.

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**6. Interfund transfers (continued):**

Transfers within the Other Governmental Funds consisted of a transfer from the TIF Fund to the Community Development Fund to reimburse expenditures in the amount of \$129,482.

**7. Long-term obligations:**

Long-term obligations activity for the year ended June 30, 2019 was as follows:

	Balance <u>July 1, 2018</u>	<u>Additions</u>	<u>Reductions</u>	Balance <u>June 30, 2019</u>	Due Within <u>One Year</u>
<b>Governmental activities -</b>					
Accrued compensated absences	\$ 443,102	\$ 6,510	\$ -	\$ 449,612	\$ 112,403
Other postemployment benefits	12,379,611	248,898	-	12,628,509	-
Net pension liability	2,511,201	612,050	-	3,123,251	-
Long-term debt	<u>13,041,419</u>	<u>-</u>	<u>865,811</u>	<u>12,175,608</u>	<u>865,811</u>
	<u>\$ 28,375,333</u>	<u>\$ 867,458</u>	<u>\$ 865,811</u>	<u>\$ 28,376,980</u>	<u>\$ 978,214</u>
<b>Business-type activities -</b>					
Accrued compensated absences	\$ 74,589	\$ -	\$ 1,342	\$ 73,247	\$ 18,312
Other postemployment benefits	1,473,771	41,281	-	1,515,052	-
Accrued postclosure liability	253,000	-	23,000	230,000	23,000
Long-term debt	<u>13,225,996</u>	<u>6,557</u>	<u>834,320</u>	<u>12,398,233</u>	<u>853,062</u>
	<u>\$ 15,027,356</u>	<u>\$ 47,838</u>	<u>\$ 858,662</u>	<u>\$ 14,216,532</u>	<u>\$ 894,374</u>
					-
Total long-term obligations	<u>\$ 43,402,689</u>	<u>\$ 915,296</u>	<u>\$ 1,724,473</u>	<u>\$ 42,593,512</u>	<u>\$ 1,872,588</u>

**8. Landfill closure and postclosure care costs:**

The Town operated a landfill for use by Town residents and various neighboring Towns. The landfill ceased accepting solid waste as of December 31, 1992. Subsequently, the Town operated a landfill for construction and demolition debris. Phase I of this landfill ceased accepting debris for disposal as of July 31, 1998 and was closed and capped during the fiscal year ended June 30, 2000. There are no plans to open Phase II of the landfill. Currently the Town operates a transfer station for municipal solid waste, and a grinding facility and transfer station for construction and demolition debris.

State and federal laws and regulations require that the Town perform certain maintenance and monitoring functions at the landfill site for 30 years after closure and report monitoring results to the state regulatory agency. An estimated liability, estimated by the Town's engineers, of \$230,000 has been recognized in accrued postclosure liability for the future postclosure care costs. The Town is required to annually appropriate funds to finance postclosure care of the facility. The Town also maintains cash set aside to fund future postclosure care expenses. The balance of this cash account at June 30, 2019 was \$380,139. The estimate is based on the amount that would be paid if all equipment, facilities and services required to monitor and maintain the landfill were acquired as of June 30, 2019. However, the actual cost of postclosure care may be higher (or lower) due to inflation, changes in technology, or changes in landfill laws and regulations.

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**9. Debt:**

Long-term - Outstanding long-term debt as of June 30, 2019 is as follows:

**Governmental activities - notes from direct borrowings:**

General obligation note, Vermont Municipal Bond Bank - 2012 Series 3, various interest rates, annual principal payment of \$105,000 due November 2019.	\$ 105,000
General obligation note, Vermont Municipal Bond Bank - 2012 Series 1, various interest rates, annual principal payment of \$56,761, due November 2032.	794,658
General obligation note, Vermont Municipal Bond Bank - 2017 Series 4, various interest rates, annual principal payment of \$307,750, due November 2033.	4,616,250
General obligation note, Vermont Municipal Bond Bank - 2014 Series 3, various interest rates, annual principal payment of \$45,000, due November 2034.	720,000
General obligation note, Vermont Municipal Bond Bank - 2014 Series 3, various interest rates, annual principal payment of \$245,000, due November 2034.	3,920,000
General obligation note, Vermont Municipal Bond Bank - 2017 Series 3, various interest rates, annual principal payment of \$106,300, due November 2037.	<u>2,019,700</u>
	<u>\$ 12,175,608</u>

**Business-type activities - notes from direct borrowings:**

General obligation note, Vermont Municipal Bond Bank - RF3-069, interest at 1%, admin fee at 2%, annual payment of \$180,152, due June 2026.	\$ 1,122,400
General obligation note, Vermont Municipal Bond Bank - AR1-006, no interest, admin fee at 2%, annual payment of \$40,797, due September 2031.	462,981
General obligation note, Vermont Municipal Bond Bank - AR1-099, no interest, admin fee at 2%, annual payment of \$464,167, due June 2033.	5,305,413
General obligation note, Vermont Municipal Bond Bank - AR1-041, no interest, admin fee at 2%, annual payment of \$327,396, due September 2032.	3,783,129
General obligation note, Vermont Municipal Bond Bank - RF3-329, interest at 1%, admin fee at 2%, annual payment of \$97,460, due October 2037.	1,638,948
General obligation note, Vermont Municipal Bond Bank - RF1-188, no interest or admin fee, annual payment of \$6,312 (based on current borrowings), due October 2031.	69,675
General obligation note, Vermont Municipal Bond Bank - RF1-202, no interest or admin fee, annual payment of \$3,137 (based on current borrowings), due October 2026.	<u>15,687</u>
	<u>\$ 12,398,233</u>

**TOWN OF HARTFORD, VERMONT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2019**

**9. Debt (continued):**Long-term (continued) -

Long-term debt activity for the year ended June 30, 2019 was as follows:

	Balance July 1, 2018	Additions	Retirements	Balance June 30, 2019	Due Within One Year
<b>Governmental activities -</b>					
Notes from direct borrowings:					
VMBB - 2012 Series 3	\$ 210,000	\$ -	\$ 105,000	\$ 105,000	\$ 105,000
VMBB - 2012 Series 1	851,419	-	56,761	794,658	56,761
VMBB - 2017 Series 4	4,924,000	-	307,750	4,616,250	307,750
VMBB - 2014 Series 3	765,000	-	45,000	720,000	45,000
VMBB - 2014 Series 3	4,165,000	-	245,000	3,920,000	245,000
VMBB - 2017 Series 3	2,126,000	-	106,300	2,019,700	106,300
	<u>13,041,419</u>	<u>-</u>	<u>865,811</u>	<u>12,175,608</u>	<u>865,811</u>
<b>Business-type activities -</b>					
Notes from direct borrowings:					
RF3-069	1,264,614	-	142,214	1,122,400	146,480
AR1-006	493,900	-	30,919	462,981	31,538
AR1-099	5,656,451	-	351,038	5,305,413	358,058
AR1-041	4,029,926	-	246,797	3,783,129	251,733
RF3-329	1,702,300	-	63,352	1,638,948	65,253
RF1-188	63,118	6,557	-	69,675	-
RF1-202	15,687	-	-	15,687	-
	<u>13,225,996</u>	<u>6,557</u>	<u>834,320</u>	<u>12,398,233</u>	<u>853,062</u>
	<u>\$ 26,267,415</u>	<u>\$ 6,557</u>	<u>\$ 1,700,131</u>	<u>\$ 24,573,841</u>	<u>\$ 1,718,873</u>

Debt service requirements to maturity are as follows:

Year ending June 30,	<u>Governmental Activities</u>		<u>Business-type Activities</u>	
	<u>Notes from Direct Borrowings</u>		<u>Notes from Direct Borrowings</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2020	\$ 865,811	\$ 409,300	\$ 853,062	\$ 260,483
2021	760,812	387,978	872,241	250,701
2022	760,811	367,366	901,972	235,067
2023	760,812	344,523	922,055	214,983
2024	760,811	321,671	942,608	194,430
2025-2029	3,804,056	1,167,758	4,472,316	663,008
2030-2034	3,747,295	463,489	3,008,664	213,787
2035-2038	715,200	37,074	425,315	32,370
	<u>\$ 12,175,608</u>	<u>\$ 3,499,159</u>	<u>\$ 12,398,233</u>	<u>\$ 2,064,829</u>

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**9. Debt (continued):**Long-term (continued) -

In prior years the Vermont Municipal Bond Bank (VMBB) has refunded the 1997 Series 1 Bond, 2004 Series 1 Bond, 2013 Series 1 Bond, and both 2001 Series 1 Bonds with the 2007 Series 2 Bond, 2012 Series 3 Bond, 2017 Series 4 Bond, and both 2010 Series 4 Bonds, respectively, resulting in interest savings to the Town of \$283,491. These savings allocations, to be received between FY08 and FY34, have been reflected as a reduction of interest in the debt service requirements table. There is no remaining principal balance due on the 2007 Series 2 Bond or either 2010 Series 4 Bonds at June 30, 2019.

Subsequent to year end the Town obtained a general obligation note through the State of Vermont Revolving Loan Fund, RF1-222, in the amount of \$111,800; as of the date of this report there has been no borrowing on this note.

**10. Capital lease:**

The Town has entered into lease agreements as lessee for financing the acquisition of various capital assets. These lease agreements qualify as capital leases for accounting purposes and, therefore, the cost and depreciation of these assets are included with other capital assets of the Town. The cost of these assets acquired by capital lease is the present value of the future lease payments. The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2019 are as follows:

Year ending June 30,	
2020	\$ 35,565
2021	35,565
2022	<u>35,564</u>
Total minimum lease payments	106,694
Less: amount representing interest	<u>(6,479)</u>
Present value of minimum lease payments	\$ <u>100,215</u>

Subsequent to year end the Town obtained a capital lease in the amount of \$146,602, with 7 annual payments of \$25,001 beginning in October 2019, maturing in October 2025.

Subsequent to year end the Town obtained a capital lease in the amount of \$801,766, with ten annual payments of \$93,507 beginning in May 2020, maturing in May 2029.

**11. Tax increment financing district:**

The Board approved the establishment of a Tax Increment Financing District (TIF) District on April 5, 2011 which was later approved by the Vermont Economic Progress Council (VEPC) on December 8, 2011. The District includes parcels between Prospect Street and the White River Junction downtown area. The Prospect Street TIF District creation date is considered to be April 1, 2011 and the TIF District activation date is the date of the "execution of the financing" which was July 31, 2014.

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
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**11. Tax increment financing district (continued):**

The TIF District will allow the Town to undertake and pay for infrastructure improvements that will allow for increased economic and community development. The Town cannot incur any new TIF District debt until each project or group of projects is approved by VEPC and then by the voters. The Town voters approved the Prospect Street TIF revenue, however, it is a general obligation of the Town if TIF District revenues are not sufficient.

With a TIF District, the value of properties, within the District, are frozen at the time the District is created. All property taxes generated by the original base continue to go to the municipal General Fund and the State Education Fund. For twenty years from the first debt incursion, the municipal and education property taxes generated by any “new” development are shared, with 75% going to finance TIF District infrastructure debt and 25% going to the municipal General Fund and State Education Fund.

In March 2016, Town voters authorized TIF projects and general obligation bonds or notes in the amount of \$900,000 for public parking, storm water and sanitary sewer infrastructure improvements, and related costs. \$200,000 of the authorization was included in the Vermont Municipal Bond Bank 2017 Series 3 Bond issued in August 2017. The financing for the remaining \$700,000 authorized is to be determined upon completion of the engineering work.

In March 2017, Town voters authorized TIF projects and general obligation bonds or notes totaling \$1,926,000 for construction of public sidewalks, roads, streetscapes, water, storm water, sanitary sewer, and South Main Street retaining wall improvements and related costs, advances, interfund loans and third party public infrastructure costs. Specific projects are Currier Street Extension, North Main Street sidewalks and streetscapes, design and engineering of Gates, Currier, North Main and South Main Streets for various improvements. The entire authorization was included in the Vermont Municipal Bond Bank 2017 Series 3 Bond issued in August 2017.

In March 2019, Town voters authorized an aggregate amount not to exceed \$5,477,000 for additional TIF projects related to South Main Street, North Main Street and Gates Street improvements.

**12. Fund balances:**

As of June 30, 2019, the General Fund reported a nonspendable fund balance (\$58,294) related to prepaid expenditures. The remaining fund balances of this fund are committed (\$2,624,647) for various reserves, assigned (\$567,484) for various encumbrances and (\$865,013) for planned use of fund balance in the FY20 budget and unassigned (\$2,616,927).

**13. Deficit fund balances:**

As of June 30, 2019, the Capital Projects Fund has a deficit fund balance of \$119,942. Management intends to recover this deficit through and a transfer from the General Fund in FY 2020.

As of June 30, 2019, the Recreation Fund has a deficit fund balance of \$68,686. Management intends to recover this deficit through future revenues and grant reimbursements.

**TOWN OF HARTFORD, VERMONT**  
**NOTES TO FINANCIAL STATEMENTS**  
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**14. Restatement:**

The Town has restated beginning net position of the governmental activities on the government-wide financial statements from \$18,253,926 to \$18,406,299, a net increase of \$152,373. The governmental activities' net position has been reduced by \$25,854 to remove an amount from capital assets, and increased by \$178,227 to include capital assets omitted in prior years.

**15. Pension plans:**401(a) Governmental Money Purchase Plan -

Plan description and funding requirements: The Plan is a governmental deferred compensation plan through the International City Manager's Association (ICMA) Retirement Corporation that operates under section 401 of the Internal Revenue Code. The Plan provides retirement benefits to full time employees hired prior to April 1, 2007, who had not elected to change their plan to VMERS on that date. No other employees of the Town are eligible to participate.

The Town is required to make contributions to the Plan at a rate of 8% of the participant's salary. The ICMA Retirement Corporation administers the plan. Total contributions by the Town for the year ended June 30, 2019 were \$100,794.

457 Deferred Compensation Plan -

Plan description and funding requirements: The Plan is a governmental deferred compensation plan through the International City Manager's Association (ICMA) Retirement Corporation that operates under section 457 of the Internal Revenue Code. The Plan permits employees to defer a portion of their salary until future years. This deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The Town has no liability for losses under the plan. All of the investments are self-directed by each participant. Under federal law, the investments are held in trust for the benefit of the employees. Accordingly, the Town does not report these assets on their financial statements. There is no employer contribution to this Plan.

Vermont Municipal Employees' Retirement System -

Plan description: The Town contributes to the Vermont Municipal Employees' Retirement System (VMERS or the Plan) a cost-sharing multiple-employer public employee retirement system with defined benefit and defined contribution plans, administered by the State of Vermont. The State statutory provisions, found in Title 24, Chapter 125, of the V.S.A., govern eligibility for benefits, service requirements and benefit provisions. The general administration and responsibility for the proper operation of VMERS is vested in the Board of Trustees consisting of five members. VMERS issues annual financial information which is available and may be reviewed at the VMERS' office, 109 State Street, Montpelier, Vermont, 05609-6200, by calling (802) 828-2305 on online at <http://www.vermonttreasurer.gov>.

Benefits provided: VMERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits do vary between the groups included in the Plan but are determined for the members of each group as a percentage of average compensation in a certain number of the highest consecutive years of service. Eligibility for benefits requires five years of service.

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**15. Pension plans (continued):**

Vermont Municipal Employees' Retirement System (continued) -

Contributions: Defined benefit plan members are required to contribute 2.625% (Group A), 5.0% (Group B), 10.125% (Group C) or 11.475% (Group D) of their annual covered salary, and the Town is required to contribute 4.125% (Group A), 5.625% (Group B), 7.375% (Group C) or 9.975% (Group D) of the employees' compensation. Defined contribution plan members are required to contribute 5.0% of their annual covered salary and the Town is required to contribute an equal dollar amount. The contribution requirements of plan members and the Town are established and may be amended by the Board of Trustees. The Town's contributions to VMERS for the years ended June 30, 2019, 2018, and 2017, were \$389,629, \$391,888, and \$319,462, respectively. The amount contributed was equal to the required contributions for the year.

Pension liabilities, deferred outflows of resources, deferred inflows of resources: These financial statements include the Town's proportionate share of the VMERS net pension liability, deferred outflows of resources for pension expense, deferred inflows of resources from investment earnings and contributions, and the related effects on government-wide net position and activities. The State of Vermont has provided the following information to all employers participating in VMERS, which is based on its calculation of the Town's 2.22020% proportionate share of VMERS defined benefit plan.

Town's share of VMERS net pension liability	\$ 3,123,251
Deferred outflows of resources - Deferred pension expense	\$ 1,486,015
Deferred inflows of resources - Deferred pension credits	\$ 53,821

Additional information: VMERS obtains an annual actuarial valuation for the pension plan. Detailed information is provided in that report for actuarial assumptions of inflation rates, salary increases, investment rates of return, mortality rates, discount rates, and the calculations used to develop annual contributions and the VMERS net position.

The Town adopted GASB Statement No. 68 in FY 2015 and is developing the ten years of required supplementary information in schedules 7 and 8. This historical pension information includes the Town's Proportionate Share of Net Pension Liability of VMERS and Town's Contributions to VMERS.

**16. Other postemployment benefits plan (OPEB):**

The Town's most recent GASB 74/75 Actuarial Valuation was performed with a valuation date of July 1, 2017 and a measurement date of July 1, 2017 for the reporting dates of June 30, 2018 and June 30, 2019. The Town's next actuarial valuation is scheduled to be performed with a valuation date of July 1, 2019.

Plan description: The Town's Retiree Medical Insurance Program (the Plan) offers comprehensive medical insurance for all retired former full time employees of the Town. The Plan is a single-employer defined benefit OPEB plan administered by the Town. The Town does not accumulate assets in a trust for future benefit payments, but currently funds these benefits on a pay-as-you-go basis.

Benefits provided: The Plan provides health insurance coverage for any employee who has attained age 55 and retires with a minimum of ten years of service (twenty years of service for employees hired after January 1, 1999). The Town pays for health insurance costs up to age 65 and then pays for any Medicare supplemental policy, in accordance with the cost-sharing arrangements that exist for regular employees.

**TOWN OF HARTFORD, VERMONT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019**

**16. Other postemployment benefits plan (OPEB) (continued):**

Employees covered by benefit terms: At the valuation date, plan membership consisted of the following:

Inactive employees or beneficiaries currently receiving benefits	66
Active employees	86
	<u>152</u>

Total OPEB liability: The Town’s total OPEB liability for the year ended June 30, 2019 is \$14,143,561. The Plan is not funded in advance so the net OPEB liability is also \$14,143,561. An analysis of the total OPEB liability is presented in Schedule 9.

Sensitivity of the total OPEB liability: A change in assumptions can have a large effect of the estimated OPEB obligation. An increase of 1% in the 5% healthcare cost trend would increase the OPEB liability to \$17,120,211 while a decrease of 1% would reduce the OPEB liability to \$11,818,450. An increase of 1% in the 3.25% discount rate used to calculate future costs would reduce the OPEB liability to \$12,195,967 while a decrease of 1% would increase the OPEB liability to \$16,584,621.

Actuarial assumptions and other inputs: The total OPEB liability in the actuarial valuation was determined using the following actuarial assumptions and other inputs:

Actuarial cost method	Individual entry age normal
Discount rate	3.25% per annum
Healthcare cost trend rate	5.0% increase per annum
Inflation rate	2.75% per annum
Compensation increases	3.00% per annum
Mortality tables	Various RP-2000 healthy annuitant tables

**17. Subsequent event/contingencies:**

These financial statements were evaluated for subsequent events to be reported in the notes through [REDACTED], 2019, the date the financial statements were available to be issued.

On September 3, 2019, the Selectboard approved a question for the March 3, 2020 Town Meeting Ballot asking the voters to direct the Selectboard to adopt a Welcoming Hartford Ordinance. The draft ordinance for consideration is intended to restrict communications between Town officials and federal agencies regarding immigration status to only information that is part of a felony investigation for which there is probable cause. This restriction is in conflict with federal law, and therefore puts at risk federally-funded Town projects, programs and tax-exempt debt where Town officials are required to certify compliance with federal laws.

**TOWN OF HARTFORD, VERMONT**  
**COMBINING BALANCE SHEET - OTHER GOVERNMENTAL FUNDS**  
**JUNE 30, 2019**

Schedule 1

	Public Safety Fund	Recreation Fund	Community Development Fund	Impact Fees Fund	FEMA Fund	TIF Fund	Capital Projects Fund	Cemetery Trust Fund	Total
<b>ASSETS</b>									
Cash and cash equivalents	\$ 388	\$ 30,645	\$ 110,903	\$ 149	\$ -	\$ 1,435,626	\$ -	\$ 23,029	\$ 1,600,740
Investments	-	-	-	-	-	-	-	17,907	17,907
Accounts receivable	-	-	-	-	-	-	100,932	-	100,932
Grants receivable	38,988	-	16,728	-	68,222	-	-	-	123,938
Due from other funds	174,301	-	356,458	5,250	317,710	185,355	-	-	1,039,074
Notes receivable	-	-	1,668,198	-	-	-	-	-	1,668,198
Total assets	<u>\$ 213,677</u>	<u>\$ 30,645</u>	<u>\$ 2,152,287</u>	<u>\$ 5,399</u>	<u>\$ 385,932</u>	<u>\$ 1,620,981</u>	<u>\$ 100,932</u>	<u>\$ 40,936</u>	<u>\$ 4,550,789</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND EQUITY</b>									
<b>LIABILITIES:</b>									
Accounts payable	\$ 35,519	\$ 2,611	\$ 83,948	\$ -	\$ -	\$ 9,906	\$ 42,281	\$ -	\$ 174,265
Due to other funds	-	96,720	-	-	-	-	178,593	-	275,313
Total liabilities	<u>35,519</u>	<u>99,331</u>	<u>83,948</u>	<u>-</u>	<u>-</u>	<u>9,906</u>	<u>220,874</u>	<u>-</u>	<u>449,578</u>
<b>DEFERRED INFLOWS OF RESOURCES:</b>									
Deferred note revenue	-	-	1,412,678	-	-	-	-	-	1,412,678
<b>FUND EQUITY:</b>									
Fund balances -									
Nonspendable	-	-	-	-	-	-	-	27,168	27,168
Restricted	178,158	-	655,661	5,399	385,932	1,611,075	-	13,768	2,849,993
Unassigned	-	(68,686)	-	-	-	-	(119,942)	-	(188,628)
Total fund balances (deficit)	<u>178,158</u>	<u>(68,686)</u>	<u>655,661</u>	<u>5,399</u>	<u>385,932</u>	<u>1,611,075</u>	<u>(119,942)</u>	<u>40,936</u>	<u>2,688,533</u>
Total liabilities, deferred inflows of resources and fund equity	<u>\$ 213,677</u>	<u>\$ 30,645</u>	<u>\$ 2,152,287</u>	<u>\$ 5,399</u>	<u>\$ 385,932</u>	<u>\$ 1,620,981</u>	<u>\$ 100,932</u>	<u>\$ 40,936</u>	<u>\$ 4,550,789</u>

October 30, 2019

**TOWN OF HARTFORD, VERMONT**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES - OTHER GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

