



**TOWN OF HARTFORD
SELECTBOARD AGENDA**

Tuesday, May 5, 2020, 6:00pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

**This meeting will be conducted in compliance with
Vermont Open Meeting Law with electronic participation.**

<https://zoom.us/j/549799933> - Please mute your microphone.
[youtube.com/catv810](https://www.youtube.com/catv810) – click “live now”.

**If you're calling in from phone dial:
(415) 762-9988**

**Type in the Room ID: 549-799-933 followed by #
Press # a second time
Press *9 to raise your hand for public comment**

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: N/A

3. Town Manager's Report: Significant Activity Report ending May 4, 2020.

4. Board Reports, Motions & Ordinances:

- a. Hartford Conservation Commission Forest Management Plan Presentation
(Information Only)

- b. South Main Street Utility and Roadway Infrastructure Improvements Contract Award (Motion Required)
- c. Determination of Lack of Necessity for Validation Vote Special Town Meeting (Motion Required)
- d. COVID-19 Response Committee Report Presentation (Motion Required)
- e. Appointment Recommendation for Deputy Town Health Officer (Motion Required)
- f. Town Manager Search Process - Committee Formation and Charge, and Search Consultant (Information Only)

VI. Commission Meeting Reports:

VII. Consent Agenda (Motion Required)

Approve Payroll Ending: 5/5/2020

Approve Meeting Minutes of: 4/21/2020 & 4/28/2020

Approve A/P Manifest of: 5/1/2020 & 5/5/2020

Selectboard Meeting Dates of:

Already Approved: 5/19/2020

Needs to be Approved: 6/2/2020, 6/16/23020 and 6/30/2020

VIII. Executive Session:

Discussion of a contract for an executive search consultant for which premature general public knowledge would clearly place the public body at a substantial disadvantage [I VSA §313(a)(1)(A)]

IX. Adjourn the Selectboard Meeting (Motion Required):

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.



AGENDA MEMORANDUM

May 5, 2020

Town Selectboard Meeting Item:4.a

**Submitted by: Matt Osborn, Planner, Department of Planning & Development
Jon Bouton, Conservation Commission Member & former County Forester**

Subject: Update on Forest Management in the Town Forest

Background: The Hurricane Watershed consists of two town parcels: the 423-acre Town Forest managed by the Conservation Commission (HCC), and the 142-acre Hurricane Forest Wildlife Refuge managed by the Parks and Recreation Department. The Town Forest, site of the former Hurricane reservoirs, served as the Town's municipal water supply until the 1950s when the Wilder well was developed. In the past, several logging operations have taken place. A Forest Management Plan was developed in 1984 and was later updated in 1998 and again in 2011. In recent years, two small, selection timber harvests occurred in 2005 and 2008. The HCC strives to balance natural resource management with recreational use. The HCC developed a Recreation Management Plan in 2002 and is currently working on an update. In addition, the HCC commissioned the following studies: Biological Inventory of Amphibians, 2010; Forest Bird Habitat Assessment, 2010; and a Wildlife Habitat Assessment and Bat Inventory, 2011.

Discussion: The purpose of this agenda item is to inform the Selectboard of the HCC's current work program for the Town Forest. The HCC is presently working with County Forester A.J. Follensbee on an update of the Forest Management Plan and is planning a small selection timber harvest in the winter of 2021 or 2022. The reasons for the timber harvest include: increase diversity of trees species and habitat to improve resilience, improve wildlife and bird habitat, serve as a public demonstration of sustainable forestry and local renewable forest products and generate income for conservation projects. The cost of the harvest typically is covered by the tree company's sale of the timber. The HCC also is planning two public outreach/input sessions before the plan is finalized and is confident that the impact on recreational use will be minor.

Financial Impact: None.

Action Requested: Information only.



Town Manager

Attachments: Powerpoint Presentation & Town Forest Resource Management Plan Update

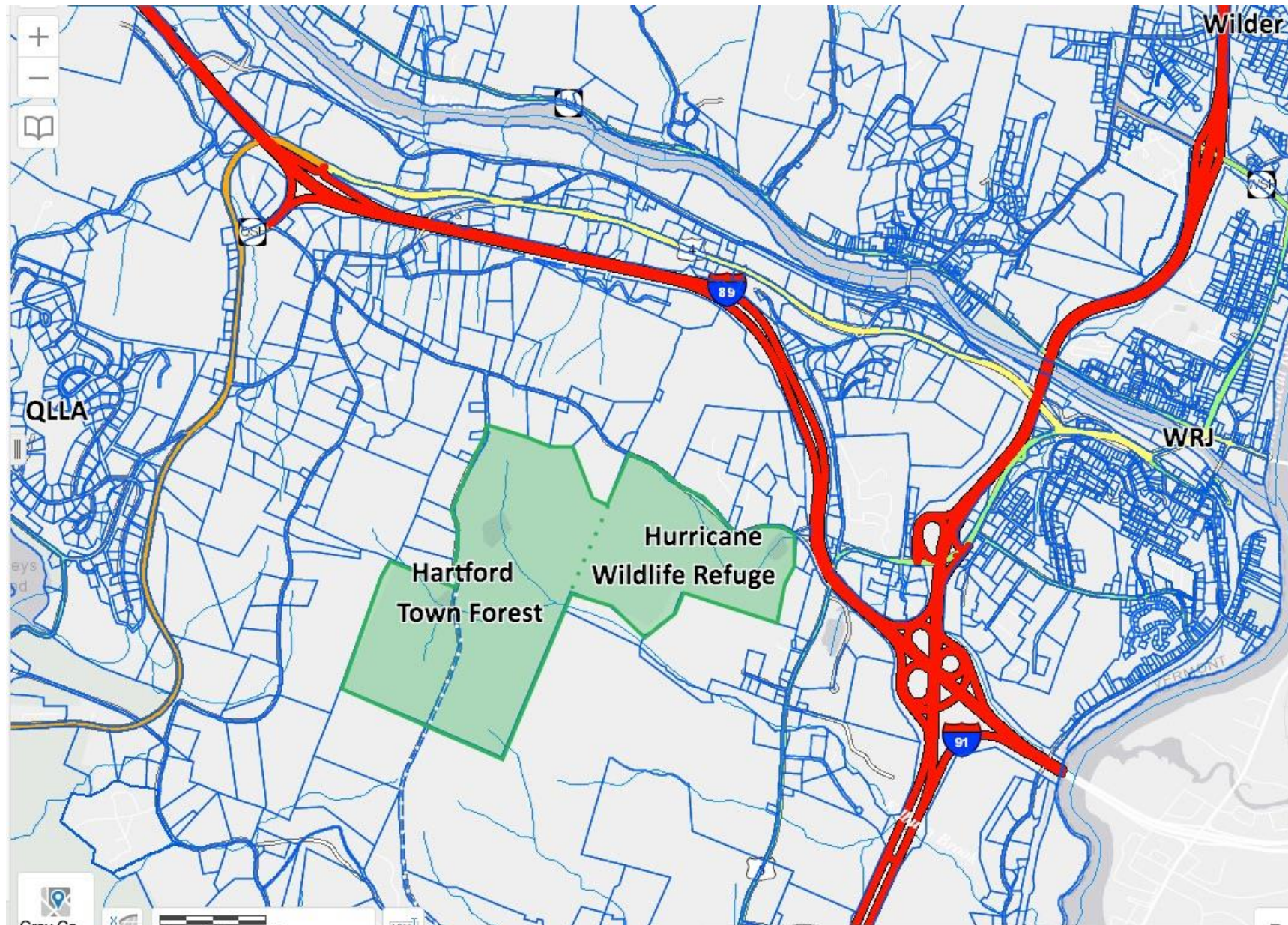


Hartford Town Forest Forest Resource Management Plan

Planner Matt Osborn & Conservation Commission Member and
former Windsor County Forester Jon Bouton



Town Forest Location



Town Forest:
423 Acres
(Conservation
Commission)

Hurricane Forest
Wildlife Refuge:
142 Acres
(Parks & Rec.
Dept.)

Total: 565 Ac.



Background



- A Forest Management Plan was first developed in 1984.
- The Conservation Commission has been managing the Town Forest since 1997.
- The Forest Management Plan was updated in 1998.
- Two small-scale selective timber harvests were held in the winter of 2005 and the winter of 2008.



Background



Conservation Commission sponsored inventories and plans for the Town Forest include:

- Amphibian Inventory (2010),
- Bird Habitat Assessment (2010)
- Wildlife Habitat Assessment & Bat Inventory (2011)
- The Forest Management Plan was last updated in 2011



Recreation Management



- In 2002, the HCC developed the first Recreation Management Plan (RMP) for the Town Forest.
- In 2018, Hartford was one of ten Vermont communities to be part of a pilot project to develop a process for managing recreation in Town Forests that can be replicated in other Vermont communities.
- The Plan was developed by consultant SE Group and included several community meetings.
- The HCC is currently working on incorporating elements from the 2002 RMP with the 2018 Plan and will bring it before the Selectboard in the coming weeks.



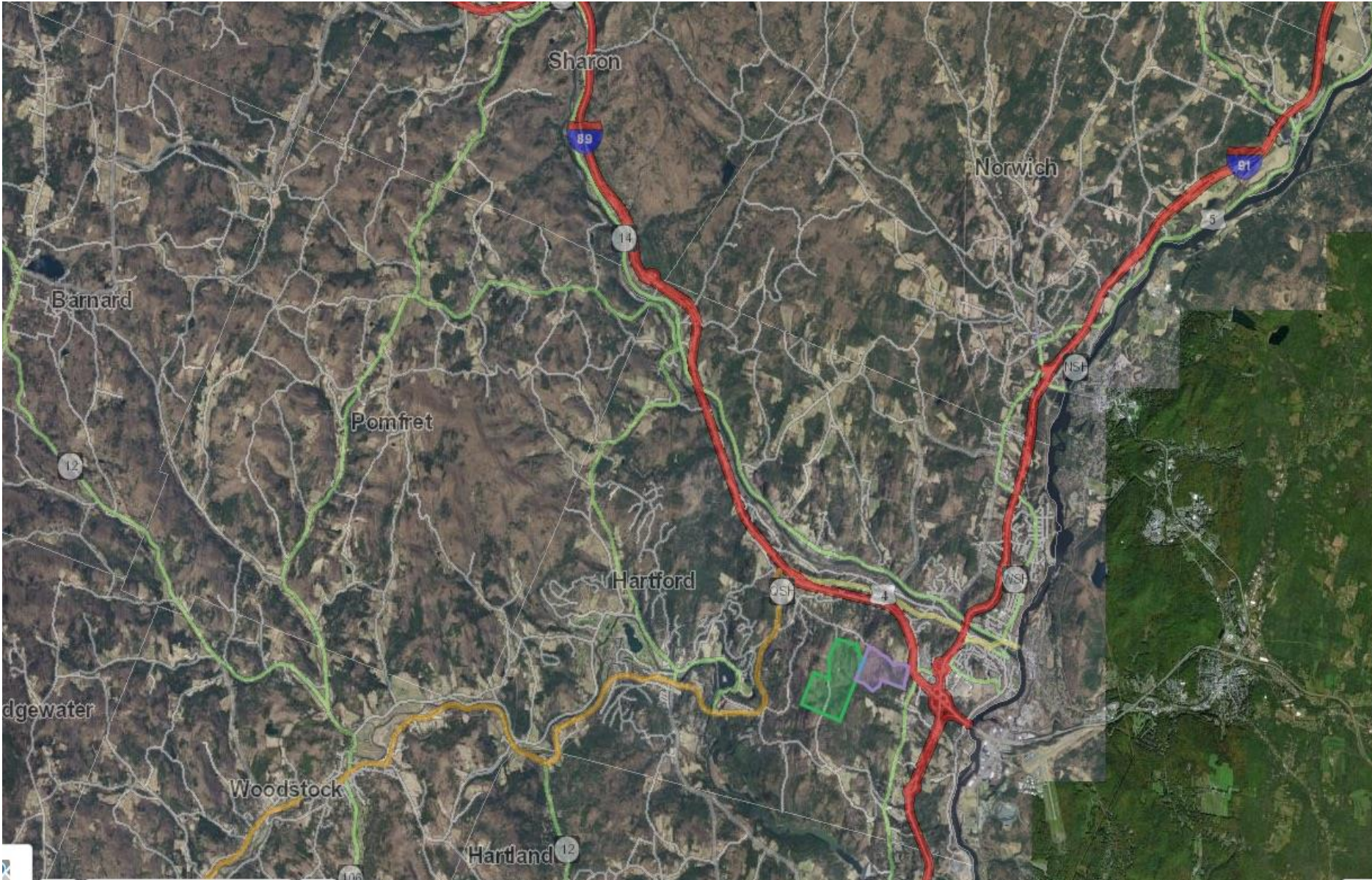
Recreation Management



- In 2018, the Upper Valley Trails Alliance conducted a trails assessment in the Town Forest.
- The assessment is guiding management ensure sustainable trails.
- This summer, a Vermont Youth Conservation Corps work crew is scheduled to relocate a trail & make improvements to other trails.



Part of a Larger Forest



HTF: 423 Acres
(Cons. Comm.)

HFWR: 142 Acres
(Rec. Dept.)

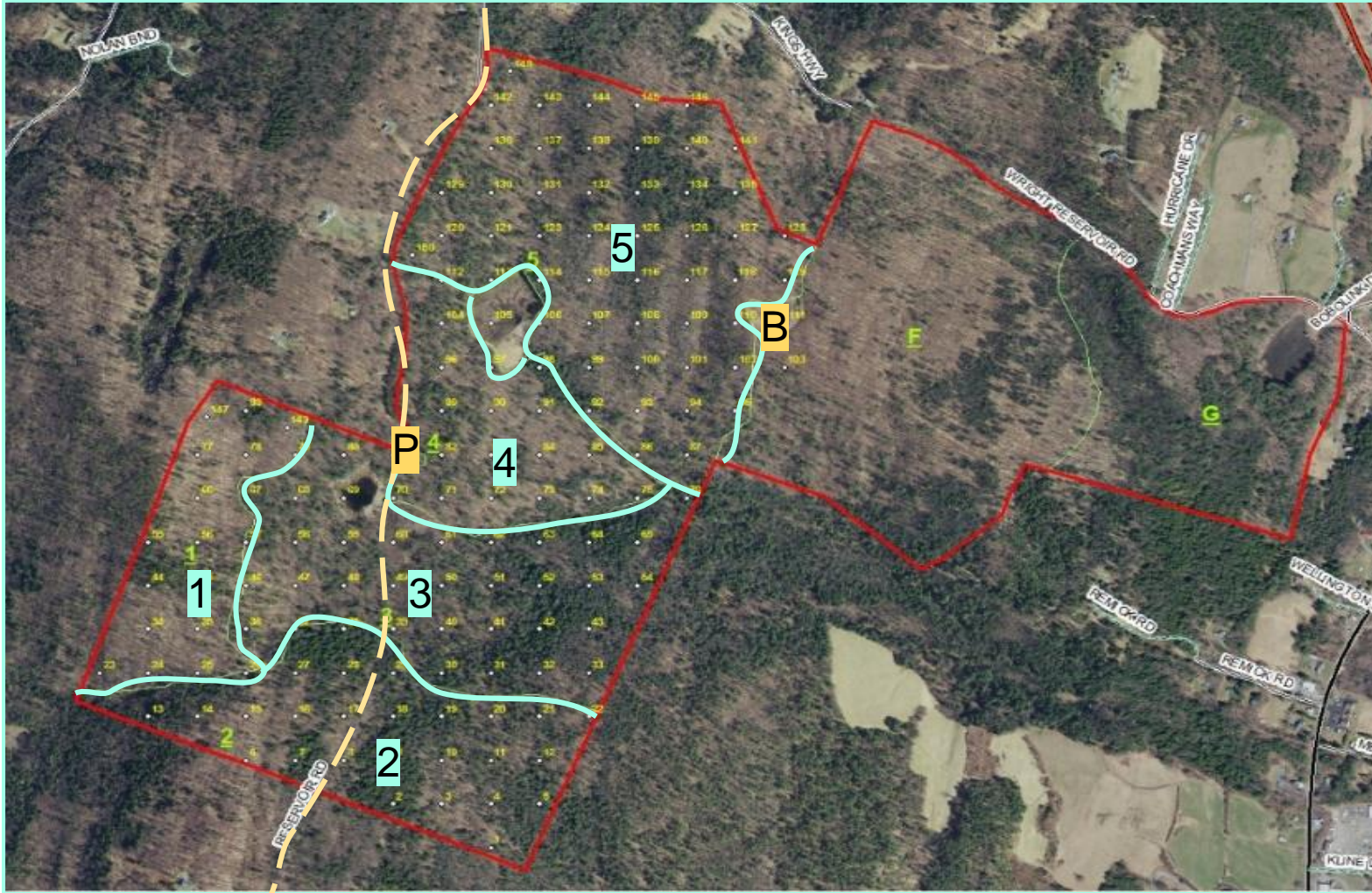
Total: 565 Acres

Part of 5,200 Acre
Habitat Block

Wildlife
Connector
Overlay District
runs through HTF



Forest Inventory



County Forester
A.J. Follensbee's
Inventory

5 Management Units

Tentative Harvest in
Area 5 or 4



Forest Management Goals



- Increase Site-appropriate Diversity: Tree Species, Forest Structure (patchiness), Vertical Structure, Age & Size
 - Wildlife: Maintain Diverse Habitat Features
 - Carbon: Sequestration and Storage
 - Climate Change: Resilience
- Education: Demonstrate Sustainable Forestry and Locally-grown and Processed Forest Products
- Income: to Hartford Conservation Fund for Maintaining Town Forests, Natural Areas and Conserving Parcels with Important Natural Resource Attributes



Forest Management Activities to Reach Goals



- Thinning / Selection Harvest
 - Provides space and sunlight for desirable trees and species growth.
 - Removes diseased (or potential e.g. EAB) trees to allow for healthy growth.
 - Promotes new growth that increases the forest diversity benefiting:
 - Birds who live in different tree canopy layers.
 - Animals who eat or live in smaller vegetation (saplings, herbs)
 - Promotes middle-aged trees which sequester more carbon.
- Small (1 to 4 acres each) Patchcuts:
 - Provide early successional habitat for species that prefer or need these conditions. Independent wildlife and bird habitat assessments recommend increasing the HTF's early succession habitat.



Project Schedule



- HCC: Site Visit/Public Meeting: Plan information and public input
- Forester: Revise Draft Forest Plan & Prepare Harvest Plan
- HCC & Forester: Public Meeting/Input on Forest and Harvest Plans
- Forester: Finalize Forest and Harvest Plan
- HCC & SB: Approve Forest and Harvest Plan
- ----->
- Town Manager: Approve & Sign Logging Contract



- Forester: Select Trees for Harvest
- Forester: Receive Bids for right to harvest
- Forester & HCC: Review and Determine Winning Logging Contractor



Project Schedule



- HCC & Forester: Pre-operation Public Site Visit with Forester
 - Logging Performed (Winter '21-'22?)
 - Public Education Site Visit of Logging in Progress
 - CF: Certifies that Logging is Done Satisfactorily
 - Contract Closes
-
- HCC: Public Demonstration: Selected Trees Sawn at Local Sawmill
 - HCC: Some Harvested Wood will be used to Build Item(s) that are Publicly Displayed / Used



Ideas to be fleshed out



Next Steps



- The Draft Forest Management Plan is currently being reviewed by the Conservation Commission.
- The HCC proposes holding a public meeting in the Town Forest to present the purpose, scope & schedule of the plan update.
- A second public meeting will be held to present the draft plan & tree harvesting documents.
- Due to COVID-19, the schedule has been delayed and the timber harvest may have to be postponed until the winter of 2022.

Hartford Town Forest Resource Management Plan Update, April 14, 2020

A stated goal outlined in Hartford's Town Plan is to "maintain and enhance Hartford's heritage of working farm and forest lands as part of a sustainable, environmentally sound, resource based-economy. The plan encourages sound forest management practices for private and public owners including adherence to the State of Vermont Required Acceptable Management Practices to protect natural resources. The Hartford Conservation Commission (HCC), having been authorized by the Selectboard to manage the Town Forest recommends that the Town apply these management and conservation goals to the Town Forest.

The Town of Hartford owns and manages forest land in the Hurricane Watershed. This includes the 423-acre Hartford Town Forest (HTF) and the 142-acre Hurricane Forest Wildlife Refuge Park. The Hurricane Watershed will continue to be managed for a variety of uses including wildlife habitat, forest resources and recreation. Periodically, the Forest Management Plan for these properties is updated. The first Forest Management Plan, completed in 1984, was followed by a timber harvest. The Forest Management Plan was updated in 1998. Two small, selection timber harvests, including a salvage of windblown oak occurred in 2005 and 2008. The most recent update was completed in 2011. In addition, in 2002, the Town developed a Recreation Management Plan for the Hartford Town Forest to guide the increasing amount of recreation that occurs in the largest piece of Town-owned forestland and balance recreation with the natural resource qualities. Other studies commissioned by the HCC for the Hurricane Watershed include:

- ☐ Biological Inventory of Amphibians, 2010
- ☐ Forest Bird Habitat Assessment, 2010
- ☐ Habitat Assessment and Bat Inventory, 2011

The Hurricane Forest Wildlife Refuge Park will continue to be managed by the Hartford Recreational Department in a non-intrusive manner that does not include hunting and future tree harvesting. This will allow the Park to continue to naturally develop old forest characteristics. The Hartford Town Forest is managed by the HCC and in October 2019 the HCC approved a motion to update the existing 2009 Forest Management Plan including planning for a timber harvest in Section E of the attached map for the winter of 2021. Windsor County Forester, Mr. A.J. Follensbee, has agreed to review and update the Forest Management Plan and assist in the planning of the 2021 timber harvest.

Purposes

The reasons for a timber sale are:

- ☐ **Increase Diversity:** Increasing the diversity of tree species and habitats will improve the forest's resilience to future disturbances such as climate change and natural disruptions (e.g. Emerald Ash Borer; windstorms; species migrations).
- ☐ **Wildlife:** To maintain diverse bird and wildlife habitat.

- ❑ **Education:** Public demonstration of sustainable forestry practices and local renewable forest products.
- ❑ **Income:** Any decision on income generated from tree harvesting will be made by the Hartford Selectboard. The HCC will recommend that funds be added to the Hartford Conservation Fund which is used on local Hartford conservation projects, such as trail maintenance, invasive species control and conservation of parcels to protect important natural resources.

Proposed Schedule: The proposed schedule below was developed in the winter of 2020 before the COVID-19 pandemic disruptions. Since it is presently unknown when public meetings will be allowed, this schedule will need to be adjusted. Note that two primary requirements: public input will be solicited at least twice before the Resource Plan is finalized and any actual logging will need to be performed during the winter to minimize forest impacts.

To solicit resident input on the Hartford Town Forest Resource Management Plan the HCC is proposing the following public outreach and schedule.

- ❑ **Initial Public Meeting:** In late April to early May 2020 the HCC will host an initial public meeting in the HTF to present the purpose, scope, and schedule for the proposed plan update to obtain Hartford resident input.
- ❑ **Prepare Draft Plan:** May 2020 Mr. Follensbee prepares draft updated plan and harvesting documents.
- ❑ **June/July 2020:** A second public meeting to present the draft updated Resource Plan and tree harvesting documents.
- ❑ **Early July 2020:** Mr. Follensbee finalizes Resource Plan and harvesting documents.
- ❑ **Late July 2020:** Hartford Selectboard approval of Resource Plan and harvesting documents.
- ❑ **August 2020:** Timber sale is marked.
- ❑ **September 2020:** Logger bidding of harvesting.
- ❑ **Early to mid-November 2020:** Public meeting No. 3 on-site to present plan of apparent winning logger.
- ❑ **By November 30, 2020:** Approval of logging contract by Hartford Town Manager and awarding contract.
- ❑ **Jan-Feb 2021:** Logging performed, including on-site Public Meeting No. 4 showing the logging in progress.
- ❑ **March-April 2021:** Selected trees are sawn in a public demonstration by a local sawmill.
- ❑ **May – Summer 2021:** Some of the wood cut from the harvest is used by local woodworker(s) to build useful item(s) that are recognized as wood from the HTF and publicly displayed.

Frequently Asked Questions

Who is running this project?

The HCC with assistance from the Department of Planning and Development Services manages the Town Forest and will manage this project. Technical assistance will be provided by the Windsor County Forester Mr. A.J. Follensbee whose responsibilities include assisting

municipalities with forest management in town forests. He has spent time in the Hartford Town Forest and has reviewed previous Forest Management Plans. He reports that white pine trees are developing internal damage from wounds and their vigor is low due to regional needle diseases. Now is a good time for the Town to open up the crowns to allow more air movement which can help needles escape being infected with fungal spores. Cutting would also harvest some trees before their value decreases because of internal discoloration and decay. Mr. Follensbee is willing to update the current Forest Management Plan and provide documents for a logger to perform a winter 2021 timber harvest.