Schedule 2

	Public Safety Fund	Recreation Fund	Community Development Fund	Impact Fees Fund	FEMA Fund	TIF Fund	Capital Projects Fund	Cemetery Trust Fund	Total
<b>REVENUES:</b>									
Intergovernmental	\$ 326,636	\$ 7,293	\$ 575,437	\$ -	\$ 280,964	\$ -	\$ 126,177	\$ -	\$ 1,316,507
Property taxes	-	-	-	-	-	465,146	-	-	465,146
Miscellaneous revenues	-	24,742	500	-	-	-	-	-	25,242
Investment income	13	640	15,687	2	-	1,611	-	963	18,916
Total revenues	<u>326,649</u>	<u>32,675</u>	<u>591,624</u>	<u>2</u>	<u>280,964</u>	<u>466,757</u>	<u>126,177</u>	<u>963</u>	<u>1,825,811</u>
<b>EXPENDITURES:</b>									
General government	-	-	1,856	-	-	7,947	350	-	10,153
Public safety	60,499	-	-	-	-	-	-	-	60,499
Community development	-	-	382,603	-	-	-	-	-	382,603
Recreation	-	62,882	-	-	-	-	-	-	62,882
Capital outlay	217,531	-	185,328	-	-	95,862	125,817	-	624,538
Debt service - principal	-	-	-	-	-	151,300	-	-	151,300
Debt service - interest	-	-	-	-	-	85,962	-	-	85,962
Total expenditures	<u>278,030</u>	<u>62,882</u>	<u>569,787</u>	<u>-</u>	<u>-</u>	<u>341,071</u>	<u>126,167</u>	<u>-</u>	<u>1,377,937</u>
EXCESS OF REVENUES OR (EXPENDITURES)	48,619	(30,207)	21,837	2	280,964	125,686	10	963	447,874
<b>OTHER FINANCING SOURCES (USES):</b>									
Interfund transfers in (out), net	-	-	129,482	-	-	(129,482)	-	-	-
NET CHANGE IN FUND BALANCES	48,619	(30,207)	151,319	2	280,964	(3,796)	10	963	447,874
FUND BALANCES (DEFICIT), July 1, 2018	<u>129,539</u>	<u>(38,479)</u>	<u>504,342</u>	<u>5,397</u>	<u>104,968</u>	<u>1,614,871</u>	<u>(119,952)</u>	<u>39,973</u>	<u>2,240,659</u>
FUND BALANCES (DEFICIT), June 30, 2019	<u>\$ 178,158</u>	<u>\$ (68,686)</u>	<u>\$ 655,661</u>	<u>\$ 5,399</u>	<u>\$ 385,932</u>	<u>\$ 1,611,075</u>	<u>\$ (119,942)</u>	<u>\$ 40,936</u>	<u>\$ 2,688,533</u>

October 30, 2019

**TOWN OF HARTFORD, VERMONT**  
**COMBINING STATEMENT OF NET POSITION - WATER FUND**  
**JUNE 30, 2019**

Schedule 3

	Central Water <u>Fund</u>	Quechee Water <u>Fund</u>	Total Water <u>Fund</u>
<b>ASSETS:</b>			
Current assets -			
Cash and cash equivalents	\$ 912,779	\$ 718,746	\$ 1,631,525
Accounts receivable, net	179,402	68,258	247,660
Due from other funds	<u>702,467</u>	<u>795,453</u>	<u>1,497,920</u>
Total current assets	<u>1,794,648</u>	<u>1,582,457</u>	<u>3,377,105</u>
Noncurrent assets -			
Capital assets	9,778,494	4,196,783	13,975,277
less - accumulated depreciation	<u>(5,813,984)</u>	<u>(1,719,556)</u>	<u>(7,533,540)</u>
Total noncurrent assets	<u>3,964,510</u>	<u>2,477,227</u>	<u>6,441,737</u>
Total assets	<u>5,759,158</u>	<u>4,059,684</u>	<u>9,818,842</u>
<b>LIABILITIES:</b>			
Current liabilities -			
Accounts payable	20,762	1,522	22,284
Accrued interest	2,806	45,071	47,877
Accrued wages	11,884	4,476	16,360
Current portion of long-term debt	<u>146,480</u>	<u>65,253</u>	<u>211,733</u>
Total current liabilities	<u>181,932</u>	<u>116,322</u>	<u>298,254</u>
Noncurrent liabilities -			
Accrued compensated absences	15,317	1,236	16,553
Other postemployment benefits	216,202	84,626	300,828
Long-term debt	<u>975,920</u>	<u>1,573,695</u>	<u>2,549,615</u>
Total noncurrent liabilities	<u>1,207,439</u>	<u>1,659,557</u>	<u>2,866,996</u>
Total liabilities	<u>1,389,371</u>	<u>1,775,879</u>	<u>3,165,250</u>
<b>NET POSITION:</b>			
Net investment in capital assets	2,842,110	838,279	3,680,389
Unrestricted	<u>1,527,677</u>	<u>1,445,526</u>	<u>2,973,203</u>
Total net position	\$ <u>4,369,787</u>	\$ <u>2,283,805</u>	\$ <u>6,653,592</u>

**TOWN OF HARTFORD, VERMONT**  
**COMBINING STATEMENT OF REVENUES, EXPENSES AND**  
**CHANGES IN NET POSITION - WATER FUND**  
**FOR THE YEAR ENDED JUNE 30, 2019**

	Central Water Fund	Quechee Water Fund	Total Water Fund
<b>OPERATING REVENUES:</b>			
Charges for services	\$ 989,159	\$ 395,311	\$ 1,384,470
Miscellaneous	<u>3</u>	<u>-</u>	<u>3</u>
Total operating revenues	<u>989,162</u>	<u>395,311</u>	<u>1,384,473</u>
<b>OPERATING EXPENSES:</b>			
Operation and maintenance	192,393	66,205	258,598
Salaries and benefits	444,950	138,538	583,488
Depreciation	<u>265,179</u>	<u>143,136</u>	<u>408,315</u>
Total operating expenses	<u>902,522</u>	<u>347,879</u>	<u>1,250,401</u>
Operating income (loss)	<u>86,640</u>	<u>47,432</u>	<u>134,072</u>
<b>NONOPERATING REVENUES (EXPENSES):</b>			
Investment income	15,518	13,054	28,572
Insurance recoveries	2,952	-	2,952
Interest expense	<u>(37,583)</u>	<u>(96,140)</u>	<u>(133,723)</u>
Total nonoperating revenues (expenses)	<u>(19,113)</u>	<u>(83,086)</u>	<u>(102,199)</u>
CHANGE IN NET POSITION	67,527	(35,654)	31,873
NET POSITION, July 1, 2018	<u>4,302,260</u>	<u>2,319,459</u>	<u>6,621,719</u>
NET POSITION, June 30, 2019	\$ <u>4,369,787</u>	\$ <u>2,283,805</u>	\$ <u>6,653,592</u>

**TOWN OF HARTFORD, VERMONT**  
**COMBINING STATEMENT OF NET POSITION - WASTEWATER FUND**  
**JUNE 30, 2019**

	Central Wastewater <u>Fund</u>	Quechee Wastewater <u>Fund</u>	Total Wastewater <u>Fund</u>
<b>ASSETS:</b>			
Current assets -			
Cash and cash equivalents	\$ 1,548,033	\$ 1,096,547	\$ 2,644,580
Accounts receivable, net	299,924	204,691	504,615
Due from other funds	<u>1,194,608</u>	<u>1,222,454</u>	<u>2,417,062</u>
Total current assets	<u>3,042,565</u>	<u>2,523,692</u>	<u>5,566,257</u>
Noncurrent assets -			
Capital assets	20,921,943	18,223,473	39,145,416
less - accumulated depreciation	<u>(13,707,281)</u>	<u>(11,535,379)</u>	<u>(25,242,660)</u>
Total noncurrent assets	<u>7,214,662</u>	<u>6,688,094</u>	<u>13,902,756</u>
Total assets	<u>10,257,227</u>	<u>9,211,786</u>	<u>19,469,013</u>
<b>LIABILITIES:</b>			
Current liabilities -			
Accounts payable	21,062	12,081	33,143
Accrued interest	12,238	67,373	79,611
Accrued wages	15,856	9,877	25,733
Current portion of long-term debt	<u>371,360</u>	<u>269,969</u>	<u>641,329</u>
Total current liabilities	<u>420,516</u>	<u>359,300</u>	<u>779,816</u>
Noncurrent liabilities -			
Accrued compensated absences	30,830	11,763	42,593
Other postemployment benefits	630,071	442,187	1,072,258
Long-term debt	<u>5,193,648</u>	<u>3,801,908</u>	<u>8,995,556</u>
Total noncurrent liabilities	<u>5,854,549</u>	<u>4,255,858</u>	<u>10,110,407</u>
Total liabilities	<u>6,275,065</u>	<u>4,615,158</u>	<u>10,890,223</u>
<b>NET POSITION:</b>			
Net investment in capital assets	1,649,654	2,616,217	4,265,871
Unrestricted	<u>2,332,508</u>	<u>1,980,411</u>	<u>4,312,919</u>
Total net position	\$ <u>3,982,162</u>	\$ <u>4,596,628</u>	\$ <u>8,578,790</u>

**TOWN OF HARTFORD, VERMONT**  
**COMBINING STATEMENT OF REVENUES, EXPENSES AND**  
**CHANGES IN NET POSITION - WASTEWATER FUND**  
**FOR THE YEAR ENDED JUNE 30, 2019**

Schedule 6

	Central Wastewater <u>Fund</u>	Quechee Wastewater <u>Fund</u>	Total Wastewater <u>Fund</u>
<b>OPERATING REVENUES:</b>			
Charges for services	\$ 1,617,881	\$ 1,150,282	\$ 2,768,163
Miscellaneous	<u>-</u>	<u>3,434</u>	<u>3,434</u>
Total operating revenues	<u>1,617,881</u>	<u>1,153,716</u>	<u>2,771,597</u>
<b>OPERATING EXPENSES:</b>			
Operation and maintenance	459,378	222,926	682,304
Salaries and benefits	532,329	365,857	898,186
Depreciation	<u>725,148</u>	<u>707,036</u>	<u>1,432,184</u>
Total operating expenses	<u>1,716,855</u>	<u>1,295,819</u>	<u>3,012,674</u>
Operating income (loss)	<u>(98,974)</u>	<u>(142,103)</u>	<u>(241,077)</u>
<b>NONOPERATING REVENUES (EXPENSES):</b>			
Investment income	24,269	29,883	54,152
Loss on disposition of capital assets	(15,096)	(25,147)	(40,243)
Interest expense	<u>(123,400)</u>	<u>(81,777)</u>	<u>(205,177)</u>
Total nonoperating revenues (expenses)	<u>(114,227)</u>	<u>(77,041)</u>	<u>(191,268)</u>
CHANGE IN NET POSITION	(213,201)	(219,144)	(432,345)
NET POSITION, July 1, 2018	<u>4,195,363</u>	<u>4,815,772</u>	<u>9,011,135</u>
NET POSITION, June 30, 2019	\$ <u><u>3,982,162</u></u>	\$ <u><u>4,596,628</u></u>	\$ <u><u>8,578,790</u></u>

**TOWN OF HARTFORD, VERMONT  
SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION**

**SCHEDULE OF TOWN'S PROPORTIONATE SHARE OF  
NET PENSION LIABILITY  
VMERS  
JUNE 30, 2019**

Schedule 7

	June 30, <u>2019</u>	June 30, <u>2018</u>	June 30, <u>2017</u>	June 30, <u>2016</u>	June 30, <u>2015</u>
Town's proportion of the net pension liability	2.2202%	2.0727%	1.9987%	2.0337%	1.9881%
Town's proportionate share of the net pension liability	\$ 3,123,251	\$ 2,511,201	\$ 2,572,277	\$ 1,567,870	\$ 181,445
Town's covered payroll	\$ 5,320,692	\$ 5,472,234	\$ 4,398,702	\$ 4,294,168	\$ 4,153,140
Town's proportionate share of the net pension liability as a percentage of its covered payroll	58.700%	45.890%	58.478%	36.512%	4.369%
VMERS net position as a percentage of the total pension liability	82.60%	83.64%	80.95%	87.42%	98.32%

**SCHEDULE OF TOWN'S CONTRIBUTIONS  
VMERS  
JUNE 30, 2019**

Schedule 8

	June 30, <u>2019</u>	June 30, <u>2018</u>	June 30, <u>2017</u>	June 30, <u>2016</u>	June 30, <u>2015</u>
Contractually required contribution	\$ 384,575	\$ 388,880	\$ 313,738	\$ 303,770	\$ 268,542
Contributions in relation to the contractually required contribution	<u>384,575</u>	<u>388,880</u>	<u>313,738</u>	<u>303,770</u>	<u>268,542</u>
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -
Town's covered payroll	\$ 5,320,692	\$ 5,472,234	\$ 4,398,702	\$ 4,294,168	\$ 4,153,140
Contributions as a percentage of covered payroll	7.228%	7.106%	7.133%	7.074%	6.466%

October 30, 2019

**TOWN OF HARTFORD, VERMONT  
SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION**

**SCHEDULE OF CHANGES IN THE TOWN'S  
TOTAL OPEB LIABILITY AND RELATED RATIOS  
OTHER POST EMPLOYMENT BENEFITS PLAN  
JUNE 30, 2019**

Schedule 9

	<u>June 30, 2019</u>	<u>June 30, 2018</u>
<b>Total OPEB Liability:</b>		
Changes for the year-		
Service cost	\$ 347,699	\$ 295,097
Interest	453,840	345,611
Recognition of Deferred (Inflows) Outflows from Plan Experience	581,337	-
Benefit payments	<u>(477,373)</u>	<u>(296,328)</u>
Net OPEB expense	905,503	344,380
Differences between actual and expected experience	<u>(615,324)</u>	<u>3,022,954</u>
Net changes in OPEB liability for the year	290,179	3,367,334
Total OPEB Liability - July 1, 2018	13,853,383	9,889,027
Changes in assumptions for GASB 75	<u>-</u>	<u>597,022</u>
Total OPEB Liability - June 30, 2019	<u>\$ 14,143,562</u>	<u>\$ 13,853,383</u>
Covered-employee payroll	\$ 7,251,836	\$ 7,052,376
Total OPEB liability as a percentage of covered-employee payroll	51.27%	50.91%

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN  
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

The Selectboard  
Town of Hartford, Vermont

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Hartford, Vermont (the Town) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated [REDACTED], 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Town's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Montpelier, Vermont  
[REDACTED], 2019

DRAFT



**AGENDA MEMORANDUM**  
**November 5, 2019**  
**Town Selectboard Meeting Item: 4b**  
**Submitted by: Gail Ostrout, Director of Finance**

- Subject:** FY20 First Quarter Financial Report
- Background:** This will be a briefing on the revenues and expenditures recorded in the first quarter of the current fiscal year.
- Discussion:** Revenues and expenditures for July through September will be summarized and compared to the same period in the prior fiscal year.
- Financial Impact:** N/A
- Recommendation:** No action required. Receive the first quarter financial report.

  
\_\_\_\_\_  
Town Manager

# Budget Update

FY 19 / 20

As of September 30, 2019

# General Fund Expenditure Comparison

FYE 19 / 20	Budget	Expended	Balance	%Used		FYE 18 / 19	Budget	Expended	Balance	%Used
Selectboard	\$ 76,765.00	\$ 19,932.82	\$ 56,832.18	25.97		Selectboard	\$ 72,441.27	\$ 18,458.06	\$ 53,983.21	25.48
Boards	\$ 7,744.00	\$ 21.50	\$ 7,722.50	0.28		Boards	\$ 10,336.36	\$ 18.18	\$ 10,318.18	0.18
Manager	\$ 415,900.00	\$ 110,028.70	\$ 305,871.30	26.46		Manager	\$ 511,045.00	\$ 114,440.62	\$ 396,604.38	22.39
Election	\$ 14,319.50	\$ 1,266.25	\$ 13,053.25	8.84		Election	\$ 25,008.68	\$ 6,758.08	\$ 18,250.60	27.02
<b>Litigation</b>	\$ 50,000.00	\$ 51,505.74	\$ <b>(1,505.74)</b>	<b>103.01</b>		Litigation	\$ 50,000.00	\$ 8,040.38	\$ 41,959.62	16.08
Vital Statistics	\$ 177,412.00	\$ 46,036.17	\$ 131,375.83	25.95		Vital Statistics	\$ 178,013.92	\$ 42,413.82	\$ 135,600.10	23.83
Town Hall	\$ 113,745.00	\$ 16,941.37	\$ 96,803.63	14.89		Town Hall	\$ 116,299.85	\$ 28,620.34	\$ 87,679.51	24.61
Finance	\$ 385,533.15	\$ 93,894.99	\$ 291,638.16	24.36		Finance	\$ 365,133.53	\$ 87,619.42	\$ 277,514.11	24.00
Auditing	\$ 37,000.00	\$ 3,309.00	\$ 33,691.00	8.94		Auditing	\$ 42,000.00	\$ 20,500.00	\$ 21,500.00	48.81
Valuation	\$ 195,064.00	\$ 53,195.30	\$ 141,868.70	27.27		Valuation	\$ 199,383.73	\$ 51,322.45	\$ 148,061.28	25.74
Tax Collection	\$ 26,370.00	\$ 6,645.87	\$ 19,724.13	25.20		Tax Collection	\$ 20,901.68	\$ 5,537.05	\$ 15,364.63	26.49
IT	\$ 215,018.18	\$ 28,574.77	\$ 186,443.41	13.29		IT	\$ 161,203.81	\$ 45,153.41	\$ 116,050.40	28.01
Police	\$ 3,446,589.36	\$ 731,036.70	\$ 2,715,552.66	21.21		Police	\$ 3,243,851.90	\$ 709,723.01	\$ 2,534,128.89	21.88
Fire	\$ 3,719,808.38	\$ 941,197.75	\$ 2,778,610.63	25.30		Fire	\$ 3,185,830.47	\$ 813,418.73	\$ 2,372,411.74	25.53
Dispatch	\$ 1,007,725.78	\$ 230,409.24	\$ 777,316.54	22.86		Dispatch	\$ 861,120.19	\$ 189,457.48	\$ 671,662.71	22.00
Public Works	\$ 3,325,410.67	\$ 804,721.89	\$ 2,520,688.78	24.20		Public Works	\$ 3,144,656.68	\$ 1,094,782.21	\$ 2,049,874.47	34.81

TARGET AT 9/30/19 is 25% of TOTAL BUDGET

OVER BUDGET

OVER BUDGET DUE TO TIMING ONLY

# General Fund Expenditure Comparison

FYE 19 / 20	Budget	Expended	Balance	%Used		FYE 18 /19	Budget	Expended	Balance	%Used
<b>Cemeteries</b>	\$ 17,345.48	\$ 9,400.00	\$ <b>7,945.48</b>	<b>54.19</b>		Cemeteries	\$ 20,777.30	\$ 9,529.32	\$ 11,247.98	45.86
Trees	\$ 1,000.00	\$ -	\$ 1,000.00	0.00		Trees	\$ 550.00	\$ -	\$ 550.00	0.00
<b>Health</b>	\$ 93,142.00	\$ 46,739.50	\$ <b>46,402.50</b>	<b>50.18</b>		Health	\$ 78,517.00	\$ 39,342.19	\$ 39,174.81	50.11
Senior Services	\$ 160,711.57	\$ 53,461.17	\$ 107,250.40	33.27		Senior Services	\$ 164,403.34	\$ 52,056.93	\$ 112,346.41	31.66
<b>Low Income Services</b>	\$ 9,000.00	\$ 4,500.00	\$ <b>4,500.00</b>	<b>50.00</b>		Low Income Services	\$ 9,000.00	\$ 4,500.00	\$ 4,500.00	50.00
<b>Youth &amp; Adults Services</b>	\$ 18,944.00	\$ 10,944.00	\$ <b>8,000.00</b>	<b>57.77</b>		Youth & Adult Services	\$ 17,944.00	\$ 10,444.00	\$ 7,500.00	58.20
<b>Appropriations</b>	\$ 101,162.00	\$ 50,581.00	\$ <b>50,581.00</b>	<b>50.00</b>		Appropriations	\$ 93,850.00	\$ 46,925.00	\$ 46,925.00	50.00
Parks & Rec	\$ 1,466,754.23	\$ 495,386.77	\$ 971,367.46	33.77		Parks & Rec	\$ 1,594,822.84	\$ 652,515.85	\$ 942,306.99	40.92
Planning	\$ 606,160.62	\$ 143,636.16	\$ 462,524.46	23.70		Planning	\$ 566,498.03	\$ 129,151.33	\$ 437,346.70	22.80
<b>Library</b>	\$ 361,633.14	\$ 168,217.34	\$ <b>193,415.80</b>	<b>46.52</b>		Library	\$ 361,285.36	\$ 168,056.97	\$ 193,228.39	46.52
<b>County Judicial Svcs</b>	\$ 102,000.00	\$ 104,043.00	\$ <b>(2,043.00)</b>	<b>102.00</b>		County Judicial Svcs	\$ 102,000.00	\$ 101,474.00	\$ 526.00	99.48
Bond Redemption	\$ 1,049,177.00	\$ -	\$ 1,049,177.00	0.00		Bond Redemption	\$ 1,063,417.00	\$ -	\$ 1,063,417.00	0.00
Transfers	\$ 245,812.50	\$ -	\$ 245,812.50	0.00		Transfers	\$ 340,000.00	\$ 11,636.00	\$ 328,364.00	3.42
Capital	\$ 3,052.48	\$ -	\$ 3,052.48	0.00		Capital	\$ 8,407.55	\$ 4,370.07	\$ 4,037.48	51.98

TARGET AT 9/30/19 is 25% of TOTAL BUDGET

OVER BUDGET

OVER BUDGET DUE TO TIMING ONLY

# General Fund Revenue Comparison

FYE 19 / 20	Estimated Revenue	YTD Revenue	Balance	% Collected		FYE 18 /19	Estimated Revenue	YTD Revenue	Balance	% Collected
Taxes	\$ 13,711,245.33	\$ 16,552,913.27	\$ (2,841,667.94)	120.73		Taxes	\$ 13,500,714.10	\$ 13,593,317.70	\$ (92,603.60)	100.69
Permits & Licenses	\$ 20,700.00	\$ 4,110.00	\$ 16,590.00	19.86		Permits & Licenses	\$ 20,040.00	\$ 5,119.00	\$ 14,921.00	25.54
Intergovernmental	\$ 328,750.00	\$ 84,562.90	\$ 244,187.10	25.72		Intergovernmental	\$ 268,000.00	\$ 71,805.76	\$ 196,194.24	26.79
Services	\$ 1,684,100.00	\$ 312,790.33	\$ 1,371,309.67	18.57		Services	\$ 1,808,155.00	\$ 371,899.22	\$ 1,436,255.78	20.57
Fines & forfeits	\$ 25,050.00	\$ 161.00	\$ 24,889.00	0.64		Fines & forfeits	\$ 10,050.00	\$ 1,042.50	\$ 9,007.50	10.37
Other	\$ 85,950.00	\$ 37,284.11	\$ 48,125.89	44.01		Other	\$ 122,482.00	\$ 20,178.27	\$ 102,303.73	16.47

# Enterprise Fund Expenditure Comparison

FYE 19 / 20	Budget	Expended	Balance	%Used		FYE 18 /19	Budget	Expended	Balance	%Used
Fund 30						Fund 30				
Solid Waste	\$ 858,154.32	\$ 240,250.67	\$ 617,903.65	28.00		Solid Waste	\$ 871,731.31	\$ 216,121.36	\$ 655,609.95	24.79
Fund 50						Fund 50				
Water Fund	\$ 1,109,448.20	\$ 264,183.77	\$ 845,264.43	23.81		Water Fund	\$ 1,798,037.01	\$ 223,632.75	\$ 1,574,404.26	12.44
Fund 55						Fund 55				
Quechee Water Fund	\$ 506,363.50	\$ 158,921.34	\$ 347,442.16	31.39		Quechee Water Fund	\$ 1,036,644.54	\$ 159,602.81	\$ 877,041.73	15.40
Fund 60						Fund 60				
Waste Water Fund	\$ 1,827,167.99	\$ 305,687.64	\$ 1,521,480.35	16.73		Waste Water Fund	\$ 2,111,548.19	\$ 243,397.45	\$ 1,868,150.74	11.53
Fund 65						Fund 65				
Quechee Waste Water	\$ 1,359,515.92	\$ 505,202.24	\$ 854,313.68	37.16		Quechee Waste Water	\$ 1,475,073.55	\$ 478,180.67	\$ 996,892.88	32.42

TARGET AT 9/30/19 is 25% of TOTAL BUDGET

OVER BUDGET

OVER BUDGET DUE TO TIMING ONLY

# Enterprise Fund Revenue Comparison

FYE 19 / 20	Estimated Revenue	YTD Revenue	Balance	% Collected	FYE 18 /19	Estimated Revenue	YTD Revenue	Balance	% Collected
Fund 30					Fund 30				
Solid Waste	\$ 871,350.50	\$ 134,065.72	\$ 737,284.78	15.39	Solid Waste	\$ 890,418.00	\$ 164,702.17	\$ 725,715.83	18.50
Fund 50					Fund 50				
Water Fund	\$ 1,086,000.00	\$ 144,123.52	\$ 820,616.57	24.44	Water Fund	\$ 1,827,500.00	\$ 143,772.71	\$ 1,562,585.96	14.50
Fund 55					Fund 55				
Quechee Water Fund	\$ 506,000.00	\$ 102,426.13	\$ 403,573.87	20.24	Quechee Water Fund	\$ 1,039,054.00	\$ 97,667.42	\$ 941,386.58	9.40
Fund 60					Fund 60				
Waste Water Fund	\$ 1,815,440.00	\$ 238,082.00	\$ 1,384,598.95	23.73	Waste Water Fund	\$ 2,115,000.00	\$ 438,679.72	\$ 1,676,320.28	20.74
Fund 65					Fund 65				
Quechee Waste Water	\$ 1,367,710.00	\$ 295,545.29	\$ 1,072,164.71	21.61	Quechee Waste Water	\$ 1,477,753.00	\$ 289,620.74	\$ 1,188,132.26	19.60



**AGENDA MEMORANDUM**

**November 5<sup>th</sup>, 2019**

**Town Selectboard Meeting Item: 4c**

**Submitted by: Hannah Tyler, Director of Public Works**

- Subject:** **Bid Award to for Heating Fuel Bid for 2019-2020 Heating Season**
- Background:** On October 22, 2019, two bids were received for heating fuel (oil) for the 2019-2020 heating season. Bids were solicited in accordance with Town of Hartford procurement procedures.
- Discussion:** One bid was received from Dead River Company, of Woodstock, Vermont, in the amount of \$2.2711 per gallon.  
One bid was received from Cota and Cota of Bellows Falls, Vermont, in the amount of \$2.65 per gallon.
- Financial Impact:** The bid from Dead River is nearly \$0.50 per gallon than last year's amount.
- Recommendation:** **Selectboard approval of bid award to Dead River Company in the amount of \$2.2711/gallon.**

  
\_\_\_\_\_  
Town Manager



## AGENDA MEMORANDUM

November 5, 2019

Town Selectboard Meeting Item: 4.d

Submitted by: Brannon Godfrey, Town Manager

**Subject:** Acceptance of Roadway Improvements, Bluff Road, Quechee Village

**Background:** The Upper Valley Waldorf School completed an expansion with site improvements to their facility on Bluff Road in Quechee Village during the 2018 construction season. The Hartford Planning Commission approved the project requiring the first 100'± of Bluff Road be widened to improve safety with the intersection of Quechee Main Street, see Site Plan Approval #17-03.