Can the public use the forest during the harvest?

During the harvest some trails will be closed, but the majority of the forest will be available for public use.

Will logging damage the forest?

To limit impacts on the Town Forest, Mr. Follensbee suggested harvesting in the winter and using a forwarder instead of a skidder. A forwarder carries logs clear of the ground, which reduces soil impacts and damage to trees next to skid/logging roads.

What can be done to limit the impact of the treetops that are cut? They can be messy.

“Mess is best.” Leaving pieces of trees in the woods is good for the forest. Wildlife depend on woody structures of fallen branches and trees for cover, nesting, etc. Decay fungi and insects depend on dead wood and, in turn, are food for wildlife. Decayed wood also adds organic matter (like compost) to the soil, storing carbon while enriching the soil. The HCC can specify how the tops will be handled in the logger bidding forms and contract so most branches are removed from trails. However, trails will certainly have smaller pieces of wood from broken branches that will need to be removed by hand. The HCC will put out a call for volunteers to help with clean-up as needed to reopen trails and reduce impact on recreationists.

Will the logging make money?

Income generated by the harvest depends on the quality of the trees being harvested. Liquidating the accumulated timber value is not the primary goal for this harvest. While some very large trees will be harvested, the proposed harvest will cut many trees that compete for sunlight with well-formed, good-quality trees which will, in turn, respond with healthy growth. A subsequent harvest in about 20 years within this harvest area will yield higher value trees.

Will there be a way for the public to submit comments in addition to the public meetings?

Yes. Comments, concerns and questions should be sent via email to town planner Matt Osborn. Mosborn@hartford-vt.org



AGENDA MEMORANDUM

May 5, 2020

Town Selectboard Meeting Item: 4.b

Submitted by: Hannah Tyler, Director of Public Works

Background: On April 20th, 2020, bids were received for Phase 1 of the South Main Street reconstruction project. This project is the culmination of several years of planning, design, and funding coordination to address deficiencies in our utility infrastructure, stormwater system, the retaining wall, and roadway. The project extends from Nutt Lane to a location near Gates Street.

Discussion: Five bids were received by the April 20th, 2020 deadline. The total base bids with the add alternate bid item (for additional retaining wall pieces if needed) are below:


- Munson Earth-Moving, Williston, Vermont: \$1,899,411.00
- Nott's Excavating, Hartford, Vermont: \$1,899,482.60
- Zaluzny Excavating, Vernon, Vermont: \$2,855,795.00
- J.A. MacDonald, Lyndon Center, Vermont: Incomplete bid package (unresponsive)
- J.P. Sicard, Barton, Vermont: Incomplete bid package (unresponsive)
 - *Note: neither J.A. MacDonald or J.P. Sicard's total price were close to being low bid. As their bid packages were incomplete, our consultants did not do a full analysis and tabulation on their pricing.*

The engineer's estimate for the total base bid with the add alternate bid time is \$2,561,006.00

As discussed at the April 25th, 2020, we are recommending bid award to Munson Earth-Moving.

Financial Impact: The project is funded with State Revolving Loans and a Municipal Bond. TIF tax increment will cover the loan and bond debt payments.

Recommendation: That the Selectboard awards the bid for the South Main Street Project to Munson Earth-Moving of Williston, Vermont.


Town Manager

Attachments: Aldrich + Elliott Bid Analysis and Award Recommendation

April 30, 2020

Mr. Brannon Godfrey
Town Manager
Town of Hartford
171 Bridge Street
White River Junction, VT 05001

RE: **Bid Analysis and Recommendation for Contract Award**
Town of Hartford
South Main Street Utility and Roadway Improvements
Contract No. 1
A+E Project 18018

Dear Brannon,

In accordance with our attached "Bid Analysis Report" dated April 30, 2020, we recommend the following:

Town of Hartford South Main Street Utility and Roadway Improvements, Contract No. 1
be awarded to Munson Earth-Moving Corporation of Williston, Vermont for the contract
amount of \$1,899,411.00 to include the base bid and the bid alternative.

If you have any questions, please feel free to contact us.

Sincerely,

Aldrich + Elliott, PC



Chris Kaufman, CPESC
Project Manager

Attachments



TOWN OF HARTFORD, VERMONT
SOUTH MAIN STREET UTILITY AND ROADWAY IMPROVEMENTS
CONTRACT NO. 1

BID ANALYSIS REPORT
MUNSON EARTH-MOVING CORPORATION
April 30, 2020

Bid Opening Date: April 20, 2020

1. Bidders Information:

- a. Refer to the attached Bid.
- b. Refer to the attached Bid Bond.
- c. Refer to the attached Supplemental Bid Information

2. Project Cost Information:

- a. Refer to the attached Bid Tabulation.
- b. Refer to the attached "Total Project Cost Summary" dated April 29, 2020, for the Town of Hartford South Main Street Utility and Roadway Improvements, Contract No. 1.
- c. The base bid and bid alternative no. 1 price for the Town of Hartford South Main Street Utility and Roadway Improvements, Contract No. 1 is \$1,899,411.00.
- d. The Total Project Cost for the project including the low bid for the Town of Hartford South Main Street Utility and Roadway Improvements, Contract No. 1 is \$2,645,852.00. This includes Contract No. 1, Step I, Step II, Step III, Construction Contingency of 10% for Contract No. 1, and Other Costs.
- e. The total bond approved amount for the entire project (including Contract No. 2 for the future Gates St phase) is \$5,477,000. Contract No. 1 (current South Main St phase) has DWSRF loan funding of \$1,350,000, CWSRF loan funding of \$1,050,000, and local funding of \$1,050,000. Adequate funding is available for this phase of the project.

3. Experience:

- a. Refer to Section 1.c (above).
- b. Project references interviewed and projects discussed:
 - i. Jason Larocque, Berlin Corners Municipal Water System, 4.8 M
 - ii. Randy Burnett, Hunt Middle School Parking & Site Improvements, \$500,000
 - iii. Jon Ashley, Peacham FD1 Water System Improvements, \$650,000
- c. General Observations
 - i. Contractor is well organized, quick to respond, and professional.
 - ii. Cooperative and no-nonsense.
 - iii. Schedule and quality minded.

4. Bid Bond/Insurance

- a. Munson Earth-Moving Corporation has a surety credit facility in place with Merchants Bonding Company (Mutual) for up to \$3,500,000 single, and an aggregate program of \$7,000,000.
- b. The bonding agent is Hickok & Boardman Insurance Group, 346 Shelburne Road, P.O. Box 1064, Burlington, VT 05402-1064.
- c. Contact was made with Robin Faraone with Hickok & Boardman Insurance Group at (802) 658-3500/rfaraone@hbinsurance.com. The company has been doing business with Munson Earth-Moving Corporation for 10 years.
- d. Hickok & Boardman Insurance Group handles Munson Earth-Moving Corporation's insurance lines.
- e. Munson Earth-Moving Corporation has not defaulted on any projects that Hickok & Boardman Insurance Group has handled.
- f. The bond company is on the "Department of the Treasury Listing of Approved Surety Companies."

5. Financial Data

- a. Contact was made with Ellery Perkinson with People's United Bank, 2 Burlington Square, Burlington, VT 05401, with whom Munson Earth-Moving Corporation does their banking. People's United Bank has been doing business with Munson Earth-Moving Corporation since January 1, 1950.
- b. Munson Earth-Moving Corporation maintains corporate deposits with the bank with balances in the high six figures. All loan and deposit accounts have always been handled per the terms of the agreements.

6. Proof of Advertisement for Bid:

- a. Refer to attached Proof of Advertisement.

7. Bid Informalities and/or Minor Defects:

- a. J.A. McDonald, Inc. failed to acknowledge Addendum Nos. 1 - 6 on their bid form, so they were deemed an unresponsive bidder.
- b. J.P. Sicard failed to acknowledge Addendum No. 6 on their bid form, so they were deemed an unresponsive bidder.

8. Certificate of Title to Site

- a. Certificate of Title to Site to be submitted separately

9. Comments of Aldrich + Elliott, PC:

- a. Contractor appears to have adequate financial backing.
- b. Bonding company appears viable.
- c. The bid review found the Munson Earth-Moving Corporation bid to be acceptable.
- d. A+E has worked with Munson Earth-Moving Corporation on past projects and is confident in their abilities to perform the work.

- e. Recommendations:
- i. Award this Contract to Munson Earth-Moving Corporation in the amount of \$1,899,411.00.
 - ii. Recommend monthly job meetings with Owner, Contractor, and Resident Representative.
 - iii. Resident Representative to be on job site full time.

1. BIDDERS INFORMATION

				Engineer's Estimate		Munson Earth-Moving Corporation		Notts Excavating, Inc.		Zaluzny Excavating		J. A. McDonald		J.P. Sicard, Inc.	
ITEM NO.	DESCRIPTION OF ITEM	BID QUANTITY	UNIT	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
BASE BID															
A - Waterline															
A- 1	8" DI CL52 Waterline	40	L.F.	\$ 99.00	\$ 3,960.00	\$ 134.00	\$ 5,360.00	\$ 130.00	\$ 5,200.00	\$ 130.00	\$ 5,200.00	\$ -	\$ -	\$ -	\$ -
A- 2	8" DI Waterline in Contaminated Soils	10	L.F.	\$ 120.00	\$ 1,200.00	\$ 306.00	\$ 3,060.00	\$ 140.00	\$ 1,400.00	\$ 150.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -
A- 3	12" DI CL52 Waterline	1,700	L.F.	\$ 131.00	\$ 222,700.00	\$ 140.00	\$ 238,000.00	\$ 140.00	\$ 238,000.00	\$ 160.00	\$ 272,000.00	\$ -	\$ -	\$ -	\$ -
A- 4	12" DI Waterline in Contaminated Soils	100	L.F.	\$ 152.00	\$ 15,200.00	\$ 310.00	\$ 31,000.00	\$ 156.00	\$ 15,600.00	\$ 200.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -
A- 5	12" PVC Gravity Sewer	100	L.F.	\$ 136.00	\$ 1,360.00	\$ 132.00	\$ 1,320.00	\$ 130.00	\$ 1,300.00	\$ 100.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
A- 6	12" SDR 35 PVC Storm Drain	200	L.F.	\$ 125.00	\$ 25,000.00	\$ 89.00	\$ 17,800.00	\$ 145.00	\$ 29,000.00	\$ 110.00	\$ 22,000.00	\$ -	\$ -	\$ -	\$ -
A- 7	12" C-HDPE Storm Drain	100	L.F.	\$ 99.00	\$ 9,900.00	\$ 85.00	\$ 8,500.00	\$ 143.00	\$ 14,300.00	\$ 110.00	\$ 11,000.00	\$ -	\$ -	\$ -	\$ -
A- 8	15" C-HDPE Storm Drain	230	L.F.	\$ 104.00	\$ 23,920.00	\$ 88.00	\$ 20,240.00	\$ 118.00	\$ 27,140.00	\$ 120.00	\$ 27,600.00	\$ -	\$ -	\$ -	\$ -
A- 9	18" C-HDPE Storm Drain	175	L.F.	\$ 125.00	\$ 21,875.00	\$ 99.00	\$ 17,325.00	\$ 124.00	\$ 21,700.00	\$ 130.00	\$ 22,750.00	\$ -	\$ -	\$ -	\$ -
A- 10	30" C-HDPE Storm Drain	20	L.F.	\$ 157.00	\$ 3,140.00	\$ 144.00	\$ 2,880.00	\$ 170.00	\$ 3,400.00	\$ 150.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
B - Waterline Appurtenances															
B- 1	Fire Hydrant Branch Connections	4	EA.	\$ 7,349.00	\$ 29,396.00	\$ 7,000.00	\$ 28,000.00	\$ 5,584.00	\$ 22,336.00	\$ 5,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -
B- 2	4" Gate Valve	1	EA.	\$ 2,624.00	\$ 2,624.00	\$ 625.00	\$ 625.00	\$ 732.00	\$ 732.00	\$ 800.00	\$ 800.00	\$ -	\$ -	\$ -	\$ -
B- 3	6" Gate Valve	12	EA.	\$ 2,887.00	\$ 34,644.00	\$ 800.00	\$ 9,600.00	\$ 850.00	\$ 10,200.00	\$ 1,000.00	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -
B- 4	8" Gate Valves	2	EA.	\$ 3,149.00	\$ 6,298.00	\$ 1,150.00	\$ 2,300.00	\$ 1,193.00	\$ 2,386.00	\$ 1,500.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
B- 5	12" Gate Valves	4	EA.	\$ 3,412.00	\$ 13,648.00	\$ 2,100.00	\$ 8,400.00	\$ 2,138.00	\$ 8,552.00	\$ 2,500.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
B- 6	3/4" CU Service	430	L.F.	\$ 52.00	\$ 22,360.00	\$ 54.00	\$ 23,220.00	\$ 80.00	\$ 34,400.00	\$ 50.00	\$ 21,500.00	\$ -	\$ -	\$ -	\$ -
B- 7	3/4" Curbstop & Box	23	EA.	\$ 524.00	\$ 12,052.00	\$ 1,100.00	\$ 25,300.00	\$ 152.00	\$ 3,496.00	\$ 200.00	\$ 4,600.00	\$ -	\$ -	\$ -	\$ -
B- 8	3/4" Corporation	23	EA.	\$ 524.00	\$ 12,052.00	\$ 75.00	\$ 1,725.00	\$ 100.00	\$ 2,300.00	\$ 200.00	\$ 4,600.00	\$ -	\$ -	\$ -	\$ -
B- 9	1" CU Service	100	L.F.	\$ 68.00	\$ 6,800.00	\$ 60.00	\$ 6,000.00	\$ 81.00	\$ 8,100.00	\$ 60.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
B- 10	1" Curbstop & Box	3	EA.	\$ 577.00	\$ 1,731.00	\$ 1,200.00	\$ 3,600.00	\$ 195.00	\$ 585.00	\$ 300.00	\$ 900.00	\$ -	\$ -	\$ -	\$ -
B- 11	1" Corporation	3	EA.	\$ 577.00	\$ 1,731.00	\$ 85.00	\$ 255.00	\$ 150.00	\$ 450.00	\$ 300.00	\$ 900.00	\$ -	\$ -	\$ -	\$ -
B- 12	2" CU Service	45	L.F.	\$ 104.00	\$ 4,680.00	\$ 106.00	\$ 4,770.00	\$ 72.00	\$ 3,240.00	\$ 70.00	\$ 3,150.00	\$ -	\$ -	\$ -	\$ -
B- 13	2" Curbstop & Box	3	EA.	\$ 787.00	\$ 2,361.00	\$ 1,450.00	\$ 4,350.00	\$ 517.00	\$ 1,551.00	\$ 600.00	\$ 1,800.00	\$ -	\$ -	\$ -	\$ -
B- 14	2" Corporation	3	EA.	\$ 787.00	\$ 2,361.00	\$ 300.00	\$ 900.00	\$ 500.00	\$ 1,500.00	\$ 600.00	\$ 1,800.00	\$ -	\$ -	\$ -	\$ -
B- 15	4" DI CL52 Water Service	15	L.F.	\$ 68.00	\$ 1,020.00	\$ 215.00	\$ 3,225.00	\$ 111.00	\$ 1,665.00	\$ 150.00	\$ 2,250.00	\$ -	\$ -	\$ -	\$ -
B- 16	6" DI CL52 Water Service	225	L.F.	\$ 78.00	\$ 17,550.00	\$ 220.00	\$ 49,500.00	\$ 200.00	\$ 45,000.00	\$ 160.00	\$ 36,000.00	\$ -	\$ -	\$ -	\$ -
B- 17	Cut and Cap Existing Mains 4" Dia. Or Larger	2	EA.	\$ 3,674.00	\$ 7,348.00	\$ 4,000.00	\$ 8,000.00	\$ 4,285.00	\$ 8,570.00	\$ 500.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
B- 18	Connections to Existing Mains 4" Dia. Or Larger	2	EA.	\$ 3,674.00	\$ 7,348.00	\$ 7,000.00	\$ 14,000.00	\$ 6,831.00	\$ 13,662.00	\$ 5,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
B- 19	Replace Manhole Frame, Cover, and Risers	9	EA.	\$ 1,837.00	\$ 16,533.00	\$ 2,000.00	\$ 18,000.00	\$ 632.00	\$ 5,688.00	\$ 1,000.00	\$ 9,000.00	\$ -	\$ -	\$ -	\$ -
B- 20	Replace Catch Basin Frame, Cover, and Risers	2	EA.	\$ 1,574.00	\$ 3,148.00	\$ 1,475.00	\$ 2,950.00	\$ 568.00	\$ 1,136.00	\$ 1,000.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
B- 21	Sewer Manhole Cementitious Lining	65	EA.	\$ 314.00	\$ 20,410.00	\$ 170.00	\$ 11,050.00	\$ 165.00	\$ 10,725.00	\$ 100.00	\$ 6,500.00	\$ -	\$ -	\$ -	\$ -
B- 22	4" Diameter Sewer Manhole	20	V.F.	\$ 682.00	\$ 13,640.00	\$ 800.00	\$ 16,000.00	\$ 400.00	\$ 8,000.00	\$ 600.00	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -
B- 23	Replace 12" x 4" Sewer Service Wye	1	EA.	\$ 288.00	\$ 288.00	\$ 2,080.00	\$ 2,080.00	\$ 7,000.00	\$ 7,000.00	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ -
B- 24	Replace 12" x 6" Sewer Service Wye	1	EA.	\$ 314.00	\$ 314.00	\$ 2,160.00	\$ 2,160.00	\$ 7,000.00	\$ 7,000.00	\$ 600.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -
B- 25	Replace 15" x 4" Sewer Service Wye	1	EA.	\$ 367.00	\$ 367.00	\$ 2,200.00	\$ 2,200.00	\$ 7,000.00	\$ 7,000.00	\$ 700.00	\$ 700.00	\$ -	\$ -	\$ -	\$ -
B- 26	Replace 15" x 6" Sewer Service Wye	1	EA.	\$ 419.00	\$ 419.00	\$ 2,300.00	\$ 2,300.00	\$ 7,000.00	\$ 7,000.00	\$ 800.00	\$ 800.00	\$ -	\$ -	\$ -	\$ -
B- 27	4" PVC Building Sewer Service	20	L.F.	\$ 110.00	\$ 2,200.00	\$ 170.00	\$ 3,400.00	\$ 75.00	\$ 1,500.00	\$ 140.00	\$ 2,800.00	\$ -	\$ -	\$ -	\$ -
B- 28	6" PVC Building Sewer Service	20	L.F.	\$ 115.00	\$ 2,300.00	\$ 182.00	\$ 3,640.00	\$ 75.00	\$ 1,500.00	\$ 150.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
B- 29	Trim Protruding Service	14	EA.	\$ 262.00	\$ 3,668.00	\$ 57.00	\$ 798.00	\$ 55.00	\$ 770.00	\$ 400.00	\$ 5,600.00	\$ -	\$ -	\$ -	\$ -
B- 30	Reinstate Services	62	EA.	\$ 572.00	\$ 35,464.00	\$ 170.00	\$ 10,540.00	\$ 165.00	\$ 10,230.00	\$ 100.00	\$ 6,200.00	\$ -	\$ -	\$ -	\$ -
B- 31	12" Cured In Place Pipe Lining	235	L.F.	\$ 68.00	\$ 15,980.00	\$ 46.00	\$ 10,810.00	\$ 44.00	\$ 10,340.00	\$ 110.00	\$ 25,850.00	\$ -	\$ -	\$ -	\$ -
B- 32	15" Cured In Place Pipe Lining	1,500	L.F.	\$ 73.00	\$ 109,500.00	\$ 62.00	\$ 93,000.00	\$ 60.00	\$ 90,000.00	\$ 80.00	\$ 120,000.00	\$ -	\$ -	\$ -	\$ -
B- 33	18" Cured In Place Pipe Lining	30	L.F.	\$ 83.00	\$ 2,490.00	\$ 142.00	\$ 4,260.00	\$ 137.00	\$ 4,110.00	\$ 1,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -
B- 34	5' Diameter Storm Drain Manhole	5	V.F.	\$ 787.00	\$ 3,935.00	\$ 2,450.00	\$ 12,250.00	\$ 700.00	\$ 3,500.00	\$ 700.00	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -
B- 35	24" x 24" Catch Basin	125	V.F.	\$ 498.00	\$ 62,250.00	\$ 650.00	\$ 81,250.00	\$ 631.00	\$ 78,875.00	\$ 600.00	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -
B- 36	3' Diameter Catch Basin	15	V.F.	\$ 498.00	\$ 7,470.00	\$ 500.00	\$ 7,500.00	\$ 631.00	\$ 9,465.00	\$ 600.00	\$ 9,000.00	\$ -	\$ -	\$ -	\$ -
B- 37	8" x 27" Storm Drain Tap Replacement	1	EA.	\$ 787.00	\$ 787.00	\$ 3,000.00	\$ 3,000.00	\$ 1,300.00	\$ 1,300.00	\$ 600.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -
B- 38	8" x 30" Storm Drain Tap Replacement	1	EA.	\$ 892.00	\$ 892.00	\$ 3,050.00	\$ 3,050.00	\$ 1,300.00	\$ 1,300.00	\$ 600.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -
B- 39	12" x 27" Storm Drain Tap Connection	7	EA.	\$ 1,154.00	\$ 8,078.00	\$ 3,200.00	\$ 22,400.00	\$ 2,000.00	\$ 14,000.00	\$ 700.00	\$ 4,900.00	\$ -	\$ -	\$ -	\$ -
B- 40	12" x 30" Storm Drain Tap Connection	6	EA.	\$ 1,259.00	\$ 7,554.00	\$ 3,250.00	\$ 19,500.00	\$ 2,000.00	\$ 12,000.00	\$ 700.00	\$ 4,200.00	\$ -	\$ -	\$ -	\$ -
B- 41	18" x 30" Storm Drain Tap Connection	1	EA.	\$ 1,469.00	\$ 1,469.00	\$ 3,700.00	\$ 3,700.00	\$ 2,500.00	\$ 2,500.00	\$ 1,100.00	\$ 1,100.00	\$ -	\$ -	\$ -	\$ -
B- 42	Biofiltration Box	1	EA.	\$ 20,998.00	\$ 20,998.00	\$ 22,500.00	\$ 22,500.00	\$ 22,000.00	\$ 22,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -
B- 43	C900 Waterline Sleeve	12	EA.	\$ 1,049.00	\$ 12,588.00	\$ 1,150.00	\$ 13,800.00	\$ 250.00	\$ 3,000.00	\$ 3,000.00	\$ 36,000.00	\$ -	\$ -	\$ -	\$ -
C - Earthwork															
C- 1	Rock Excavation	30	C.Y.	\$ 131.00	\$ 3,930.00	\$ 300.00	\$ 9,000.00	\$ 0.01	\$ 0.30	\$ 200.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
C- 2	Boulder Excavation	30	C.Y.	\$ 78.00	\$ 2,340.00	\$ 33.00	\$ 990.00	\$ 0.01	\$ 0.30	\$ 50.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -
C- 3	Misc. Extra. Below Grade Excavation	170	C.Y.	\$ 50.00	\$ 8,500.00	\$ 37.00	\$ 6,290.00	\$ 10.00	\$ 1,700.00	\$ 20.00	\$ 3,400.00	\$ -	\$ -	\$ -	\$ -
C- 4	Exc. & Replac. Unsuitable	120	C.Y.	\$ 50.00	\$ 6,000.00	\$ 40.00	\$ 4,800.00	\$ 30.00	\$ 3,600.00	\$ 40.00	\$ 4,800.00	\$ -	\$ -	\$ -	\$ -
C- 5	Removal and Disposal of Contaminated Soils	200	C.Y.	\$ 150.00	\$ 30,000.00	\$ 305.00	\$ 61,000.00	\$ 92.00	\$ 18,400.00	\$ 70.00	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -
C- 6	T-Wall Exploratory Excavation	1	Allowance	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
D - Roadwork and Appurtenances															
D- 1	Permanent Bit. Roadway - Base Course and Subbase Reconstruction	5,075	S.Y.	\$ 70.00	\$ 355,250.00	\$ 45.00	\$ 228,375.00	\$ 58.00	\$ 294,350.00	\$ 40.00	\$ 203,000.00	\$ -	\$ -	\$ -	\$ -
D- 1A	Permanent Bit. Roadway - Shim and Top Course	5,075	S.Y.	\$ 61.00	\$ 309,575.00	\$ 10.00	\$ 50,750.00	\$ 9.00	\$ 45,675.00	\$ 30.00					

BID FORM
TOWN OF HARTFORD, VERMONT
SOUTH MAIN STREET UTILITY AND ROADWAY IMPROVEMENTS
CONTRACT NO. 1

TABLE OF CONTENTS

	Page
Article 1 – Bid Recipient	1
Article 2 – Bidder’s Acknowledgements	1
Article 3 – Bidder’s Representations.....	1
Article 4 – Bidder’s Certification	2
Article 5 – Basis of Bid.....	4
Article 6 – Time of Completion	8
Article 7 – Attachments to this Bid	8
Article 8 – Defined Terms.....	8
Article 9 – Bid Submittal.....	8

ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to:
ATTN: Brandon Godfrey, Town Manager
Town of Hartford, 171 Bridge Street, White River Junction, VT, 05001
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER'S REPRESENTATIONS

- 3.01 In submitting this Bid, Bidder represents that:
- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
<u>1</u>	<u>3/18/2020</u>
<u>2</u>	<u>3/27/2020</u>
<u>3</u>	<u>3/31/2020</u>
<u>4</u>	<u>4/8/2020</u>
<u>5</u>	<u>4/13/2020</u>
<u>6</u>	<u>4/15/2020</u>

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work..
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related

reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.

- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

- E. Disclosure of Lobbying Activities - In conformance with 45 CFR Part 604, the Bidder certifies, to the best of his or her knowledge and belief, that:
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.
 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
 3. The Bidder shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including contracts, subcontracts, and sub-grants under grants and loans) and that all sub-recipients shall certify and disclose accordingly.
 4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- F. Certification Regarding Debarment, Suspension, Ineligibility - The Bidder certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. Where the Bidder is unable to certify to any of the statements in this certification, the undersigned shall attach an explanation to this proposal.
- G. Notice to Labor Unions or other Organizations of Workers (Non-Discrimination In Employment) - The Bidder hereby agrees to the following conditions:
1. It will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, paid for in whole or in part with funds obtained from the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the provisions prescribed for Government contracts and Federally assisted construction contracts by Sections 202 and 301 of Executive Order 11246, as amended.
 2. It will assist and cooperate actively with the Environmental Protection Agency and the Secretary of Labor in obtaining the compliance of Contractors and Subcontractors with said contract provisions and with the rules, regulations, and relevant orders of the Secretary.
 3. It will obtain and furnish to the Environmental Protection Agency and to the Secretary of Labor such information as they may require for the supervision of such compliance.

4. It will enforce the obligations of Contractors and Subcontractors under such provisions, rules, regulations and orders.
 5. It will carry out sanctions and penalties for violations of such obligations imposed upon Contractors and Subcontractors by the Secretary of Labor or the Environmental Protection Agency.
 6. It will refrain from entering into any contract subject to this Order or extension or other modification of such a contract with a Contractor or Subcontractor debarred from Government contracts and Federally assisted construction contracts under Part II, Subpart D of this Order, and
 7. In the event that he fails and refuses to comply with his undertakings, the Bidder agrees that the Environmental Protection Agency may cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, or guarantee), may refrain from extending any further assistance under any of its programs subject to Executive Order 11246, as amended, until satisfactory assurance of future compliance has been received from such Bidder, or may refer the case to the Department of Justice for appropriate legal proceedings.
- H. Certification of Non-Segregated Facilities - The Bidder certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The Bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The Bidder agrees that a breach of this certification is a violation of the Equal Opportunity clause in this contract. As used in this certification, the term segregated facilities means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise. The Bidder agrees that (except where he has obtained identical certifications from proposed Subcontractors for specific time periods) he will obtain identical certifications from proposed Subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

ARTICLE 5 – BASIS OF BID

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

REVISED ADDENDUM NO. 5

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Extended Price
A	WATER, SEWER & STORMWATER MAINS				
A-1	8" DI CL52 Waterline	L.F.	40	\$ 134.00	\$ 5,360.00
A-2	8" DI Waterline in Contaminated Soils	L.F.	10	\$ 306.00	\$ 3,060.00
A-3	12" DI CL52 Waterline	L.F.	1700	\$ 140.00	\$ 238,000.00
A-4	12" DI Waterline in Contaminated Soils	L.F.	100	\$ 310.00	\$ 31,000.00
A-5	15" PVC Gravity Sewer	L.F.	10	\$ 132.00	\$ 1,320.00
A-6	12" SDR 35 PVC Storm Drain	L.F.	200	\$ 89.00	\$ 17,800.00
A-7	12" C-HDPE Storm Drain	L.F.	100	\$ 85.00	\$ 8,500.00
A-8	15" C-HDPE Storm Drain	L.F.	230	\$ 88.00	\$ 20,240.00
A-9	18" C-HDPE Storm Drain	L.F.	175	\$ 99.00	\$ 17,325.00
A-10	30" C-HDPE Storm Drain	L.F.	20	\$ 144.00	\$ 2,880.00
B	WATER, SEWER & STORMWATER APPURTENANCES				
B-1	Fire Hydrant Branch Connections	EA.	4	\$ 7,000.00	\$ 28,000.00
B-2	4" Gate Valve	EA.	1	\$ 625.00	\$ 625.00
B-3	6" Gate Valve	EA.	12	\$ 800.00	\$ 9,600.00
B-4	8" Gate Valve	EA.	2	\$ 1,150.00	\$ 2,300.00
B-5	12" Gate Valve	EA.	4	\$ 2,100.00	\$ 8,400.00
B-6	3/4" CU Service	L.F.	430	\$ 54.00	\$ 23,220.00
B-7	3/4" Curbstop & Box	EA.	23	\$ 1,100.00	\$ 25,300.00
B-8	3/4" Corporation	EA.	23	\$ 75.00	\$ 1,725.00
B-9	1" CU Service	L.F.	100	\$ 60.00	\$ 6,000.00
B-10	1" Curbstop & Box	EA.	3	\$ 1,200.00	\$ 3,600.00
B-11	1" Corporation	EA.	3	\$ 85.00	\$ 255.00
B-12	2" CU Service	L.F.	45	\$ 106.00	\$ 4,770.00
B-13	2" Curbstop & Box	EA.	3	\$ 1,450.00	\$ 4,350.00

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Extended Price
B-14	2" Corporation	EA.	3	\$ 300.00	\$ 900.00
B-15	4" DI CL52 Water Service	L.F.	15	\$ 215.00	\$ 3,225.00
B-16	6" DI CL52 Water Service	L.F.	225	\$ 220.00	\$ 49,500.00
B-17	Cut & Cap Existing Water Mains - 4" or Larger	EA.	2	\$ 4,000.00	\$ 8,000.00
B-18	Connections to Existing Water Mains - 4" or Larger	EA.	2	\$ 7,000.00	\$ 14,000.00
B-19	Replace Manhole Frame, Cover, and Risers	EA.	9	\$ 2,000.00	\$ 18,000.00
B-20	Replace Catch Basin Frame, Cover, and Risers	EA.	2	\$ 1,475.00	\$ 2,950.00
B-21	Sewer Manhole Cementitious Lining	V.F.	65	\$ 170.00	\$ 11,050.00
B-22	4' Diameter Sewer Manhole	V.F.	20	\$ 800.00	\$ 16,000.00
B-23	Replace 12" x 4" Sewer Service Wye	EA.	1	\$ 2,080.00	\$ 2,080.00
B-24	Replace 12" x 6" Sewer Service Wye	EA.	1	\$ 2,160.00	\$ 2,160.00
B-25	Replace 15" x 4" Sewer Service Wye	EA.	1	\$ 2,200.00	\$ 2,200.00
B-26	Replace 15" x 6" Sewer Service Wye	EA.	1	\$ 2,300.00	\$ 2,300.00
B-27	4" PVC Building Sewer Service	L.F.	20	\$ 170.00	\$ 3,400.00
B-28	6" PVC Building Sewer Service	L.F.	20	\$ 182.00	\$ 3,640.00
B-29	Trim Protruding Services	EA.	14	\$ 57.00	\$ 798.00
B-30	Reinstate Services	EA.	62	\$ 170.00	\$ 10,540.00
B-31	12" Cured In Place Pipe Lining	L.F.	235	\$ 46.00	\$ 10,810.00
B-32	15" Cured In Place Pipe Lining	L.F.	1500	\$ 62.00	\$ 93,000.00
B-33	18" Cured In Place Pipe Lining	L.F.	30	\$ 142.00	\$ 4,260.00
B-34	5' Diameter Storm Drain Manhole	V.F.	5	\$ 2,450.00	\$ 12,250.00
B-35	24" x 24" Catch Basin	V.F.	125	\$ 650.00	\$ 81,250.00
B-36	3' Diameter Catch Basin	V.F.	15	\$ 500.00	\$ 7,500.00
B-37	8" x 27" Storm Drain Tap Replacement	EA.	1	\$ 3,000.00	\$ 3,000.00
B-38	8" x 30" Storm Drain Tap Replacement	EA.	1	\$ 3,050.00	\$ 3,050.00
B-39	12" x 27" Storm Drain Tap Connection	EA.	7	\$ 3,200.00	\$ 22,400.00
B-40	12" x 30" Storm Drain Tap Connection	EA.	6	\$ 3,250.00	\$ 19,500.00

REVISED ADDENDUM NO. 5

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Extended Price
B-41	18" x 30" Storm Drain Tap Connection	EA.	1	\$ 3,700.00	\$ 3,700.00
B-42	Biofiltration Box	EA.	1	\$ 22,500.00	\$ 22,500.00
B-43	C900 Waterline Sleeve	EA.	12	\$ 1,150.00	\$ 13,800.00
C	EARTHWORK				
C-1	Rock Excavation	C.Y.	30	\$ 300.00	\$ 9,000.00
C-2	Boulder Excavation	C.Y.	30	\$ 33.00	\$ 990.00
C-3	Misc. Extra and Below Grade Earth Excavation	C.Y.	170	\$ 37.00	\$ 6,290.00
C-4	Excavation and Replacement of Unsuitable Material	C.Y.	120	\$ 40.00	\$ 4,800.00
C-5	Removal and Disposal of Contaminated Soils	C.Y.	200	\$ 305.00	\$ 61,000.00
C-6	T-Wall Exploratory Excavation	ALL.	1	\$ 10,000.00	\$ 10,000.00
D	ROAD WORK				
D-1	Permanent Bituminous Roadway – Base Course and Subbase Reconstruction	S.Y.	5075	\$ 45.00	\$ 228,375.00
D-1A	Permanent Bituminous Roadway – Shim and Top Course	S.Y.	5075	\$ 10.00	\$ 50,750.00
D-2	Permanent Bituminous Pavement Trench Repair- Roadways	S.Y.	567	\$ 74.00	\$ 41,958.00
D-3	Permanent Bituminous Pavement Repair- Residential Driveway	S.Y.	100	\$ 80.00	\$ 8,000.00
D-4	Permanent Bituminous Pavement Repair- Commercial Driveway	S.Y.	65	\$ 100.00	\$ 6,500.00
D-5	Concrete Sidewalk Repair	L.F.	1100	\$ 80.00	\$ 88,000.00
D-6	Granite Curb Repair	L.F.	1260	\$ 40.00	\$ 50,400.00
D-7	Concrete Sidewalk Ramp with Detectable Warning Surface	EA.	5	\$ 530.00	\$ 2,650.00
D-8	Pedestrian Crossing Signs	EA.	2	\$ 200.00	\$ 400.00
E	INCIDENTIAL WORK				
E-1	Class "B" Concrete	C.Y.	21	\$ 125.00	\$ 2,625.00
E-2	Calcium Chloride	TON	45	\$ 600.00	\$ 27,000.00
E-3	Rigid Trench Insulation	L.F.	260	\$ 5.00	\$ 1,300.00
E-4	Silt Fence	L.F.	60	\$ 2.00	\$ 120.00
E-5	Temporary Inlet Protection	EA.	38	\$ 170.00	\$ 6,460.00

REVISED ADDENDUM NO. 5

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Extended Price
E-6	Uniformed Traffic Officer	HRS.	350	\$ 88.00	\$ 30,800.00
F	LUMP SUM ITEMS				
F-1	Reconstruction of Existing Retaining Wall	L.S.	1	\$ 154,000.00	\$ 154,000.00
F-2	Preparation of Site and Miscellaneous Work	L.S.	1	\$ 179,000.00	\$ 179,000.00
F-3	Bonds	L.S.	1	\$ 16,000.00	\$ 16,000.00
TOTAL OF ALL UNIT PRICE AND LUMP SUM BID ITEMS – BID					\$ 1,897,811.00

Additional Bid Alternative

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Extended Price
G – Retaining Wall					
G-1	Additional T-wall units up to 8 ft in length	EA.	1	\$ 1,600.00	\$ 1,600.00
TOTAL OF ALL UNIT PRICE AND LUMP SUM BASE BID ITEMS (BASE BID & ADDITIONAL BID ALTERNATIVE)					\$1,899,411.00

The total of all Unit Price and Lump Sum Bid Items shall be the basis of bid comparison for Contract Award.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are submitted with and made a condition of this Bid:
- A. Required Bid security;
 - B. EPA Form 6100-3 (DBE Subcontractor Performance Form) and EPA Form 6100-4 (DBE Subcontractor Utilization Form).

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

- 9.01 By signing this BID, the BIDDER certifies that the BIDDER complies with the following Federal requirements:
- A. 45 CFR Part 604 – Disclosure of Lobbying Activities

REVISED ADDENDUM NO. 5

- B. Certification regarding Debarment, Suspension, and Ineligibility Statement
- C. Notice to Labor Unions or other Organizations of Workers

Certification of Non-Segregated Facilities

- 9.02 I ☒ **have**, ☐ **have not** (check one), participated in a previous contract or subcontract subject to Executive order No. 11246, as amended, (regarding equal employment opportunity) or a preceding similar Executive Order. See the following for Executive Order No. 11246: <http://www.dol.gov/ofccp/regs/statutes/eo11246.htm>
- 9.03 I ☒ **have**, ☐ **have not** (check one), previously had contracts subject to the written affirmative action programs requirements of the Secretary of Labor.
- 9.04 Bidder understands that if Bidder has failed to file any compliance reports that have been required of them, Bidder is not eligible and will not be eligible to have their Bid considered or to enter into the proposed contract unless and until Bidder makes an arrangement regarding such reporting that is satisfactory to the Agency and the office where the reports are required to be filed.
- 9.05 Bidder understands and acknowledges that the penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

BIDDER: [Indicate correct name of bidding entity]

Munson Earth-Moving Corp

By:

[Signature]

[Signature]

[Printed name]

Lindsay S. Vincelette

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

[Signature]

[Signature]

[Printed name]

Katie Barcroft

Title:

Witness / Project Manager

Submittal Date:

April 20, 2020

Address for giving notices:

85 Shunpike Road
Williston, VT 05495

Telephone Number:

(802) 863-6391

Contact Name and e-mail address:

lvincelette@munsonearth.com

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER:

(Name and Address)

Munson Earth-Moving Corp.
85 Shunpike Rd
Williston, VT 05495

SURETY:

(Name, and Address of Principal Place of Business)

Merchants Bonding Company (Mutual)
PO Box 14498
Des Moines, IA 50306-3498

OWNER:

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

BID

Bid Due Date: April 13, 2020

Description: South Main Street Utility and Roadway Improvements Contract No. 1

BOND

Bond Number:

Date: April 7, 2020

Penal sum	Five Percent of Bid	\$	5% of Bid
	(Words)		(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

Munson Earth-Moving Corp. (Seal)
Bidder's Name and Corporate Seal

By:

Signature

Lindsay Vincelette
Print Name

VP/Chief Estimator
Title

Attest:

Signature

Title Witness

SURETY

Merchants Bonding Company (Mutual) (Seal)
Surety's Name and Corporate Seal

By:

Signature (Attach Power of Attorney)

Robin W. Faraone
Print Name

Attorney-in-Fact
Title

Attest:

Signature

Title Witness

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

MERCHANTS
BONDING COMPANY
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Brian J Aitchison; D Michael Boardman; Kirk Flanagan; Paul E Plunkett; Peter J Ricker; Richard S Smith; Robin W Faraone; Scott F Boardman

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 6th day of April, 2017.

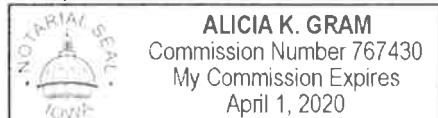


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this this 6th day of April, 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Alicia K. Gram
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 7th day of April, 2020.



William Warner Jr.
Secretary

Consent to Action without Formal Meeting by the Directors of

Munson Earth Moving Corp

The directors of the corporation hereby adopt the following resolution:

RESOLVED, that David C Bright, James Benoit and Lindsay Vincelette shall be authorized to sign and submit bids and proposals for projects along with associated certificates and bonds required by projects bid by the corporation.

RESOLVED, that David C Bright, James Benoit and Lindsay Vincelette shall be authorized to sign contracts and credit applications on behalf of the corporation.

This resolution shall be effective at 8:00 a.m. on the 8th day of January, 2019.



David C Bright, Secretary

Disadvantaged Business Enterprise (DBE) Program DBE Subcontractor Utilization Form

This form is intended to capture the prime contractor's actual and/or anticipated use of identified certified DBE¹ subcontractors² and the estimated dollar amount of each subcontract. An EPA Financial Assistance Agreement Recipient must require its prime contractors to complete this form and include it in the bid or proposal package. Prime contractors should also maintain a copy of this form on file.

Prime Contractor Name Munson Earth-Moving Corp		Project Name Hartford South Main St. Utility & Roadway Imp.	
Bid/ Proposal No. RFI-222	Assistance Agreement ID No. (if known)	Point of Contact Lindsay S. Vincelette	
Address 85 Shunpike Road, Williston, VT 05495			
Telephone No. (802) 863-6391		Email Address lvincelette@munsonearth.com	
Issuing/Funding Entity: Vermont CWSRF			

I have identified potential DBE certified subcontractors	<input checked="" type="radio"/> YES	<input type="radio"/> NO	
If yes, please complete the table below. If no, please explain:			
Subcontractor Name/ Company Name	Company Address/ Phone/ Email	Est. Dollar Amt	Currently DBE Certified?
Arold Construction Co, Inc. Ryan Arold	51 Powder Mill Bridge Road, Kingston, NY 12401 (845) 336-8753 x300	\$0.00	YES
JP Sicard George Carpenter	PO Box 508, Barton, VT 05822 George@jpsicard.com	\$0.00	YES
Worksafe Traffic Control Industries Debra Ricker	115 Industrial Lane-Berlin, Barre, VT 05641 debrar@worksafetci.com	\$0.00	YES


Continue on back if needed

¹ A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

² Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

**Disadvantaged Business Enterprise (DBE) Program
DBE Subcontractor Utilization Form**

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

Prime Contractor Signature	Print Name
	Lindsay S. Vincelette
Title	Date
Vice President/Chief Estimator	April 20, 2020

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Disadvantaged Business Enterprise (DBE) Program DBE Subcontractor Performance Form

This form is intended to capture the DBE¹ subcontractor's² description of work to be performed and the price of the work submitted to the prime contractor. An EPA Financial Assistance Agreement Recipient must require its prime contractor to have its DBE subcontractors complete this form and include all completed forms in the prime contractors bid or proposal package.

Subcontractor Name Arold Construction Co. Inc		Project Name Hartford S. Main St. Utility	
Bid/ Proposal No. RFI-222	Assistance Agreement ID No. (if known)	Point of Contact Ryan Arold	
Address 51 Powder Mill Bridge Rd. Kingston, NY 12401			
Telephone No. (845) 336-8753 Ext. 300		Email Address RArold@aroldcompanies.com	
Prime Contractor Name Munson Earth-Moving Corp.		Issuing/Funding Entity: VT DEC	

Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor

DBE Certified By: <input checked="" type="radio"/> DOT <input type="radio"/> SBA <input type="radio"/> Other: _____	Meets/ exceeds EPA certification standards? <input type="radio"/> YES <input type="radio"/> NO <input checked="" type="radio"/> Unknown
--	--

¹ A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.


² Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

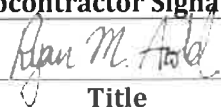


OMB Control No: 2090-0030
Approved: 8/13/2013
Approval Expires: 8/31/2015

**Disadvantaged Business Enterprise (DBE) Program
DBE Subcontractor Performance Form**

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

Prime Contractor Signature	Print Name
	Lindsay Vincalotte
Title	Date
VP/Chief Estimator	4/20/2020

Subcontractor Signature	Print Name
	Ryan M. Arold
Title	Date
Vice President	

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Disadvantaged Business Enterprise (DBE) Program DBE Subcontractor Performance Form

This form is intended to capture the DBE¹ subcontractor's² description of work to be performed and the price of the work submitted to the prime contractor. An EPA Financial Assistance Agreement Recipient must require its prime contractor to have its DBE subcontractors complete this form and include all completed forms in the prime contractors bid or proposal package.

Subcontractor Name J.P. Sicard Inc.		Project Name Hartford South Main St	
Bid/ Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact George Carpenter	
Address PO Box 508, Barton, VT 05822			
Telephone No. 802-525-9506		Email Address george@jpsicard.com	
Prime Contractor Name Munson Earth-Moving Corp.		Issuing/Funding Entity: A&E Engineers	

Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor
	Trucking \$125/hr plus overnight	


DBE Certified By: <input checked="" type="radio"/> DOT <input type="radio"/> SBA <input type="radio"/> Other: _____	Meets/ exceeds EPA certification standards? <input type="radio"/> YES <input type="radio"/> NO <input type="radio"/> Unknown
--	---

¹ A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

² Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

Disadvantaged Business Enterprise (DBE) Program DBE Subcontractor Performance Form

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

Prime Contractor Signature 	Print Name Lindsay Vinclette
Title VP / Chief Estimator	Date 4/20/2020

Subcontractor Signature <small>Digitally signed by George Carpenter DN: cn=George Carpenter, o=J.P. Sicard Inc., ou, email=george@jpsicard.com, c=US Date: 2020.04.19 19:51:16 -04'00'</small> George Carpenter	Print Name George Carpenter
Title Vice President	Date 4/19/20

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Lindsay Vincelette

From: Katie Bancroft
Sent: Monday, April 20, 2020 11:56 AM
To: Lindsay Vincelette
Subject: FW: DBE Request - Hartford South Main Street Utility and Roadway Improvements

MUNSON EARTH-MOVING CORP.

Katie Bancroft

Project Manager/Estimator

Ph: (802) 863-6391 Cell: (802) 249-0621

Fax: (802) 863-6395

E-mail: KBancroft@munsonearth.com

85 Shunpike Road, Williston, VT 05495

From: Microsoft Outlook
Sent: Monday, March 30, 2020 7:12 AM
To: Katie Bancroft
Subject: Relayed: DBE Request - Hartford South Main Street Utility and Roadway Improvements

Delivery to these recipients or groups is complete, but no delivery notification was sent by the destination server:

debrar@worksafetci.com (debrar@worksafetci.com)

Subject: DBE Request - Hartford South Main Street Utility and Roadway Improvements

QUALIFICATIONS STATEMENT

THE INFORMATION SUPPLIED IN THIS DOCUMENT IS CONFIDENTIAL TO THE EXTENT
PERMITTED BY LAWS AND REGULATIONS

1. SUBMITTED BY:

Official Name of Firm: Munson Earth Moving Corp.

Address: 85 Shunpike Road

Williston, VT 05495

2. SUBMITTED TO: Aldrich + Elliott, PC

3. SUBMITTED FOR:

Owner: Town of Hartford

Project Name: South Main Street Utility and Roadway Improvements

CWSRF #RF1-222

TYPE OF WORK: Water, sewer and stormwater utility improvements, roadway
And partial sidewalk reconstruction.