The town acquired 0.02± acres of land from Joseph & Amy Morel at the intersection with Quechee Main Street to enable the widening, see warranty deed s recorded in volume 553, pages 258-259 and approved plan entitled "Boundary Line Adjustment Plat, Joseph & Amy Morel (Tax Lot 12-63) & Upper Valley Waldorf School (Tax Lot 12-17), Quechee Main Street, Quechee, Vermont" as prepared by Trudell Consulting Engineers.

The roadway widening was completed in 2018 under the supervision of Otter Creek Engineering (OCE). On March 27, 2019 OCE provided a Certificate of Compliance and completed Road Acceptance Checklist and Application at the request of the Department of Public Works.

Drainage, sewer and water improvements were separately certified by OCE and an easement granted to the Town of Hartford for infrastructure located on the school's parcel, see quit claim deed recorded in volume 557, pages 517-519.

**Discussion:** The school is formally petitioning the Selectboard to accept the improvements and a deed to the land under said improvements.

Past Department of Public Works personnel reviewed the improvements and the engineer of record has provided the necessary certificate of compliance and application/checklist. Further, the applicant has provided a boundary survey, warranty deed, site plan, testing data, and project certifications.

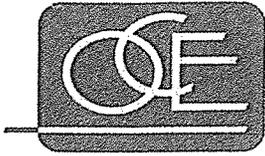
Concerns remain regarding the extent of roadway improvements given the schools growth. Future plans for the school should address the remaining portions of the roadway and the appropriateness of the entire roadway being considered a public street.

**Financial Impact:** The project is not currently expected to have a direct financial impact on the Town. However, the school's growth poses a potential future cost on the remaining unimproved portions of Bluff Road.

**Recommendation:** I move the acceptance of the current roadway improvements in Bluff Road and deed.

  
Town Manager

Attachment A	Bluff Road Improvements – Certificate of Compliance
Attachment B	Road Acceptance Checklist and Application
Attachment C	Proposed Utility Plan – Record Drawing
Attachment D	Boundary Line Adjustment Plat
Attachment E	Wastewater System & Potable Water Supply Permit #WW-3-0466-3
Attachment F	Upper Valley Waldorf School – WW-3-0466-3 (Completion Report)
Attachment G	Water Quality Test Results
Attachment H	Manhole Testing Logs
Attachment I	Sewer Pipe Testing Logs
Attachment J	Engineers Certification
Attachment K	Quitclaim Deed (Grant of Water and Sewer Line Easements)
Attachment L	Warranty Deed



# OTTER CREEK ENGINEERING

March 27, 2019

Mr. Christopher Holzwarth  
Public Works Project Manager  
Town of Hartford  
173 Airport Road  
White River Jct., VT 05001

Subject: Upper Valley Waldorf School  
Bluff Road Improvements – Certificate of Compliance

**Via Email**

Dear Chris:

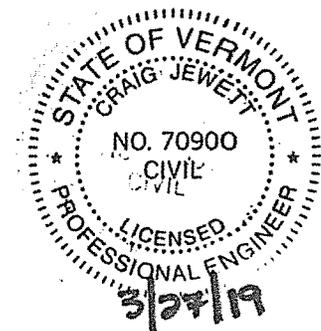
Per your request, the following is a certification for the construction of improvements to Bluff Road that were completed during the Upper Valley Waldorf School's addition project. The proposed improvements included widening Bluff Road from the intersection with Main Street, to the first corner (approximately the first 100 feet) to improve the overall safety for users of the road. The roadway improvements were approved under Planning Commission Approval #17-03 and Zoning Permit 2017-52. The deed for Bluff Road is Book 6, Page 251 and the deed for the parcel contributing land to Bluff Road is Book 504, Page 531.

Otter Creek Engineering, Inc. reviewed construction of all roadway improvements. All improvements to Bluff Road are consistent with the approved plans and are in compliance with the Town of Hartford Transportation Ordinance and Specifications.

Included with this certification is a completed Road Acceptance Form. Please let me know if you have any questions or comments related to this information.

Sincerely,

Craig Jewett, P.E.  
Senior Project Engineer



c: Michael Bruss – Upper Valley Waldorf School (via email)  
Steve Rooney - Bread Loaf Corporation (via email)

Enclosures /1/  
141.051 P2

## TOWN OF HARTFORD

## ROAD ACCEPTANCE CHECKLIST AND APPLICATION

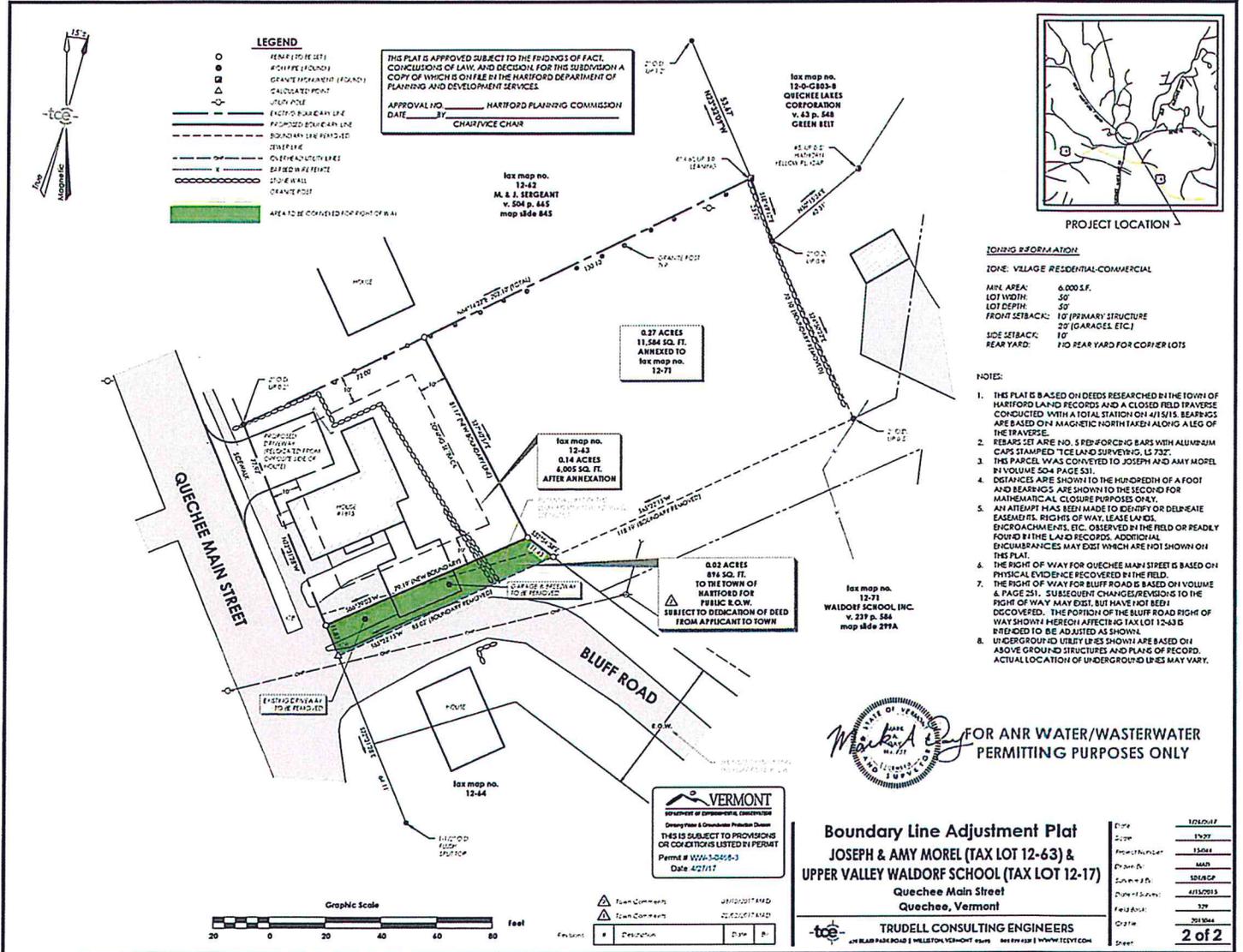
APPLICANT Upper Valley Waldorf SchoolADDRESS 80 Bluff Rd, Quechee, VT 05059PHONE: (802) 296-2496

## LOCATION OF ROAD

Bluff RoadDATE: 5/25/19

	<u>STATUS</u>	<u>CONDITIONS</u>
Plans Complete	<u>Complete</u>	<u></u>
Conveyance Instrument	<u>Complete</u>	<u></u>
Inspection Reports	<u>N/A</u>	<u></u>
Performance Bond	<u>Complete</u>	<u>Per Approved Plans</u>
Base Condition	<u>Complete</u>	<u>Per Approved Plans</u>
Surface Condition	<u>Complete</u>	<u>Per Approved Plans</u>
Signing	<u>Complete</u>	<u>Per Approved Plans</u>
Travel Way Width	<u>Complete</u>	<u>Per Approved Plans</u>
Shoulder Width	<u>Complete</u>	<u>Per Approved Plans</u>
ROW Width	<u>Complete</u>	<u>Per Approved Plans</u>
Clearing	<u>Complete</u>	<u>Per Approved Plans</u>
Ditches/Culverts	<u>Complete</u>	<u>Per Approved Plans</u>
Slopes and Banks	<u>Complete</u>	<u>Per Approved Plans</u>
Guard Rail	<u>N/A</u>	<u></u>
Curves	<u>Complete</u>	<u>Per Approved Plans</u>
Grades	<u>Complete</u>	<u>Per Approved Plans</u>
Cul-de-Sacs	<u>N/A</u>	<u></u>
Utilities (Water, sewer, storm drains, elec., etc)	<u>Complete</u>	<u>Per Approved Plans</u>
Engineer's Report on Speed Limits	<u>N/A</u>	<u></u>
Other	<u></u>	<u></u>





State of Vermont  
 Department of Environmental Conservation

 Agency of Natural Resources  
 Drinking Water and Groundwater Protection Division

**WASTEWATER SYSTEM AND POTABLE WATER SUPPLY PERMIT**
**LAWS/REGULATIONS INVOLVED**

 10 V.S.A. Chapter 64, Potable Water Supply and Wastewater System Permit  
 Wastewater System and Potable Water Supply Rules, Effective September 29, 2007  
 Chapter 21, Water Supply Rules, Effective December 1, 2010

**Landowner(s):** Upper Valley Waldorf School  
 Melanie Sheehan  
 P.O. Box 709  
 Quechee VT 05059

**Permit Number:** WW-3-0466-3  
 PIN

This permit affects the following properties in Hartford, Vermont:

<i>Lot</i>	<i>Parcel</i>	<i>SPAN</i>	<i>Acres</i>	<i>Book(s)/Page(s)#</i>
<i>1</i>	<i>12-63</i>	<i>285-090-10738</i>	<i>0.24</i>	<i>Book:504 Page(s):531</i>
<i>2</i>	<i>12-71</i>	<i>285-090-15993</i>	<i>3.65</i>	<i>Book:239 Page(s):586</i>

This project consisting of: a minor subdivision (Tax Lot 12-63) will designate .27 acres to the Waldorf School, Inc. (Tax lot 12-71) and .02 acres to the Town of Hartford for Public Right of Way), a new parking lot, relocation of sewer mains and an auditorium addition, located on 80 Bluff Road in Hartford, Vermont is hereby approved under the requirements of the regulations named above subject to the following conditions.

**1. GENERAL**

- 1.1 The project shall be completed as shown on the plans and documents prepared by Craig Jewett, with the stamped plans listed as follows:

<i>Title</i>	<i>Sheet Number</i>	<i>Plan Date</i>	<i>Revision Date</i>
<i>Overall Site...</i>	<i>C-0.1</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Existing...</i>	<i>C-1.1</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Existing...</i>	<i>C-1.2</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Grading Plan...</i>	<i>C-1.3</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Grading Plan...</i>	<i>C-1.4</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Utility Plan...</i>	<i>C-1.5</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Utility Plan...</i>	<i>C-1.6</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Sanitary Sewer...</i>	<i>C-2.2</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Water Main...</i>	<i>C-2.3</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Notes...</i>	<i>C-3.1</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Notes...</i>	<i>C-3.2</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Notes...</i>	<i>C-3.3</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Notes...</i>	<i>C-3.4</i>	<i>01/23/2017</i>	<i>02/21/2017</i>
<i>Overall...</i>	<i>Sheet 1of1</i>	<i>01/26/2017</i>	
<i>Boundary Line...</i>	<i>Sheet 2of2</i>	<i>01/26/2017</i>	
<i>Section 310500 -</i>	<i>Earthwork</i>		<i>2/6/17</i>
<i>Section 331100 -</i>	<i>Water Piping</i>		<i>2/6/17</i>
<i>Section 333100 -</i>	<i>Wastewater Piping</i>		<i>2/6/17</i>
<i>Section 333913 -</i>	<i>Wastewater Manholes</i>		<i>2/6/17</i>

- 1.2 This permit does not relieve the landowner from obtaining all other approvals and permits **PRIOR** to construction including, but not limited to, those that may be required from the Act 250 District Environmental Commission; the



municipality approval expires, a new permit must be issued for the project. An updated application form and an application fee will be required for the project. A new municipal approval letter shall be required. The rules in effect at the time of the filing of the application for a new permit will be applied to the project.

### 3. WASTEWATER DISPOSAL

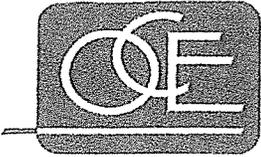
- 3.1 The components of all the sanitary wastewater systems herein approved shall be routinely and reliably inspected during construction and testing, specifically including the sections of sewer main and the manholes(s) required to be water tight, by a Vermont Licensed Designer (or where allowed, the installer) who shall, upon completion and prior to occupancy of the associated building, report in writing to the Drinking Water and Groundwater Protection Division that the installation was accomplished in accordance with the referenced plans and permit conditions, as specifically directed in Condition #1.5 herein.
- 3.2 This project is approved for connection to the **Hartford** wastewater treatment facility as depicted on the plan(s) stamped by the Drinking Water and Groundwater Protection Division. The project is approved for a maximum of **1,250** gallons of wastewater per day.
- 3.3 Part of this project is approved with an existing building sewer line. The Drinking Water and Groundwater Protection Division assumes no liability for the adequacy of this sewer line. Should the line fail and not qualify for the minor repair or replacement exemption, the landowner shall engage a Licensed Designer to evaluate the cause of the failure and to submit an amendment application to this office prior to correcting the failure.
- 3.4 This permit is based, in part, on a municipal approval for connection to their wastewater treatment facility. If the municipal approval expires, this permit shall be invalid unless the municipality renews its approval. If the municipality approval expires, a new permit must be issued for the project. An updated application form and an application fee will be required for the project. A new municipal approval letter shall be required if the project is served by the municipal wastewater collection system. The rules in effect at the time of the filing of the application for a new permit will be applied to the project.

Joanna Pallito, Commissioner  
Department of Environmental Conservation

By   
Terry Shearer  
Regional Engineer  
Springfield Regional Office  
Drinking Water and Groundwater Protection Division

Dated April 27, 2017

cc: Craig Jewett  
Hartford Planning Commission  
Act 250 District III Environmental Commission  
Department of Public Safety, Division of Fire Safety



# OTTER CREEK ENGINEERING

September 8, 2017

Mr. Terry Shearer, Regional Director  
Drinking Water and Groundwater Protection Division  
100 Mineral Street  
Springfield, VT 05156

Subject: Upper Valley Waldorf School - WW-3-0466-3

Dear Terry:

We are writing to report the completion of the construction of the water and sewer main relocations for the Waldorf School's new addition. A State of Vermont Wastewater System and Potable Water Supply Permit (WW-3-0466-3) for the project was issued on April 27, 2017.

The wastewater and water mains were constructed in general conformance with the approved Drawings prepared by Otter Creek Engineering, Inc., dated February 21, 2017. As required by the permit, we hereby certify that in the exercise of our reasonable professional judgement, the installation related information submitted is true and correct and that the potable water supply and wastewater systems have been installed in accordance with the permitted design and all permit conditions, were inspected; were properly tested; and have successfully met those performance tests.

Nott's Excavating of Hartford, Vermont completed the sewer and water main construction.

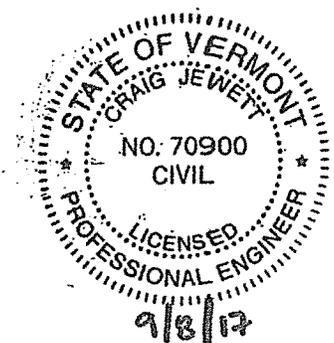
During the course of construction, leakage tests were conducted on all sewer manholes. Pressure and leakage tests were conducted on the sewer and water mains. These facilities passed their respective tests.

By copy of this letter, we are reminding the Owner of the permit requirement that this letter be filed in the Town records.

If you have any questions or need additional information, please call me.

Sincerely,

  
Craig Jewett, P.E.  
Senior Project Engineer



c: Chris Huston - Bread Loaf Corporation  
Rich Menge - Town of Hartford

Enclosures /2/  
141.051 P5

PO Box 712 404 East Main Street East Middlebury, Vermont 05740 802.382.8522  
110 Merchants Row 4th Floor, Suite 15 Rutland, Vermont 05701 802.747.3080



## Laboratory Report

Nott's Excavating  
185 Equestrian Way  
White River Junction, VT 05001  
Atten: Jason Nott

090606

PROJECT: Quechee Central Coliform Test

WORK ORDER: 1708-18691

DATE RECEIVED: August 11, 2017

DATE REPORTED: August 14, 2017

SAMPLER: Illegible

VTP

Parameter	Result	Units	Method	Analysis Date/Time	Lab/Tech	Qualifiers
- 001 Site: Quechee Date Sampled: 8/11/17 Time: 11:05						
Total Coliform	ABSENT	/100 mL	SM20 9223B Colilert	8/11/17 15:26	R RLS	
E. coli	ABSENT	/100 mL	SM20 9223B Colilert	8/11/17 15:26	R RLS	

The Federal SDWA considers this water bacteriologically **Acceptable** for consumption.

EPA Coliform Acceptance Criteria MCL

Total Coliform < 1.0 MPN/100ml or Absent

e. coli < 1.0 MPN/100ml or Absent

Samples were received at the laboratory with a temperature of 21.5 degrees Celsius. Bacteria samples must be received in a cooler with sufficient ice to attain a temperature of 10 degrees Celsius or below. Samples must not be frozen.

The column heading "Lab" denotes the laboratory facility where the testing was performed. "W" designates the Williston, VT lab under NELAC certification ELAP 11263; "R" designates the Lebanon, NH facility under certification NH 2037. This analysis meets NELAC requirements except as noted. Test results are representative of the samples as they were received at the laboratory

Reviewed by:

Alexander J Rakotz  
Laboratory Director Lebanon, NH

www.endynelabs.com

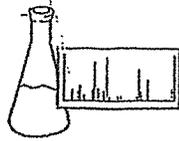


160 James Brown Dr., Williston, VT 05495  
Ph 802-879-4333 Fax 802-879-7103

56 Etna Road, Lebanon, NH 03766  
Ph 603-678-4891 Fax 603-678-4893



ENDYNE, INC.  
56 ETNA ROAD  
LEBANON, NH 03766-1446  
Phone: 603-678-4891 Fax 603-678-4893  
Email: arakotz@endynelabs.com



ENDYNE, INC.

Report Sent To:  
Client: HOT'S Excavating  
Address: 800 205-2734  
Email: NOV Excavating of Comcast. NH  
Phone No:  
Fax No:

LAB USE ONLY: Temp.  
Temperature Check: 21.5  
Cl Residual Check:  
Volume: < = > 100 mL  
Logged in by:

CHAIN OF CUSTODY

	Date	Time		Date	Time
Relinquished by: <u>[Signature]</u>	<u>8-11</u>	<u>11:20</u>	Accepted by:		
Relinquished by:			Received by Endyne: <u>[Signature]</u>	<u>8/14/17</u>	<u>11:20</u>

RESIDENTIAL CLIENTS

Is the sample from a Potable drinking water source in Vermont? Check either YES: \_\_\_\_\_ OR NO: \_\_\_\_\_ (Required)  
If YES, please read the information provided on the back of this form before proceeding.