4. CONTRACTOR'S CONTACT INFORMATION

Contact Person: Lindsay Vincelette

Title: Vice President/Chief Estimator

Phone: (802) 863-6391

Email: lvincelette@munsonearth.com

5. **AFFILIATED COMPANIES:** (if not applicable, so indicate)

Name:

Address:

6. **TYPE OF ORGANIZATION:**

☐ SOLE PROPRIETORSHIP

Name of Owner:

Doing Business As:

Date of Organization:

☐ PARTNERSHIP

Date of Organization:

Type of Partnership:

Name of General Partner(s):

☒ CORPORATION

State of Organization:

Date of Organization:

Executive Officers:

- President:

- Vice President(s):

- Treasurer:

- Secretary:

Vermont

4/2/1962

David Bright

James Benoit

Lindsay Vincelette

David Bright

David Bright

☐ LIMITED LIABILITY COMPANY

State of Organization:

Date of Organization:

Members:

7. LICENSING

Jurisdiction:

Type of License:

License Number:

Jurisdiction:

Type of License:

License Number:

8. CERTIFICATIONS (if not applicable, so indicate)

CERTIFIED BY:

Disadvantage Business Enterprise:

Minority Business Enterprise:

Woman Owned Enterprise:

Small Business Enterprise:

9. BONDING INFORMATION

Bonding Company: Merchants Bonding

Address: PO Box 14498
Des Moines, IA

Bonding Agent: Hickok & Boardman

Address: 346 Shelburne Road
Burlington, VT 05402-1064

Contact Name: Robin Faraone

Phone: (802) 383-1617

Aggregate Bonding Capacity: \$10,000,000

Available Bonding Capacity as of date of this submittal: \$8,000,000

10. FINANCIAL INFORMATION

Financial Institution: Peoples United Bank

Address: PO Box 820
Burlington, VT 05402

Account Manager: Ellery Perkinson

Phone: (802) 660-1343

11. CONSTRUCTION EXPERIENCE:

Current Experience:

List on **Schedule A** all uncompleted projects currently under contract (with contract value 50% or more of the Bid price). **SEE ATTACHED**

Previous Experience:

List on **Schedule B** all projects completed within the last 5 Years (with contract value 50% or more of the Bid price). **SEE ATTACHED**

Has firm listed in Section 1 ever failed to complete a construction contract awarded to it?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

Has any Corporate Officer, Partner, Joint Venture participant or Proprietor ever failed to complete a construction contract awarded to them in their name or when acting as a principal of another entity?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

Are there any judgments, claims, disputes or litigation pending or outstanding involving the firm listed in Section 1 or any of its officers (or any of its partners if a partnership or any of the individual entities if a joint venture)?

☐ YES ☒ NO

If YES, attach as an Attachment details including Project Owner's contact information.

12. SAFETY PROGRAM:

Name of Contractor's Safety Officer: David Bright/Sean Burke

I HEREBY CERTIFY THAT THE INFORMATION SUBMITTED HERewith, INCLUDING ANY ATTACHMENTS, IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

NAME OF ORGANIZATION: Munson Earth-Moving Corp.

BY: 

TITLE: VP/Chief Estimator

DATED: 4/28/2020

NOTARY ATTEST:

SUBSCRIBED AND SWORN TO BEFORE ME

THIS _____ DAY OF _____, 20____

NOTARY PUBLIC - STATE OF _____

MY COMMISSION EXPIRES: _____

REQUIRED ATTACHMENTS:

1. Schedule A (Current Experience).
2. Schedule B (Previous Experience).
3. Evidence of authority for individuals listed in Section 7 to bind organization to an agreement.
6. Resumes of proposed Project Manager and Project Superintendent.

KEY PERSONNEL

MUNSON EARTHMOVING CORP.

DAVID BRIGHT

President, CFO

Secretary / Treasurer

Accounting Degree Champlain College

Over 25 years experience in mangement in the heavy construction/heavy equipment industry.

14 years with MEMC

JAMES BENOIT

Vice President / Equip. Superintendent

32 Years experience in the equipment field.

Responsible for equipment maintenance and repair. Ensures proper functioning of on-site machinery.

32 years with MEMC

LINDSAY VINCELETTE

Vice President / Chief Estimator

BS Civil Engineering - University of Vermont

13 years experience in sitework/excavation in project management and estimating.

6 years experience in Engineering Design

3 years with MEMC

KATIE BANCROFT

Estimator/Project Manager

AS Civil Engineering Tech - Vermont Tech

10 years in general construction

3 years experience in estimating/
projcet management

NICK GAUDREAU

Estimator/Project Manager

BS Civil Engineering - University of Vermont

2 years experience in excavation/paving

3 years experience in materials testing

ERIC FREEHART

Field Supervisor

25+ years of heavy construction experience.

25 years with MEMC

RODNEY RIVERS

Field Supervisor

35+ of heavy construction experience

30+ Years with MEMC

MARK DWIRE

Field Supervisor

35+ of heavy construction experience

1 year with MEMC

JEFF POULIOT

Field Supervisor

20+ years of heavy construction experience.

10 years with MEMC

ADAM YOUNG

Field Supervisor/Layout

20 years of heavy construction &
field engineering.

8 Years with MEMC

WADE VAN GORDON

Field Supervisor

50+ years of heavy construction experience

9 Years with MEMC

Munson Earth-Moving Corp.

Contracts on Hand and/or Awaiting Award

(as of 4/27/2020)

Project No.	Project Name	Total Contract Amount	Work to be Completed	Estimated Completion Date
18-022	City Center Electrical Distribution	\$ 114,767.21	\$ 31,244.00	11/30/2020
18-030	Garden Street (North) Utilities & Roadway Construction	\$ 722,061.63	\$ 11,052.00	6/15/2020
18-037	City Center Stormwater Pond Construction	\$ 746,417.84	\$ 101,488.80	6/30/2020
19-003	Peacham Fire District #1 Water Improvements	\$ 579,662.18	\$ 61,250.00	6/5/2020
19-044	Roxbury Fish Hatchery	\$ 455,350.97	\$ 220,371.00	7/31/2020
19-050	Camp Johnson CSMS Maintenance Bay Addition	\$ 56,592.00	\$ 10,101.59	6/30/2020
19-055	EAFR TA 2A Maneuever Trail Improvements	\$ 274,680.00	\$ 179,056.00	6/30/2020
19-060	Garden Street South Utility Infrastructure	\$ 1,620,144.73	\$ 838,150.08	8/31/2020
19-066	Blackrock Building A Maple Street	\$ 340,000.00	\$ 318,787.00	7/15/2020
20-027	Jericho STP BP15(10) - MMU BikePath	\$ 316,210.00	\$ 316,210.00	11/13/2020

\$ 2,087,710.47

PENDING AWARD:

Extra Space Storage @ Munson Industrial Park

\$526,460.00

UVM 1&3 Timber Lane

\$294,485.80

Waterman CVSD Sidewalk Replacement

\$34,350.00

Hartford South Main Street Utilites

\$1,897,811.00

\$ 4,840,817.27

MUNSON EARTH MOVING CORP**CONTRACTS (5 YEAR)**

Job #	Contract Amount	Type of Work	% Subs	Completion Date	Location	Contact	% Complete	Owner Name & Address
14-012	\$1,387,395	Sewer Improve Troy Jay C-4	21%	2015	Troy/Jay, VT	Tata & Howard Inc 802-748-9009	100%	T/o Troy/Jay Rte 242, Jay, VT
14-005	\$1,101,610	VAST Rail Trial Ph1a	16%	2015	St Johnsbury - West Danville	VHB 802-497-6100	100%	VAST 26 Vast Lane, Berlin, VT 05602
14-006	\$1,479,549	VAST Rail Trial Ph1b	17%	2015	Morrisville - Cambridge, VT	VHB 802-497-6100	100%	VAST 26 Vast Lane, Berlin, VT 05602
15-005	\$123,750	Franklin Pidgeon Hill Culvert	10%	2015	T/O Franklin	Peter Magnet Select Board T/O Franklin, VT 802-285-2101	100%	T/O Franklin PO Box 82 Franklin, VT 05457
14-018	\$4,830,133	Berlin Corners Water Improv	28%	2017	Berlin, VT	Mark Youngstrom 802 747-3080	100%	T/O Berlin, Vt
14-020	\$421,325	Randall Rd Construction	14%	2017	So. Burlington, VT	Dave Marshall CEA 802-985-2323	100%	So. Burlington Realty So. Burlington, VT
15-003	\$557,736	Blackrock Lot 1C Sitework	19%	2017	So. Burlington, VT	Dave Marshall CEA 802-985-2323	100%	Blackrock Construction,LLC So. Burlington, VT
16-013	\$1,651,488	Canaan Water C1	37%	2016	Canaan, VT	Tata & Howard Inc 802-748-9009	100%	Canaan Fire District #1 P.O. Box 159 Canaan, VT 05903
16-019	\$233,107	Cady's Falls Water	2%	2016	Morristown, VT	Ruggiano Engineer. 802-524-9300	100%	T/o Morristown, VT
16-022	\$750,820	Creek Road Reconstruction	36%	2016	Middlebury, VT	Dubois & King 802- 728-3376	100%	T/o Middlebury
16-026	\$66,103	Microwave Tower	15%	2016	Jericho Firing Range Jericho, Vt	John Medenwald Vt National Guard 802-338-3853	100%	VT Military Dept Colchester, VT
16-031	\$86,320	CWD Exit 16 C-93C	10%	2017	Colchester, VT	Andy Legg Champlain Water 802-864-7454	100%	CWD So.Burlington, VT
16-032	\$205,426	Beswick Dr. Water	0%	2016	White River Jct, VT	Clarke Elliot 802-985-2323	100%	State of Vermont Montpelier, Vt
16-034	\$190,424	Sunset Dr. Water	0%	2016	Rutland, VT	John Keirnan Otter Creek Eng 802 382-8522	100%	T/O Rutland Fire District #6 Rutland, VT
16-036	\$186,590	85 Shunpike Rd, Sitework	0%	2017	Williston, VT	Debra Bell Trudell Consulting 802-879-6331 x 104	100%	South Burlington Realty Co. Williston, VT
16-042	\$496,072	Wintersport Lane, Sitework	20%	2017	Williston, VT	Debra Bell Trudell Consulting 802-879-6331 x 104	100%	Burlington M.W. Associates Williston, VT
17-016	\$343,207	Hardwick Water	10%	2017	Hardwick, VT	Jason Booth Aldrich & Elliot PC 802-879-7733	100%	T/O Hardwick Hardwick, VT
17.015	\$47,885	Smalley Park	5%	2017	Burlington, VT	Max Madilinski Burlington Parks & Rec	100%	Burlington Parks & Rec Burlington, VT
17-024	\$42,571	Courtland Tetra Bridge	0%	2017	Milton, VT	Roth Perry Courtland Constr. 802-891-9161	100%	State of Vermont Montpelier, Vt
17-020	\$493,418	CWD Williston Tank	10%	2018	Williston, VT	Jason Booth Aldrich & Elliot PC 802-879-7733	100%	CWD So.Burlington, VT
17-021	\$815,305	West St/Lovers Ln Utility Replacement	8%	2018	Bristol, VT	Jamie Simpson Green Mtn Eng. 802-862-5590	100%	T/O Bristol Bristol, VT

MUNSON EARTH MOVING CORP**CONTRACTS (5 YEAR)**

Job #	Contract Amount	Type of Work	% Subs	Completion Date	Location	Contact	% Complete	Owner Name & Address
17-027	\$2,222,731	Burlington Bike Path	25%	2018	Burlington, VT	Russ Colvin EIV Technical Svcs 802-373-6275	100%	Burlington Parks & Rec Burlington, VT
17-029	\$2,526,991	Wells River Water	20%	2019	Wells River, VT	John Keirnan Otter Creek Eng 802 382-8522	99%	Village of Wells River Wells River, VT
17-037	\$20,000	Barrier Placement Highgate Border Station	0%	2017	Highgate, VT	Ecology MIR Group Manassas, VA	100%	Ecology MIR Group Manassas, VA
17-038	\$234,106	SBRC Mary Street	21%	2018	South Burlington, VT	Andy Rowe Lamoureaux & Dickenson 802 878-4450	100%	South Burlington Reality CO. Williston, VT
18-002	\$350,650	Casella Construction Brandon NH	0%	2018	Brandon, VT	Casella Construction Mendon, VT	100%	T/O Brandon Brandon, VT
18-013	\$38,858	South Burlington Dorset Tank Isolation Valves	0%	2018	South Burlington, VT	Champlain Water District George Wimble	100%	City of South Burlington, VT
18-015	\$35,000	CWD Lower Mountain View Drive Valve install	0%	2018	South Burlington, VT	Nate Pion Aldrich & Elliot PC 802-879-7733	100%	Champlain Water District South Burlington, VT
18-017	\$121,631	Wintersport Lane Phase 2, Sitework	10%	2018	Williston, VT	Debra Bell Trudell Consulting 802-879-6331 x 104	100%	Burlington M.W. Associates Williston, VT
18-022	\$114,767	SBRC City Center Power Distribution	0%	ongoing	South Burlington, VT	South Burlington Reality CO. Williston, VT	72%	South Burlington Reality CO. Williston, VT
18-025	\$304,165	Echo Center Parking lot Reconstruction	25%	2019	Burlington, VT	Brent Rakowski Otter Creek Eng 802 382-8522	100%	Echo Leahy Center Burlington, VT
18-026	\$496,883	Pinnacle at Spear Stormwater Ponds	10%	2019	South Burlington, VT	Jason Booth Aldrich & Elliot PC 802-879-7733	100%	City of So. Burlington So. Burlington, VT
18-030	\$722,062	Garden Street North Road Construction	10%	ongoing	South Burlington, VT	Andy Rowe Lamoureaux & Dickenson 802 878-4450	98%	South Burlington Realty Co. Williston, VT
18-031	\$600,253	VAST Rail Trail P1C	10%	2019	Swanton- Sheldon, VT	Ken Brown VAST VAST Lane, Berlin,VT	100%	VAST 26 Vast Lane, Berlin, VT 05602
18-033	\$35,775	Courtland Burlington Water Services	0%	2019	Burlington, VT	Roth Perry Courtland Constr. 802-891-9161	100%	City of Burlington
19-003	\$619,983	Peacham Water	5%	ongoing	Peacham, VT	John Ashley Dubois & King 802 465-8396	93%	Peacham Fire District 1 Peacham, VT
18-037	\$703,823	City Ctr Stormwater Ponds	8%	ongoing	South Burlington, VT	Andy Rowe Lamoureaux & Dickenson 802 878-4450	2%	South Burlington Realty Co. Williston, VT
19-022	\$679,812	LC Hunt Middle School Site Improvements	25%	ongoing	Burlington, VT	Colin P. Lindberg. 208 Flynn Avenue Suit 2B Burlington, VT 05401	95%	Burlington Supervisory Dst. (15) Burlington, VT

MUNSON EARTH MOVING CORP**CONTRACTS (5 YEAR)**

Job #	Contract Amount	Type of Work	% Subs	Completion Date	Location	Contact	% Complete	Owner Name & Address
19-023	\$386,462	Milton Lake Road Waterline	5%	2019	Milton, VT	Jason Booth Aldrich & Elliot PC 802-879-7733	100%	T/O Milton, VT
19-027	\$61,218	JP Sicard Colebrook Water and Sewer	0%	2019	Colebrook, NH	JP Sicard	100%	T/O Colebrook, NH
19-029	\$50,483	1795 Shelburne Rd Drive Relocation	0%	2019	South Burlington, VT	Fernando Cresta 747 Pine Street, Burlington,Vt	100%	Fernando Cresta 747 Pine Street, Burlington,Vt
19-044	\$455,352	Roxbury Fish Hatchery	0%	ongoing	Roxbury, VT	Jack Dewolf E.F.Wall Barre, VT	66%	State of Vermont Montpelier, Vt
19-050	\$58,589	Camp Johnson-PeakCM	0%	ongoing	Colchester, VT	Jordan Armstrong PeakCM 450 Weaver St, Winooski,VT	51%	VT Military Dept Colchester, VT
19-055	\$274,680	EAFR TA 2A Improvements	0%	ongoing	Jericho Firing Range Jericho, Vt	John Medenwald Vt National Guard 802-338-3853	43%	VT Military Dept Colchester, VT
19-060	\$1,520,587	Garden Street South Road Construction	25%	ongoing	South Burlington, VT	Andy Rowe Lamoureaux & Dickenson 802 878-4450	21%	South Burlington Realty Co. Williston, VT
19-064	\$10,325	Georgia Pacific Washout	10%	ongoing	Burlington, VT	Rachel Marvin Champlain Water 802-864-7454	32%	CWD So.Burlington, VT
19-066	\$340,000	Blackrock Bldg A Maple Street		ongoing	Essex Jct, VT	Armand Bernagozzi Blackrock Const. So.Burlington,VT	0%	Blackrock Construction,LLC So. Burlington, VT

2. PROJECT COST INFORMATION

TOWN OF HARTFORD
SOUTH MAIN STREET UTILITY AND ROADWAY IMPROVEMENTS
TOTAL PROJECT COST SUMMARY
4/29/2020

ITEM DESCRIPTION	TOTAL ESTIMATED COSTS
SOUTH MAIN STREET UTILITY AND ROADWAY IMPROVEMENTS	\$1,899,411
CONSTRUCTION SUBTOTAL	\$ 1,899,411
CONSTRUCTION CONTINGENCY Construction Contingency (10%)	\$ 189,941
CONSTRUCTION CONTINGENCY SUBTOTAL	\$ 189,941
STEP I - PRELIMINARY ENGINEERING ⁽²⁾ Preliminary Engineering Report Environmental Report Field Survey/Base Map Preparation	\$ 29,600 \$ 2,300 \$ 14,900
STEP I SUBTOTAL	\$ 46,800
STEP II - FINAL DESIGN ⁽²⁾ Basic Services - Final Design Subsurface Investigation Special Services Amendment No. 1	\$ 92,200 \$ 3,600 \$ 28,700 \$ 17,500
STEP II SUBTOTAL	\$ 142,000
STEP III - CONSTRUCTION SERVICES ⁽²⁾ Bid Phase Services Construction Administration Resident Project Representative Special Services	\$ 9,700 \$ 94,800 \$ 182,100 \$ 11,100
STEP III CONSTRUCTION SERVICES SUBTOTAL	\$ 297,700
OTHER COSTS Administrative/Permit Fees Bond Vote Assistance Easements Legal & Fiscal Short Term Interest	\$ 15,000 \$ 2,500 \$ 7,500 \$ 15,000 \$ 30,000
OTHER SUBTOTAL	\$ 70,000
ESTIMATED TOTAL PROJECT COST	\$ 2,645,852
USE	\$ 2,646,000

Notes:

1. Construction cost based on Munson's total bid
2. Based on executed agreements.

3. REFERENCES

Contacted by: CHRIS KAUFMAN on April 24, 2020**A. PROJECT:**

NAME OF PROJECT: Berlin Corners Municipal Water System

TOTAL CONTRACT PRICE: \$4,825,273.87

COMPLETION DATE: June 22, 2017

OTHER PROJECTS:

B. CONTACT:

NAME: Court Perry

POSITION: Vice President

COMPANY: Munson Earth Moving

TEL: 802 863-6391

C. PROJECT MANAGEMENT:

1. WHO WAS THE SUPERINTENDENT? Dennis Dunlavey – General Superintendent & Eric Freehart - Superintendent

2. HOW DID THIS PERSON EFFECT THE QUALITY/OUTCOME OF THE PROJECT? Very well. No issues

3. PLEASE GIVE AN OVERALL STATEMENT OF THE PROJECT MANAGEMENT ON THIS JOB. Organized, and quick to respond.

4. HOW WELL DID CONTRACTOR MAINTAIN RECORDS? Good.

5. WAS CONTRACTOR RESPONSIVE TO ENGINEER, MUNICIPALITY, STATE, AND FEDERAL CONCERNS? Yes

D. SCHEDULING:

1. WAS CONTRACTOR ABLE TO SUBMIT AND FOLLOW ACCEPTABLE SCHEDULES? Yes

2. WAS THE PROJECT COMPLETED ON SCHEDULE? Yes

3. IF NOT, WHY? N/A

4. HOW MUCH LATER WAS THE COMPLETION DATE OF THE PROJECT? N/A

5. WERE THERE ANY LIQUIDATED DAMAGES? No

6. WHAT WAS THE SUM OF LIQUIDATED DAMAGES? N/A

E. CHANGE ORDERS:

1. HOW MANY CHANGE ORDERS WERE THERE? 10

2. HOW MUCH COST WAS ADDED BY CHANGE ORDERS? \$707,013.87. Mostly due to added addition work back into the contract.

3. WHO WAS RESPONSIBLE FOR CHANGE ORDER? RPR and Project Manager

4. WERE THERE ANY COST OVERRUNS? Yes

5. HOW DID THIS EFFECT THE FINAL COST OF THE PROJECT? Not much.

F. RECOMMENDATION:

1. WOULD YOU USE THIS CONTRACTOR AGAIN, AND WHY? Yes. Worked well together.

2. WOULD YOU RECOMMEND THE CONTRACTOR FOR THIS PROJECT? Yes

G. WORKING RELATIONSHIP:

1. WAS THE CONTRACTOR FAIR TO WORK WITH AND GET ALONG WITH? Yes

2. WHO MADE THIS RELATIONSHIP WORK/NOT WORK? Eric Freehart.

H. PROJECT OPERATIONS:

1. HOW WELL DID THE CONTRACTOR MAINTAIN WEEKLY CONSTRUCTION CLEANUP? Every Friday afternoon, crews worked on cleanup

2. DID CONTRACTOR CONDUCT WORK IN A WORKMANLIKE MANNER? Yes

3. DID THE CONTRACTOR ENCOURAGE AND MAINTAIN A SAFE WORK ENVIRONMENT? Yes

ANALYSIS OF BID**MUNSON EARTH-MOVING CORP.****TOWN OF HARTFORD VT
SOUTH MAIN ST UTILITY AND ROADWAY IMPROVEMENT PROJECT
CONTRACT NO. 1**Contacted by: CHRIS KAUFMAN on April 24, 2020**A. PROJECT:**NAME OF PROJECT: **Hunt Middle School Parking & Site Improvements**TOTAL CONTRACT PRICE: **+/- 500K**COMPLETION DATE: **August 2019**

OTHER PROJECTS:

B. CONTACT:NAME: **Randy Burnett**

POSITION:

COMPANY: **Colin P. Lindberg, Arhcitect**TEL: **802-864-4950****C. PROJECT MANAGEMENT:**1. WHO WAS THE SUPERINTENDENT? **Rodney**2. HOW DID THIS PERSON EFFECT THE QUALITY/OUTCOME OF THE PROJECT? **Positively**3. PLEASE GIVE AN OVERALL STATEMENT OF THE PROJECT MANAGEMENT ON THIS JOB. **Cooperative, No nonsense/straight to the point solutions/issue, Schedule & quality minded.**4. HOW WELL DID CONTRACTOR MAINTAIN RECORDS? **No exceptions & as anticipated.**5. WAS CONTRACTOR RESPONSIVE TO ENGINEER, MUNICIPALITY, STATE, AND FEDERAL CONCERNS? **Yes, always****D. SCHEDULING:**1. WAS CONTRACTOR ABLE TO SUBMIT AND FOLLOW ACCEPTABLE SCHEDULES? **Yes, they stayed on schedule even when hit with additional work requested by owner and for repairs to uncovered conditions.**2. WAS THE PROJECT COMPLETED ON SCHEDULE? **Yes**

3. IF NOT, WHY?

4. HOW MUCH LATER WAS THE COMPLETION DATE OF THE PROJECT?

5. WERE THERE ANY LIQUIDATED DAMAGES?

6. WHAT WAS THE SUM OF LIQUIDATED DAMAGES?

E. CHANGE ORDERS:1. HOW MANY CHANGE ORDERS WERE THERE? **Less than 5**2. HOW MUCH COST WAS ADDED BY CHANGE ORDERS? **Less than \$50K (one was large for sewer repairs at 14' depth +/- 100lf).**3. WHO WAS RESPONSIBLE FOR CHANGE ORDER? **Owner determined a failed sewer line, unrelated to work, caused by root infiltration (60 year old system).**4. WERE THERE ANY COST OVERRUNS? **Job stayed on budget & within carried contingency levels.**5. HOW DID THIS EFFECT THE FINAL COST OF THE PROJECT? **No impact****F. RECOMMENDATION:**1. WOULD YOU USE THIS CONTRACTOR AGAIN, AND WHY? **Yes, performed as anticipated. No push to chase extra work unless asked.**2. WOULD YOU RECOMMEND THE CONTRACTOR FOR THIS PROJECT? **Can't say, don't know your scope/conditions.****G. WORKING RELATIONSHIP:**1. WAS THE CONTRACTOR FAIR TO WORK WITH AND GET ALONG WITH? **Yes**2. WHO MADE THIS RELATIONSHIP WORK/NOT WORK? **All parties worked well together.****H. PROJECT OPERATIONS:**1. HOW WELL DID THE CONTRACTOR MAINTAIN WEEKLY CONSTRUCTION CLEANUP? **No issues arose from this.**2. DID CONTRACTOR CONDUCT WORK IN A WORKMANLIKE MANNER? **Yes**

ANALYSIS OF BID

MUNSON EARTH-MOVING CORP.