PUBLIC WATER SUPPLY CLIENTS

CHLORINATED WATER SYSTEMS: MUST ENTER CHLORINE RESIDUAL ON FORM

WSID: \_\_\_\_\_ Water System Name: Quechee Central Sample Type: ROUTINE \_\_\_\_\_ REPEAT \_\_\_\_\_ SPECIAL [initials]  
Is System Chlorinated? YES [initials] NO \_\_\_\_\_ If YES: Free Chlorine Residual: 0.8 mg/L Total Chlorine Residual: \_\_\_\_\_ mg/L

ALL CLIENTS MUST PROVIDE THE FOLLOWING INFORMATION (incomplete information will delay processing)

Date and Time of Sampling: 8-11-17 11:05  
Name of Sampler (Please Print): [Signature]  
Sampling Location (kitchen, sink, bath, etc) \_\_\_\_\_  
Sampling Address (911 address if known) Quechee  
Water source: Drilled Well \_\_\_\_\_ Dug Well \_\_\_\_\_ Spring \_\_\_\_\_ Surface Water \_\_\_\_\_  
Is this water source chlorinated? YES [initials] NO \_\_\_\_\_  
Residential Clients: Have you chlorinated your water source within the last 2 weeks? YES \_\_\_\_\_ NO \_\_\_\_\_  
If YES, was there residual chlorine taste or odor when you collected the sample? YES \_\_\_\_\_ NO \_\_\_\_\_  
Describe any treatment systems (water softener, filters, UV, etc) \_\_\_\_\_

\* The laboratory does not accept samples on Fridays unless prior arrangement is made.

STANDARD: PRESENCE/ABSENCE \$25.00 \$ \_\_\_\_\_  
Results reported within 5 business days  
OR  
DN (Count) \$30.00 \$ \_\_\_\_\_  
RUSH: Nott's Excavating Quechee Central Coliform Test  
Results rep Fax, email c sh Charge: \$10.00 \$ \_\_\_\_\_  
TOTAL \$ \_\_\_\_\_

Please include payment with sample \_\_\_\_\_ is (payable to Endyne, Inc), or call the lab for credit card processing.

Please return samples within 24 hours, Monday thru Thursday only to meet method holding times	ENDYNE Work Order:
---	--------------------



Laboratory Report

Nott's Excavating  
185 Equestrian Way  
White River Junction, VT 05001  
Atten: Jason Nott

090606

PROJECT: Waldorf School, Quechee VT  
WORK ORDER: 1708-18547  
DATE RECEIVED: August 10, 2017  
DATE REPORTED: August 11, 2017  
SAMPLER: R. Nott

- 001	Site: Waldorf School, Quechee, VT New Water Main			Date Sampled: 8/10/17	Time: 11:15	
Parameter	Result	Units	Method	Analysis Date/Time	Lab/Tech	Qualifiers
Total Coliform	ABSENT	/100 mL	SM20 9223B Colilert	8/10/17 16:29	R SMY	
E. coli	ABSENT	/100 mL	SM20 9223B Colilert	8/10/17 16:29	R SMY	

The Federal SDWA considers this water bacteriologically **Acceptable** for consumption.

EPA Coliform Acceptance Criteria MCL

Total Coliform < 1.0 MPN/100ml or Absent  
e. coli < 1.0 MPN/100ml or Absent

Samples were received at the laboratory with a temperature of 21.5 degrees Celsius. Bacteria samples must be received in a cooler with sufficient ice to attain a temperature of 10 degrees Celsius or below. Samples must not be frozen.

The column heading "Lab" denotes the laboratory facility where the testing was performed. "W" designates the Williston, VT lab under NELAC certification ELAP 11263; "R" designates the Lebanon, NH facility under certification NH 2037. This analysis meets NELAC requirements except as noted. Test results are representative of the samples as they were received at the laboratory

Reviewed by:

Alexander J Rakotz  
Laboratory Director Lebanon, NH

www.endynelabs.com



160 James Brown Dr., Williston, VT 05495  
Ph 802-879-4333 Fax 802-879-7103

56 Etna Road, Lebanon, NH 03766  
Ph 603-678-4891 Fax 603-678-4893



ENDYNE, INC.  
6 ETNA ROAD  
EBANON, NH 03766-1446  
Phone: 603-678-4891 Fax 603-678-4893  
mail: arakotz@endynelabs.com



Report Sent To:  
Client: Nott's Excavating & Inc.  
Address: 155 Equestrian way  
WRS, VT 05201

Email: NOtt's Excavating@comcast.net  
Phone No: 802-295-2734  
Fax No:

LAB USE ONLY: Temp,  
Temperature Check: 25  
CI Residual Check: \_\_\_\_\_  
Volume: < = > 100 mL  
Logged in by: \_\_\_\_\_

CHAIN OF CUSTODY

	Date	Time		Date	Time
Relinquished by: <u>Roy Mott</u>	<u>8-10</u>	<u>11:48</u>	Accepted by:		
Relinquished by: <u>Benny</u>	<u>8-10</u>	<u>12:12</u>	Received by Endyne: <u>ASU</u>	<u>8/10/17</u>	<u>12:17</u>

RESIDENTIAL CLIENTS

Is the sample from a Potable drinking water source in Vermont? Check either YES: \_\_\_\_\_ OR NO: \_\_\_\_\_ (Required)  
If YES, please read the information provided on the back of this form before proceeding.

PUBLIC WATER SUPPLY CLIENTS

CHLORINATED WATER SYSTEMS: MUST ENTER CHLORINE RESIDUAL ON FORM

WSID: \_\_\_\_\_ Water System Name: Quechee Central Sample Type: ROUTINE \_\_\_\_\_ REPEAT \_\_\_\_\_ SPECIAL X  
Is System Chlorinated? (YES) NO \_\_\_\_\_ If YES: Free Chlorine Residual: 19 mg/L Total Chlorine Residual: \_\_\_\_\_ mg/L

ALL CLIENTS MUST PROVIDE THE FOLLOWING INFORMATION (incomplete information will delay processing)

Date and Time of Sampling: 8-10-17 11:15 AM  
Name of Sampler (Please Print): Roy Mott  
Sampling Location (kitchen, sink, bath, etc) \_\_\_\_\_  
Sampling Address (911 address if known) Waldorf School Quechee VT New Water main  
Water source: (Drilled Well) Dug Well \_\_\_\_\_ Spring \_\_\_\_\_ Surface Water \_\_\_\_\_  
Is this water source chlorinated? (YES) NO \_\_\_\_\_  
Residential Clients: Have you chlorinated your water source within the last 2 weeks? YES \_\_\_\_\_ NO \_\_\_\_\_  
If YES, was there residual chlorine taste or odor when you collected the sample? YES \_\_\_\_\_ NO \_\_\_\_\_  
Describe any treatment systems (water softener, filters, UV, etc) \_\_\_\_\_

\* The laboratory does not accept samples on Fridays unless prior arrangement is made.

STANDARD: PRESENCE/ABSENCE \$25.00 \$ \_\_\_\_\_  
Results reported within 5 business days  
OR  
(No verbal inquiries please) ENUMERATION (Count) \$30.00 \$ \_\_\_\_\_  
OR **1708-18547**  
RU 1708-18547  
Re   
Fa: Nott's Excavating Additional Rush Charge: \$10.00 \$ \_\_\_\_\_  
Waldorf School, Quechee VT TOTAL \$ \_\_\_\_\_

Payment checks (payable to Endyne, Inc), or call the lab for credit card processing.

ENDYNE Work Order: \_\_\_\_\_

24 hours, Monday thru Thursday only  
to meet method holding times



**OTTER CREEK  
ENGINEERING**

# Manhole Testing Log

Project: **Upper Valley Waldorf School**  
 Owner: **Upper Valley Waldorf School**  
 Contractor: **Notts Excavating**

Project Number: **141-051**  
 Date: **8/31/17**

**Manhole Location:**

Manhole Number	SMH 4	Manhole Station		Sheet Location	
Street:					

**Manhole Vacuum Test:**

Start Time:	<b>2:00 pm</b>	Start Vacuum	<b>10</b>	in. of HG
Stop Time:	<b>2:02 pm</b>	Stop Vacuum	<b>9.5</b>	in. of HG
Elapsed Time:	<b>2 min</b>	Vacuum Drop:	<b>0.5</b>	in. of HG
Required Time:	<b>2 min</b>	Allowable Drop:	<b>1.0</b>	in. of HG
		Pass/Fail:	<b>Pass</b>	
Tested by:	<b>Ben Griggs</b>	Observed by:	<b>C. Jewett</b>	
		(Contractor's Rep.)	(Engr. Rep.)	

Note: All testing is to be conducted by the contractor or its representative, in accordance with the contract specifications.

**Manhole Inspection:**

	Completed	By:	Notes
Cleanliness:	yes	CJ	
Channel and Table:	yes	CJ	
Rim Set to Grade:	yes	CJ	<b>Done after testing</b>
Rungs in Place:	yes	CJ	
Less than 24" Rim to Top Step:	yes	CJ	
Channel Depth : pipe (min.):	yes	CJ	
Lift Holes Mortared:	yes	CJ	

P.O. Box 712 404 East Main Street East Middlebury, Vermont 05740  
 Telephone: 802-382-8522 Facsimile: 802-382-8640 E-mail: [Info@OtterCrk.com](mailto:Info@OtterCrk.com)

110 Merchants Row, 4<sup>th</sup> Floor, Suite 15, Rutland, Vermont 05701  
 Telephone: (802)747-0080 Facsimile: (802)747-1800 E-mail: [Info@OtterCrk.com](mailto:Info@OtterCrk.com)



**OTTER CREEK  
 ENGINEERING**

# Manhole Testing Log

Project: **Upper Valley Waldorf School**  
 Owner: **Upper Valley Waldorf School**  
 Contractor: **Notts Excavating**

Project Number: **141-051**  
 Date: **8/31/17**

**Manhole Location:**

Manhole Number	SMH 3	Manhole Station		Sheet Location	
Street:					

**Manhole Vacuum Test:**

Start Time:	<b>1:10 pm</b>	Start Vacuum	<b>10</b>	in. of HG
Stop Time:	<b>1:12 pm</b>	Stop Vacuum	<b>10</b>	in. of HG
Elapsed Time:	<b>2 min</b>	Vacuum Drop:	<b>0.0</b>	in. of HG
Required Time:	<b>2 min</b>	Allowable Drop:	<b>1.0</b>	in. of HG
		Pass/Fail:	<b>Pass</b>	
Tested by:	<b>Ben Griggs</b> (Contractor's Rep.)	Observed by:	<b>C. Jewett</b> (Engr. Rep.)	

Note: All testing is to be conducted by the contractor or its representative, in accordance with the contract specifications.

**Manhole Inspection:**

	Completed	By:	Notes
Cleanliness:	yes	CJ	
Channel and Table:	yes	CJ	
Rim Set to Grade:	yes	CJ	<b>Done after testing</b>
Rungs in Place:	yes	CJ	
Less than 24" Rim to Top Step:	yes	CJ	
Channel Depth : pipe (min.):	yes	CJ	
Lift Holes Mortared:	yes	CJ	



**OTTER CREEK  
ENGINEERING**

**Manhole Testing Log**

Project: Upper Valley Waldorf School  
 Owner: Upper Valley Waldorf School  
 Contractor: Notts Excavating

Project Number: 141-051  
 Date: 5/15/17

**Manhole Location:**

Manhole Number	SMH 2	Manhole Station		Sheet Location	
Street:					

**Manhole Vacuum Test:**

Start Time:	1:00 pm	Start Vacuum	10	in. of HG
Stop Time:	1:02 pm	Stop Vacuum	9.0	in. of HG
Elapsed Time:	2 min	Vacuum Drop:	1.0	in. of HG
Required Time:	2 min	Allowable Drop:	1.0	in. of HG
		Pass/Fail:	Pass	
Tested by:	Ben Griggs	Observed by:	C. Jewett	
	(Contractor's Rep.)		(Engr. Rep.)	

Note: All testing is to be conducted by the contractor or its representative, in accordance with the contract specifications.

**Manhole Inspection:**

	Completed	By:	Notes
Cleanliness:	yes	CJ	
Channel and Table:	yes	CJ	
Rim Set to Grade:	yes	CJ	
Rungs in Place:	yes	CJ	
Less than 24" Rim to Top Step:	yes	CJ	
Channel Depth : pipe (min.):	yes	CJ	
Lift Holes Mortared:	yes	CJ	



**OTTERCREEK  
ENGINEERING**

# SEWER PIPE TESTING LOG

Project: **Upper Valley Waldorf**  
 Owner: **Upper Valley Waldorf**  
 Contractor: **Notts Excavating**

Project Number: **141-051**  
 Date: **8/31/17**

**Pipe Location:**

Manhole: **SMH 4** to Manhole: **SMH 3** Station: to Station:  
 Sheet No.: **C-1.3** Street: **N/A**

**Pipe Pressure Test:**

Start Time:	<b>11:30 am</b>	Start Pressure:	<b>50</b>	<b>psi</b>
Stop Time:	<b>11:45 am</b>	Stop Pressure:	<b>50</b>	<b>psi</b>
Elapsed Time:	<b>15 min</b>	Pressure Drop:	<b>0</b>	<b>psi</b>
Required Time:	<b>15 min</b>	Allowable Drop:	<b>0</b>	<b>psi</b>
		Pass/Fail:	<b>Pass</b>	
Tested by:	<b>Ben Griggs</b>	Observed by:	<b>C. Jewett</b>	

(Contractor's Rep.)

(Engr. Rep.)

Note: All testing is to be conducted by the contractor or its representative, in accordance with the contract specifications.

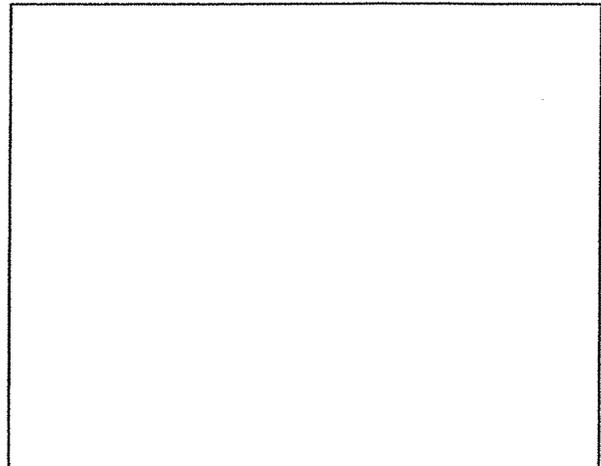
**Pipe Inspection:**

	Completed	By	Notes
Lamped:	<b>yes</b>	<b>CJ</b>	
Mandrel Tested:	<b>yes</b>	<b>CJ</b>	
Clean of Debris:	<b>yes</b>	<b>CJ</b>	

**Record Drawing Information:**

Date of Activation:	<b>8/31/17</b>
Type:	<b>C-900</b>
Size:	<b>8 in</b>
Invert Out:	<b>Refer to Plans</b>
Invert In:	<b>Refer to Plans</b>
Length:	<b>Refer to Plans</b>
Slope:	<b>Refer to Plans</b>
Number of Connections:	<b>0</b>

**Sketch:**



**Additional notes and sketches on back:** Sewer main was constructed and tested to water main standards.



**OTTER CREEK  
ENGINEERING**

# SEWER PIPE TESTING LOG

Project: **Upper Valley Waldorf**  
 Owner: **Upper Valley Waldorf**  
 Contractor: **Notts Excavating**

Project Number: **141-051**  
 Date: **5/15/17**

**Pipe Location:**

Manhole: **SMH 1** to Manhole: **SMH 2** Station: to Station:  
 Sheet No.: **C-1.3** Street: **N/A**

**Pipe Pressure Test:**

Start Time:	<b>9:00 am</b>	Start Pressure:	<b>4.5</b>	<b>psi</b>
Stop Time:	<b>9:01 am</b>	Stop Pressure:	<b>4.5</b>	<b>psi</b>
Elapsed Time:	<b>1 min</b>	Pressure Drop:	<b>0</b>	<b>psi</b>
Required Time:	<b>9 seconds</b>	Allowable Drop:	<b>1</b>	<b>psi</b>
		Pass/Fail:	<b>Pass</b>	
Tested by:	<b>Ben Griggs</b>	Observed by:	<b>C. Jewett</b>	

(Contractor's Rep.)

(Engr. Rep.)

Note: All testing is to be conducted by the contractor or its representative, in accordance with the contract specifications.

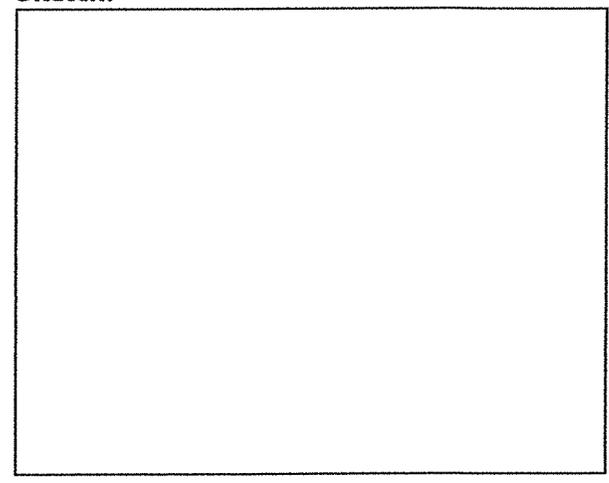
**Pipe Inspection:**

	Completed	By	Notes
Lamped:	<b>Yes</b>	<b>CJ</b>	
Mandrel Tested:	<b>yes</b>	<b>CJ</b>	
Clean of Debris:	<b>yes</b>	<b>CJ</b>	

**Record Drawing Information:**

Date of Activation:	<b>8/31/17</b>
Type:	<b>SDR 35</b>
Size:	<b>8 in</b>
Invert Out:	<b>Refer to Plans</b>
Invert In:	<b>Refer to Plans</b>
Length:	<b>Refer to Plans</b>
Slope:	<b>Refer to Plans</b>
Number of Connections:	<b>0</b>

**Sketch:**





**OTTER CREEK  
ENGINEERING**

# SEWER PIPE TESTING LOG

Project: **Upper Valley Waldorf**  
 Owner: **Upper Valley Waldorf**  
 Contractor: **Notts Excavating**

Project Number: **141-051**  
 Date: **5/15/17**

**Pipe Location:**

Manhole: **SMH 2** to Manhole: **SMH 3** Station: to Station:  
 Sheet No.: **C-1.3** Street: **N/A**

**Pipe Pressure Test:**

Start Time:	<b>9:45 am</b>	Start Pressure:	<b>4.5</b>	<b>psi</b>
Stop Time:	<b>9:46 am</b>	Stop Pressure:	<b>4.0</b>	<b>psi</b>
Elapsed Time:	<b>1.5 min</b>	Pressure Drop:	<b>0</b>	<b>psi</b>
Required Time:	<b>1.25 min</b>	Allowable Drop:	<b>0</b>	<b>psi</b>
		Pass/Fail:	<b>Pass</b>	
Tested by:	<b>Ben Griggs</b>	Observed by:	<b>C Jewett</b>	

(Contractor's Rep.)

(Engr. Rep.)

Note: All testing is to be conducted by the contractor or its representative, in accordance with the contract specifications.

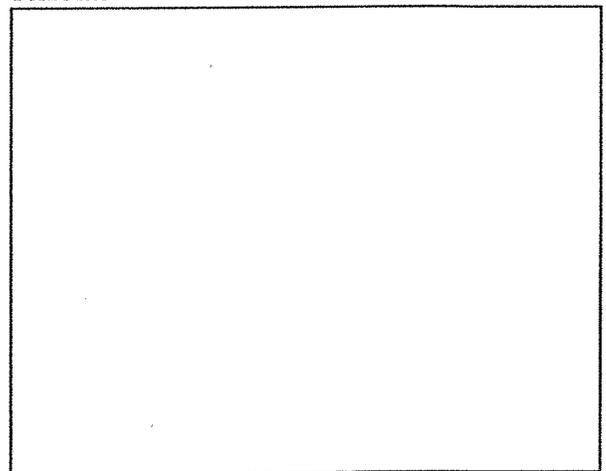
**Pipe Inspection:**

	Completed	By	Notes
Lamped:	<b>yes</b>	<b>CJ</b>	
Mandrel Tested:	<b>yes</b>	<b>CJ</b>	
Clean of Debris:	<b>yes</b>	<b>Cj</b>	

**Record Drawing Information:**

Date of Activation:	<b>8/31/17</b>
Type:	<b>SDR 35</b>
Size:	<b>8 in</b>
Invert Out:	<b>Refer to Plans</b>
Invert In:	<b>Refer to Plans</b>
Length:	<b>Refer to Plans</b>
Slope:	<b>Refer to Plans</b>
Number of Connections:	<b>0</b>

**Sketch:**





# OTTER CREEK ENGINEERING

August 13, 2018

Mrs. Jo-Ann Ells  
Zoning Administrator  
Town of Hartford  
171 Bridge Street  
White River Jct., VT 05001

Subject: Upper Valley Waldorf School  
Engineer's Certification

## Via Email

Dear Jo-Ann:

Based on my review of the project throughout construction and my recent site visit site on August 3<sup>rd</sup>, the site work and utility improvements associated with the Upper Valley Waldorf School project are complete. There are slight changes from the approved plans which include the following:

1. The plantings for the Bioretention stormwater basin were revised during construction. A revised planting schedule and associated site plan will be submitted to the Department as part of a permit amendment application.
2. The proposed retaining wall along the electrical transformers was eliminated.
3. The connection of the new water service and blowoff was made south of Bluff Road, instead of on the north side of the road.
4. The additional parking area and associated stormwater treatment system was not constructed at this time.

Other Conditions of Approval that have been addressed for this project.

1. The Record Drawing has been electronically submitted to the Department of Public Works. Upon review and approval, we will provide DPW with 2 hard copies, a Mylar and an AutoCAD version of the Record Drawings
2. As part of the submission of the Record Drawings we have also requested that DPW review and provide written approval related to the sewer and water improvements.
3. By receipt of this letter we ask that DPW and the Selectboard review and approve the improvements made to Bluff Road.
4. The Energy Code Certificate is reported to have been filed in the Town Land Records.



As discussed previously there are certain project items that are in the process of being completed or require Design Review and Zoning approval. Those items include:

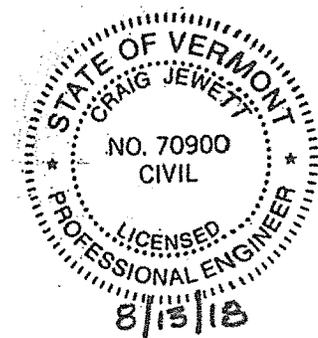
1. Execution and recording of easement for relocated utilities. *(In progress)*
2. Permitting of the revised planting in Bioretention Basin. *(In progress)*
3. Photos of the signs are submitted to the Zoning Administrator.

Based on this information and the accompanying Record Drawing, I certify that the project was constructed in general compliance with the approved plans, Findings of Fact and Exhibits for Planning Commission Approval #17-03 and Zoning Permit 2017-52.

Please let me know if you have any questions or comments related to this information.

Sincerely,

Craig Jewett, P.E.  
Senior Project Engineer



c: Michael Bruss – Upper Valley Waldorf School (via email)  
Hannah Tyler – Town of Hartford Director of Public Works (via email)  
Steve Rooney - Bread Loaf Corporation (via email)

Enclosures /1/

512

ATTACHMENT K  
Pg 1

RECEIVED

APR 10 2019

TOWN OF HARTFORD  
A.M. 1:00 P.M.

**QUITCLAIM DEED**  
**GRANT OF WATER AND SEWER LINE EASEMENTS ONLY**  
For Relocated Utilities

KNOW ALL BY THESE PRESENTS that **UPPER VALLEY WALDORF SCHOOL**, a Vermont non-profit corporation with a principal place of business in Hartford, in the County of Windsor County and State of Vermont, GRANTOR, in consideration of One Dollar and other good and valuable consideration paid to its full satisfaction by the **TOWN OF HARTFORD**, a Vermont municipal corporation, of Hartford, in the County of Windsor and State of Vermont, GRANTEE, by these presents, has REMISED, RELEASED AND FOREVER QUIT-CLAIMED unto the said GRANTEE, **TOWN OF HARTFORD**, and its successors and assigns, an easement on a certain piece of land in the Village of Quechee, Town of Hartford, in the County of Windsor and State of Vermont, described as follows:

Being an easement for the placement and maintenance of a new water main and new sanitary sewer line as shown on a plan entitled "Upper Valley Waldorf School Addition and Renovation - Quechee, Vermont, Proposed Utility Plan C-1.3" prepared by Otter Creek Engineering, Inc. as Project No. 16309, dated October 27, 2017, last revised August 10, 2018, which plan is to be recorded herewith in the Hartford Land Records. The easements are further described as follows:

Water Main:

The new water main (identified as "8" CL 52 DI Water Main" on the plan) commences at the existing water main located in Bluff Road, so-called, as shown on the plan, runs northerly to a bend, and then runs northeasterly to an existing water main.

Sewer Line:

The new sewer line (identified as "8" SDR 35 PVC Sanitary Sewer" on the plan) commences at a point marked "SMH 1" on the southerly side of Bluff Road, so-called, as shown on the plan, and runs approximately parallel to the new water main to points marked "SMH 2", "SMH 3" and "SMH 4" on the plan.

From the points of beginning of the new water main and new sanitary sewer line to their respective termini at the existing water main and point marked "SMH 4" on the plan, the width of the easement is ten (10) feet on either side of the centerline of both the new water main and new sanitary sewer line, all as shown on the plan.

This easement crosses lands of the Grantor acquired by Warranty Deed of Joseph Morel and Amy Morel dated October 1, 2018, recorded October 18, 2018 in Book 553, Pages 260-261 of the Hartford Land Records; by Warranty Deed of Corey A. Stillson and Ann B. Stillson dated

August 4, 2000, recorded August 9, 2000 in Book 289, Pages 559-561 of said Land Records; and by Warranty Deed of Ann E. Johnston dated December 20, 1996, recorded January 6, 1997 in Book 239, Pages 586-589 of said Land Records (reference is made to the Corrective Warranty Deed from Ann E. Johnston to Upper Valley Waldorf School dated January 16, 1997, recorded January 17, 1997 in Book 2240, Pages 174-177 of the Hartford Land Records).

This easement shall replace and supersede any existing easements for water and sewer lines already encumbering the lands of Upper Valley Waldorf School including, but not limited to, the easement granted by Warranty Deed from Corey Stillson and Ann Stillson to the Town of Hartford School District dated July 9, 1993 and recorded in Book 197, Pages 300-301 of the Hartford Land Records.

Grantee, its successors and assigns, shall have the right of entry to place and maintain the water main and sanitary sewer lines, doing no unnecessary damage to the Grantor's property. Once the water main and sanitary sewer line are placed, the affected property shall be smoothed, raked free of stone, seeded and mulched.

Grantor shall not construct any structures, plant any trees, or install any improvements of any description or other new utilities within the easement areas which would interfere with maintenance, repair, inspection or replacement of any infrastructure of Grantee within the easement areas.

The Grantor, by execution of this easement deed, acknowledges that the recently installed drainage lines discharging to CB2, as shown on the plan, are considered the Grantee's private infrastructure. Further, the Grantor, its successors and assigns, will be responsible for the infrastructure's maintenance, repair, and replacement, and will not cause any illicit, hazardous or excessive flows to be discharged into the Town's drainage system.

This conveyance is made subject to, and with the benefit of, any applicable utility easements, public rights-of-way, spring rights, easements for ingress and egress, and rights incident to each of the same as may appear more particularly of record which do not interfere with the use of the herein conveyed property or render the title unmarketable as provided herein; provided, however, that this paragraph shall not reinstate any such encumbrance previously extinguished by the Marketable Record Title Act, Chapter 5, Subchapter 7 of Title 27, Vermont Statutes Annotated.

Reference should be made to the above-mentioned deeds and records and to the deeds and records referred to therein for a more complete and particular description of the lands and premises conveyed.

TO HAVE AND TO HOLD all right and title in and to said quit-claimed premises with the privileges and appurtenances thereof, to the said GRANTEE, TOWN OF HARTFORD, and its successors and assigns forever.

519

ATTACHMENT K  
Pg 3

DATED this 4 day of April 2019,  
day of March, 2019.

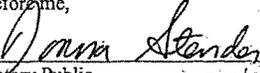
UPPER VALLEY WALDORF SCHOOL

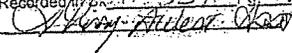
By:   
Board Chair, duly authorized

New Hampshire  
STATE OF VERMONT  
COUNTY OF WINDSOR Grafton

On this 4 day of April 2019, personally appeared Julie Thom, duly authorized Board Chair of Upper Valley Waldorf School, and acknowledged the foregoing instrument by him/her sealed and subscribed, to be his/her free act and deed and the free act and deed of Upper Valley Waldorf School.

Before me,

  
Notary Public CONNA STENDER, Notary Public  
My Commission Expires January 28, 2020

HARTFORD TOWN CLERK'S OFFICE  
This 10 day of April 2019  
at 1:50 AM/PM  
Recorded in 557 Pg 512-517  
 Town Clerk

ATTACHMENT L  
**RECEIVED**

OCT 18 2018

TOWN OF HARTFORD  
A.M. 110 P.M.

WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS that we, Joseph Morel and Amy Morel, a married couple, of Barnard, Vermont, Grantors, in the consideration of **ONE DOLLAR AND OTHER VALUABLE CONSIDERATION** paid to our full satisfaction by the **Town of Hartford**, a municipality located in Windsor County, Vermont, Grantee, by these presents, do freely **GIVE, GRANT, SELL, CONVEY AND CONFIRM** unto the said Grantee, **Town of Hartford**, its successors and assigns forever, certain lands and premises in Hartford, in the County of Windsor and State of Vermont, described as follows, viz:

Being a portion of the lands and premises conveyed to the abovementioned Grantors, Joseph Morel and Amy Morel, by virtue of the Warranty Deed from Paino Investments, Ltd. dated September 16, 2014 and recorded in Book 504 at Page 531 of the Hartford Land Records.

Being an unimproved parcel of land containing .02 acres, more or less, as shown on the survey entitled "Boundary Line Adjustment Plat, Joseph & Amy Morel (Tax Lot 12-63) & Upper Valley Waldorf School (Tax Lot 12-17), Quechee Main Street, Quechee, Vermont, Sheet 2 or 2," prepared by Trudell Consulting Engineers of Williston, Vermont, dated January 26, 2017, a mylar copy of which survey is to be recorded in the Hartford Land Records.

The within conveyed parcel is to be deemed annexed to the town's Bluff Road public right of way parcel.

**TO HAVE AND TO HOLD** said granted premises, with all the privileges and appurtenances thereof, to the said Grantee, **Town of Hartford**, and its successors and assigns, to its own use and behoof forever; And, we the said Grantors, **Joseph Morel and Amy Morel**, for ourselves and our heirs, executors and administrators, do covenant with the said Grantee, **Town of Hartford**, and its successors and assigns, that until the ensealing of these presents, we are the sole owners of the premises and have good right and title to convey the same in manner aforesaid, that it is **FREE FROM EVERY ENCUMBRANCE**; except as aforesaid, and we hereby engage to **WARRANT AND DEFEND** the same against all lawful claims whatever; except as aforesaid.

\*\*\*\*\*

Law Office of Peter K. Vollers, PLC  
T'Other House  
4 The Green  
Woodstock, VT 05091

IN WITNESS WHEREOF, we hereunto set our hands and seals this 1<sup>st</sup> day of October, A.D., 2018.

[Signature]  
Joseph Morel

[Signature]  
Amy Morel

State of Vermont  
County of Windsor

At Woodstock, this 1<sup>st</sup> day of October, 2018, personally appeared Joseph Morel and Amy Morel and they acknowledged this instrument, by them sealed and subscribed, to be their free act and deed.

Before me, [Signature]  
Notary Public

Expiration date: February 10, 2019

HARTFORD TOWN CLERK'S OFFICE  
This 18 day of December 2018  
at \_\_\_\_\_ 1:10 AM PM  
Recorded in Bk 553 Pg 258-259  
Sherry Robert Moor Town Clerk

**ACKNOWLEDGEMENT**  
**RETURN RECEIVED**  
INCLUDE CERTIFICATES AND IF REQUIRED,  
ACT 250 DISCLOSURE STATEMENT  
SIGNED [Signature] CLERK  
DATE 10/18/18

\*\*\*\*\*

Law Office of Peter K. Vollers, PLC  
T'Other House  
4 The Green  
Woodstock, VT 05091



## AGENDA MEMORANDUM

November 5, 2019

Town Selectboard Meeting Item: 4e

Submitted by: Brannon Godfrey, Town Manager

- Subject:** Presentation on 5G Technology
- Background:** Frederica Graham has requested time to speak to the Selectboard about 5G Technology and its potential health impacts if unregulated.
- Discussion:** The telecommunications companies are developing the next generation (“5G”) of wireless data transmission using small cell antennas to boost wireless signals by ten times the current speed of 4G. 5G operates in a high-frequency band of the wireless spectrum. Small cell antennas have shorter range and therefore are installed in higher numbers and either attached to existing utility poles or installed on short street-light-height poles erected specifically for the antennas.
- Local governments should be concerned with the telecommunications companies’ expectation for unregulated access to town-owned rights-of-way for attaching antennas and erecting small poles. Small cell antennas are aesthetically unattractive to an urban streetscape. There is also an unproven, but concerning, potential health risk associated with the microwave transmission.
- Staff has just begun to study the impacts of the technology, its proliferation in the State and the regulatory options for the Town. Resilient Hartford has discussed the matter at recent Committee meeting.
- Financial Impact:** N/A
- Recommendation:** This presentation by Frederica Graham is for information only.

  
Town Manager



**TOWN OF HARTFORD  
SELECTBOARD MINUTES**

Tuesday, October 22, 2019, 6:00pm  
Hartford Town Hall  
171 Bridge Street  
White River Junction, VT 05001

**Present:** Simon Dennis, Selectboard Chair; Richard Grassi, Selectboard Vice Chair; Dennis Brown, Selectboard Clerk; Jameson Davis, Selectboard Member; Dan Fraser, Selectboard Member; Alan Johnson, Selectboard Member; Kim Souza, Selectboard Member; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant; Kristine McDevitt, Twin Pines Housing; Andrew Winter, Twin Pine Housing; Lori Hirshfield, Director Planning & Development; Hannah Tyler, Director of Public Works; Scott Cooney, Fire Chief; Lannie Collins.

<http://catv.cablecast.tv/CablecastPublicSite/show/10414?channel=1>

**I. Call to Order the Selectboard Meeting**

Selectboard Chair, Simon Dennis called the Selectboard Meeting to order at 6:00 PM.

**II. Pledge of Allegiance**

**III. Local Liquor Control Board: N/A**

**IV. Order of Agenda:** No changes as of this time.

**V. Selectboard: Selectboard Chair, Simon Dennis recessed the Selectboard Meeting.**

**1. Public Hearing:** Selectboard Chair, Simon Dennis opened the Public Hearing at 6:02 PM.

- a. VCDP Grant Close Out for Wentworth Housing Project on Sykes Mountain Avenue.

There were no public comments.

Selectboard Chair, Simon Dennis closed the Public Hearing at 6:35 PM and reopened the Selectboard meeting.

**Selectboard Vice Chair, Richard Grassi made the motion to Authorize the Town Manager to sign all necessary documents to complete the Vermont Community Development Program Implementation Grant # 07110-IG-2016-**

**Hartford-00020, Wentworth-Sykes MT Ave Housing Project closeout. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.**

Selectboard Chair, Simon Dennis recessed the Selectboard meeting and opened the Public Hearing at 6:37 PM.

- b. VCDP Grant Close Out on The Village at White River Junction Job Creation.

Lannie Collins from Quechee asked how many of the jobs were filled by Hartford Residents. Mrs. Hirshfield did not know but she will try to find out.

Selectboard Chair, Simon Dennis closed the Public Hearing at 6:59 PM and reopened the Selectboard meeting.

**Selectboard Member, Jameson Davis made the motion to Authorize the Town Manager to sign all necessary documents to complete the Vermont Community Development Program Implementation Grant # 07110-IG-2018-Hartford-06, The Village at WRJ Job Creation closeout. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

**2. Public, Selectboard Comments and Announcements:**

There were no Citizen comments.

Selectboard comments:

Selectboard Member, Kim Souza attended the performance by the Youth Ensemble at Northern Stage. It was a musical featuring downtown WRJ businesses.

Selectboard Chair, Simon Dennis reminded everyone of the Town of Hartford Truck or Treat at the Town Hall followed by the Gory Daze Parade on Saturday.

Selectboard Member, Jameson Davis reported on the very successful Sister City visit from students and teachers from Cenon, France. Lots of school involvement. Mr. Davis also had a visit from his family this past week. They really enjoyed their time here and had good conversations and great experiences everywhere they went in the Town.

Selectboard Clerk, Dennis Brown read the article in the Valley News about the VT Planning Commission. He found it interesting and wondered if the suggestions that Hartford presented were considered.

Selectboard Member, Alan Johnson experienced the VINS Canopy Walk on opening day. It was worth the visit.

**3. Appointments: N/A**

**4. Town Manager's Report: Significant Activity Report ending October 21, 2019.**

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/170>

## 5. Board Reports, Motions & Ordinances

### a. Solid Waste Fee Increases (motion required)

Selectboard Member, Alan Johnson made the motion to approve the proposed changes to the fee schedule. Selectboard Member, Dan Fraser seconded the motion.

Selectboard Vice Chair, Richard Grassi made a motion for an Amendment to modify the punch card price from the proposed \$5.00 to \$4.00 per bag. Selectboard Chair, Simon Dennis seconded the motion. 4 were in favor (Dennis, Souza, Johnson & Grassi), 3 were not in favor (Davis, Fraser & Brown). The motion passed. Note: This will put the price for District holders to \$4.95.

Vote on the outstanding motion: 3 were in favor (Souza, Grassi & Johnson), 4 were not in favor (Fraser, Brown, Davis & Dennis.) The motion failed.

Selectboard Clerk, Dennis Brown made the motion to table this discussion to a later date to find out more information and have a broader discussion. Selectboard Vice-Chair, Richard Grassi seconded the motion. 2 were in favor (Brown & Grassi) and 5 were not in favor (Dennis, Fraser, Souza, Johnson & Davis) The motion failed.

Selectboard Chair, Simon Dennis made a motion to accept the proposed rate increases, with the amended \$4.00 per bag and to eliminate the increase cost of metal recycling and bring it back to no cost. Selectboard Vice Chair, Dennis Brown seconded the motion. 5 were in favor (Souza, Brown, Johnson, Fraser & Dennis) and 2 were not in favor (Davis & Grassi.) The motion passed.

### b. Audit Contract Award (motion required)

Selectboard Member, Dan Fraser made the motion to Authorize the Town Manager to execute the letter for the audit engagement with Mudgett, Jennett & Krogh-Wisner, P.C. for services for the fiscal year ending June 30, 2020. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

### c. FY21 Budget Guidance Memo (motion required)

Selectboard Clerk, Dennis Brown made the motion to Approve the FY21 Budget Guidance Memo with the addition. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

### d. CIP Prioritization Status (information only)

Background: In the spring of 2019, the Selectboard developed the Capital Improvement Program (CIP) Rubric as a tool for ranking and

prioritizing capital projects. On October 8, the Town Manager presented a rough list of capital projects for the Rubric. The Selectboard Chair, Vice Chair and Town Manager met on October 11 to refine this list to remove items that were recurring and/or operating expenditures, as well as to present them so that General Fund and Enterprise Funds items were separated (see attached list).

Discussion: Selectboard members have begun to submit their individual rankings for input into the Rubric and compilation of ranking. This is a discussion on the progress of the individual ranking and requests for information. The prioritization of capital projects in the CIP Rubric will provide the Town Manager guidance for preparing the recommended FY21-26 Capital Improvement Program.

- e. ~~Acceptance of portion of Bluff Road (motion required)~~  
Moved to the next regular meeting on November 5<sup>th</sup>.

## 6. Commission Meeting Reports:

Selectboard Member, Alan Johnson attended the Renewable Energy VT Conference. Current Net Zero cities in VT are Burlington and Montpelier. Looking for more heat sources – even sewers. Mr. Johnson found some people that were perhaps interested in working on raising the Net Metering Cap.

Selectboard Member, Kim Souza reported that HCOREI is working on their road map. Next going into the budget process and funding request for more training and programs.

## 7. **Consent Agenda (Mot Req.): Selectboard Member, Kim Souza made the motion to approve the Consent Agenda as listed and added. Selectboard Vice Chair, Richard Grassi seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 10/19/2019

Approve Meeting Minutes of: 10/8/2019 and 10/15/2019

Approve A/P Manifest of: 10/18/2019 & 10/22/2019

Selectboard Meeting Dates of:

- Already Approved: 10/29/2019, 11/5/2019 & 11/19/2019

## 8. **Executive Sessions: Selectboard Vice Chair, Richard Grassi made the motion to go into Executive Session at 9:40 P.M. for a Labor relations agreement with the IAFF under 1 VSA §313(a)(1)(B), where premature general public knowledge would clearly place the public body at a substantial disadvantage. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.**

**Selectboard Member, Alan Johnson made a motion to close the Executive Session at 10:11 P.M. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.**

**9. Adjourn the Selectboard Meeting.**

**Selectboard Member, Jameson Davis made the motion to Adjourn the meeting at 10:12 P.M. Selectboard member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than noon on the Wednesday preceding the scheduled meeting date. Requests received after that date will be addressed at the discretion of the Chair. Citizens wishing to address the board should do so during the Citizen Comments period.

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**TOWN OF HARTFORD  
SPECIAL SELECTBOARD MINUTES**

Tuesday, October 29, 2019, 6:00pm  
Hartford Town Hall  
171 Bridge Street  
White River Junction, VT 05001

**Present:** Simon Dennis, Selectboard Chair (arrived at 6:15); Richard Grassi, Selectboard Vice Chair; Dennis Brown, Selectboard Clerk; Jameson Davis, Selectboard Member (left the meeting at 9:50 PM); Dan Fraser, Selectboard Member; Alan Johnson, Selectboard Member; Kim Souza, Selectboard Member; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant; Hannah Tyler, Director of Public Works; Lori Hirshfield, Director of Planning & Development; Matt Osborn, Planner; Chris Holzwarth, Project Manager @ DPW; Erik Krauss, Lannie Collins; Mike Morris; Sally Bacon; David Briggs; Eric Bunge; Ken Parker; Stuart Johnson; Vural Oktay; Tim Camerato, Valley News.

<http://catv.cablecast.tv/CablecastPublicSite/show/10447?channel=1>

**I. Call to Order the Selectboard Meeting**

Selectboard Vice Chair, Richard Grassi called the meeting to order at 6:01PM.

**II. Pledge of Allegiance**

Selectboard Clerk, Dennis Brown led the Pledge of Allegiance.

**III. Local Liquor Control Board: N/A**

**IV. Order of Agenda: No Changes to the Order of Agenda.**

**V. Selectboard**

**1. Public, Selectboard Comments and Announcements:**

Citizen Comments: Mike Morris of Hartford asked about the progress of the pathway behind The Villages complex. He said it is still not accessible. Town Manager, Brannon Godfrey responded that it is not Town property however he has had conversations with The Villages management and they are continuing to work on it. There seems to be drainage and grading problems at the top of the path. David Briggs commented that he uses it at least 5 times a week and it is passable and better than it has been in years.

Selectboard Comments: Selectboard Clerk, Dennis Brown mentioned that this Thursday is Halloween Night and wondered if it might be changed due to

weather. Police Chief Kasten said that Hartford does not assign day or times for Trick or Treating.

**2. Appointments: N/A**

**3. Town Manager's Report: N/A**

**4. Board Reports, Motions & Ordinances**

- a. Downtown Parking Workshop: Meter System, Parking Structure Options, Ordinance Revisions. (Information Only)

Presentation Overview: Parking Solution Overview  
Parking Demand Overview  
Parking Meter Proposal Overview  
Proposed Parking Garage Update  
Update on Parking Ordinances

Parking Solutions Overview:

Our goal is to create an integrative parking system that...

- Encourages safe traffic flow
- Is easy to use and understand
- Provides opportunities for user to 'self-police' their usage, encouraging turnover
- Minimizes police presence with remote capabilities
- Provides capacity for growth and change within our downtown district
- Is a living system that is able to evolve as transportation, energy resources, and lifestyles transition
- Develop a sustainable fee system that is comparable regionally and also supports the parking infrastructure
- Parking ordinances that are consistent with State of Vermont regulations
- Guides implementation of a winter parking and snow removal operations that better support safe and efficient storm response management

Parking Demand Overview:

- Since 2015 we have seen a significant upward trend in the demand for public parking with the build-out of the 2009 Downtown WRJ Revitalization Plan and TIF District, including a significant amount of new housing units and commercial space.
- Over the past three years, there have been...
  - Dramatic increases in evening (6:30-8:30 p.m.) parking occupancy related to growth in number of events and thriving restaurant scene
  - Steady increases in mid-day (12:00-1:00 p.m.) parking occupancy, and consistently having the highest occupancy rate
  - At or near full occupancy in the downtown core sections
  - Steady increases in the mid-morning (9:45-10:45 a.m.) and mid-afternoon (2:30-3:15 p.m.) periods.

Next Steps/Recommendations:

Seeking approval:

- To proceed on meter system
- General preferences on Parking structure design options to finalize and prepare for presentation at future public information meeting
- To Proceed with legal review of Ordinance update

There continued to be a lot of discussion on the parking structure vs. the resurfacing and expanding of the current parking lot.

At the end of the meeting there was a general nod of heads to go ahead with the parking meters and legal review of the ordinance revisions. There were general concerns about the parking structure. A solution to these concerns is to have them, D&K and Walker, estimate the cost of a task order to develop design options for additional spaces on the S. Main Street lot.

**5. Commission Meeting Reports: NONE**

**6. Consent Agenda (Mot Req.): N/A**

**7. Executive Sessions: N/A**

**8. Adjourn the Selectboard Meeting.**

**Selectboard Vice Chair, Richard Grassi made the motion to Adjourn the meeting at 10:00 P.M. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than noon on the Wednesday preceding the scheduled meeting date. Requests received after that date will be addressed at the discretion of the Chair. Citizens wishing to address the board should do so during the Citizen Comments period.