**TOWN OF HARTFORD VT
SOUTH MAIN ST UTILITY AND ROADWAY IMPROVEMENT PROJECT
CONTRACT NO. 1**

Contacted by: CHRIS KAUFMAN on April 24, 2020

3. DID THE CONTRACTOR ENCOURAGE AND MAINTAIN A SAFE WORK ENVIRONMENT? **Do not recall unsafe conditions being noted.**

4. COMMENT ON THE QUALITY OF THE WORK THROUGHOUT THE PROJECT AND THE FINAL PRODUCT. **Fair quality work & effort, no significant issues.**

I. COMMENTS:

1. IS THERE ANYTHING ELSE THAT YOU WOULD LIKE TO SAY ABOUT THE CONTRACTOR? **The concrete side walk sub-contractor they carried provided less than fair aesthetic quality of their concrete broom finish and score lines. The issue was not worth replacing, but when owner added extra side walk to the project Munson used their own crew on the extra work and provided a higher quality result than that of their sub-contractor. We did not ask for the walk (installed by the sub) to be replaced as the condition was functionally acceptable and safe. I would however steer clear of that sub-contractor for concrete walks that require quality appearance finish.**

Contacted by: CHRIS KAUFMAN on April 24, 2020**A. PROJECT:**

NAME OF PROJECT: Peacham FD1 Water System Improvements

TOTAL CONTRACT PRICE: \$650K

COMPLETION DATE: **June 2020**

OTHER PROJECTS:

B. CONTACT:

NAME: Jon Ashley

POSITION: Project Manager

COMPANY: **DuBois & King, Inc.**

TEL: 802-465-8396 x 4810

C. PROJECT MANAGEMENT:1. WHO WAS THE SUPERINTENDENT? **Eric Freehart**

2. HOW DID THIS PERSON EFFECT THE QUALITY/OUTCOME OF THE PROJECT? Positively

3. PLEASE GIVE AN OVERALL STATEMENT OF THE PROJECT MANAGEMENT ON THIS JOB. Well managed.

4. HOW WELL DID CONTRACTOR MAINTAIN RECORDS? Well.

5. WAS CONTRACTOR RESPONSIVE TO ENGINEER, MUNICIPALITY, STATE, AND FEDERAL CONCERNS? Yes.

D. SCHEDULING:

1. WAS CONTRACTOR ABLE TO SUBMIT AND FOLLOW ACCEPTABLE SCHEDULES? Yes.

2. WAS THE PROJECT COMPLETED ON SCHEDULE? No.

3. IF NOT, WHY? Significant ledge quantities encountered.

4. HOW MUCH LATER WAS THE COMPLETION DATE OF THE PROJECT? Not yet completed.

5. WERE THERE ANY LIQUIDATED DAMAGES? No.

6. WHAT WAS THE SUM OF LIQUIDATED DAMAGES? N/A

E. CHANGE ORDERS:

1. HOW MANY CHANGE ORDERS WERE THERE? 8

2. HOW MUCH COST WAS ADDED BY CHANGE ORDERS? \$195K

3. WHO WAS RESPONSIBLE FOR CHANGE ORDER?

4. WERE THERE ANY COST OVERRUNS? Ledge.

5. HOW DID THIS EFFECT THE FINAL COST OF THE PROJECT?

F. RECOMMENDATION:

1. WOULD YOU USE THIS CONTRACTOR AGAIN, AND WHY? Yes. Well managed, organized, and professional. Dealt with changes in conditions professionally.

2. WOULD YOU RECOMMEND THE CONTRACTOR FOR THIS PROJECT? Yes.

G. WORKING RELATIONSHIP:

1. WAS THE CONTRACTOR FAIR TO WORK WITH AND GET ALONG WITH? Yes.

2. WHO MADE THIS RELATIONSHIP WORK/NOT WORK? **All involved.****H. PROJECT OPERATIONS:**

1. HOW WELL DID THE CONTRACTOR MAINTAIN WEEKLY CONSTRUCTION CLEANUP? Well.

2. DID CONTRACTOR CONDUCT WORK IN A WORKMANLIKE MANNER? Yes.

3. DID THE CONTRACTOR ENCOURAGE AND MAINTAIN A SAFE WORK ENVIRONMENT? Yes.

ANALYSIS OF BID

MUNSON EARTH-MOVING CORP.

**TOWN OF HARTFORD VT
SOUTH MAIN ST UTILITY AND ROADWAY IMPROVEMENT PROJECT
CONTRACT NO. 1**

Contacted by: CHRIS KAUFMAN on April 24, 2020

4. COMMENT ON THE QUALITY OF THE WORK THROUGHOUT THE PROJECT AND THE FINAL PRODUCT. Very good.

I. COMMENTS:

1. IS THERE ANYTHING ELSE THAT YOU WOULD LIKE TO SAY ABOUT THE CONTRACTOR?

4. BID BOND/INSURANCE

Hickok & Boardman INSURANCE GROUP



Denis, Ricker & Brown
Montpelier | Lyndonville

Hickok & Boardman
Burlington | Stowe | St. Albans

April 24, 2020

Alex Arsenault
Aldrich + Elliott, PC
6 Market Place, Suite 2
Essex Jct., VT 05452

Re: Munson Earth-Moving Corporation Bond Program
Project: Hartford South Main Street Utility and Roadway Improvements Contract No. 1

Dear Mr. Arsenault

This letter will serve to confirm that Munson Earth-Moving Corporation has been a client of Merchants Bonding Company (Mutual) for the last Ten years.

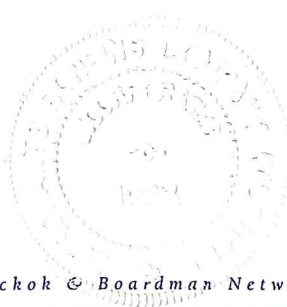
Munson Earth-Moving Corporation has a surety credit facility in place with Merchants Bonding Company (Mutual) for up to \$3,500,000.00 per bid, and an aggregate program of \$7,000,000. They have never defaulted on any projects. The Merchants Bonding Company (Mutual) is on the list of federal surety companies. Merchants Bonding Company (Mutual) is prepared to issue the required performance and payment bonds for the above referenced project in the amount of \$1,899,411.00.

Munson Earth-Moving Corporation is a very good customer of Hickock & Boardman and has always fulfilled its obligations.

Sincerely,

Robin W. Faraone, CLCS, CISR, CIIP, CRIS

Attorney-in-Fact for Merchants Bonding Company (Mutual)
Attachment: Power of Attorney



In Alliance with The Hickok & Boardman Network of Companies

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Brian J Aitchison; D Michael Boardman; Kirk Flanagan; Paul E Plunkett; Peter J Ricker; Richard S Smith; Robin W Faraone; Scott F Boardman

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 6th day of April, 2017.



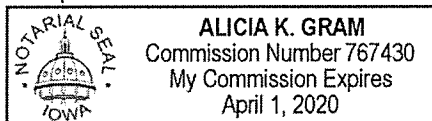
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA

COUNTY OF DALLAS ss.

On this 6th day of April, 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Alicia K. Gram
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 24th day of April, 2020.



William Warner Jr.
Secretary

TOWN OF HARTFORD, VERMONT
SOUTH MAIN STREET UTILITY AND ROADWAY IMPROVEMENTS
CONTRACT NO. 1

ANALYSIS OF BID
MUNSON EARTH-MOVING CORPORATION

BONDING AND INSURANCE AGENT

April 23, 2020

A. SURETY: Merchants Bonding Company (Mutual)

B. BONDING AGENT: Hickok & Boardman

Phone: (802) 658-3500

C. CONTACT: Robin Faraone

Tel: (802) 383-1663

Email: RFaraone@hbinsurance.com

D. HOW LONG HAVE THEY BEEN DOING BUSINESS WITH CONTRACTOR:

Has been Merchants Bonding Company (Mutual) since 2010

E. DO THEY ALSO HANDLE INSURANCE POLICIES:

Yes

F. DEFAULTED ON ANY PROJECTS:

No

G. BOND COMPANY ON "LIST OF FEDERAL SURETY COMPANIES":

Yes

H. COMMENTS:

I. REQUEST REFERENCE LETTER:

See attached

5. FINANCIAL DATA



2 Burlington Square
Burlington, Vermont 05401

April 24, 2020

Alex Arsenault
Aldrich +Elliott, PC
6 Market Place, Suite 2
Essex Jct., VT 05452

Re: Munson Earth-Moving Corporation

Dear Mr. Arsenault:

This letter will serve to confirm that People's United Bank, National Association has had a commercial deposit relationship with Munson Earth-Moving Corporation, since January 1, 1950.

Munson Earth-Moving Corporation maintains corporate deposits with the bank in the high 6 figures range. They also have a line of credit in the High 6 figures range.

All Deposit and loan account relationships have been per the terms of our agreements.

Sincerely,

A handwritten signature in black ink, appearing to read "Judith Veters".

Judith Veters
Relationship Administrator

TOWN OF HARTFORD, VERMONT
SOUTH MAIN STREET UTILITY AND ROADWAY IMPROVEMENTS
CONTRACT NO. 1

ANALYSIS OF BID
MUNSON EARTH-MOVING CORPORATION

FINANCIAL DATA

April 23, 2020

A. BANK: People's United Bank, National Association

B. CONTACT: Ellery Perkinson

Tel: 802-660-1343

Fax: Email: Ellery.perkinson@peoples.com

C. HOW LONG HAVE YOU BEEN DOING BUSINESS WITH CONTRACTOR:

50+ years

D. AVERAGE BALANCE DEPOSIT ACCOUNT(S): Mid 6 Figures

E. HAVE THEY HANDLED ALL ACCOUNTS AS AGREED: Yes

F. DO THEY HAVE A LINE OF CREDIT: Yes

G. COMMENTS:

H. REQUEST REFERENCE LETTER:

6. PROOF OF ADVERTISEMENT FOR BIDS

TOWN OF HARTFORD
SOUTH MAIN STREET UTILITY AND ROADWAY IMPROVEMENTS
CONTRACT NO. 1
ADDENDUM NO. 1

ADVERTISEMENT FOR BIDS

Sealed Bids for the construction of the South Main Street Utility and Roadway Improvements, Contract No. 1 will be received **electronically** by the Town of Hartford at **all** of the following addresses

- aarsenault@aeengineers.com
- jbooth@aeengineers.com
- ckaufman@aeengineers.com
- bgodfrey@hartford-vt.org
- llivingston@hartford-vt.org

until 1:00 PM local time on April 13th, 2020, at which time the Bids received will be read and tabulated. Bidders are highly encouraged to submit their bids earlier than the listed deadline to prevent issues with the submission process. Bids received electronically past the 1:00 P.M. deadline will be considered late and thus will not be included in the bid tabulation. Bidders are required to reach out to confirm receipt after submitting their bid.

The Project consists of water, sewer, and stormwater utility improvements, roadway and partial sidewalk reconstruction. Bids will be received for a single prime Contract. Bids shall be on a unit price basis as indicated in the Bid Form.

The pre-bid conference scheduled for 10:30 A.M., March 24th, 2020 will be held via conference call using GoToMeeting in lieu of a physical meeting. Potential bidders are encouraged to familiarize themselves with the software prior to the date and time to ensure technical difficulties will be limited. Contractors can view the contract documents at the Aldrich + Elliott website at the following address: <http://aeengineers.com/current-bid-documents/>. Below are the two (2) methods for accessing the conference call:

- From a PC, tablet, or smartphone
 - o <https://global.gotomeeting.com/join/662676917>
- From a phone
 - o +1 (786) 535-3211
 - o Access Code: 662-676-917

The Issuing Office for the Bidding Documents is: Blueprints, Etc, 20 Farrell Street, South Burlington, VT 05403, (802) 656-4503. Prospective Bidders may examine and/or obtain the Bidding Documents at the Issuing Office on Mondays through Fridays between the hours of 8:00 AM and 4:30 PM. Printed Bidding Documents may be obtained from the Issuing Office, at a cost of \$200.00 per set, plus shipping. Upon Issuing Office's receipt of payment, printed Bidding Documents will be sent via Bidder's choice of available delivery methods. Alternatively, Bidding Documents are available on compact disc (as portable document format (PDF) files) for a non-refundable charge of \$130.00, plus shipping. The date that the Bidding Documents are transmitted by the Issuing Office will be considered the prospective Bidder's date of receipt of the Bidding Documents. Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including Addenda if any, obtained from sources other than the Issuing Office.

Bidding Documents may also be examined at Works in Progress, Inc, 20 Farrell Street, Suite 103, South Burlington, VT 05403; the Hartford Public Works, 173 Airport Road, White River Junction, VT, 05001 on Mondays through Fridays between the hours of 9:00 AM and 3:00 PM; the office of the Engineer, Aldrich + Elliott, PC, 6 Market Place, Essex Junction, VT 05452 on Mondays through Fridays between the hours of 9:00 AM and 3:00 PM; and at <http://aeengineers.com/current-bid-documents/>.

This project is funded in part through the Vermont Clean Water and Drinking Water State Revolving Fund. Consequently, the following provisions apply to this WORK (more detail for each of these provisions can be found in Instruction to Bidders):

1. Bid security in accordance with the Instructions to Bidders
2. Disadvantaged Business Enterprise (DBE) requirements
3. Performance BOND and Payment BOND each in the amount of 100% of the contract price
4. 'AIS" (American Iron and Steel) provisions of P.L. 113-76, Consolidated Appropriations Act
5. Federal Wage Rates as determines under the Davis-Bacon Act

Owner: Town of Hartford

By: Brandon Godfrey

Title: Town Manager

Date: March 13th, 2020


[Home](#)

To print, go to [File](#) on the menu bar and select [Print](#).

Hartford South Main Street Utility and Roadway Improvements Project

Town of Hartford

**171 Bridge Street
White River Junction, VT 05001**

**Bid Type:
Job Contract**

Locations:

**Keywords:
Construction (Non Building)**

Bid Description:

Sealed Bids for the construction of the South Main Street Utility and Roadway Improvements, Contract No. 1 will be received electronically by the Town of Hartford at all of the following addresses - aarsenault@aeengineers.com - jbooth@aeengineers.com - ckaufman@aeengineers.com - bgodfrey@hartford-vt.org - llivingston@hartford-vt.org until 1:00 PM local time on April 13th, 2020, at which time the Bids received will be read and tabulated. Bidders are highly encouraged to submit their bids earlier than the listed deadline to prevent issues with the submission process. Bids received electronically past the 1:00 P.M. deadline will be considered late and thus will not be included in the bid tabulation. Bidders are required to reach out to confirm receipt after submitting their bid. The Project consists of water, sewer, and stormwater utility improvements, roadway and partial sidewalk reconstruction. Bids will be received for a single prime Contract. Bids shall be on a unit price basis as indicated in the Bid Form. The pre-bid conference scheduled for 10:30 A.M., March 24th, 2020 will be held via conference call using GoToMeeting in lieu of a physical meeting. Potential bidders are encouraged to familiarize themselves with the software prior to the date and time to ensure technical difficulties will be limited. Contractors can view the contract documents at the Aldrich + Elliott website at the following address: <http://aeengineers.com/current-bid-documents/>. Below are the two (2) methods for accessing the conference call: - From a PC, tablet, or smartphone o <https://global.gotomeeting.com/join/662676917> - From a phone o +1 (786) 535-3211 o Access Code: 662-676-917 The Issuing Office for the Bidding Documents is: Blueprints, Etc, 20 Farrell Street, South Burlington, VT 05403, (802) 656-4503. Prospective Bidders may examine and/or obtain the Bidding Documents at the Issuing Office on Mondays through Fridays between the hours of 8:00 AM and 4:30 PM. Printed Bidding Documents may be obtained from the Issuing Office, at a cost of \$200.00 per set, plus shipping. Upon Issuing Office's receipt of payment, printed Bidding Documents will be sent via Bidder's choice of available delivery methods. Alternatively, Bidding Documents are available on compact disc (as portable document format (PDF) files) for a non-refundable charge of \$130.00, plus shipping. The date that the Bidding Documents are transmitted by the Issuing Office will be considered the prospective Bidder's date of receipt of the Bidding Documents. Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible

Request

Date: 3/13/2020

8:57:40 AM

Open Date:

Closing Date: 4/13/2020

1:00 PM

Intent To Bid Deadline:

Est. Dollar Value: \$0.00

RFQ Number:

CLOSE WINDOW

for full or partial sets of Bidding Documents, including Addenda if any, obtained from sources other than the Issuing Office. Bidding Documents may also be examined at Works in Progress, Inc, 20 Farrell Street, Suite 103, South Burlington, VT 05403; the Hartford Public Works, 173 Airport Road, White River Junction, VT, 05001 on Mondays through Fridays between the hours of 9:00 AM and 3:00 PM; the office of the Engineer, Aldrich + Elliott, PC, 6 Market Place, Essex Junction, VT 05452 on Mondays through Fridays between the hours of 9:00 AM and 3:00 PM; and at <http://aeengineers.com/current-bid-documents/>. This project is funded in part through the Vermont Clean Water and Drinking Water State Revolving Fund. Consequently, the following provisions apply to this WORK (more detail for each of these provisions can be found in Instruction to Bidders): 1. Bid security in accordance with the Instructions to Bidders 2. Disadvantaged Business Enterprise (DBE) requirements 3. Performance BOND and Payment BOND each in the amount of 100% of the contract price 4. 'AIS" (American Iron and Steel) provisions of P.L. 113-76, Consolidated Appropriations Act 5. Federal Wage Rates as determines under the Davis-Bacon Act Owner: Town of Hartford By: Brandon Godfrey Title: Town Manager Date: March 13th, 2020

Special Instructions:

Contact Information:**Jason Booth****Phone: 87977733****Fax:****Email: jbooth@aeengineers.com****For additional information:**

Bid Attachments:

Site Visit:**Date:**

**7. CERTIFICATE AS TO PROJECT SITE,
RIGHTS-OF-WAY, AND EASEMENTS**

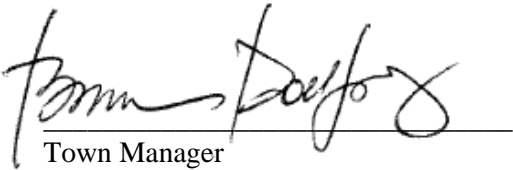


AGENDA MEMORANDUM

May 5, 2020

Town Selectboard Meeting Item: 4.c

Submitted by: Brannon Godfrey, Town Manager

- Subject:** **Determination of Lack of Necessity for Validation Vote Special Town Meeting**
- Background:** Prior to the March 3 Town Meeting, an error was discovered for the budget article on the Town Meeting ballot. This discover occurred after the first publication of the Town Meeting warning and ballot printing. The number was reported correctly in the Town Report. The error was corrected for the second warning and on the re-printed ballots. After consulting with Will Senning from the Vermont Secretary of State's Office and attorney Paul Giuliani, both advised at that time (February 20, 2020) that the Town should consider holding a Special Town Meeting to validate the results of the March 3 election on the budget article.
- Discussion:** On April 16, 2020, we received word from Secretary of State's Office and legal counsel Paul Giuliani that the Town is not *required*, either by law or by the Secretary of State, to hold a validation vote. Both advised that the time frame for contesting the initial vote in court has now passed and further, that even if the budget was somehow otherwise challenged in court, a judge would look at the facts and say the error was not significant enough to invalidate the vote. Both advised that ultimately the Selectboard will need to decide.
- Financial Impact:** N/A
- Recommendation:** Determine that there is no need for the Town to hold a Special Town Meeting Validation Vote.
- 
Town Manager
- Attachments:** Opinions of Secretary of State and Paul Giuliani

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

Brannon –

I think Will's assessment and advice are sound. When we first discussed a validation vote, the window for a court challenge was still open, Time has marched on, exacerbated by the pandemic. Ultimately, it's a Selectboard decision, but today I don't think there's much to be gained by proceeding with a validation vote.

I haven't from Mascoma. I would like to see the bank's documents because the bank probably will want to substitute its own form of note. I have no objection to you distributing my documents for action and execution by the Selectboard.

P

J. Paul Giuliani | Attorney at Law

PRIMMER PIPER EGGLESTON & CRAMER PC
100 East State Street, P.O. Box 1309, Montpelier, VT 05601
Tel: 802 223 2102 | Fax: 802 223 2628
pgiuliani@primmer.com | www.primmer.com



From: Brannon Godfrey <bgodfrey@hartford-vt.org>
Sent: Thursday, April 16, 2020 2:35 PM
To: Lisa O'Neil <loneil@hartford-vt.org>; Paul Giuliani <pgiuliani@primmer.com>
Subject: RE: Hartford-More Questions regarding Validation Vote

Lisa – It is very helpful indeed. I will forward this to Paul for his advice, and then will take that to the Selectboard.

Paul – Please see Will Senning's advice. I was under the wrong impression that a validation vote was required in order to correct the initial budget warning error. For reasons so clearly articulated by Lisa O'Neil in her email of 10:21am today, I would like to think that we move ahead with an adopted FY21 Budget and not hold a validation vote. Please advise.

On a separate matter, have you received all of the documents you need from Mascoma Bank for the Letter of Credit? Are the drafts of the Bond Anticipate Note, Resolution, and Bond Counsel Letter in their final form that I can put in the tomorrow's Agenda packet for the April 21 Selectboard meeting?

Thanks!

Brannon Godfrey
Hartford Town Manager
171 Bridge St.
White River Junction, VT 05001
802-295-9353 ext. 216

From: Lisa O'Neil
Sent: Thursday, April 16, 2020 2:13 PM
To: Brannon Godfrey <bgodfrey@hartford-vt.org>
Subject: FW: Hartford-More Questions regarding Validation Vote

Brannon,

I reached out to Will Senning at SOS to ask whether they would waive the requirement for the Validation Vote. My e-mail to Will is below his response. His explanation is enlightening. You/the Board may still wish to consult with Paul Guiliani.

Hope this is helpful.

Lisa

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

As a COVID-19 safety precaution, Town of Hartford staff members are currently working remotely. Addressing residents' concerns and questions remains a high priority. We appreciate your patience as we adapt to virtual communications.

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

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

From: Senning, Will <Will.Senning@vermont.gov>
Sent: Thursday, April 16, 2020 1:41 PM
To: Lisa O'Neil <loneil@hartford-vt.org>
Subject: RE: Hartford-More Questions regarding Validation Vote

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

Hi Lisa,

Hartford is certainly not required, either by my office or the law, to hold the validation vote. As I always advise on validation votes, even in normal times, they can be done at the option of the town in order to protect itself from any possible challenges to an election based on errors in the Warning or notice. In this case, it would be to insulate yourself from any allegation that the town did not have a properly approved budget due to the errors.

But other than to protect itself from the risk of a possible challenge, Hartford is not required to hold a validation vote. For all the reasons you cited, and in light of the coronavirus outbreak, I agree that it probably makes sense not to hold it. The time frame for contesting the initial vote in court has passed and if the budget was somehow otherwise challenged in court, I think a judge would look at all the facts you described below and say the error wasn't significant enough to invalidate the vote.

In short it is up to the board to decide whether to hold the validation and they should consult with the town attorney, but I think the case you make is a strong one for not holding that vote under these circumstances.

Let me know if you have any questions,
Will

Will Senning
Director of Elections and Campaign Finance
Vermont Secretary of State's Office
128 State Street
Montpelier, VT 05633-1101
(802) 828 – 0175
will.senning@vermont.gov

PLEASE NOTE THAT MY EMAIL ADDRESS HAS CHANGED. My new address is
will.senning@vermont.gov

From: Lisa O'Neil <loneil@hartford-vt.org>
Sent: Thursday, April 16, 2020 10:21 AM
To: Senning, Will <Will.Senning@vermont.gov>
Subject: Hartford-More Questions regarding Validation Vote

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Hi, Will.

I hope you, your staff and families remain well. I realize the Office SOS is still working through the recent legislation pertaining to elections and how best to provide guidance to local election officials as elections approach. In Hartford, many questions continue to swirl around the Validation Vote you and I have discussed several times. At this time, the election has been postponed; date to be determined.

Several people have raised the question of the necessity of this Validation Vote in Hartford, in light of the COVID-19 situation. The recent legislation does not address our specific situation in Hartford; it is not technically a Re-Vote or Special Election due to a failed budget rather it was a Warning issue which was fairly quickly remedied and only a small number (200 or fewer) of early voters were even aware of the issue. Below is a summary of the chain of events and the points that have been raised as reasons to ask the **SOS to consider waiving the requirement to hold the Validation Vote**:

1. The Warning provided to the Clerk's Office was not the correct version (which had been amended by the Select Board on January 24th), rather we were provided with the previous version. The Warning provided (and, 1st print of the Ballots) contained the incorrect numerical figure on Article 2(Town Budget). This Warning was originally posted within the required statutory timeline and in accordance with the Hartford Charter. The issue was discovered on the evening of February 18th. On February 19th, corrected Ballots were ordered and on February 20th, the correct Warning as approved on January 24th was posted in the 12 locations, our website and advertised in accordance with our Charter. In addition, Corrected Sample Ballots were posted.
2. The Town Report had been printed with the CORRECT WARNING so no changes were needed there.
3. Fewer than 200 Early/Absentee Ballots had been issued at the time the error was discovered. From February 22nd, -February 24th, we re-issued corrected ballots with a letter of explanation. By the time of the election on March 3, 2020, we have received re-voted ballots from most of those voters (I believe fewer than 50 voters did not return the re-issued corrected ballots). All subsequent requests by voters for Early/Absentee Ballots were issued the corrected Ballots.
4. At our Budget and Candidates Night held on Monday, February 24th and the Town Meeting Day on Saturday, February 29th the correct Budget was presented and the Town Reports were available for voters.
5. 3400+/- Voters participated in Town/School Meeting on March 3rd (in-person and by Early voting). Most of those voters (with the exception of the less than 200 early voters issued the incorrect ballot in early February) were unaware of the Warning Issue because the Ballot they voted on was accurate. The concern is holding the Validation Vote so long after the election (we had originally planned to hold it April 25th) after the Executive Order is lifted, with proper warning times, will cause more confusion for voters (most of whom are not aware there was an issue to begin with). In addition, to hold such an election under different election protocols as a result of COVID-19, could be very costly in already challenging time for the Town Budget. Historically, very few voters participate in Special Elections in Hartford. The question has been raised, is the cost necessary in this unique situation whereby this was an administrative mistake, corrected promptly, and did not impact the overall resounding result of the vote. Based on the series of events, the prompt actions taken and the results, it does not appear Hartford Voters were disenfranchised in this instance.
6. The vote on Article 2/Budget had a clear vote in the affirmative (2263-Yes; 697-No).

We appreciate your consideration of this request to Waive the Validation Vote for the Hartford 2020 Budget Question. I would be glad to answer any specific questions you may have as we try to do the best thing for Hartford and its residents.

Stay well.

Lisa

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

As a COVID-19 safety precaution, Town of Hartford staff members are currently working remotely. Addressing residents' concerns and questions remains a high priority. We appreciate your patience as we adapt to virtual communications.

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

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

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.

THIS E-MAIL MESSAGE, INCLUDING ANY ATTACHMENTS, IS FOR THE SOLE USE OF THE INTENDED RECIPIENT(S) AND MAY CONTAIN LEGALLY PRIVILEGED AND CONFIDENTIAL INFORMATION. ANY UNAUTHORIZED REVIEW, USE, DISCLOSURE, REPRODUCTION OR DISTRIBUTION IS STRICTLY PROHIBITED. IF YOU ARE NOT THE INTENDED RECIPIENT, PLEASE IMMEDIATELY CONTACT THE SENDER BY REPLY E-MAIL AND DESTROY ALL COPIES OF THE ORIGINAL MESSAGE. THANK YOU.



AGENDA MEMORANDUM

May 5, 2020

Special Selectboard Meeting Item: 4.d

Submitted by: Brannon Godfrey, Town Manager

Subject: **Hartford Ad Hoc Committee on Coronavirus Response Report Presentation**

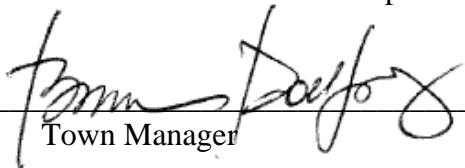
Background: On March 10, the Selectboard created the ad hoc Committee on Coronavirus Response and drafted the Charge. In addition to tasks to monitor and develop recommendations for specific response actions, the Committee Charge included: "Submit a brief report to the Selectboard to explain recommendations no later than April 30, 2020." During April, the Selectboard has considered and approved several recommendations for action from the Committee, including various communications, approving the recommended mask and mask donation program, directing the Town Manager to advertise and appoint a Deputy Town Health Officer, amending the Committee charge and issuing a letter to out-of-state homeowners.

Discussion: The Committee subgroups have been working this week to prepare summary recommendations to be accepted by the full Committee and incorporated into the Report at its weekly 4pm meeting on Friday, May 1, 2020. As of the posting of this agenda, the Committee Report is in development. The Report be forwarded to the Selectboard prior to the meeting.

Financial

Impact: To be determined

Recommendation: Accept the Report from Ad Hoc Committee on Coronavirus Response.



Town Manager

Attachment: May 1 Committee Report (To Be Added on or before Monday, May 4)

Hartford Ad Hoc Committee on Coronavirus Response Meeting Minutes 5/1/20 @ 4:00 PM | Via Zoom

Committee Attendance: Kristi Clemens (Chair), Sue Buckholz (Vice-Chair), Simon Dennis (Secretary), Becky Chollet, Barbara Farnsworth, Dan Fraser, Brannon Godfrey, Brett Mayfield, Martha McDaniel, Deborah Scribner.

Committee Absence: Gail Ostrout, Scott Cooney, Becca White, Chuck Wooster

Community Attendance: PJ Skehan, Michael Redmond

Kristi Clemens called the meeting to order at 4:05 and called for additions to the agenda.

Brannon Godfrey reported that the Board would entertain a recommendation for deputy Health Officer at the upcoming meeting. Letters to out-of-state homeowners had gone out. A revision to the electronic highway sign has been put into effect near the Town Hall.

Brett Mayfield reported that the Governor had allowed up to 10 people to participate in outside work. The regulations will go into effect on Monday.

Kristi outlined a strategy for reviewing short and long-term recommendations. The group agreed to the process.

She shared the compiled document that she constructed from the submissions from each Subgroup:

https://docs.google.com/document/d/1opQGBDPMF4z7xidpdNwxJzM8okrxOEMwRbPU_Dc bHrQ/edit

There was considerable discussion about each proposal during which time several were removed, merged and expanded.

Martha McDaniel moved to accept the list of recommendations as edited, assuming that Proposal 1 would be moved to the report and that all of the items would be renumbered. Becky seconded. All were in favor and the motion passed.

Kristi said she would work on the report this weekend.

Kristi enquired about how we would continue after submitting the report. It was agreed that we would continue with the reorganization of the committee when we meet in a week.

Brannon expressed his appreciation for the hard work that all of the members of the group had put in.

Deborah Scribner moved to adjourn. Martha seconded, all were in favor and the meeting was adjourned at 5:51.

Submitted by Simon Dennis
Committee Secretary

Hartford Ad Hoc Committee on Coronavirus Response
Preliminary Report
May 4, 2020
Respectfully Submitted to the Selectboard for Review

INTRODUCTION

On April 3, 2020, the Hartford Ad Hoc Committee on Coronavirus Response convened for the first time. This committee consists of eight members who live or work within the Town of Hartford, two members of the Selectboard, the Town Manager and up to three staff members appointed by the Town Manager. Specifically:

Sue Buckholz, Town Resident
Becky Chollet, Town Resident
Kristi Clemens, Town Resident
Barbara Farnsworth, Town Resident
Martha McDaniel, Town Resident
Deborah Scribner, Town Resident
Becca White, Town Resident
Chuck Wooster, Town Resident
Simon Dennis, Selectboard Member
Dan Fraser, Selectboard Member
Brannon Godfrey, Town Manager
Scott Cooney, Town Employee
Brett Mayfield, Town Employee
Gail Ostrout, Town Employee

Kristi Clemens serves as Committee Chair, Sue Buckholz as Vice Chair, and Simon Dennis as Secretary.

The amended charge of this committee, revised on April 14, 2020, follows:

1. To work with area service providers, State officials and content experts to generate a broad list of strategies for advancing the following four goals:

1. to consider and recommend strategies for slowing the spread of COVID 19,
2. to consider and recommend strategies for supporting the medical professionals to treat the infected,
3. to consider and recommend strategies for preserving Hartford's economy and the businesses, families and individuals that make it up,
4. to consider and recommend strategies for ensuring consistent food supply to Hartford Residents.

2. To take actions to advance the four goal areas listed above that do not obligate staff

time or financial output from the Town, issue official town statements or necessitate or request a change of activities of Hartford Residents.

3. To collaborate with parallel committees and/or delegates from the Towns of Lebanon, Hanover, Norwich or other regional towns to discuss possibilities for regional collaboration.

4. To monitor Hartford's response to the Coronavirus outbreak with regards to the above-mentioned goals.

5. To submit a brief report to the Selectboard to explain recommendations no later than April 30th, 2020.

SUMMARY OF ACTIONS TAKEN

The Committee readily identified a number of actions and projects that could not wait until the completion of this report, considering the active impact of the pandemic on our community. The Committee as a whole recommended that the Town Manager send a letter to out of state homeowners reiterating the mandate from the State that they self-quarantine for 14 days if coming to Vermont to stay, and that letter was sent within the last two weeks. Additionally, the Committee has committed to create an email list for rapid dissemination of COVID-19 information to Hartford residents using existing Hartford organizations.

In addition, each of the Workgroups identified in the Committee Charge completed significant tasks in the past four weeks.

Workgroup 1: Stop the Spread

- Updated Town website, and infographic about Covid-19
- Created and distributed new poster, "Save Lives Now"
- Created and disseminated "Mask Makers Needed" information
- Solicited, collected, sanitized, packaged, and distributed facemasks (continuing)
- Drafted and commissioned letter to remind returning out-of-state homeowners about quarantine requirements, and provided quarantine resource list
- Recommended that Selectboard fill Deputy Health Officer position ASAP
- Identified volunteers to help with future phases
- Compiling a list of existing email groups of Hartford organizations and associations (in process)

Workgroup 2: Support Medical Professionals

- Considered finding housing for care providers, but found it was not needed at this time.

- Emergency Operations Center has been working tirelessly in this arena. They created a checklist with an additional 18 locations that were brought forward and are checked regularly.

Workgroup 3: Preserve the Economy

- Developed a concise survey to assess the basic needs of Hartford businesses, including: what public support programs are working/not working, how can the Town help your business recover, how long can you operate in this climate? The survey was issued via google forms to over 200 businesses. The subgroup is currently evaluating responses.

Workgroup 4: Food Supply

- Initiated discussion with Resilient Hartford on development of neighborhood captains and community gardens
- Convened partners around providing food to people on vouchers at five hotels in Hartford
- Identified coverage for food supply gaps

COMMITTEE PROPOSALS TO THE SELECTBOARD

Short Term Recommendations

Proposal 1: Designate a Volunteer COVID-19 Communications Officer to organize all pandemic related communications to the town.

Rationale: The Ad Hoc Committee gathered and reviewed the many communication outlets and resources available to community members during this pandemic, and found that the results were overwhelming. A central point of information, or a “hub” should be established to collect, analyze, and disseminate information to Hartford residents in a way that is clear, concise, accessible and timely.

Responsibilities for the COVID-19 Communications Officer include but are not limited to:

- A. Disseminate COVID-19 email update to Hartford residents at least weekly pertaining to:
 - Fed/VT COVID-19 orders/recommendations updates
 - Town/EOC/Town Health Officer updates of services provided to businesses and residents by the Town
 - Recognition of volunteer services provided
 - Financial/food/health resources available to residents
 - Financial resources available to businesses
 - Ways to help - donations, volunteer opportunities

Encourage joining Hartford listserv to stay connected

Encourage signing up for VT Alert

FAQs - ? open questions

- B. At least weekly update of Town website, Facebook, Twitter postings
- C. Propose Town Highway signage, when appropriate
- D. Ensure approval of messages by Town Manager and work collaboratively

Proposal 2. Add responsibilities around food security and continuity to the Town Wellness Coordinator position description to ensure coordination between town, school, and community/faith based resources, while involving local organizations that supply food as their mission.

Rationale: Coordination between these resources has been happening due to pre-existing relationships, but that is not a sustainable model. Attention must be paid to intentionally include the town in those conversations and ensure that resources are coordinated and readily available to Hartford residents in need.

Proposal 3: Encourage all town residents to wear masks in public, and continue to make masks available through volunteer supply.

Rationale: Wearing masks in public is a recommendation of the WHO and CDC, and is critical to stopping the spread of the virus from asymptomatic carriers. The Mask Distribution project started by this ad hoc committee supports this proposal, but as businesses reopen additional guidance and messaging is required about its importance, as well as additional volunteer resources to make masks available to those who may not have them.

Proposal 4: Support proposal to make \$1K-2K loans from its Hartford Business Revolving Loan Fund (HBRLF) and other private funding that are potentially forgivable.

Rationale: This would utilize an existing Hartford resource in an innovative way, based on the success of a similar program in Woodstock.

Long Term Recommendations

Proposal 5: In accordance with recommendations by public health officials, consider performing statistically relevant random COVID-19 antibody testing. Explore collaborations with the State, UVM, DHMC or Dartmouth College if available.

Rationale: Testing for antibodies has been a key consideration of a timeline to reopen parts of the country, including schools and businesses. If there are partners in the region working on this, the town should aggressively volunteer to take part.

Proposal 6: Create official email list for Hartford residents.

Rationale: While there are many different lists that Hartford residents can opt-in to, there is not a central database of all email addresses for town residents. We recognize that this is a large undertaking and will likely always have gaps, but a plan must be made by the town to take this project on.

Proposal 7: Support creation of neighborhood “hubs” with “captains”, collaborating with Resilient Hartford.

Rationale: This collaboration has already begun, and the project would be sustained by adding maintenance of this project to the Town Wellness Coordinator position. In addition to establishing community and a way to rapidly respond to local needs, these hubs could assist with development of “high needs” neighborhoods lists as well as add data to the official email list in Proposal 6.

Proposal 8: Establish communication for long-term recovery supports with business/property owner groups such as the Hartford Development Corporation.

Rationale: We recognize that the short-term business loans and grants may assist businesses now, but the economic impact of this pandemic will likely be felt in our community for a long time. Collaborating with town organizations already committed to this work is a smart partnership.

Proposal 9: Support work with Resilient Hartford or other entity on expanded food production with utilization of community gardens in Hartford parks or other options.

Rationale: It has become apparent over the past two months that the national food supply chain is easily disrupted by events such as a global pandemic. Vermont has a unique opportunity to leverage our agricultural history and culture by working with local groups and farmers to create community gardens throughout Hartford that can create a local food supply accessible to all.

Proposal 10: Monitor mask need and usage, and if necessary, consider funding mask production, preferably by local mask-makers, for distribution to all residents.

Rationale: As discussed in Proposal 3, mask wearing is a critical component to stopping the spread and it is likely to be a part of our lives for some time. The town should commit to having masks available for distribution at all times, as even the reusable masks will wear out over time.

Proposal 11: Develop creative fundraising for loan program and other economic first aid ideas.

Rationale: It is clear that these unusual times will require unusual and creative solutions. The Town should support innovation and creative problems solving for local businesses and residents whenever possible.

Proposal 12: Recommend Communications Director for the Town as a new staff position, or as additional responsibility to an existing staff position.

Rationale: Many of our suggestions and considerations came back to a central question- who is responsible for communicating to town residents and how do we ensure that message is clear and widely distributed? The current model of having each town director communicate about initiatives or resources known to their area is not a best practice. We believe having one person responsible for coordinating all town messaging is critical to community building and accessing resources. The volunteer COVID-19 communications director recommended in Proposal 1 is a short term solution to a broader problem that must be addressed by the town.

THE PATH FORWARD

The HADCCR is committed to continuing our work to support the Town of Hartford as the crisis evolves. As the economy reopens, we will begin to see new gaps in the fabric of our community such as needs for housing, finances, and food. We will also need to keep an eye to local and national forecasts on rates of spread and infection. The existing workgroups as well as the entire committee will be flexible to meet these needs to the best of our ability and continue to send proposals to the Selectboard as necessary.

We have identified a new workgroup to focus on the long-term impacts on individuals within our community, tentatively called the Family and Individual Economic Health subgroup. This group will focus on resident resilience in many facets- including financial, emotional, and social needs.



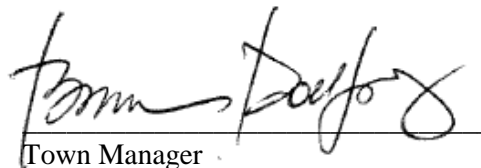
AGENDA MEMORANDUM

May 5, 2020

Town Selectboard Meeting Item: 4.e

Submitted by: Brett Mayfield, Town Health Officer

- Subject:** Appointment Recommendation for Deputy Town Health Officer
- Background:** On April 14, the Selectboard authorized the Town Manager to solicit applications for a Deputy Town Health Officer.
- Town health officers are given authority by the Vermont statutes to investigate and mitigate any potential or existing public health hazard in their town. The Town Health Officer has extensive authority to take emergency mitigation steps and enforce any state health regulation and order and local health ordinances in their town.
- The Deputy Health Officer will assist the Health Officer. The Vermont Department of Health – Town Health Officer Manual states: *“Sometimes a health officer may be out of town or have a conflict of interest in an investigation. Towns should consider appointing at least one deputy town health officer along with a health officer to share in the responsibilities, provide back-up, and provide additional coverage of the duties.”*
- Discussion:** Since the posting of the ad, two applications have been received, reviewed and evaluated by the Town Health Officer, Town Manager and Human Resources Director. The recommendation of staff is that the Selectboard recommend to the Vermont Commissioner of Health the appointment of Tom Franklin, DVM as the Deputy Town Health Officer for the Town of Hartford.
- Financial Impact:** There is no compensation for this position.
- Recommendation:** Approve the recommendation to appoint Tom Franklin as the Deputy Town Health Officer and forward the request to the Vermont Commissioner of Health.



Tom Franklin

- Attachments:** Application – Tom Franklin
May 1, 2020 Town Health Officer Memo

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

ADVISORY BOARD/COMMISSION APPLICATION

Application for X appointment(s) or ___ re-appointment to: Deputy Town Health Officer

I. APPLICANT DATA:

Name: Thomas Franklin
Address: 192 Gifford Road
White River Jct., Vermont 05001
Telephone: (Home) 802 295 2199 (Work) _____ (Other) _____
Email Address: tfranklin829@yahoo.com
How long have you been a Hartford resident? 41 years
Are you a registered voter? yes

II. EDUCATION:

High School: Robbinsdale (Minnesota) HS Year Graduated: 1969
College 1: University of Minnesota Minneapolis Degree Earned: BS
Course of Study: Pre-Veterinary Medicine Year: 1973
College 2: University of Minnesota St. Paul Degree Earned: DVM
Course of Study: Veterinary Medicine Year: 1975

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
<u>Retirement job at Home Depot</u>	<u>2009-present</u>	<u>Several</u>	<u>customer assistance</u>
<u>West Lebanon NH</u>			<u>deliveries</u>
<u>Randolph Animal Hospital</u>		<u>veterinarian</u>	
<u>Randolph VT</u>	<u>2005-2009</u>		
<u>White River Animal Hospital</u>		<u>veterinarian/owner/manager</u>	
<u>WRSJct, VT</u>	<u>1979-2002</u>		

IV. PROFESSIONAL EXPERIENCE:

- a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.
Would you be available for evening meetings?

I am available all days and evenings.

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

In addition to animal disease courses, veterinary curriculum includes courses in public health, epidemiology, communicable disease, zoonoses, virology, mycology, food health and inspection, pharmacology and much more.

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

Hartford Zoning Board of Adjustment 2016 - present
Hartford Fire Department EMT/Firefighter 1988-1999

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

White River Firefighters Association, President, VP
Upper Valley Community Band, President, VP

- e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?

I watched the Select Board meeting on Public Access TV where they voted to seek a temporary THO, after discussing the overwhelming need at this time.

- f. What might some solutions be?

In eleven years as an EMT/Firefighter, I had training in Hazardous materials, public safety, water supply as well as many classes and updates in first aid and human health, and went on several hundred ambulance and fire calls.

- g. Other hobbies/interests:
- Trail Ambassador at Marsh-Billings-Rockefeller National Park, hiking, canoeing, fishing, woodworking, fiddle and saxophone

V. REFERENCES: (Please list three)

Name: Scott Cooney, Chief, Hartford F.D. Telephone: 295-3232

Name: Steve Lagasse, Chair, ZBA Telephone: 295-6320

Name: Kim Finney Telephone: 296-2107

Thomas P. Plunkin
APPLICANTS SIGNATURE

04/22/2020
DATE

Brannon Godfrey

From: Brett Mayfield
Sent: Friday, May 01, 2020 11:06 AM
To: Brannon Godfrey
Subject: Deputy Health Officer

After a thorough review of the applications received, I highly recommend Tom Franklin for the position. His past experience will be an asset to the town in this position. The other applicant has good qualifications, but has less experience and availability at this time, and we may want to consider him at a later date.

Brett Mayfield
Hartford Department Head Coronavirus Issues
Health Officer
State of Vermont
Town of Hartford
802 591-3978



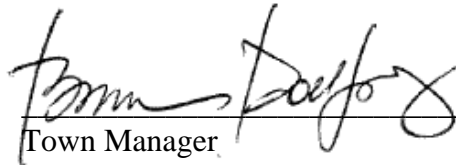
AGENDA MEMORANDUM

May 5, 2020

Town Selectboard Meeting Item: 4.f

Submitted by: Brannon Godfrey, Town Manager

- Subject:** **Town Manager Search Process - Committee Formation and Charge, and Search Consultant**
- Background:** On April 29, Town Manager Brannon Godfrey submitted a letter of resignation to the Selectboard with an effective date of end of employment on August 1, 2020
- Discussion:** The Chair and Vice Chair have discussed moving forward with the formation of a Search Committee, enacting the Charge for the Committee, and securing a search consultant. The Committee Charge for the 2018 search process is attached as a template. In 2018, the Selectboard contracted with Municipal Resources, Inc. (MRI) of Meredith, NH for the executive search consultation.
- Financial Impact:** The anticipated cost of a contract executive search consultant is between \$10,000 and \$20,000.
- Recommendation:**
- 1) Approve an updated Charge,
 - 2) post the advertisement for search committee members, and
 - 3) contact MRI for a proposal for a town manager search engagement.



Town Manager

Attachments: 2018 Search Committee Charge

Hartford Town Manager Selection Committee Charge

Ratified 6/3/18

Terms

The Hartford Town Manager Selection Committee (HTMSC) will serve for the purpose of guiding the Town through the selection process of Hartford's next Town Manager. The committee will be disbanded as soon as a job offer, made by the Selectboard, is accepted by the intended applicant.

Constitution

The HTMSC will consist of seven voting members. The seven voting members appointed from the residents of Hartford. All members will have equal voice and vote in matters that come before the committee. The HTMSC will elect its Chair, Vice-Chair and Clerk at its first meeting.

Selection Process

Interested members should apply as soon as possible and not later than 12:00 PM Monday, July 16th. Interested members should also endeavor to be present for a brief interview at the July 17th, Selectboard Meeting in the Hartford Town Hall at 6:00 PM. Members unable to be present at this time may also apply and may be admitted onto the Committee at the discretion of the Selectboard. After the interviews, applicants will be discussed by the Selectboard in executive session, and a motion will be made to constitute the Committee at the same meeting on July 17th.

Committee Charge

1. To guide the selection process for Hartford's Next Town Manager in accordance with the attached Town Manager Selection Process Guidelines as ratified by the Selectboard.
2. To work with a professional recruiting firm who will carry out the search.
3. Search activities will include:
 - publicize position opening, job description, timeline, selection criteria, etc.
 - solicit citizen input on direction and managerial characteristics
 - review and investigate applications
 - respond to applicants
 - check references
 - conduct interviews
 - additional elements as needed.

or see that these functions are carried out by the selected recruiting firm.

4. To recommend three to five applicants to the Selectboard.
5. To communicate with the Town and Press about Selection Process as needed.

As with all Hartford Subcommittees, the Hartford Town Manager Selection Committee must operate in accordance with the Statutes of the State of Vermont and the Ordinances and Policies of the Town of Hartford. In particular, all meetings will be warned and open to the public and the minutes of these meetings will be recorded and posted in accordance with Vermont's Open Meeting Law.



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, April 21, 2020, 6:00pm
Hartford Town Hall, 171 Bridge Street
White River Junction, VT 05001

Present on Site: Dan Fraser, Selectboard Chair; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant.

Present on-line: Simon Dennis, Selectboard Vice-Chair; Dennis Brown, Selectboard Clerk; Alan Johnson, Selectboard Member; Joe Major, Selectboard Member; Alicia Barrow, Selectboard Member; Kim Souza, Selectboard Member.

**This meeting will be conducted in compliance with
Vermont Open Meeting Law with electronic participation.**

CATV Link: <http://catv.cablecast.tv/CablecastPublicSite/show/11819?channel=1>

- I. Call to Order the Selectboard Meeting:** Selectboard Chair, Dan Fraser called the meeting to order at 6:05 P.M.

Mr. Fraser read the following:

As Chair of the Town of Hartford Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

- a) *Providing public access to the meeting by [telephone/video/other electronic means], with additional access offered through telephone, zoom and youtube.com. We are using Zoom for this remote meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by <https://zoom.us/j/549799933> - Please mute your microphone, [youtube.com/catv810](https://www.youtube.com/watch?v=810) – click “live now”. If you’re calling in from phone dial: (415) 762-9988 Type in the Room ID: 549-799-933 followed by #. Press # a second time. Press *9 to raise your hand for public comment.*
- b) *Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone, zoom and youtube.com in our posted meeting agenda. [Instructions have also been provided on the town website on the “Agendas and Minutes.”*

c) *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please call 802-369-9036 and*

d) *Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.*

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all Selectboard members participating in the meeting.