Report Date: 11/01/19  
11:58AM

**Payment Manifest**  
by Vendor ID  
Town of Hartford

Page: 1  
User: florentina  
Report: APINHHD\_PmtByDate

Check Date: 11/01/2019 - 11/01/2019

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.
<b>25-0100</b>	<b>Capital Improvement Plan</b>				
036495	PARENT CONSTRUCTION, INC		11/01/2019	1006	
2916	WABA Project Floor	0.00	\$8,000.00	0.00	8,000.00
	Desc: WABA Project Floor	Acct: 25-985-100-0100	Capital Improvemt Plan - Exp		
	Vendor Total:		8,000.00	0.00	8,000.00
<b>25-0100</b>	<b>Revaluation Reserve</b>	<b>Bank Total:</b>			<b>8,000.00</b>
<b>25-0174</b>	<b>Revaluation Reserve</b>				
030720	MERRIMAN SMART, PLC		11/01/2019	1010	
2155	LEGAL FEES	0.00	\$4,831.30	0.00	4,831.30
	Desc: LEGAL FEES	Acct: 25-985-100-0174	Revaluation Exp		
	Vendor Total:		4,831.30	0.00	4,831.30
041468	SAFEGROUND ORGANIC ANALYTICS, INC		11/01/2019	1011	
3HARTVT	APPRAISAL LITIGATION CONSULTING	0.00	\$2,650.00	0.00	2,650.00
	Desc: APPRAISAL LITIGATION CONSULTING	Acct: 25-985-100-0100	Capital Improvemt Plan - Exp		
	Vendor Total:		2,650.00	0.00	2,650.00
<b>25-0174</b>	<b>Highway Infastructure</b>	<b>Bank Total:</b>			<b>7,481.30</b>
<b>25-0311</b>	<b>Highway Infastructure</b>				
014447	DUFRESNE GROUP		11/01/2019	1013	
13774-2	SYKES MTN AVE SIDEWALK	42.50	\$42.50	0.00	42.50
	Desc: SYKES MTN AVE SIDEWALK	Acct: 11-316-003-2018	Town Match Funds 2018 - Lower Sykes		
	Vendor Total:		42.50	0.00	42.50
<b>25-0311</b>	<b>PARKS - REC RESTRICTED</b>	<b>Bank Total:</b>			<b>42.50</b>
<b>25-8055</b>	<b>PARKS - REC RESTRICTED</b>				
500403	CHOQUETTE, RICK	CHOQUETTE INFLATABLES, LLC	11/01/2019	1017	
759	RENTAL - BOUNCE HOUSES	0.00	\$250.00	0.00	250.00
	Desc: RENTAL - BOUNCE HOUSES	Acct: 25-985-511-0006	P & R Restricted - Community Events		
	Vendor Total:		250.00	0.00	250.00
<b>25-8055</b>	<b>Water Capital Reserve</b>	<b>Bank Total:</b>			<b>250.00</b>
<b>50-0100</b>	<b>Water Capital Reserve</b>				
036187	OTTER CREEK ENGINEERING INC		11/01/2019	1008	
16891	WILDER WELL#1 CONSTRUCTION PH/	0.00	\$7,848.75	0.00	7,848.75
	Desc: WILDER WELL#1 CONSTRUCTION PHASE	Acct: 50-952-543-0000	CAPITAL OUTLAY - WILDER		
	Vendor Total:		7,848.75	0.00	7,848.75
<b>50-0100</b>	<b>Dog Park</b>	<b>Bank Total:</b>			<b>7,848.75</b>
<b>73-7302</b>	<b>Dog Park</b>				
502156	SMITH, WENDY ANN	WENDY ANN SMITH	11/01/2019	1021	
PO#5797	Dogaween expenses for dog park	0.00	\$27.39	0.00	27.39

Report Date: 11/01/19  
11:58AM

**Payment Manifest**  
by Vendor ID  
Town of Hartford  
Check Date: 11/01/2019 - 11/01/2019

Page: 2  
User: florentina  
Report: APINHND\_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: Dogaween expenses for dog park	Acct: 73-511-318-7302	CONTRACTED SERVICES(DOG PARK)		
	Vendor Total:		27.39	0.00	27.39
<b>73-7302</b>	<b>GENERAL FUND - MASCOMA</b>		<b>Bank Total:</b>		<b>27.39</b>
<b>FUND 1 0</b>	<b>GENERAL FUND - MASCOMA</b>				
001170	AIRGAS, INC.	AIRGAS USA, LLC	11/01/2019		67342
9094205124	OXYGEN	0.00	\$15.10	0.00	15.10
	Desc: OXYGEN	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
9094255158	OXYGEN	0.00	\$12.97	0.00	12.97
	Desc: OXYGEN	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
	Vendor Total:		28.07	0.00	28.07
002065	AMERICAN FAMILY LIFE ASSURANCE	AFLAC - AMERICAN FAMILY LIFE	11/01/2019		67343
OCT'19	AFLAC Supplemental Insurance	0.00	\$1,829.68	0.00	1,829.68
	Desc: AFLAC Supplemental Insurance	Acct: 10-012-300-0270	ACCRUED AD&D PAYABLE		
	Vendor Total:		1,829.68	0.00	1,829.68
002180	AMERICAN RETROWORKS INC	GOOD POINT RECYCLING	11/01/2019		67344
75759	July/Aug Non-Covered Electronics-LF	692.85	\$692.85	0.00	692.85
	Desc: July/Aug Non-Covered Electronics-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
	Vendor Total:		692.85	0.00	692.85
002197	AMERICAN SOCIETY OF COMPOSERS,		11/01/2019		67345
2019	License fee	0.00	\$256.00	0.00	256.00
	Desc: License fee	Acct: 10-516-318-0000	CONTRACTED SERVICES		
	Vendor Total:		256.00	0.00	256.00
002845	ARC MECHANICAL CONTRACTORS, INC		11/01/2019		67346
17589	SEVICE CALL - WABA	0.00	\$210.00	0.00	210.00
	Desc: SEVICE CALL - WABA	Acct: 10-530-318-0000	CONTRACTED SERVICES		
17804	SERVICE CALL - FRIDGE	0.00	\$115.00	0.00	115.00
	Desc: SERVICE CALL - FRIDGE	Acct: 10-421-321-0100	REPAIRS & MAINT-BUILD & GROUND		
	Vendor Total:		325.00	0.00	325.00
002950	APCO INTERNATIONAL	APCO INTERNATIONAL	11/01/2019		67347
645191	MEMBERSHIP DUES	0.00	\$339.00	0.00	339.00
	Desc: MEMBERSHIP DUES	Acct: 10-271-313-0000	MEMBERSHIP DUES		
	Vendor Total:		339.00	0.00	339.00
002962	AT&T MOBILITY	AT&T MOBILITY	11/01/2019		67348
287277635953OCT'19	I-PAD SERVICE	33.55	\$33.55	0.00	33.55
	Desc: I-PAD SERVICE	Acct: 50-952-324-0000	TELEPHONE		
	Desc: I-PAD SERVICE	Acct: 55-954-324-0000	TELEPHONE		
	Vendor Total:		33.55	0.00	33.55
003450	AUTOZONE		11/01/2019		67349
5120110393	PARTS	137.98	\$137.98	0.00	137.98

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	Desc: PARTS	Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc: PARTS	Acct: 55-954-321-0000	REPAIRS & MAINT - VEHICLES		
5120110446	PARTS	6.39	\$6.39	0.00	6.39
	Desc: PARTS	Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		144.37	0.00	144.37
004850	BEN'S UNIFORMS INC.			11/01/2019	67350
88308	UNIFORM SHIRTS	0.00	\$260.00	0.00	260.00
	Desc: UNIFORM SHIRTS	Acct: 10-211-326-0000	PURCHASE UNIFORMS & CLEANING		
	Vendor Total:		260.00	0.00	260.00
005800	BLAKTOP INC			11/01/2019	67351
26415	PAVING MATERIALS	2,958.11	\$5,338.07	0.00	5,338.07
	Desc: Shim South Main Street	Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
	Desc: Pave Pine Street and RT 5 Water bre	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
26441	Paving Jericho Street and shoulder	0.00	\$164,414.34	0.00	164,414.34
	Desc: Paving Jericho Street and shoulder	Acct: 10-311-318-0000	CONTRACTED SERVICES		
	Vendor Total:		169,752.41	0.00	169,752.41
006100	BMO FINANCIAL GROUP			11/01/2019	67352
Cooney 09/28-30/19	Cooney, Scott - FD	0.00	\$44.99	0.00	44.99
	Desc: Amazon-Winter Hat	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
	Desc: Amazon-Winter Gloves	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
Czora 09/28-30/19	Czora, Jason - FD	0.00	\$125.11	0.00	125.11
	Desc: Huntress-Paramedic Uniform Joes&Col	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
Jay 09/28-30/19	McDonough, Jay - REC	0.00	\$54.90	0.00	54.90
	Desc: BJ's-Splash Night Supplies	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
Kasten 09/28-30/19	Kasten, Phil - PD	0.00	\$1,201.87	0.00	1,201.87
	Desc: Hyatt-Lodging CIT COnf Whitney	Acct: 10-211-311-0000	TRAVEL & MEETINGS		
Nulty 09/28-30/19	Nulty, Paula - Admin	0.00	\$89.99	0.00	89.99
	Desc: Staples-Office Chair	Acct: 10-121-323-0000	MATERIAL & SUPPLIES		
O'Neil 09/28-30/19	O'Neil, Lisa - TC	0.00	\$41.10	0.00	41.10
	Desc: USPS-Certified Mail Abatement Decis	Acct: 10-131-318-0000	CONTRACTED SERVICES		
Vail 09/28-30/19	Vail, Brad - PD	0.00	\$462.17	0.00	462.17
	Desc: HomeDepot-Range Supplies	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Desc: EconoLodge-Lodging-BikeSchool-Angul	Acct: 10-211-311-0000	TRAVEL & MEETINGS		
Wilson 09/28-30/19	Wilson, Michele - VAL	0.00	\$62.00	0.00	62.00
	Desc: DartmouthCoach-Travel to Airport	Acct: 10-174-311-0000	TRAVEL & MEETINGS		
	Vendor Total:		2,082.13	0.00	2,082.13
006200	BOB'S SERVICE CENTER, INC			11/01/2019	67353
179473	FUEL	0.00	\$12.19	0.00	12.19
	Desc: FUEL	Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		12.19	0.00	12.19
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC		11/01/2019	67354
83388422	MEDICAL SUPPLIES	0.00	\$243.87	0.00	243.87
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		

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83374664	MEDICAL SUPPLIES	0.00	\$611.98	0.00	611.98
Desc: MEDICAL SUPPLIES		Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			855.85	0.00	855.85
006905	BP HARTFORD LLC		11/01/2019	67355	
20	SOLAR ARRAY SEP 2019	1,093.96	\$1,559.40	0.00	1,559.40
Desc: 1/12 Annual Charge Public Works		Acct: 60-961-329-0000	ELECTRICITY		
Desc: 1/12 Annual charge Waste Water		Acct: 10-321-329-0000	ELECTRICITY		
Vendor Total:			1,559.40	0.00	1,559.40
006950	N. A. MANOSH		11/01/2019	67356	
6299	Cleaning and televising aprox 90,00	21,052.00	\$21,052.00	0.00	21,052.00
Desc: Cleaning and televising aprox 90,00		Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
6300	Cleaning and televising aprox 50,00	11,443.63	\$11,443.63	0.00	11,443.63
Desc: Cleaning and televising aprox 50,00		Acct: 60-964-321-0200	REPAIRS & MAINT-MAINS		
Vendor Total:			32,495.63	0.00	32,495.63
007020	BRENNTAG NORTH AMERICA		11/01/2019	67357	
6509251	10-5 gallon pails of undercoating	0.00	\$1,268.50	0.00	1,268.50
Desc: 10-5 gallon pails of undercoating		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			1,268.50	0.00	1,268.50
007201	BRODART CO.		11/01/2019	67358	
B5793890	LIBRARY SUPPLIES	0.00	\$12.41	0.00	12.41
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5798020	LIBRARY SUPPLIES	0.00	\$46.61	0.00	46.61
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5798205	LIBRARY SUPPLIES	0.00	\$13.99	0.00	13.99
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5798269	LIBRARY SUPPLIES	0.00	\$64.99	0.00	64.99
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5800021	LIBRARY SUPPLIES	0.00	\$16.49	0.00	16.49
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5800225	LIBRARY SUPPLIES	0.00	\$153.96	0.00	153.96
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5800324	LIBRARY SUPPLIES	0.00	\$25.91	0.00	25.91
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5801744	LIBRARY SUPPLIES	0.00	\$25.88	0.00	25.88
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5802144	LIBRARY SUPPLIES	0.00	\$8.09	0.00	8.09
Desc: LIBRARY SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			368.33	0.00	368.33
007450	BROWN'S, CHARLIE	CHARLIE BROWN'S	11/01/2019	67359	
44376	FUEL	0.00	\$20.95	0.00	20.95
Desc: FUEL		Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			20.95	0.00	20.95

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008650	CARGILL, INC		11/01/2019		67360
2905029523	359.32 T DE-ICER SALT	0.00	\$28,026.96	0.00	28,026.96
	Desc: 359.32 DE-ICER SALT	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
2905038646	143.13 T DE-ICER SALT	0.00	\$11,164.14	0.00	11,164.14
	Desc: 143.13 T DE-ICER SALT	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		39,191.10	0.00	39,191.10
008775	CAI TECHNOLOGIES		11/01/2019		67361
8148	TAX MAP MAINTENANCE (QUARTERLY)	0.00	\$875.00	0.00	875.00
	Desc: TAX MAP MAINTENANCE (QUARTERLY)	Acct: 10-174-318-0000	CONTRACTED SERVICES		
	Vendor Total:		875.00	0.00	875.00
009075	CENTRAL VERMONT COMMUNICATIONS		11/01/2019		67362
10358967	PAGERS	51.75	\$51.75	0.00	51.75
	Desc: PAGERS	Acct: 50-952-324-0000	TELEPHONE		
	Desc: PAGERS	Acct: 60-961-324-0000	TELEPHONE		
	Desc: PAGERS	Acct: 65-963-324-0000	TELEPHONE		
	Vendor Total:		51.75	0.00	51.75
009470	CHAMPLIN ASSOCIATES INC		11/01/2019		67363
1195	Repair to Bentley pump station VFD	3,818.37	\$3,818.37	0.00	3,818.37
	Desc: Repair to Bentley pump station VFD	Acct: 65-964-318-0000	CONTRACTED SERVICES		
1196	New VFD for pump station	2,439.01	\$2,439.01	0.00	2,439.01
	Desc: New VFD for pump station	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Vendor Total:		6,257.38	0.00	6,257.38
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M	11/01/2019		67364
4032604182	UNIFORMS	72.41	\$72.41	0.00	72.41
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4033158244	UNIFORMS	72.41	\$72.41	0.00	72.41
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4033266181	UNIFORMS	117.53	\$117.53	0.00	117.53
	Desc: UNIFORMS	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
4033266312	UNIFORMS	74.15	\$74.15	0.00	74.15
	Desc: UNIFORMS	Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
4033266348	UNIFORMS	14.30	\$258.24	0.00	258.24
	Desc: UNIFORMS	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Desc: UNIFORMS	Acct: 10-325-326-0000	UNIFORMS		
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M	11/01/2019		67365
4033266382	MATS	0.00	\$46.56	0.00	46.56
	Desc: MATS	Acct: 10-530-318-0000	CONTRACTED SERVICES		
	Vendor Total:		641.30	0.00	641.30
010832	COMCAST		11/01/2019		67366
0134242NOV'19	INTERNET	86.90	\$86.90	0.00	86.90
	Desc: INTERNET	Acct: 30-975-324-0000	TELEPHONE		

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Vendor Total:			86.90	0.00	86.90
012114	CRYSTAL ROCK		11/01/2019		67367
17708442SEP'19	WATER	0.00	\$36.51	0.00	36.51
	Desc: WATER	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			36.51	0.00	36.51
012870	SBER PROGRAM	SBER PROGRAMS	11/01/2019		67368
10.17.19	MOUTHPIECES	0.00	\$34.50	0.00	34.50
	Desc: MOUTHPIECES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
10.18.2019	HEARTSAVER E-CARDS	0.00	\$323.00	0.00	323.00
	Desc: HEARTSAVER E-CARDS	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			357.50	0.00	357.50
013653	DENNISON LUBRICANTS INC		11/01/2019		67369
1358014	OIL	364.40	\$364.40	0.00	364.40
	Desc: Oil for Cintrysus	Acct: 60-961-320-0100	EQUIP OPERATION/MAINT-GENERAL		
1358011	OIL/WASHER FLUID&DIESEL TREAT	0.00	\$1,913.17	0.00	1,913.17
	Desc: Oils, washer fluid and diesel treat	Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
Vendor Total:			2,277.57	0.00	2,277.57
014386	DRELLISHAK & DRELLISHAK, INC	PRO-TECH SECURITY SALES	11/01/2019		67370
29288	GAS MASKS	0.00	\$10,075.00	0.00	10,075.00
	Desc: Gas Masks	Acct: 10-211-331-0000	DEPARTMENT EQUIPMENT		
Vendor Total:			10,075.00	0.00	10,075.00
014415	DUBE, CHRISTOPHER	CHRISTOPHER DUBE	11/01/2019		67371
OCT'19	UVAC REIMBURSEMENT	0.00	\$28.00	0.00	28.00
	Desc: UVAC	Acct: 10-221-318-0000	CONTRACTED SERVICES		
Vendor Total:			28.00	0.00	28.00
014423	DUBOIS & KING, INC		11/01/2019		67372
31	HTFD ROUNDABOUT AUG23-SEP26 20	5,372.10	\$5,505.00	0.00	5,505.00
	Desc: Hartford roundabout 6% match	Acct: 10-311-318-0000	CONTRACTED SERVICES		
	Desc: Hartford roundabout 94% match	Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5		
Vendor Total:			5,505.00	0.00	5,505.00
014447	DUFRESNE GROUP		11/01/2019		67373
13774-1	SYKES MTN AVE SIDEWALK	170.00	\$170.00	0.00	170.00
	Desc: SYKES MTN AVE SIDEWALK	Acct: 70-622-318-7027	CONTRACTED SERVICES(STP BIKE(6		
014447	DUFRESNE GROUP		11/01/2019		67374
13850	SOUTH STREET WATER CTR SEP'19	1,605.60	\$1,605.60	0.00	1,605.60
	Desc: SOUTH STREET WATER CTR SEP'19	Acct: 50-954-543-0000	CAPITAL OUTLAY		
Vendor Total:			1,775.60	0.00	1,775.60
015001	EAGLE POINT GUN/T.J.MORRIS&SON		11/01/2019		67375
101607	TRAINING AMMO	0.00	\$1,582.08	0.00	1,582.08

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Desc: TRAINING AMMO		Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
156361	AMMUNITION	0.00	\$256.89	0.00	256.89
Desc: AMMUNITION		Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Vendor Total:		1,838.97	0.00	1,838.97
015500	ENDYNE, INC		11/01/2019	67376	
313490	WRJ WEEKLY ANALYSIS	90.00	\$90.00	0.00	90.00
Desc: WRJ WEEKLY ANALYSIS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
313608	WRJ ANNUAL EFFLUENT	205.00	\$205.00	0.00	205.00
Desc: WRJ ANNUAL EFFLUENT		Acct: 60-961-318-0000	CONTRACTED SERVICES		
313609	QUECHEE WW	180.00	\$180.00	0.00	180.00
Desc: QUECHEE WW		Acct: 65-963-318-0000	CONTRACTED SERVICES		
313990	WRJ WEEKLY ANALYSIS	90.00	\$90.00	0.00	90.00
Desc: WRJ WEEKLY ANALYSIS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
314031	WSID 5320 SOC	650.00	\$650.00	0.00	650.00
Desc: WSID 5320 SOC		Acct: 55-954-318-0000	CONTRACTED SERVICES		
314547	WRJ WEEKLY ANALYSIS	90.00	\$90.00	0.00	90.00
Desc: WRJ WEEKLY ANALYSIS		Acct: 60-961-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,305.00	0.00	1,305.00
015815	EVANS MOTOR FUELS	EVANS GROUP INC.	11/01/2019	67377	
0003475-IN	6,000 gallons of gasoline	0.00	\$13,104.72	0.00	13,104.72
Desc: 6,000 gallons of gasoline		Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
	Vendor Total:		13,104.72	0.00	13,104.72
016080	CONSOLIDATED COMMUNICATIONS		11/01/2019	67378	
111020181918OCT'19	QUECHEE WW PLANT	49.96	\$49.96	0.00	49.96
Desc: QUECHEE WW PLANT		Acct: 65-963-324-0000	TELEPHONE		
14091736024OCT'19	WABA	0.00	\$151.93	0.00	151.93
Desc: WABA		Acct: 10-530-329-0000	ELECTRICITY		
14362366935OCT'19	HEMLOCK RIDGE	52.38	\$52.38	0.00	52.38
Desc: HEMLOCK RIDGE		Acct: 50-952-324-0000	TELEPHONE		
8022957049639OCT'19	SPORTS PARK PUMP STN	51.48	\$51.48	0.00	51.48
Desc: SPORTS PARK PUMP STN		Acct: 60-964-324-0000	TELEPHONE		
8022959708618OCT'19	MAXFIELD PUMP HOUSE	51.63	\$51.63	0.00	51.63
Desc: MAXFIELD PUMP HOUSE		Acct: 60-964-324-0000	TELEPHONE		
	Vendor Total:		357.38	0.00	357.38
016390	FASTENAL COMPANY		11/01/2019	67379	
NHWES81557	SHOP SUPPLIES	15.02	\$15.02	0.00	15.02
Desc: SHOP SUPPLIES		Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		15.02	0.00	15.02
016540	FERGUSON ENTERPRISES, INC	FERGUSON WATERWORKS #576	11/01/2019	67380	
0912210	MATERIALS	498.24	\$498.24	0.00	498.24
Desc: MATERIALS		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
0921573	MATERIALS	22.04	\$22.04	0.00	22.04
Desc: MATERIALS		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		

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Vendor Total:			520.28	0.00	520.28
016840	FIREMATIC SUPPLY CO	FIREMATIC SUPPLY CO	11/01/2019		67381
374692	HURST TOOL SERVICE	0.00	\$540.00	0.00	540.00
	Desc: HURST TOOL SERVICE	Acct: 10-221-331-0200	TECHNICAL/WATER EQUIPMENT		
Vendor Total:			540.00	0.00	540.00
016900	FIRE TECH & SAFETY		11/01/2019		67382
183454	CYLINDERS HYDRO TESTED	0.00	\$100.00	0.00	100.00
	Desc: CYLINDERS HYDRO TESTED	Acct: 10-221-318-0000	CONTRACTED SERVICES		
Vendor Total:			100.00	0.00	100.00
017110	FISHER AUTO PARTS, INC		11/01/2019		67383
301-022060	KUBOTA PARTS	98.24	\$98.24	0.00	98.24
	Desc: KUBOTA PARTS	Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
301-023304	PARTS	7.27	\$7.27	0.00	7.27
	Desc: PARTS	Acct: 60-964-321-0000	REPAIRS & MAINT-VEHICLES		
301-023386	PARTS	0.00	\$62.26	0.00	62.26
	Desc: PARTS	Acct: 10-521-321-0000	REPAIRS & MAINT - VEHICLES		
301-023879	PARTS	35.30	\$35.30	0.00	35.30
	Desc: PARTS	Acct: 65-964-321-0000	REPAIRS & MAINT - VEHICLES		
Vendor Total:			203.07	0.00	203.07
017235	FLETCH'S SANDBLASTING AND PAINTING		11/01/2019		67384
21248	E1-SANDBLASTING&UNDERCOATING	0.00	\$2,000.00	0.00	2,000.00
	Desc: E1-SANDBLASTING&UNDERCOATING	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			2,000.00	0.00	2,000.00
017300	FOGG'S HARDWARE & BUILDING		11/01/2019		67385
865547	MATERIALS	0.00	\$11.94	0.00	11.94
	Desc: MATERIALS	Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
867288	MATERIALS	0.00	\$24.86	0.00	24.86
	Desc: MATERIALS	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Desc: DISCOUNT	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
867674	MATERIALS	32.35	\$32.35	0.00	32.35
	Desc: MATERIALS	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
	Desc: DISCOUNT	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
867688	WABA OPERATIONS STARTUP	0.00	\$93.02	0.00	93.02
	Desc: WABA OPERATIONS STARTUP	Acct: 10-530-323-0000	MATERIAL & SUPPLIES		
	Desc: DISCOUNT	Acct: 10-530-323-0000	MATERIAL & SUPPLIES		
867861	MATERIALS	0.00	\$86.83	0.00	86.83
	Desc: MATERIALS	Acct: 10-528-323-0000	MATERIAL & SUPPLIES		
	Desc: DISCOUNT	Acct: 10-528-323-0000	MATERIAL & SUPPLIES		
	Desc: MATERIALS	Acct: 10-530-320-0000	EQUIP OPERATION & MAINT		
	Desc: DISCOUNT	Acct: 10-530-320-0000	EQUIP OPERATION & MAINT		
867880	STAPLES FOR RANGE	0.00	\$2.96	0.00	2.96
	Desc: STAPLES FOR RANGE	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Desc: DISCOUNT	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
868207	WABA OPERATIONS STARTUP	0.00	\$19.78	0.00	19.78
	Desc: WABA OPERATIONS STARTUP	Acct: 10-530-323-0000	MATERIAL & SUPPLIES		
	Desc: DISCOUNT	Acct: 10-530-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		271.74	0.00	271.74
018679	GODFREY JR., J. BRANNON	J. BRANNON GODFREY JR.	11/01/2019	67386	
10.17.2019	MILEAGE REIMBURSEMENT	0.00	\$19.60	0.00	19.60
	Desc: MILEAGE REIMBURSEMENT	Acct: 10-121-311-0000	TRAVEL & MEETINGS		
	Vendor Total:		19.60	0.00	19.60
019390	GRAINGER		11/01/2019	67387	
9335682333	PARTS	37.88	\$37.88	0.00	37.88
	Desc: PARTS	Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
	Vendor Total:		37.88	0.00	37.88
019430	GRAPHIC CONTROLS LLC		11/01/2019	67388	
NS4691	Charts for recording data	509.15	\$509.15	0.00	509.15
	Desc: Charts for recording data	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		509.15	0.00	509.15
019552	GREATER UPPER VALLEY SOLID	GREATER UPPER VALLEY SOLID	11/01/2019	67389	
SEP'19	MSW/COUPONS - SEP'19	2,574.65	\$2,574.65	0.00	2,574.65
	Desc: 1.45 Tons MSW Sept'19-LF	Acct: 30-974-313-0200	WASTE GENERATION FEE		
	Desc: Distric Coupons Sold-Sept'19-LF	Acct: 30-013-100-0000	EXCHANGES PAYABLE		
	Vendor Total:		2,574.65	0.00	2,574.65
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	11/01/2019	67390	
6259220000OCT'19	WOOSTOCK RD QUECHEE SALT SHEI	0.00	\$19.88	0.00	19.88
	Desc: WOOSTOCK RD QUECHEE SALT SHED	Acct: 10-314-329-0000	ELECTRICITY		
6271320000OCT'19	WOODSTOCK RD HEAT TAPE	18.62	\$18.62	0.00	18.62
	Desc: WOODSTOCK RD HEAT TAPE	Acct: 55-954-329-0000	ELECTRICITY		
6700320000OCT'19	WILLARD RD QUECHEE FIRE	0.00	\$103.15	0.00	103.15
	Desc: WILLARD RD QUECHEE FIRE	Acct: 10-221-329-0000	ELECTRICITY		
6730320000OCT'19	78 MURPHYS RD PUMP STN - WW	130.08	\$130.08	0.00	130.08
	Desc: 78 MURPHYS RD PUMP STN - WW	Acct: 65-964-329-0000	ELECTRICITY		
67399084366OCT'19	120 LESLE DR PAVILLION B	0.00	\$108.36	0.00	108.36
	Desc: 120 LESLE DR PAVILLION B	Acct: 10-528-329-0000	ELECTRICITY		
6805320000OCT'19	ROUTE 14 W HARTFORD	0.00	\$132.48	0.00	132.48
	Desc: ROUTE 14 W HARTFORD	Acct: 10-524-329-0000	ELECTRICITY		
7101320000OCT'19	WHITEMAN BROOK PUMP STN - WW	263.07	\$263.07	0.00	263.07
	Desc: WHITEMAN BROOK PUMP STN - WW	Acct: 65-964-329-0000	ELECTRICITY		
7471320000OCT'19	WOOSTOCK RD ST LIGHT - HWY	0.00	\$33.16	0.00	33.16
	Desc: WOOSTOCK RD ST LIGHT - HWY	Acct: 10-314-329-0000	ELECTRICITY		
7497220000OCT'19	WHELOCK RD SEC 2 - WAT	22.87	\$22.87	0.00	22.87
	Desc: WHELOCK RD SEC 2 - WAT	Acct: 55-954-329-0000	ELECTRICITY		
7730320000OCT'19	LAKE PINNEO WW PUMP STN	53.55	\$53.55	0.00	53.55
	Desc: LAKE PINNEO WW PUMP STN	Acct: 65-964-329-0000	ELECTRICITY		
8008220000OCT'19	NOYES LN KINGSWOOD RESV POLE	133.98	\$133.98	0.00	133.98

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	Desc: NOYES LN KINGSWOOD RESV POLE	Acct: 55-954-329-0000	ELECTRICITY			
82948328248	OCT'19 PROSPECT ST TEMP SERVICE	0.00	\$117.80	0.00	117.80	
	Desc: PROSPECT ST TEMP SERVICE	Acct: 10-314-329-0000	ELECTRICITY			
84443200005	OCT'19 WATERMAN HL COVERED BRIDGE	0.00	\$35.87	0.00	35.87	
	Desc: WATERMAN HL COVERED BRIDGE	Acct: 10-314-329-0000	ELECTRICITY			
87303200007	OCT'19 QUECHEE HARTLAND RD	39.60	\$39.60	0.00	39.60	
	Desc: QUECHEE HARTLAND RD	Acct: 65-964-329-0000	ELECTRICITY			
87833000000	OCT'19 MAPLE ST TRAFFIC LGT - HWY	0.00	\$47.53	0.00	47.53	
	Desc: MAPLE ST TRAFFIC LGT - HWY	Acct: 10-314-329-0000	ELECTRICITY			
91624000005	OCT'19 SOLID WASTE ADMIN BLDG	22.87	\$22.87	0.00	22.87	
	Desc: SOLID WASTE ADMIN BLDG	Acct: 30-975-329-0000	ELECTRICITY			
91624000005	SEP'19 SOLID WASTE ADMIN BLDG	21.98	\$21.98	0.00	21.98	
	Desc: SOLID WASTE ADMIN BLDG	Acct: 30-975-329-0000	ELECTRICITY			
92124869873	OCT'19 43 HIGHLAND AVE WABA PUMP	0.00	\$53.69	0.00	53.69	
	Desc: 43 HIGHLAND AVE WABA PUMP	Acct: 10-530-329-0000	ELECTRICITY			
97303200006	OCT'19 NOYES LN PUMP STN - WW	23.76	\$23.76	0.00	23.76	
	Desc: NOYES LN PUMP STN - WW	Acct: 65-964-329-0000	ELECTRICITY			
01013200009	OCT'19 1299 QUECHEE MAIN ST PUMP STN	47.90	\$47.90	0.00	47.90	
	Desc: 1299 QUECHEE MAIN ST PUMP STN	Acct: 65-964-329-0000	ELECTRICITY			
04013200003	OCT'19 BENTLEY RD PUMP - WW	44.11	\$44.11	0.00	44.11	
	Desc: BENTLEY RD PUMP - WW	Acct: 65-964-329-0000	ELECTRICITY			
08303200003	OCT'19 DEWEY FAMILY RD JAY HILL	63.78	\$63.78	0.00	63.78	
	Desc: DEWEY FAMILY RD JAY HILL	Acct: 65-964-329-0000	ELECTRICITY			
09732000006	OCT'19 319 LATHAM WORKS LN TRMT PLANT	8,869.91	\$8,869.91	0.00	8,869.91	
	Desc: 319 LATHAM WORKS LN TRMT PLANT	Acct: 60-961-329-0000	ELECTRICITY			
11013200008	OCT'19 HENDEE WAY - WW	3.21	\$3.21	0.00	3.21	
	Desc: HENDEE WAY - WW	Acct: 65-964-329-0000	ELECTRICITY			
13414587553	OCT'19 120 LESLE DR PAVILLION A	0.00	\$247.79	0.00	247.79	
	Desc: 120 LESLE DR PAVILLION A	Acct: 10-528-329-0000	ELECTRICITY			
13833000006	OCT'19 LYMAN POINT PARK - REC	0.00	\$21.12	0.00	21.12	
	Desc: LYMAN POINT PARK - REC	Acct: 10-521-329-0000	ELECTRICITY			
18303200002	OCT'19 WOODSTOCK RD TREATMENT PL WW	137.70	\$137.70	0.00	137.70	
	Desc: WOODSTOCK RD TREATMENT PL WW	Acct: 65-963-329-0000	ELECTRICITY			
49672200000	OCT'19 RTE WEST HTFD & QUE ST LT	0.00	\$462.85	0.00	462.85	
	Desc: RTE WEST HTFD & QUE ST LT	Acct: 10-314-329-0000	ELECTRICITY			
23490000009	OCT'19 WILDER WELL - WATER	3,436.18	\$3,436.18	0.00	3,436.18	
	Desc: WILDER WELL - WATER	Acct: 50-952-329-0000	ELECTRICITY			
23833000005	OCT'19 RT 5 HIGHLAND AVE SIGNAL LGTS	0.00	\$68.92	0.00	68.92	
	Desc: RT 5 HIGHLAND AVE SIGNAL LGTS	Acct: 10-314-329-0000	ELECTRICITY			
27333200007	OCT'19 ALDEN PARTRIDGE RD PUMP	35.65	\$35.65	0.00	35.65	
	Desc: ALDEN PARTRIDGE RD PUMP	Acct: 65-964-329-0000	ELECTRICITY			
44926000009	OCT'19 STREET LIGHT - HWY	0.00	\$2,033.66	0.00	2,033.66	
	Desc: STREET LIGHT - HWY	Acct: 10-314-329-0000	ELECTRICITY			
28933000003	OCT'19 MAPLE ST SEWER PUMP - WW	146.78	\$146.78	0.00	146.78	
	Desc: MAPLE ST SEWER PUMP - WW	Acct: 60-964-329-0000	ELECTRICITY			
33833000004	OCT'19 MAXFIELD PUMP STA	110.81	\$110.81	0.00	110.81	
	Desc: MAXFIELD PUMP STA	Acct: 60-964-329-0000	ELECTRICITY			
38035000009	OCT'19 OLCOTT COMMERCE PARK - WW	142.11	\$142.11	0.00	142.11	

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	Desc: OLCOTT COMMERCE PARK - WW	Acct: 60-964-329-0000	ELECTRICITY			
3913540109	OCT'19 120 LESLE DR PAVILLION C	0.00	\$34.98	0.00	34.98	
	Desc: 120 LESLE DR PAVILLION C	Acct: 10-528-329-0000	ELECTRICITY			
41082200001	OCT'19 291 SUGAR HILL LN WATER PUMP	141.18	\$141.18	0.00	141.18	
	Desc: 291 SUGAR HILL LN WATER PUMP	Acct: 55-954-329-0000	ELECTRICITY			
43382200004	OCT'19 EASTMAN HILL PUMP - WAT	291.02	\$291.02	0.00	291.02	
	Desc: EASTMAN HILL PUMP - WAT	Acct: 55-954-329-0000	ELECTRICITY			
43833000003	OCT'19 BRIDGE ST TRAFFIC LGT - HWY	0.00	\$48.64	0.00	48.64	
	Desc: BRIDGE ST TRAFFIC LGT - HWY	Acct: 10-314-329-0000	ELECTRICITY			
48832000003	OCT'19 ARBORETUM LN SPORTS PK PUMP	129.16	\$129.16	0.00	129.16	
	Desc: ARBORETUM LN SPORTS PK PUMP	Acct: 60-964-329-0000	ELECTRICITY			
48933200007	OCT'19 VILLAGE GREEN BALLOON FEST	0.00	\$21.11	0.00	21.11	
	Desc: VILLAGE GREEN BALLOON FEST	Acct: 10-521-329-0000	ELECTRICITY			
49424000005	OCT'19 VA CUTOFF WTR STOR TANK	27.36	\$27.36	0.00	27.36	
	Desc: VA CUTOFF WTR STOR TANK	Acct: 50-954-329-0000	ELECTRICITY			
	Vendor Total:		17,948.23	0.00	17,948.23	
020400	HACH COMPANY				11/01/2019	67391
11697015	CHEMICALS	442.28	\$442.28	0.00	442.28	
	Desc: CHEMICALS	Acct: 50-952-323-0000	MATERIAL & SUPPLIES			
	Vendor Total:		442.28	0.00	442.28	
020610	HANNUX, SHAWN	SHAWN HANNUX			11/01/2019	67392
PO#5785	TUITION REIMBURSEMENT	0.00	\$575.00	0.00	575.00	
	Desc: TUITION REIMBURSEMENT	Acct: 10-221-315-0000	RECRUITMENT & TRAINING			
	Vendor Total:		575.00	0.00	575.00	
020965	HARTFORD SIGN COMPANY	HARTFORD SIGN COMPANY			11/01/2019	67393
8023	START UP SIGN UPDATE - WABA	0.00	\$40.00	0.00	40.00	
	Desc: START UP SIGN UPDATE - WABA	Acct: 10-530-318-0000	CONTRACTED SERVICES			
	Vendor Total:		40.00	0.00	40.00	
021700	HARTGEN ARCHEOLOGICAL				11/01/2019	67394
5409-61-01	QUECHEE CULVERT REPLACEMENT	0.00	\$3,800.00	0.00	3,800.00	
	Desc: QUECHEE CULVERT REPLACEMENT	Acct: 10-311-318-0000	CONTRACTED SERVICES			
	Vendor Total:		3,800.00	0.00	3,800.00	
022025	HEALTH EQUITY, INC.				11/01/2019	67395
7AGDV39	HRA 2019	0.00	\$37.42	0.00	37.42	
	Desc: RA Replenish HRA 2019	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE			
	Desc: RA Replenish HRA 2019	Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE			
H2CZ2PU	HCRA 2019	0.00	\$111.07	0.00	111.07	
	Desc: HCRA 2019	Acct: 10-012-200-0510	SECTION 125 HEALTH CARE ACCT			
MCX6U6V	DCRA 2019	0.00	\$382.31	0.00	382.31	
	Desc: DCRA 2019 - TARDIE	Acct: 10-012-200-0520	SECTION 125 DEPENDENT CARE ACC			
	Desc: DCRA 2019 - MOSES	Acct: 10-012-200-0520	SECTION 125 DEPENDENT CARE ACC			
NS74HHR	HCRA 2019	0.00	\$6.87	0.00	6.87	
	Desc: HCRA 2019	Acct: 10-012-200-0510	SECTION 125 HEALTH CARE ACCT			

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V2YYRPN	HRA 2019	22.76	\$2,310.86	0.00	2,310.86
Desc:	RA Replenish HRA 2019	Acct: 10-121-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 10-171-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 10-181-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 10-211-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 10-221-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE		
Desc:	RA Replenish HRA 2019	Acct: 10-311-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
Desc:	RA Replenish HRA 2019	Acct: 10-521-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 30-975-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 50-955-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 55-955-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 60-965-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2019	Acct: 65-965-225-0000	HRA/CHOICECARE CARD		
Vendor Total:			2,848.53	0.00	2,848.53
022600	HICKOK & BOARDMAN		11/01/2019	67396	
06-30-19	Insurance Advisory Agreement	2,112.50	\$4,095.00	0.00	4,095.00
Desc:	Insurance Advisory Agreement	Acct: 10-121-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-121-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 10-151-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-171-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-171-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 10-174-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-175-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-181-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-211-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 10-221-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 10-271-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-311-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-321-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-325-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 10-511-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-521-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 10-521-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 10-622-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 30-971-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 30-975-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 30-975-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 50-954-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 50-955-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 55-955-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 60-961-220-0000	BC/BS		
Desc:	Insurance Advisory Agreement	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
Desc:	Insurance Advisory Agreement	Acct: 60-965-220-0000	BC/BS		

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	Desc: Insurance Advisory Agreement	Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Insurance Advisory Agreement	Acct: 65-963-220-0000	BC/BS		
	Desc: Insurance Advisory Agreement	Acct: 65-965-220-0000	BC/BS		
	Desc: Insurance Advisory Agreement	Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
	Vendor Total:		4,095.00	0.00	4,095.00
022703	HILL, MARY	MARY HILL	11/01/2019		67397
NOV'19	Retiree Reimbursement Health Ins	0.00	\$178.80	0.00	178.80
	Desc: Retiree Reimbursement Health Ins No	Acct: 10-151-418-0100	Retirees		
	Vendor Total:		178.80	0.00	178.80
023250	HUBERT'S OF WEST LEBANON INC		11/01/2019		67398
680437	UNIFORM - GOVE A	0.00	\$94.98	0.00	94.98
	Desc: UNIFORM - GOVE A	Acct: 10-521-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Vendor Total:		94.98	0.00	94.98
025175	SANEL NAPA WEST LEBANON	SANEL NAPA - WEST LEBANON	11/01/2019		67399
55062,037597	E-4 FILTER	0.00	\$63.10	1.26	61.84
	Desc: E-4 FILTER	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
55168,031566	RETURN - CORE DEPOSIT	0.00	\$-18.00	-0.36	-17.64
	Desc: RETURN - CORE DEPOSIT	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
55168,036454	PARTS	0.00	\$35.98	0.72	35.26
	Desc: PARTS	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
55168,037142	PARTS	0.00	\$10.99	0.22	10.77
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
55168,037342	FILTERS	0.00	\$57.04	1.14	55.90
	Desc: FILTERS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
55168,037343	RETURN - FILTERS	0.00	\$-14.37	-0.29	-14.08
	Desc: RETURN - FILTERS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
55168,037598	RETURN - FILTERS	0.00	\$-57.04	-1.14	-55.90
	Desc: RETURN - FILTERS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
55062,037586	E-4 PARTS	0.00	\$293.99	5.88	288.11
	Desc: E-4 PARTS	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		371.69	7.43	364.26
026020	KOFF, ABIGAIL T	ABIGAIL T KOFF	11/01/2019		67400
09.16.2019	FIELD HOCKEY - OFFICIAL	0.00	\$80.00	0.00	80.00
	Desc: FIELD HOCKEY - OFFICIAL	Acct: 10-514-318-0000	CONTRACTED SERVICES		
	Vendor Total:		80.00	0.00	80.00
026775	LAMOUREUX, ERIC J	ERIC J LAMOUREUX	11/01/2019		67401
PO#5779	REIMBURSEMENT-EXAM FEE	100.00	\$100.00	0.00	100.00
	Desc: Grade 2 waste water exam fee	Acct: 65-963-317-0000	PERMITS & LICENSES		
	Vendor Total:		100.00	0.00	100.00
027380	LEBANON FORD		11/01/2019		67402
FOW76958	PD-1 PARTS	0.00	\$221.93	0.00	221.93
	Desc: PD-1 PARTS	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			221.93	0.00	221.93
027700	DE LAGE LANDEN	DE LAGE LANDEN	11/01/2019		67403
65463370	COPIER LEASE - NOV 2019	0.00	\$63.11	0.00	63.11
	Desc: COPIER LEASE - NOV 2019	Acct: 10-174-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: COPIER LEASE - NOV 2019	Acct: 10-622-320-0000	EQUIP OPERATION/MAINT-OFFICE		
65463356	LEASE COPIER NOV 2019-TM	0.00	\$200.02	0.00	200.02
	Desc: LEASE COPIER NOV 2019-TM	Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE		
65463363	COPIER LEASE NOV 2019 - PD/DIS	0.00	\$67.17	0.00	67.17
	Desc: COPIER LEASE NOV 2019 - PD	Acct: 10-211-318-0000	CONTRACTED SERVICES		
	Desc: COPIER LEASE NOV 2019 - DIS	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
65463365	COPIER - LEASE NOV 2019 - FD	0.00	\$79.78	0.00	79.78
	Desc: COPIER - LEASE NOV 2019 - FD	Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
65463367	LEASE - COPIER NOV 2019-REC	0.00	\$63.11	0.00	63.11
	Desc: LEASE - COPIER NOV 2019-REC	Acct: 10-511-318-0000	CONTRACTED SERVICES		
65463359	LEASE - COPIER NOV 2019-FIN	0.00	\$173.42	0.00	173.42
	Desc: LEASE - COPIER NOV 2019-FIN	Acct: 10-171-318-0000	CONTRACTED SERVICES		
027700	DE LAGE LANDEN	DE LAGE LANDEN	11/01/2019		67404
65461970	LEASE COPIER NOV 2019	0.00	\$182.70	0.00	182.70
	Desc: LEASE COPIER NOV 2019	Acct: 10-013-100-0000	EXCHANGES PAYABLE		
	Desc: LEASE COPIER NOV 2019	Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Vendor Total:			829.31	0.00	829.31
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY	11/01/2019		67407
4935943,12092	PROPANE 15.9G@\$1.0646 DEPOT ST	17.25	\$17.25	0.00	17.25
	Desc: PROPANE 15.9G@\$1.0646 DEPOT ST	Acct: 60-962-327-0000	BUILDING HEAT		
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY	11/01/2019		67406
4333626,96487	#2 OIL 144.6G@\$2.4594 BUGBEE	0.00	\$359.97	0.00	359.97
	Desc: #2 OIL 144.6G@\$2.4594 BUGBEE	Acct: 10-421-327-0000	BUILDING HEAT		
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY	11/01/2019		67405
4935943,92190	PROPANE 476.6G@\$1.0415 WABA	0.00	\$505.92	0.00	505.92
	Desc: PROPANE 476.6G@\$1.0415 WABA	Acct: 10-530-327-0000	BUILDING HEAT		
Vendor Total:			883.14	0.00	883.14
027755	LEONARD, TIMOTHY A	TIMOTHY A. LEONARD	11/01/2019		67408
10-25-19	FIELD HOCKEY OFFICIAL	0.00	\$120.00	0.00	120.00
	Desc: FIELD HOCKEY OFFICIAL	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			120.00	0.00	120.00
028026	LINCOLN NATIONAL LIFE INSURANCE CO	LINCOLN NATIONAL LIFE INSURANCE CO	11/01/2019		67409
NOV'19	Life and AD&D Insurance	406.60	\$2,585.52	0.00	2,585.52
	Desc: Life Insurance	Acct: 10-121-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-121-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-151-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-151-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-171-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-171-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-174-240-0000	LIFE INSURANCE		

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	Desc: Life and AD&D Insurance	Acct: 10-174-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-175-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-175-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-181-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-181-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-211-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-211-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-221-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-221-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-271-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-271-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-312-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-312-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-321-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-321-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-325-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-325-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-511-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-511-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-514-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-514-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-530-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-530-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-621-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-621-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 10-622-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-622-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 30-971-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 30-971-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 30-974-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 30-974-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 30-975-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 30-975-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 50-954-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 50-954-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 50-955-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 50-955-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 55-955-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 55-955-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 60-961-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 60-961-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 60-965-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 60-965-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 65-963-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 65-963-270-0000	AD&D		
	Desc: Life and AD&D Insurance	Acct: 65-965-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 65-965-270-0000	AD&D		
	<b>Vendor Total:</b>		2,585.52	0.00	2,585.52
028850	MAGEE OFFICE PLUS			11/01/2019	67410
C-01050000	WIDE COPIER CTR NOV'19-FEB'20	0.00	\$216.00	0.00	216.00