II. Pledge of Allegiance: Mr. Fraser led the Pledge of Allegiance.

III. Local Liquor Control Board: Mr. Fraser recessed the Selectboard Meeting and opened the Local Liquor Control Board at 6:08 P.M.

1. Renewals (tabled from April 7, 2020 meeting)

a. Piecemeal, LLC Doing Business As: Piecemeal Pies, 5 South Main Street, White River Junction, VT 05001 (1st Class)

The Board had requested a corrected copy of the application and Mr. Barrett did not provide one.

Selectboard Clerk, Dennis Brown made the motion to table this item until the next Selectboard Meeting. Selectboard Member, Alan Johnson seconded the motion. 5 were in favor and 2 abstained (Souza & Fraser) The motion passed.

Selectboard Clerk, Dennis Brown asked if the Town form for Liquor Licenses could change the question for past violations. Currently it has no time limit. He proposed to put in a time (past 5 or 3 years.) This will be discussed at the next meeting.

Selectboard Chair, Dan Fraser closed the Liquor Control Board at 6:16 P.M. and reopened the Selectboard Meeting.

IV. Order of Agenda: Selectboard Clerk, Mr. Brown asked to have an item added, "Selectboard Transparency" concerning an email from another Selectboard Member to him. This item will be added after the Town Manager's report.

V. Selectboard

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

Lannie Collins from Quechee called in to ask if Mike Morris' name could be removed from the Inclusivity & Equity Strategic Plan Report. He would like it change to "a former Selectboard Member" or "a resident." Later in the meeting, Selectboard Clerk agreed with Mr. Collins and also asked for the change suggested by Mr. Collins.

Allene Swienckowski, Chair of the HCoreI, called in to say that just because one person has asked for a change, she did not agree. She noted that she thought the Town Manager eluded that the change could be made. Mr. Reed, co-editor of the Plan disagreed with any change as the Report was stating the facts as they happened.

2. **Appointments:**

- a. Climate Advisory Committee Re-Appointments
 - Re-Appointments: Erik Kraus, Jack Spicer
 - New Appointments: Courtney Williamson

Selectboard Vice-Chair, Simon Dennis made the motion to re-appoint Erik Krauss and Jack Spice to the Climate Advisory Committee and to appoint Courtney Williamson to the Climate Advisory Committee to a 2-year term, April 21, 2020 to April 20, 2022. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

3. **Town Manager's Report:** Significant Activity Report ending April 20, 2020.

LINK: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/183>

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

New agenda item: Selectboard Clerk was very concerned about the Selectboards transparency after receiving an email from Selectboard Vice Chair, Simon Dennis. The email read "FYI this just in from the Valley News. I am not going to give any information. The less the story she can put together the better. Signed Simon." Discussion followed.

a. Inlusivity & Equity Strategic Plan Presentation (Motion Required)

In July 2019, the Hartford School Board and Selectboard approved a contract with the Vermont Partnership to prepare the Inlusivity & Equity Strategic Plan. The contract cost was \$30,000 and has been equally split between the Town and the Hartford School District (HSD) and funded in their respective FY20 Budgets. VP principals Curtiss Reed and Mary Gannon spent several months interviewing and surveying Town and HSD staff, interviewing key community stakeholders, reviewing operational documents, practices and policies, and analyzing data in their fact-finding process. The Strategic Plan summarizes their general observations, findings and recommendations in the areas of training, data collection and analysis and community engagement.

The goals of the Plan:

- Institutionalize inclusive and equitable practices,
- Promote strategies to eliminate race-based disparities, and
- Promote inclusion and engagement of all, particularly marginalized, community members.

Some of the recommendations are specific to the Town, some are specific to HSD, and some are for both entities. Not all the Plan recommendations will require an expenditure of funds. However, the FY21Town General Fund Budget includes \$15,000 for Plan implementation.

Mr. Reed suggested that The HCOREI would be the ones to monitor and recommend implementation the Plan.

Changes by Curtiss Reed: Page 9, Time line for HCOREI - April for March and September for August.

Selectboard Member, Alicia Barrow made the motion to receive the report with the changes recommended by Curtiss Reed and Mary Gannon. Selectboard Vice Chair, Simon Dennis seconded the motion. 6 were in favor and 1 (Brown) was in favor with reservations. The motion passed.

- b. Proposed Letter to Granting Agencies Giving Notice of Welcoming Hartford Ordinance and Requesting Determination of Compliance (Motion Required)

The Welcoming Hartford Ordinance (WHO) will become effective on May 10, 2020, after which the Town will need to certify compliance with granting agencies of grant-funded projects prior to seeking reimbursement. The Town Manager consulted with the Town Attorney on a process that formally notifies granting agencies of our Ordinance and also requests their determination of compliance. Determination by the granting agencies may reduce some of the additional time and expense of legal review by the Town.

As the chief executive officer of the Town, it is a fiduciary responsibility of the Town Manager to notify our grantors and creditors of the WHO.

Selectboard Vice Chair, Simon Dennis made the motion that the Town Manager not release the letter to grant agencies to secure their information and to seek different council to review the matter of certifications of compliance and authorize the Selectboard Chair to sign certifications to grants if the Staff, Town Manager, does not feel comfortable signing. Selectboard Member, Kim Souza seconded the motion. 6 were in favor and 1 (Brown) not in favor. The motion passed.

- c. Construction Line of Credit Resolution (Motion Required)

The Town will commence construction on several critical infrastructure projects in 2020, including: the Sykes Mountain Ave/Rt. 5 Roundabouts; the Upper Sykes Mountain Ave. bike/pedestrian project; the South Main St./N. Main St./Gates St. infrastructure improvements; Currier Street improvements; and the Quechee Main St. Culvert replacement. The Sykes Mountain projects contract is recommended for award later on this agenda for a total of \$6,529,016. Other project

projects are still in the bid phase, and the engineers have provided the Town with estimated drawdown schedules for construction billing.

While these projects are funded by sources other than the Town General Fund, the Town is responsible for the initial payment of construction bills and then seeking reimbursement from the ultimate funding source, such as the Vermont Agency of Transportation or the Tax Increment Financing Fund. The estimated financing cost is dependent on the proposal to be approved by the Selectboard at a future date. The actual financing costs will depend on the amounts borrowed and the speed of reimbursements.

Selectboard Member, Kim Souza made the motion to Approve the one-year Line of Credit of up to \$3,000,000 with Mascoma Bank at a fixed interest rate of 2.8% for a 12-month period. Selectboard Vice-Chair, Simon Dennis seconded the motion. All were in favor and the motion passed.

- d. Sykes Mountain Avenue Roundabouts and Bike-Pedestrian Project Contract Award (Motion Required)

On April 3, 2020, two bids were received for the Sykes Mountain Project, which is the combination of the Sykes Mountain Roundabouts and the Upper Sykes Mountain Sidewalk Project. Both projects have been years in the making, with the Roundabout planning starting nearly three decades ago.

Although the actual construction of the project is on hold until the Governor's orders are lifted, a bid award means that the 'behind the scenes' work such as traffic plans and materials submittals can start to take place immediately. The project team estimates that the construction schedule will be relatively close to what it would have been without COVID-19 impacts.

Selectboard Clerk, Dennis Brown made the motion to Award the bid for the Sykes Mountain Avenue Project to BUR Construction in the amount of \$6,529,016.05. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

- e. Bugbee Senior Center Roof Funding Options and Contract Award (Motion Required)

The Town received three proposals in response to the Bugbee Senior Center Roof Replacement Request for Proposal (RFP). The proposals came from Louis Baker Construction, JB Roofing Systems, and HP Roofing. A bid tabulation including pricing proposals and whether each requirement of the RFP was met. HP Roofing was the only responsive and responsible bidder. HP Roofing's base bid is \$54,900 (\$52,155 with the 5% local contractor allowance). The Town Attorney has advised staff that

it cannot certify compliance on the USDA grant source for this project because of the specific conflict in the grant agreement with the Welcoming Hartford Ordinance. The Town Manager and Department Heads reviewed priority projects for the balance of the fiscal year and identified expenditure savings to replace the USDA grant funding. Staff recommends proceeding with the contract award and commencing with this critical asset project.

The base bid (\$54,900) plus contingency (\$13,725) for a total amount of up to \$68,625 will be funded from the FY20 General Fund and encumbered funds from prior years. This will need to be approved by the Selectboard.

Selectboard Vice Chair made the motion to table this issue regarding the source of the Bugbee Funding to the next meeting. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

f. Hartford Ad Hoc Committee on Coronavirus Response:

On April 14, the Selectboard approved the first set of recommendations from the Committee. These included approving the recommended mask program, directing the Town Manager to advertise and appoint a Deputy Town Health Officer, and amending the Committee charge.

Selectboard Vice-Chair, Simon Dennis made the motion to direct the Town Manager to send out a letter to all out of state property owners regarding Vermont's practices in response to the Coronavirus Outbreak. Selectboard Member, Kim Souza seconded the motion. 6 were in favor and 1 (Brown) was not in favor. The motion passed.

Selectboard Vice Chair, Simon Dennis made the motion to direct the Town Manager to standardized the process and compile a list for communicating urgent messages from the Town Administration to the citizens of Hartford and working from the list of methods and listservs that had been brainstormed by the committee. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

g. Amendment to Approved Amount of 2019 Ambulance Fee Write-Off

The fire department currently bills for patient transports. The current rates are: ALS 1 \$650.00, ALS 2 \$850.00, BLS \$575.00, Loaded miles \$14.50 per mile, Paramedic Intercepts \$375.00 plus procedures. Uncollected debt accrues annually, from Medicaid and Medicare mandatory write-offs and uncollectable debt from untraceable patients or refusal/inability to pay.

On December 3, 2019 the Board authorized to write-off \$72,145.56 as uncollectable debt. During the electronic write-off process an additional \$2, 947.94 of uncollectable debt was written off that was projected for the 2020 year write-off. The total amount of uncollectable debt removed from



**TOWN OF HARTFORD
SELECTBOARD MINUTES
SPECIAL MEETING**

Tuesday, April 28, 2020, 6:00pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

**This meeting will be conducted in compliance with
Vermont Open Meeting Law with electronic participation.**

Present on Site: Dan Fraser, Selectboard Chair; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant.

Present on-line: Simon Dennis, Selectboard Vice-Chair; Dennis Brown, Selectboard Clerk; Alan Johnson, Selectboard Member; Joe Major, Selectboard Member; Alicia Barrow, Selectboard Member; Kim Souza, Selectboard Member.

CATV Link: <http://catv.cablecast.tv/CablecastPublicSite/show/11883?channel=1>

I. Call to Order the Selectboard Meeting: Selectboard Chair, Dan Fraser opened the meeting at 6:00 P.M.

Mr. Fraser read the following: As Chair of the Town of Hartford Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

- a) Providing public access to the meeting by [telephone/video/other electronic means], with additional access offered through telephone, zoom and youtube.com. We are using Zoom for this remote meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by <https://zoom.us/j/549799933> - Please mute your microphone, [youtube.com/catv810](https://www.youtube.com/watch?v=810) – click “live now”. If you're calling in from phone dial: (415) 762-9988 Type in the Room ID: 549-799-933 followed by #. Press # a second time. Press *9 to raise your hand for public comment.
- b) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone, zoom and youtube.com in our posted meeting agenda. [Instructions have also been provided on the town website on the “Agendas and Minutes.”
- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please call 802-369-9036 and

d) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

II. Local Liquor Control Board: Mr. Fraser recessed the Selectboard Meeting and opened the Local Liquor Control Board at 6:04 P.M.

1. Renewals (tabled from April 21, 2020 meeting)

- a. Piecemeal, LLC Doing Business As: Piecemeal Pies, 5 South Main Street, White River Junction, VT 05001 (1st Class)

The Selectboard was still not totally satisfied with the errors in the application not corrected but they decided to approve the application with the errors.

Selectboard Member, Alan Johnson made the motion to approve a 1st Class License to Piecemeal, LLC Doing Business As: Piecemeal Pies, 5 South Main Street, White River Junction, VT 05001. Selectboard Clerk, Dennis Brown seconded the motion. 5 voted yes, 2 (Souza & Fraser) abstained. The motion to approve passed.

2. Proposed Amendment to Town of Hartford Liquor Control Policy and Revision to Hartford 2021 Liquor License Additional Information Form (Motion Required)

Selectboard Vice-Chair, Simon Dennis made the motion to table this proposed revision to the Town of Hartford Liquor License to a subsequent meeting. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

Selectboard Chair, Dan Fraser closed the Local Liquor Board and reopened the Selectboard meeting at 6:26 P.M.

III. Order of Agenda: It was decided that there was no reason/cause to hold the Executive Session schedule as item IV.2.c.

IV. Selectboard

1. Public, Selectboard Comments and Announcements:

Public Comment: Lannie Collins from Quechee asked about how the WHO was going to affect the upcoming audits. Mr. Godfrey responded that there may be a special separate audit to address any questions that may arise.

Selectboard Comments:

Mr. Johnson made an announcement about a topic he addressed at the prior meeting on 4/21/2020. He would like it addressed in the Selectboard's rules of procedure. He offered to draft something for the next meeting with the help of Alicia Barrow.

Mr. Fraser gave a shout out to the Town Manager, Brett Mayfield and all the Town employees that are working above and beyond during this difficult time.

Mr. Dennis commented that the directive to have a documented communication plan from the Town to the residents was reviewed. The Town Staff believes the current Vermont Emergency Announcement system is sufficient for the Town to use.

2. Board Reports, Motions & Ordinances

- a. Hartford Ad Hoc Committee on Coronavirus Response:
Update and Recommendations for Action (Motion Required)

During April, the Selectboard has considered and approved recommendations for action from the Committee. These included approving the recommended mask program, directing the Town Manager to advertise and appoint a Deputy Town Health Officer, amending the Committee charge, issuing a letter to out-of-state homeowners, and developing a communications model.

There are no further recommendations from the Committee at this time.

- b. South Main Street Utility and Roadway Improvements Project Bid
Analysis and Procurement Recommendation (Motion Required)

The bid award is scheduled for the May 5 Selectboard meeting. The purpose of this agenda item is for Selectboard discussion and guidance on either moving forward with the recommendation from the ANR or consider the local bidder.

The Selectboard discussed this with input from Hannah Tyler, Director of Public Works and Brannon Godfrey, Town Manager. No motions were made.

- c. **Executive Session: Discussion of a contract for which premature general public knowledge would clearly place the public body at a substantial disadvantage [I VSA §313(a)(1)(A)]** This item was deleted from tonight's agenda.

- d. Legal Review of Grant Compliance (Motion Required)

Selectboard Member, Kim Souza made the motion to authorize the Board Chair to sign the certification of compliance for the disbursement of funds for the USDA Grant for the Bugbee roof project. Selectboard Member, Alicia Barrow seconded the motion. 6 voted yes, 1 (Brown) voted no. The motion passed.

- e. Bugbee Senior Center Roof Funding Options and Contract Award
(Motion Required)

Selectboard Vice-Chair, Simon Dennis made the motion to ask the Town Manager to bring before the Board any letters that he would wish to send off to granting organizations prior to sending them off. Selectboard Member, Kim Souza seconded the motion. 6 were in favor and 1 (Brown) not in favor. The motion passed.

Selectboard Member, Kim Souza made the motion to authorize the Town Manager to contract with HP Roofing for the base bid with a 25% allowance for contingencies if necessary but that the finding source be not funded from the general fund but funded through the USDA grant as well as from (\$54,900) plus contingency (\$13,725) to be sourced through the USDA Grant for the Bugbee Senior Roof repair. Selectboard Member, Alicia Barrow seconded the motion. 5 were in favor, 2 (Brown & Major) not is favor. The motion passed.

3. Adjourn the Selectboard Meeting: (Motion Required)

Selectboard Member, Kim Souza made the motion to close the meeting. Selectboard Member, Joe Major 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: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Check Date: 5/01/2020 - 5/01/2020

Page: 1
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
25-0174	Revaluation Reserve				
026845	LANDIN, CHRISTOPHER MERRILL	CHRISTOPHER MERRILL LANDIN		5/01/2020	1031
1031	APPRAISER CTR - 04.15-24.2020	0.00	\$4,993.75	0.00	4,993.75
	Desc: APPRAISER CTR - 04.15-24.2020	Acct: 25-985-100-0174	Revaluation Exp		
	Vendor Total:		4,993.75	0.00	4,993.75
25-0174	GENERAL FUND - MASCOMA		Bank Total:		4,993.75
FUND 1 0	GENERAL FUND - MASCOMA				
001170	AIRGAS, INC.	AIRGAS USA, LLC		5/01/2020	69202
9100229578	OXYGEN	0.00	\$25.10	0.00	25.10
	Desc: OXYGEN	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
	Vendor Total:		25.10	0.00	25.10
002065	AMERICAN FAMILY LIFE ASSURANCE	AFLAC - AMERICAN FAMILY LIFE		5/01/2020	69203
APR'20	AFLAC INSURANCE - APR'20	0.00	\$1,767.12	0.00	1,767.12
	Desc: AFLAC INSURANCE - APR'20	Acct: 10-012-300-0270	ACCRUED AD&D PAYABLE		
	Vendor Total:		1,767.12	0.00	1,767.12
002962	AT&T MOBILITY	AT&T MOBILITY		5/01/2020	69204
APR'20	I-PAD INTERNET	28.50	\$28.50	0.00	28.50
	Desc: I-PAD INTERNET	Acct: 50-952-324-0000	TELEPHONE		
	Desc: I-PAD INTERNET	Acct: 55-954-324-0000	TELEPHONE		
	Vendor Total:		28.50	0.00	28.50
003450	AUTOZONE			5/01/2020	69205
5120261852	OIL FILTER	0.00	\$39.48	0.00	39.48
	Desc: OIL FILTER	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
5120332643	PD-6 PARTS	0.00	\$51.96	0.00	51.96
	Desc: PD-6 PARTS	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
5120333055	PD-5 PARTS	0.00	\$50.07	0.00	50.07
	Desc: PD-5 PARTS	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		141.51	0.00	141.51
004850	BEN'S UNIFORMS INC.			5/01/2020	69206
91294	UNIFORMS - WASHBURN	0.00	\$881.00	0.00	881.00
	Desc: UNIFORMS - WASHBURN	Acct: 10-211-326-0000	PURCHASE UNIFORMS & CLEANING		
	Vendor Total:		881.00	0.00	881.00
004854	BENISTAR/HARTFORD			5/01/2020	69207
05012020	RETIREE'S HEALTH INS MAY'20	0.00	\$2,032.95	0.00	2,032.95
	Desc: Retirees	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees	Acct: 10-271-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Retirees	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
	Vendor Total:		2,032.95	0.00	2,032.95
005401	BGS PROPERTY MGMT (43672)			5/01/2020	69208

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 2
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
68010608	50% WRJ RR Cross Insur	0.00	\$13,125.00	0.00	13,125.00
Desc: 50% WRJ RR Cross Insur		Acct: 10-121-318-0610	CONTRACT SERVICES - TRAFFIC CO		
Vendor Total:			13,125.00	0.00	13,125.00
005800	BLAKTOP INC.			5/01/2020	69209
26923	GREEN PATCH	0.00	\$292.98	0.00	292.98
Desc: GREEN PATCH		Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			292.98	0.00	292.98
006100	BMO FINANCIAL GROUP			5/01/2020	69210
Dube 04/01-20/20	Dube, Chris - FD	0.00	\$29.95	0.00	29.95
Desc: Walmart-Sand Disk		Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
Desc: NCHSoftware-Paramedic Licenses		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Walsh 04/01-20/20	Walsh, Dillon - IT	0.00	\$123.00	0.00	123.00
Desc: Comptia-Refund Exam		Acct: 10-181-315-0000	RECRUITMENT & TRAINING		
Desc: Comptia-Exam&Book		Acct: 10-181-315-0000	RECRUITMENT & TRAINING		
Hannux 04/01-20/20	Hannux, Shawn - FD	0.00	\$1,130.84	0.00	1,130.84
Desc: HD-Shelving		Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Desc: ResqueGear-Tehnical Equipment		Acct: 10-221-331-0200	TECHNICAL/WATER EQUIPMENT		
Hausler 04/01-20/20	Hausler, Scott - REC	0.00	\$216.00	0.00	216.00
Desc: ACEBlueprint-COVIDPosters for Parks		Acct: 10-521-417-0017	EXTRAORDINARY EXP : COVID-19		
Hedges 04/01-20/20	Hedges, Charles - FD	0.00	\$209.46	0.00	209.46
Desc: WorkBootsUSA-Duty Boots Tidwell		Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
Desc: TractorSupply-Parts		Acct: 10-221-331-0200	TECHNICAL/WATER EQUIPMENT		
Desc: HD-Steel Rake		Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Jay 04/01-20/20	McDonough, Jay - REC	0.00	\$636.00	0.00	636.00
Desc: Surveymonkey-Membership Fee		Acct: 10-514-313-0000	MEMBERSHIP DUES		
Desc: GrandstandApparal-Staff Hats		Acct: 10-521-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
Kasten 04/01-20/20-1	Kasten, Phil - PD	0.00	\$1,743.03	0.00	1,743.03
Desc: Zoom-SIU Investigative Support		Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Desc: DETECTIVES CAR - MOODY		Acct: 10-211-331-0000	DEPARTMENT EQUIPMENT		
Desc: DETECTIVES CAR - HOWELL		Acct: 10-211-331-0000	DEPARTMENT EQUIPMENT		
Desc: IACP-Membership Dues - Chief		Acct: 10-211-313-0000	MEMBERSHIP DUES		
Desc: Amazon-Office Supplies		Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Desc: HD-Credit for Counter Top return		Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Desc: KofferSales-Corner Guards		Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Kasten 04/01-20/20-2	Kasten, Phil - PD	0.00	\$2,288.14	0.00	2,288.14
Desc: KamcoSupply-Steel Ceilling Holding		Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Kasten 04/01-20/20-3	Kasten, Phil - PD	0.00	\$511.86	0.00	511.86
Desc: HD-Kitchen Cabinets		Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Cooney 03/28-31/20	Cooney, Scott - FD	0.00	\$28.98	0.00	28.98
Desc: Amazon-Wireless Keyboard/Mouse		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Kasten 04/01-20/20-4	Kasten, Phil - PD	0.00	\$2,812.98	0.00	2,812.98
Desc: HOME DEPOT-KITCHEN CABINETS		Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Nulty 03/28-31/20	Nulty, Paula - Admin	0.00	\$34.99	0.00	34.99
Desc: BestBuy-HDM Adapter Cord Laptop		Acct: 10-121-417-0017	EXTRAORDINARY EXP : COVID-19		
Cooney 04/01-20/20	Cooney, Scott - FD	0.00	\$420.43	0.00	420.43
Desc: IndustrialCalibration		Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
Desc: Keen-Duty Shoose Cooney		Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 3
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

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: Amazon-Ipad Case/Battery	Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: Amazon-AC Filter	Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
	Desc: ShellOil-Gas Car 1	Acct: 10-221-319-0000	EQUIPMENT OPERATION-GAS		
	Desc: Amazon-Keys CAT	Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
Nulty 04/01-20/20	Nulty, Paula - Admin	0.00	\$529.67	0.00	529.67
	Desc: BestBuy-Ethernet Switch	Acct: 10-181-417-0017	EXTRAORDINARY EXP : COVID-19		
	Desc: Best Buy - HP Printer&Toner	Acct: 10-121-417-0017	EXTRAORDINARY EXP : COVID-19		
	Desc: Amazon-Cell Phone Case	Acct: 10-121-323-0000	MATERIAL & SUPPLIES		
Ostrout 03/28-31/20	Ostrout, Gail - FIN	0.00	\$38.56	0.00	38.56
	Desc: Walgreens - Desinfectant Wipes	Acct: 10-171-417-0017	EXTRAORDINARY EXP : COVID-19		
	Desc: DollarGeneral-Cleaning Supplies	Acct: 10-171-417-0017	EXTRAORDINARY EXP : COVID-19		
	Desc: Dollartree-Desinfectant Wipes	Acct: 10-171-417-0017	EXTRAORDINARY EXP : COVID-19		
Czora 04/01-20/20	Czora, Jason-FD	0.00	\$227.98	0.00	227.98
	Desc: HD-Hand Truck-Keyless Pad	Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Ostrout 04/01-20/20	Ostrout, Gail - FIN	0.00	\$323.75	0.00	323.75
	Desc: Dollartree-Sanitizer	Acct: 10-171-417-0017	EXTRAORDINARY EXP : COVID-19		
	Desc: Amazon-Face Masks	Acct: 10-171-417-0017	EXTRAORDINARY EXP : COVID-19		
	Desc: Dominos-Dispatch/PD Appreciation Da	Acct: 10-171-311-0000	TRAVEL & MEETINGS		
Perry 04/01-20/20	Perry, Diane - PD	0.00	\$-52.54	0.00	-52.54
	Desc: NorwichUniv-Refund Job Fair	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Desc: Amazon-File Folders	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Delisle 04/01-20/20	Delisle, Jeremy - DPW	396.00	\$749.70	0.00	749.70
	Desc: LFTrottier-Filters	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc: PSI-WW Exam Fee	Acct: 60-961-315-0000	RECRUITMENT & TRAINING		
	Desc: Varidesk-Adjustable Desk	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
Rowlee 04/01-20/20	Rowlee, David - FD	0.00	\$65.90	0.00	65.90
	Desc: Walgreens-USB	Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: Truckpipe-AMB3 Exhaust	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
Vail 04/01-20/20	Vail, Brad - PD	0.00	\$21.45	0.00	21.45
	Desc: USPS-Postage for Drug Kit	Acct: 10-211-322-0000	POSTAGE		
Vendor Total:			12,090.13	0.00	12,090.13
006200	BOB'S SERVICE CENTER, INC			5/01/2020	69211
56890	SERVICE CALL	0.00	\$75.00	0.00	75.00
	Desc: SERVICE CALL	Acct: 10-521-321-0000	REPAIRS & MAINT - VEHICLES		
Vendor Total:			75.00	0.00	75.00
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC		5/01/2020	69212
83506573	MEDICAL SUPPLIES	0.00	\$610.56	0.00	610.56
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
83587857	MEDICAL SUPPLIES	0.00	\$119.90	0.00	119.90
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
83589943	MEDICAL SUPPLIES	0.00	\$191.03	0.00	191.03
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			921.49	0.00	921.49
006905	BP HARTFORD LLC			5/01/2020	69213
25	SOLAR ARRAY	1,093.96	\$1,559.40	0.00	1,559.40
	Desc: 1/12 Annual charge - Public Works	Acct: 10-321-329-0000	ELECTRICITY		