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	Desc: WIDE COPIER CTR NOV'19-FEB'20	Acct: 10-151-318-0000	CONTRACTED SERVICES			
	Vendor Total:		216.00	0.00	216.00	
029096	MANBY, C ROBERT JR, PC	LAW OFFICE OF C ROBERT MANBY JR PC	11/01/2019		67411	
4485	COMPOST RELEASE 87-19-LEGAL FEE	175.00	\$175.00	0.00	175.00	
	Desc: COMPOST RELEASE 87-19-LEGAL FEES	Acct: 30-975-318-0200	CONTRACTED SERVICES - LEGAL			
4489	SYKES/LEHMAN ROUNDABOUT	6,962.50	\$6,962.50	0.00	6,962.50	
	Desc: ROW Review Services	Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5			
	Vendor Total:		7,137.50	0.00	7,137.50	
029746	DARTMOUTH-HITCHCOCK MEDICAL CTR	DARTMOUTH - HITCHCOCK	11/01/2019		67412	
700000516	OCT'19 MEDICAL EXAMS	0.00	\$111.00	0.00	111.00	
	Desc: MEDICAL EXAMS	Acct: 10-221-318-0000	CONTRACTED SERVICES			
	Vendor Total:		111.00	0.00	111.00	
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC	11/01/2019		67413	
204350123	2000 REG ENVELOPES	0.00	\$90.00	0.00	90.00	
	Desc: 2000 REG ENVELOPES	Acct: 10-151-323-0000	MATERIAL & SUPPLIES			
204257126	OFFICE SUPPLIES	0.00	\$227.12	0.00	227.12	
	Desc: OFFICE SUPPLIES	Acct: 10-121-323-0000	MATERIAL & SUPPLIES			
	Desc: OFFICE SUPPLIES	Acct: 10-151-323-0000	MATERIAL & SUPPLIES			
	Desc: OFFICE SUPPLIES	Acct: 10-174-323-0000	MATERIAL & SUPPLIES			
	Desc: OFFICE SUPPLIES	Acct: 10-121-323-0000	MATERIAL & SUPPLIES			
204403995	OFFICE SUPPLIES	0.00	\$18.77	0.00	18.77	
	Desc: OFFICE SUPPLIES	Acct: 10-171-323-0000	MATERIAL & SUPPLIES			
204041356	OFFICE SUPPLIES	0.00	\$88.93	0.00	88.93	
	Desc: OFFICE SUPPLIES	Acct: 10-171-323-0000	MATERIAL & SUPPLIES			
203954878	5300 BLE PERF PAPER	326.03	\$326.03	0.00	326.03	
	Desc: 5300 BLE PERF PAPER	Acct: 50-955-323-0000	MATERIAL & SUPPLIES			
	Desc: 5300 BLE PERF PAPER	Acct: 55-955-323-0000	MATERIALS & SUPPLIES			
	Desc: 5300 BLE PERF PAPER	Acct: 60-965-323-0000	MATERIAL & SUPPLIES			
	Desc: 5300 BLE PERF PAPER	Acct: 65-965-323-0000	MATERIALS & SUPPLIES			
204165164	PLANNER	0.00	\$23.98	0.00	23.98	
	Desc: PLANNER	Acct: 10-211-323-0000	MATERIAL & SUPPLIES			
CR7391826	RETURN - PLANNER	0.00	\$-23.98	0.00	-23.98	
	Desc: RETURN - PLANNER	Acct: 10-211-323-0000	MATERIAL & SUPPLIES			
CR7425228	RETURN - OFFICE SUPPLIES	0.00	\$-20.28	0.00	-20.28	
	Desc: RETURN - OFFICE SUPPLIES	Acct: 10-121-323-0000	MATERIAL & SUPPLIES			
	Vendor Total:		730.57	0.00	730.57	
031370	MOCK, DILLON	DILLON MOCK	11/01/2019		67414	
	GRANITE STATE 2019 REIMBURSEMENT HELMET	0.00	\$322.00	0.00	322.00	
	Desc: HELMET	Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT			
	Vendor Total:		322.00	0.00	322.00	
031875	MOTOROLA SOLUTIONS, INC	MOTOROLA SOLUTIONS, INC	11/01/2019		67415	
41274961	MOBILE RADIO AND HARDWARE	0.00	\$5,793.88	0.00	5,793.88	
	Desc: MOBILE RADIO AND HARDWARE	Acct: 10-221-320-0100	EQUIP OPERATION-COMMUNICATION			

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Vendor Total:			5,793.88	0.00	5,793.88
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	11/01/2019		67416
NOV'19	RETIREES INSURANCE NOV 2019	2,028.90	\$9,332.94	0.00	9,332.94
	Desc: Retirees Insurance	Acct: 10-121-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Insurance	Acct: 10-171-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Insurance	Acct: 10-174-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Insurance	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Insurance	Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Insurance	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Insurance	Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees Insurance	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			9,332.94	0.00	9,332.94
034800	NORTHEAST DELTA DENTAL		11/01/2019		67417
NOV'19	DENTAL INSURANCE	1,581.42	\$9,155.29	0.00	9,155.29
	Desc: Dental Insurance	Acct: 10-121-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-151-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-151-418-0100	Retirees		
	Desc: Dental Insurance	Acct: 10-171-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-174-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-175-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-181-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-211-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-221-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-271-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-311-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-312-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-321-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-325-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Dental Insurance	Acct: 10-511-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-514-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-530-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-621-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 10-622-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 30-971-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 30-975-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 50-954-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 50-955-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 55-955-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 60-961-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 60-965-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 65-963-230-0000	DENTAL		
	Desc: Dental Insurance	Acct: 65-965-230-0000	DENTAL		
Vendor Total:			9,155.29	0.00	9,155.29
035002	CASELLA WASTE MANAGEMENT, INC	CASELLA WASTE SERVICES	11/01/2019		67418
0521411	Dumpster for debris from dasher boa	0.00	\$515.98	0.00	515.98
	Desc: Dumpster for debris from dasher boa	Acct: 10-530-318-0000	CONTRACTED SERVICES		

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Vendor Total:			515.98	0.00	515.98
036695	PARRO'S GUN SHOP & POLICE			11/01/2019	67419
92789	BULLET PROOF VESTS	999.00	\$1,998.00	0.00	1,998.00
	Desc: Bullet proof vest-Howell, St.Peter	Acct: 72-211-326-0100	Bullet proof vests		
	Desc: Bullet proof vest-Howell, St.Peter	Acct: 10-211-326-0000	PURCHASE UNIFORMS & CLEANING		
Vendor Total:			1,998.00	0.00	1,998.00
037276	PETE'S TIRE BARNS, INC			11/01/2019	67420
260441	AMB 1 TIRES	0.00	\$2,132.40	0.00	2,132.40
	Desc: AMB 1 TIRES	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
260460	AMB 2 TIRES	0.00	\$2,132.40	0.00	2,132.40
	Desc: AMB 2 TIRES	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
Vendor Total:			4,264.80	0.00	4,264.80
039620	MARSHALL, THOMAS M	THOMAS M MARSHALL		11/01/2019	67421
10.22.2019	FIELD HOCKEY OFFICIAL	0.00	\$40.00	0.00	40.00
	Desc: FIELD HOCKEY OFFICIAL	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			40.00	0.00	40.00
040250	RICHARD ELECTRIC, INC.			11/01/2019	67422
41722	SERVICE CALL	127.50	\$127.50	0.00	127.50
	Desc: SERVICE CALL	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:			127.50	0.00	127.50
040375	RICKER, ALLYN	ALLYN RICKER		11/01/2019	67423
NOV'19	Retiree Reimbursement Health Ins	0.00	\$178.80	0.00	178.80
	Desc: Retiree Reimbursement Health Ins No	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			178.80	0.00	178.80
040389	RITLAND, DIANE	DIANE RITLAND		11/01/2019	67424
OCT'19	Retiree Reimbursement Health Ins Oc	0.00	\$218.54	0.00	218.54
	Desc: Retiree Reimbursement Health Ins Oc	Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			218.54	0.00	218.54
041650	SCHAAL ELECTRIC, P.C.			11/01/2019	67425
3461	Install timers for blowers at Quech	1,747.75	\$1,747.75	0.00	1,747.75
	Desc: Install timers for blowers at Quech	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,747.75	0.00	1,747.75
042780	SMALL, SAMANTHA	SAMANTHA SMALL		11/01/2019	67426
10.23.2019	FIELD HOCKEY OFFICIAL	0.00	\$80.00	0.00	80.00
	Desc: FIELD HOCKEY OFFICIAL	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			80.00	0.00	80.00
043426	FIRSTLIGHT FIBER	SOVERNET COMMUNICATIONS		11/01/2019	67427
6061011	TELEPHONES	364.20	\$2,472.31	0.00	2,472.31

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Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Telephones	Acct: 10-181-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-121-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-151-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-171-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-174-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-211-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-221-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-271-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-325-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-511-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 10-622-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 30-971-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 50-952-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 55-954-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 60-961-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 60-962-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 60-965-324-0000	TELEPHONE		
	Desc: Telephones	Acct: 65-963-324-0000	TELEPHONE		
6062314	INTERNET	0.00	\$300.00	0.00	300.00
	Desc: INTERNET	Acct: 10-271-320-0100	EQUIP OPERATION-COMMUNICATIO		
Vendor Total:			2,772.31	0.00	2,772.31
044328	STITZEL PAGE & FLETCHER, PC			11/01/2019	67428
51909	LEGAL FEES	615.00	\$615.00	0.00	615.00
	Desc: LEGAL FEES	Acct: 30-975-318-0200	CONTRACTED SERVICES - LEGAL		
Vendor Total:			615.00	0.00	615.00
046000	TI-SALES INC			11/01/2019	67429
INV0111418	METERS	3,047.45	\$3,047.45	0.00	3,047.45
	Desc: METERS	Acct: 50-954-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			3,047.45	0.00	3,047.45
046170	TOP STITCH EMBROIDERY INC			11/01/2019	67430
394042	UNIFORM T-SHIRTS	0.00	\$658.00	0.00	658.00
	Desc: UNIFORM T-SHIRTS	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
Vendor Total:			658.00	0.00	658.00
047150	UNIFIRST CORPORATION			11/01/2019	67431
0354423695	MATS	0.00	\$84.92	0.00	84.92
	Desc: MATS	Acct: 10-221-318-0000	CONTRACTED SERVICES		
Vendor Total:			84.92	0.00	84.92
048249	VALLEY NEWS	VALLEY NEWS		11/01/2019	67432
818546	NEWSPAPERS	0.00	\$2.25	0.00	2.25
	Desc: NEWSPAPERS	Acct: 10-531-318-0510	Welcome Center Inventory		
809179	NEWSPAPERS	0.00	\$2.25	0.00	2.25
	Desc: NEWSPAPERS	Acct: 10-531-318-0510	Welcome Center Inventory		
Vendor Total:			4.50	0.00	4.50

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048310	VALLEY TURF SERVICES		11/01/2019		67433
914	MAXFIELD FALL FERTILIZER 2019	0.00	\$1,870.00	0.00	1,870.00
	Desc: Fertilizer fall application for sch	Acct: 10-527-323-0000			MATERIAL & SUPPLIES
	Desc: Application of scheduled fall ferti	Acct: 10-527-318-0000			CONTRACTED SERVICES
	Vendor Total:		1,870.00	0.00	1,870.00
048950	VERMONT ASSOC OF CHIEFS OF POLICE	VERMONT ASSOC OF CHIEFS OF POLICE	11/01/2019		67434
'20 VAIL	2020 VACOP MEMBERSHIP DUES	0.00	\$50.00	0.00	50.00
	Desc: 2020 VACOP MEMBERSHIP DUES	Acct: 10-211-313-0000			MEMBERSHIP DUES
'20 KASTEN	2020 VACOP MEMBERSHIP DUES	0.00	\$350.00	0.00	350.00
	Desc: 2020 VACOP MEMBERSHIP DUES	Acct: 10-211-313-0000			MEMBERSHIP DUES
	Vendor Total:		400.00	0.00	400.00
049525	VERMONT DEPT OF LIBRARIES(75905)	VERMONT DEPT OF LIBRARIES(75905)	11/01/2019		67435
30005062	2019-2020 RB DIGITAL LIB MEMBERSH	0.00	\$181.50	0.00	181.50
	Desc: 2019-2020 RB DIGITAL LIB MEMBERSHIP	Acct: 10-712-316-0500			APPROP - W. HARTFORD LIBRARY
	Vendor Total:		181.50	0.00	181.50
049800	VERMONT DEPARTMENT OF TAXES	VERMONT DEPARTMENT OF TAXES	11/01/2019		67436
2019 Q3	JULY/AUG/SEPT'19 FRANCHISE TAX-LI	1,588.53	\$1,588.53	0.00	1,588.53
	Desc: JULY/AUG/SEPT'19 FRANCHISE TAX-LF	Acct: 30-974-316-0000			GRANTS/APPROP/ST.TAXES
	Vendor Total:		1,588.53	0.00	1,588.53
050090	VERMONT LEAGUE OF CITIES AND TOWNS	VERMONT LEAGUE OF CITIES AND TOWNS	11/01/2019		67437
2019-21008	P14 TF ATTEND REGISTRATION FEE	88.00	\$110.00	0.00	110.00
	Desc: P14 TF ATTEND REGISTRATION FEE	Acct: 10-325-315-0000			RECRUITMENT & TRAINING
	Desc: P14 TF ATTEND REGISTRATION FEE	Acct: 50-954-315-0000			RECRUITMENT & TRAINING
	Desc: P14 TF ATTEND REGISTRATION FEE	Acct: 55-954-315-0000			RECRUITMENT & TRAINING
	Desc: P14 TF ATTEND REGISTRATION FEE	Acct: 60-961-315-0000			RECRUITMENT & TRAINING
	Desc: P14 TF ATTEND REGISTRATION FEE	Acct: 65-963-315-0000			RECRUITMENT & TRAINING
	Vendor Total:		110.00	0.00	110.00
050949	VERMONT RECREATION & PARKS ASSOC	VRPA - SHOWCASE	11/01/2019		67438
01196	16TH ANNUAL VT PERFORMANCE SHK	0.00	\$55.00	0.00	55.00
	Desc: 16TH ANNUAL VT PERFORMANCE SHOWCASE	Acct: 10-511-315-0000			RECRUITMENT & TRAINING
	Vendor Total:		55.00	0.00	55.00
051943	VISION SERVICE PLAN	VISION SERVICE PLAN	11/01/2019		67439
NOV'19	VISION INSURANCE NOV 2019	0.00	\$2,112.72	0.00	2,112.72
	Desc: VISION INSURANCE NOV 2019	Acct: 10-012-300-0225			ACCRUED VISION INSURANCE PAYAI
	Vendor Total:		2,112.72	0.00	2,112.72
053150	SWISH WHITE RIVER LTD		11/01/2019		67440
W339132	CLEANING SUPPLIES	0.00	\$71.56	0.00	71.56
	Desc: CLEANING SUPPLIES	Acct: 10-221-323-0000			MATERIAL & SUPPLIES
W338149	CLEANING SUPPLIES	95.64	\$95.64	0.00	95.64
	Desc: CLEANING SUPPLIES	Acct: 60-961-323-0000			MATERIAL & SUPPLIES

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W339151	CLEANING SUPPLIES	131.47	\$131.47	0.00	131.47
Desc: CLEANING SUPPLIES		Acct: 60-961-321-0100	REPAIRS & MAINT-BUILDING		
W339688	CLEANING SUPPLIES	0.00	\$283.27	0.00	283.27
Desc: CLEANING SUPPLIES		Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: CLEANING SUPPLIES		Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
W339305	CLEANING SUPPLIES	0.00	\$35.16	0.00	35.16
Desc: CLEANING SUPPLIES		Acct: 10-530-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			617.10	0.00	617.10
053650	WILSON TIRE INC		11/01/2019	67441	
490113	Tires for cruisers	0.00	\$687.80	0.00	687.80
Desc: Tires for cruisers		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
490303	Tires for cruisers	0.00	\$687.80	0.00	687.80
Desc: Tires for cruisers		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
490318	Tires for cruisers	0.00	\$430.36	0.00	430.36
Desc: Tires for cruisers		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
490319	Tires for cruisers	0.00	\$687.80	0.00	687.80
Desc: Tires for cruisers		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
490174	Tires for cruisers	0.00	\$687.80	0.00	687.80
Desc: Tires for cruisers		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
490152	Tires for cruisers	0.00	\$687.80	0.00	687.80
Desc: Tires for cruisers		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
490157	Tires for cruisers	0.00	\$687.80	0.00	687.80
Desc: Tires for cruisers		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			4,557.16	0.00	4,557.16
054160	WITMER PUBLIC SAFETY, INC		11/01/2019	67442	
1980939	FIRE HELMET - ROWLEE	0.00	\$769.41	0.00	769.41
Desc: FIRE HELMET - ROWLEE		Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT		
1981864	EQUIPMENT - STREAMLIGHT LED	0.00	\$284.45	0.00	284.45
Desc: EQUIPMENT - STREAMLIGHT LED		Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT		
Vendor Total:			1,053.86	0.00	1,053.86
056527	RELYCO	RELYCO SALES INC	11/01/2019	67443	
SIN152327	FORMS 2019: 1099/W-2	0.00	\$170.50	0.00	170.50
Desc: FORMS 2019: 1099/W-2		Acct: 10-171-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			170.50	0.00	170.50
059882	CARY, SANDRA	SANDRA CARY	11/01/2019	67444	
PO#33416	REIMBURSEMENT - LIB SUPPLIES	0.00	\$614.64	0.00	614.64
Desc: REIMBURSEMENT - LIB SUPPLIES		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			614.64	0.00	614.64
060124	HARTFORD SOLARFIELD SOLAR, LLC	HARTFORD SOLARFIELD, LLC	11/01/2019	67445	
436054	SOLAR ARRAY - OCT 2019	2,460.22	\$10,469.00	0.00	10,469.00
Desc: Electricity - WABA - 41.5%		Acct: 10-530-329-0000	ELECTRICITY		
Desc: Electricity - Town Hall - 16%		Acct: 10-161-329-0000	ELECTRICITY		
Desc: Electricity - Fire Department - 50%		Acct: 10-211-329-0000	ELECTRICITY		

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	Desc: Electricity - Police Department - 3	Acct: 10-211-329-0000	ELECTRICITY		
	Desc: Electricity - Police Department/Dis	Acct: 10-271-329-0000	ELECTRICITY		
	Desc: Electricity - Lake Pinneo Well - 11	Acct: 55-953-329-0000	ELECTRICITY		
	Desc: Electricity - Depot Street - 6%	Acct: 60-962-329-0000	ELECTRICITY		
	Desc: Electricity - Senior Center - 5%	Acct: 10-421-329-0000	ELECTRICITY / GAS		
	Desc: Electricity - Solid Waste Facility	Acct: 30-971-329-0000	ELECTRICITY		
	Desc: Electricity - High/Main Streets - 3	Acct: 65-964-329-0000	ELECTRICITY		
	Vendor Total:		10,469.00	0.00	10,469.00
060293	US DIGITAL DESIGNS, INC.		11/01/2019	67446	
8936	ANNUAL - USDD STATION ALERTING	0.00	\$4,487.32	0.00	4,487.32
	Desc: ANNUAL - USDD STATION ALERTING	Acct: 10-221-318-0000	CONTRACTED SERVICES		
	Vendor Total:		4,487.32	0.00	4,487.32
500004	BRITT, ARTHUR JR	ARTHUR BRITT JR	11/01/2019	67447	
229659	FY2020 REFUND STATE PAYMENTS	0.00	\$61.93	0.00	61.93
	Desc: FY2020 REFUND STATE PAYMENTS	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		61.93	0.00	61.93
500150	FERNANDES, RICHARD	RICHARD FERNANDES	11/01/2019	67448	
234091	FY2020 REFUND STATE PAYMENTS	0.00	\$383.34	0.00	383.34
	Desc: FY2020 REFUND STATE PAYMENTS	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		383.34	0.00	383.34
500344	GORDON, CHARLES	CHARLES GORDON	11/01/2019	67449	
232857	FY2020 REFUND STATE PAYMENTS	0.00	\$3,312.25	0.00	3,312.25
	Desc: FY2020 REFUND STATE PAYMENTS	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		3,312.25	0.00	3,312.25
500387	EXECUSUITE, LLC		11/01/2019	67450	
8289	MONTHLY RENT - NOV 2019	0.00	\$400.00	0.00	400.00
	Desc: MONTHLY RENT - NOV 2019	Acct: 10-121-318-0600	CONTRACT SERVICES - PARKING RE		
	Vendor Total:		400.00	0.00	400.00
500403	CHOQUETTE, RICK	CHOQUETTE INFLATABLES, LLC	11/01/2019	67451	
759	RENTAL - BOUNCE HOUSES	0.00	\$90.00	0.00	90.00
	Desc: RENTAL - BOUNCE HOUSES	Acct: 10-516-318-0000	CONTRACTED SERVICES		
	Vendor Total:		90.00	0.00	90.00
500545	WILLEY, AMY	AMY WILLEY	11/01/2019	67452	
10-02-19	FIELD HOCKEY OFFICIAL	0.00	\$80.00	0.00	80.00
	Desc: FIELD HOCKEY OFFICIAL	Acct: 10-514-318-0000	CONTRACTED SERVICES		
	Vendor Total:		80.00	0.00	80.00
500660	JP PEST SERVICE		11/01/2019	67453	
2497837	OCTOBER SERVICES	0.00	\$81.50	0.00	81.50
	Desc: OCTOBER SERVICES	Acct: 10-161-318-0000	CONTRACTED SERVICES		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			81.50	0.00	81.50
500847	WHITE MOUNTAIN PUZZELS INC			11/01/2019	67454
44743	WELCOME CTR SUPPLIES-PUZZLES	0.00	\$109.28	0.00	109.28
	Desc: WELCOME CTR SUPPLIES-PUZZLES	Acct: 10-531-318-0510	Welcome Center Inventory		
Vendor Total:			109.28	0.00	109.28
500849	SUGARBUSH FARM			11/01/2019	67455
101302.401204-1	Welcome Center Supplies	0.00	\$282.80	0.00	282.80
	Desc: Welcome Center Supplies	Acct: 10-531-318-0510	Welcome Center Inventory		
Vendor Total:			282.80	0.00	282.80
500858	WOW TOYZ, INC			11/01/2019	67456
65139	VENDING SUPPLIES	0.00	\$106.67	0.00	106.67
	Desc: VENDING SUPPLIES	Acct: 10-531-318-0510	Welcome Center Inventory		
Vendor Total:			106.67	0.00	106.67
500894	SECURSHRED	SECURSHRED		11/01/2019	67457
319533	SHREDDING SERVICES	0.00	\$22.00	0.00	22.00
	Desc: SHREDDING SERVICES	Acct: 10-161-318-0000	CONTRACTED SERVICES		
319478	SHREDDING SERVICES	0.00	\$22.00	0.00	22.00
	Desc: SHREDDING SERVICES	Acct: 10-211-318-0000	CONTRACTED SERVICES		
Vendor Total:			44.00	0.00	44.00
501960	BALLOU, RICHARD	BALLOU, RICHARD		11/01/2019	67458
229534	FY2020 REFUND STATE PAYMENTS	0.00	\$1,535.59	0.00	1,535.59
	Desc: FY2020 REFUND STATE PAYMENTS	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			1,535.59	0.00	1,535.59
501976	DESNOYERS, JOHN	JOHN DESNOYERS		11/01/2019	67459
233187	FY2020 REFUND STATE PAYMENTS	0.00	\$353.44	0.00	353.44
	Desc: FY2020 REFUND STATE PAYMENTS	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			353.44	0.00	353.44
502195	EASTMAN, JAMES F II	JAMES F II EASTMAN		11/01/2019	67460
234130	FY2020 REFUND STATE PAYMENTS	0.00	\$210.74	0.00	210.74
	Desc: FY2020 REFUND STATE PAYMENTS	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			210.74	0.00	210.74
502425	ROSEN, JUDY TRUSTEE	JUDY ROSEN TRUSTEE		11/01/2019	67461
232114	FY2020 REFUND STATE PAYMENTS	0.00	\$786.64	0.00	786.64
	Desc: FY2020 REFUND STATE PAYMENTS	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			786.64	0.00	786.64

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Bank Total:

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	Holdback Total				447,015.14
<b>Batch Totals:</b>	0.00	96,857.73		7.43	543,880.30

- \_\_\_\_\_ SIMON DENNIS
- \_\_\_\_\_ RICHARD G GRASSI
- \_\_\_\_\_ DENNIS BROWN
- \_\_\_\_\_ JAMESON C. DAVIS
- \_\_\_\_\_ DAN FRASER
- \_\_\_\_\_ ALAN JOHNSON
- \_\_\_\_\_ KIM SOUZA
- \_\_\_\_\_ J. BRANNON GODFREY JF
- \_\_\_\_\_ GAIL OSTROUT
- \_\_\_\_\_ BROOKS A. TEEL

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