Report Date: 4/30/20
4:25PM

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

Check Date: 5/01/2020 - 5/01/2020

Page: 4
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: 1/12 Annual charge - Waste Water	Acct: 60-961-329-0000	ELECTRICITY		
	Vendor Total:		1,559.40	0.00	1,559.40
007745	BURGESS LOSS PREVENTION ASSOCIATE		5/01/2020		69214
2774	SNELLING BACKGROUND CHECK	0.00	\$635.50	0.00	635.50
	Desc: SNELLING BACKGROUND CHECK	Acct: 10-221-315-0000	RECRUITMENT & TRAINING		
	Vendor Total:		635.50	0.00	635.50
007760	BURLINGTON COMMUNICATIONS		5/01/2020		69215
BCS3395	MINITOR PAGERS - 2	0.00	\$865.00	0.00	865.00
	Desc: MINITOR PAGERS - 2	Acct: 10-221-320-0100	EQUIP OPERATION-COMMUNICATION		
	Vendor Total:		865.00	0.00	865.00
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M	5/01/2020		69216
4048192401	UNIFORMS	80.77	\$80.77	0.00	80.77
	Desc: UNIFORMS	Acct: 55-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
4048192459	UNIFORMS	14.30	\$229.47	0.00	229.47
	Desc: UNIFORMS	Acct: 10-325-326-0000	UNIFORMS		
	Desc: UNIFORMS	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
4048192462	UNIFORMS	124.15	\$124.15	0.00	124.15
	Desc: UNIFORMS	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
4048313415	UNIFORMS	70.73	\$70.73	0.00	70.73
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4048783287	UNIFORMS	124.15	\$124.15	0.00	124.15
	Desc: UNIFORMS	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
4048783290	UNIFORMS	80.77	\$80.77	0.00	80.77
	Desc: UNIFORMS	Acct: 55-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
4048783351	UNIFORMS	14.30	\$229.47	0.00	229.47
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
	Desc: UNIFORMS	Acct: 10-325-326-0000	UNIFORMS		
4048871620	UNIFORMS	70.73	\$70.73	0.00	70.73
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
	Vendor Total:		1,010.24	0.00	1,010.24
011200	CED-TWIN STATE-WHITE RIVER JCT	CED-TWIN STATE-WHITE RIVER JCT	5/01/2020		69217
9433-409792	MATERIALS	0.00	\$16.01	0.00	16.01
	Desc: MATERIALS	Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		
	Desc: DISCOUNT	Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		
	Vendor Total:		16.01	0.00	16.01
012130	CUMMINS NORTHEAST LLC		5/01/2020		69218
W2-28490	H-5 PARTS	0.00	\$67.75	0.00	67.75
	Desc: H-5 PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		67.75	0.00	67.75
014423	DUBOIS & KING, INC		5/01/2020		69219
35	HARTFORD ROUNABOUT FEB'20	5,527.20	\$5,880.00	0.00	5,880.00
	Desc: HARTFORD ROUNABOUT FEB'20	Acct: 10-311-318-0000	CONTRACTED SERVICES		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 5
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

Bank ID	Bank Name				Check Date	Check No.
Vendor ID	Vendor Name		Payee Name			
Detail:	Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
36	Desc:	HARTFORD ROUNABOUT FEB'20	Acct:	80-311-318-8001	CONTRACTED SERVICES(STP 0113(5	
		HARTFORD ROUNABOUT MAR'20		3,181.24	\$3,384.30	0.00
						3,384.30
	Desc:	HARTFORD ROUNABOUT MAR'20	Acct:	10-311-318-0000	CONTRACTED SERVICES	
	Desc:	HARTFORD ROUNABOUT MAR'20	Acct:	80-311-318-8001	CONTRACTED SERVICES(STP 0113(5	
Vendor Total:				9,264.30	0.00	9,264.30
015500	ENDYNE, INC				5/01/2020	69220
328854	QUECHEE WW		180.00	\$180.00	0.00	180.00
	Desc:	QUECHEE WW	Acct:	65-963-318-0000	CONTRACTED SERVICES	
329198	WRJ WEEKLY ANALYSIS		90.00	\$90.00	0.00	90.00
	Desc:	WRJ WEEKLY ANALYSIS	Acct:	60-961-318-0000	CONTRACTED SERVICES	
329347	WSID 5319 HARTFORD		55.00	\$55.00	0.00	55.00
	Desc:	WSID 5319 HARTFORD	Acct:	50-954-318-0000	CONTRACTED SERVICES	
Vendor Total:				325.00	0.00	325.00
016080	CONSOLIDATED COMMUNICATIONS				5/01/2020	69221
111020181918APR'20	QUECHEE WW PLANT		52.96	\$52.96	0.00	52.96
	Desc:	QUECHEE WW PLANT	Acct:	65-963-324-0000	TELEPHONE	
14091736024APR'20	WABA		0.00	\$155.89	0.00	155.89
	Desc:	WABA	Acct:	10-530-329-0000	ELECTRICITY	
14362366935APR'20	HEMLOCK RIDGE		62.62	\$62.62	0.00	62.62
	Desc:	HEMLOCK RIDGE	Acct:	65-963-324-0000	TELEPHONE	
8022957049639APR'20	SPORTS PARK PUMP STATION		145.08	\$145.08	0.00	145.08
	Desc:	SPORTS PARK PUMP STATION	Acct:	60-964-324-0000	TELEPHONE	
8022959708618APR'20	MAXFIELD PUMP HSE		52.27	\$52.27	0.00	52.27
	Desc:	MAXFIELD PUMP HSE	Acct:	60-964-324-0000	TELEPHONE	
8022959708618MAR'20	MAXFIELD PUMP HSE		52.42	\$52.42	0.00	52.42
	Desc:	MAXFIELD PUMP HSE	Acct:	60-964-324-0000	TELEPHONE	
Vendor Total:				521.24	0.00	521.24
016390	FASTENAL COMPANY				5/01/2020	69222
NHWES84184	MATERIALS		0.00	\$11.74	0.00	11.74
	Desc:	MATERIALS	Acct:	10-321-321-0000	REPAIRS & MAINT-VEHICLES	
Vendor Total:				11.74	0.00	11.74
016540	FERGUSON ENTERPRISES, INC		FERGUSON WATERWORKS #591 #576		5/01/2020	69223
0949620	MATERIALS - QUECHEE MAIN ST		0.00	\$81.08	0.00	81.08
	Desc:	MATERIALS - QUECHEE MAIN ST	Acct:	10-311-323-0000	MATERIAL & SUPPLIES	
0949630	SWITCH		78.85	\$78.85	0.00	78.85
	Desc:	SWITCH	Acct:	60-961-323-0000	MATERIAL & SUPPLIES	
0949732	MATERIALS - QUECHEE MAIN ST		0.00	\$81.08	0.00	81.08
	Desc:	MATERIALS - QUECHEE MAIN ST	Acct:	10-311-323-0000	MATERIAL & SUPPLIES	
0943412	MATERIALS - Gates street water leak		638.62	\$638.62	0.00	638.62
	Desc:	MATERIALS - Gates street water leak	Acct:	50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR	
0948795	MATERIALS/UNIFORM		686.55	\$686.55	0.00	686.55
	Desc:	Boots for standing in sewage	Acct:	60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN	
	Desc:	Replace sump pump in Ferry Boat pum	Acct:	60-964-321-0200	REPAIRS & MAINT-MAINS	

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 6
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			1,566.18	0.00	1,566.18
017110	FISHER AUTO PARTS, INC			5/01/2020	69224
301-030650	PD-1 WINTER BLADES	0.00	\$23.45	0.00	23.45
Desc: PD-1 WINTER BLADES		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
301-036450	PD-5 BATTERY	0.00	\$155.55	0.00	155.55
Desc: PD-5 BATTERY		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
301-037486	WW-VACCUM TUBING	7.80	\$7.80	0.00	7.80
Desc: WW-VACCUM TUBING		Acct: 60-964-323-0000	MATERIAL & SUPPLIES		
301-037528	E4-PARTS	0.00	\$45.88	0.00	45.88
Desc: E4-PARTS		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
301-037580	JDEER-GREASE	0.00	\$25.56	0.00	25.56
Desc: JDEER-GREASE		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-037588	WW-OCTANE BOOST	8.79	\$8.79	0.00	8.79
Desc: WW-OCTANE BOOST		Acct: 60-964-321-0000	REPAIRS & MAINT-VEHICLES		
301-037665	WW-BLASTER	11.06	\$11.06	0.00	11.06
Desc: WW-BLASTER		Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
301-037693	RETURN - E4-PARTS	0.00	\$-45.88	0.00	-45.88
Desc: RETURN - E4-PARTS		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
301-037694	SWEEPER TRK-PARTS	0.00	\$63.41	0.00	63.41
Desc: SWEEPER TRK-PARTS		Acct: 10-321-323-0000	MATERIAL & SUPPLIES		
301-037729	H-9 PARTS	0.00	\$43.68	0.00	43.68
Desc: H-9 PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-037915	H-5 PARTS	0.00	\$14.04	0.00	14.04
Desc: H-5 PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-037929	PD-6 ELECTRICAL TAPE	0.00	\$3.14	0.00	3.14
Desc: PD-6 ELECTRICAL TAPE		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
301-037930	AMB3-PARTS	0.00	\$3.14	0.00	3.14
Desc: AMB3-PARTS		Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
301-037995	LOADER-GATES RUBBER	0.00	\$153.04	0.00	153.04
Desc: LOADER-GATES RUBBER		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-038052	WW-GREASE	16.28	\$16.28	0.00	16.28
Desc: WW-GREASE		Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
301-038113	H-4 PARTS	0.00	\$70.99	0.00	70.99
Desc: H-4 PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
301-038191	H-5 FILTERS	0.00	\$24.48	0.00	24.48
Desc: H-5 FILTERS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			624.41	0.00	624.41
017300	FOGG'S HARDWARE & BUILDING			5/01/2020	69225
878867	NO PARKING - SIGN	11.92	\$11.92	0.00	11.92
Desc: NO PARKING - SIGN		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
879067	MATERIALS	0.00	\$90.04	0.00	90.04
Desc: MATERIALS		Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		
Desc: DISCOUNT		Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		
879098	MATERIALS	0.00	\$17.99	0.00	17.99
Desc: MATERIALS		Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		
Desc: DISCOUNT		Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 7
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
879140	MATERIALS	61.11	\$118.70	0.00	118.70
Desc: MATERIALS		Acct: 65-964-323-0000	MATERIALS & SUPPLIES		
Desc: MATERIALS		Acct: 60-964-323-0000	MATERIAL & SUPPLIES		
Desc: MATERIALS		Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		
Desc: DISCOUNT		Acct: 65-964-323-0000	MATERIALS & SUPPLIES		
879159	EXIT LIGHT SAFETY	6.29	\$6.29	0.00	6.29
Desc: EXIT LIGHT SAFETY		Acct: 30-971-321-0100	REPAIRS & MAINT-BUILDING		
Desc: DISCOUNT		Acct: 30-971-321-0100	REPAIRS & MAINT-BUILDING		
879196	MATERIALS	5.99	\$5.99	0.00	5.99
Desc: MATERIALS		Acct: 50-952-323-0000	MATERIAL & SUPPLIES		
879245	MTERIALS	0.00	\$132.25	0.00	132.25
Desc: MTERIALS		Acct: 10-530-321-0100	REPAIRS & MAINT-BUILD & GROUND		
Desc: DISCOUNT		Acct: 10-530-321-0100	REPAIRS & MAINT-BUILD & GROUND		
Vendor Total:			383.18	0.00	383.18
017453	FRANKLIN PAINT CO., INC			5/01/2020	69226
163169	Paint for crosswalks and stopbars	0.00	\$2,142.50	0.00	2,142.50
Desc: Paint for crosswalks and stopbars		Acct: 10-315-318-0000	CONTRACTED SERVICES		
Vendor Total:			2,142.50	0.00	2,142.50
017480	FREIGHTLINER OF NH			5/01/2020	69227
LP304540	H-5 PARTS	0.00	\$164.61	0.00	164.61
Desc: H-5 PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
LP304853	Complete brake job on H-5	0.00	\$1,784.82	0.00	1,784.82
Desc: Complete brake job on H-5		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
LP304854	CORE	0.00	\$60.00	0.00	60.00
Desc: Core charge		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			2,009.43	0.00	2,009.43
018675	GNOMON COPY	GNOMON COPY		5/01/2020	69228
442499	LAMINATION	0.00	\$86.00	0.00	86.00
Desc: LAMINATION		Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			86.00	0.00	86.00
018990	GORHAM SAVINGS LEASING GROUP LLC	GORHAM LEASING GROUP, LLC		5/01/2020	69229
VT1959,04.27.20	MORPHO TRAK FINGERPRINT STATIO	0.00	\$5,051.28	0.00	5,051.28
Desc: MORPHO TRAK FINGERPRINT STATION		Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
Vendor Total:			5,051.28	0.00	5,051.28
019390	GRAINGER			5/01/2020	69230
9496674558	SURGE PROTECTION DEVICE	464.43	\$464.43	0.00	464.43
Desc: SURGE PROTECTION DEVICE		Acct: 60-961-320-0100	EQUIP OPERATION/MAINT-GENERAL		
9504944571	RETURN - SURGE PROTECTIONS DEV	-464.43	\$-464.43	0.00	-464.43
Desc: RETURN - SURGE PROTECTIONS DEVICE		Acct: 60-961-320-0100	EQUIP OPERATION/MAINT-GENERAL		
9507639210	NITRILE GLOVES	25.05	\$25.05	0.00	25.05
Desc: NITRILE GLOVES		Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
9510006373	SPRAY BOTTLE	9.97	\$9.97	0.00	9.97
Desc: SPRAY BOTTLE		Acct: 65-963-323-0000	MATERIALS & SUPPLIES		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 8
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			35.02	0.00	35.02
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP		5/01/2020	69231
68053200009APR'20	ROUTE 14 W HARTFORD LIB	0.00	\$86.95	0.00	86.95
Desc: ROUTE 14 W HARTFORD LIB		Acct: 10-524-329-0000	ELECTRICITY		
49424000005APR'20	VA CUTOFF WTR STOR TANK	27.63	\$27.63	0.00	27.63
Desc: VA CUTOFF WTR STOR TANK		Acct: 50-954-329-0000	ELECTRICITY		
71013200002APR'20	WHITMAN BROOK PUMP	490.57	\$490.57	0.00	490.57
Desc: WHITMAN BROOK PUMP		Acct: 65-964-329-0000	ELECTRICITY		
74713200009APR'20	WOODSTOCK RD	0.00	\$36.78	0.00	36.78
Desc: WOODSTOCK RD		Acct: 10-314-329-0000	ELECTRICITY		
74872200006APR'20	LAKE PINNEO WATER WELL	40.30	\$40.30	0.00	40.30
Desc: LAKE PINNEO WATER WELL		Acct: 55-953-329-0000	ELECTRICITY		
74972200005APR'20	WHEELOCK RD SEC 2	23.64	\$23.64	0.00	23.64
Desc: WHEELOCK RD SEC 2		Acct: 55-954-329-0000	ELECTRICITY		
77303200008APR'20	LAKE PINNEO WW PUMP	39.74	\$39.74	0.00	39.74
Desc: LAKE PINNEO WW PUMP		Acct: 65-964-329-0000	ELECTRICITY		
80082200009APR'20	NOYES LN	385.40	\$385.40	0.00	385.40
Desc: NOYES LN		Acct: 55-954-329-0000	ELECTRICITY		
87303200007APR'20	QUECHEE HARTLAND RD	216.18	\$216.18	0.00	216.18
Desc: QUECHEE HARTLAND RD		Acct: 65-964-329-0000	ELECTRICITY		
38035000009APR'20	OLCOTT COMMERCE PARK - WW	252.03	\$252.03	0.00	252.03
Desc: OLCOTT COMMERCE PARK - WW		Acct: 60-964-329-0000	ELECTRICITY		
91624000005APR'20	SOLID WASTE BLDG - LF	23.27	\$23.27	0.00	23.27
Desc: SOLID WASTE BLDG - LF		Acct: 30-971-329-0000	ELECTRICITY		
97303200006APR'20	NOYES LN PUMP STN	33.34	\$33.34	0.00	33.34
Desc: NOYES LN PUMP STN		Acct: 65-964-329-0000	ELECTRICITY		
67399084366APR'20	120 LESLE DR PAVILLION B	0.00	\$94.73	0.00	94.73
Desc: 120 LESLE DR PAVILLION B		Acct: 10-527-329-0000	ELECTRICITY		
23490000009APR'20	WILDER WELL - WATER	1,274.42	\$1,274.42	0.00	1,274.42
Desc: WILDER WELL - WATER		Acct: 50-952-329-0000	ELECTRICITY		
84443200005APR'20	WATERMAN HL COVERED BRIDGE	0.00	\$40.01	0.00	40.01
Desc: WATERMAN HL COVERED BRIDGE		Acct: 10-314-329-0000	ELECTRICITY		
62713200004APR'20	WOODSTOCK RD HEAT TAPE	21.74	\$21.74	0.00	21.74
Desc: WOODSTOCK RD HEAT TAPE		Acct: 55-954-329-0000	ELECTRICITY		
04013200003APR'20	BENTLEY RD PUMP	124.89	\$124.89	0.00	124.89
Desc: BENTLEY RD PUMP		Acct: 65-964-329-0000	ELECTRICITY		
08303200003APR'20	DEWEY FAMILY RD JAY HILL	138.63	\$138.63	0.00	138.63
Desc: DEWEY FAMILY RD JAY HILL		Acct: 65-964-329-0000	ELECTRICITY		
09732000006APR'20	319 LATHAM WKS LN TRMT PLANT	10,484.23	\$10,484.23	0.00	10,484.23
Desc: 319 LATHAM WKS LN TRMT PLANT		Acct: 60-961-329-0000	ELECTRICITY		
11013200008APR'20	HENDEE WAY - WW	36.78	\$36.78	0.00	36.78
Desc: HENDEE WAY - WW		Acct: 65-964-329-0000	ELECTRICITY		
13414587553APR'20	120 LESLE DR PAVILLION A	0.00	\$72.97	0.00	72.97
Desc: 120 LESLE DR PAVILLION A		Acct: 10-527-329-0000	ELECTRICITY		
18303200002APR'20	WOODSTOCK RD TREATMENT PL	472.34	\$472.34	0.00	472.34
Desc: WOODSTOCK RD TREATMENT PL		Acct: 65-963-329-0000	ELECTRICITY		
23833000005APR'20	RT 5 HIGHLAND AVE	0.00	\$73.96	0.00	73.96

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 9
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

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: RT 5 HIGHLAND AVE	Acct: 10-314-329-0000	ELECTRICITY		
27333200007APR'20	ALDEN PARTRIDGE RD PUMP	41.53	\$41.53	0.00	41.53
	Desc: ALDEN PARTRIDGE RD PUMP	Acct: 65-964-329-0000	ELECTRICITY		
33833000004APR'20	MAXFIELD PUMP STA	155.35	\$155.35	0.00	155.35
	Desc: MAXFIELD PUMP STA	Acct: 60-964-329-0000	ELECTRICITY		
39135140109APR'20	120 LESLE DR PAVILLION C	0.00	\$22.19	0.00	22.19
	Desc: 120 LESLE DR PAVILLION C	Acct: 10-527-329-0000	ELECTRICITY		
39424000006APR'20	PUBLIC SAFETY BLDG - VA CUTOFF	0.00	\$80.78	0.00	80.78
	Desc: PUBLIC SAFETY BLDG - VA CUTOFF	Acct: 10-211-329-0000	ELECTRICITY		
	Desc: PUBLIC SAFETY BLDG - VA CUTOFF	Acct: 10-271-329-0000	ELECTRICITY		
	Desc: PUBLIC SAFETY BLDG - VA CUTOFF	Acct: 10-221-329-0000	ELECTRICITY		
41082200001APR'20	291 SUGAR HILL LN	333.79	\$333.79	0.00	333.79
	Desc: 291 SUGAR HILL LN	Acct: 55-954-329-0000	ELECTRICITY		
43382200004APR'20	EASTMAN HILL PUMP - WAT	302.06	\$302.06	0.00	302.06
	Desc: EASTMAN HILL PUMP - WAT	Acct: 55-954-329-0000	ELECTRICITY		
44926000009APR'20	STREET LIGHTS	0.00	\$2,238.67	0.00	2,238.67
	Desc: STREET LIGHTS	Acct: 10-314-329-0000	ELECTRICITY		
48832000003APR'20	arboretum ln sports pk pump	138.56	\$138.56	0.00	138.56
	Desc: arboretum ln sports pk pump	Acct: 60-964-329-0000	ELECTRICITY		
48933200007APR'20	VILLAGE GREEN BALLOON FESTIVAL	0.00	\$21.70	0.00	21.70
	Desc: VILLAGE GREEN BALLOON FESTIVAL	Acct: 10-521-329-0000	ELECTRICITY		
49672200000APR'20	RTE WEST HTFD	0.00	\$494.40	0.00	494.40
	Desc: RTE WEST HTFD	Acct: 10-314-329-0000	ELECTRICITY		
57303200000APR'20	HIGH ST MAIN ST	447.63	\$447.63	0.00	447.63
	Desc: HIGH ST MAIN ST	Acct: 65-964-329-0000	ELECTRICITY		
62592200000APR'20	WOODSTOCK RD QUE	0.00	\$153.11	0.00	153.11
	Desc: WOODSTOCK RD QUE	Acct: 10-314-329-0000	ELECTRICITY		
65590000009APR'20	DEPOT ST - WW	524.70	\$524.70	0.00	524.70
	Desc: DEPOT ST - WW	Acct: 60-962-329-0000	ELECTRICITY		
67003200002APR'20	WILLARD RD QUECHEE FIRE	0.00	\$60.39	0.00	60.39
	Desc: WILLARD RD QUECHEE FIRE	Acct: 10-221-329-0000	ELECTRICITY		
67303200009APR'20	78 MURPHYS RD PUMP STN	251.79	\$251.79	0.00	251.79
	Desc: 78 MURPHYS RD PUMP STN	Acct: 65-964-329-0000	ELECTRICITY		
Vendor Total:			19,757.18	0.00	19,757.18
020135	GREENMAN-PEDERSEN, INC		5/01/2020		69232
0292713	Hartford STP 0113(59)s 03.27.20	634.39	\$634.39	0.00	634.39
	Desc: Hartford STP 0113(59)s 03.27.20	Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5		
Vendor Total:			634.39	0.00	634.39
021356	HARTFORD, TOWN OF	TOWN OF HARTFORD, VT	5/01/2020		69233
'19/20 TRANSFER-1	POLICE/DISPATCH RESERVE	0.00	\$55,000.00	0.00	55,000.00
	Desc: Burlington Comm-UHF Simulcast Trans	Acct: 10-211-331-0100	DEPT EQUIP-CAPITAL RESERVE		
	Desc: Communications Flooring	Acct: 10-211-331-0100	DEPT EQUIP-CAPITAL RESERVE		
'19/20 TRANSFER-2	POLICE/DISPATCH RESERVE	0.00	\$67,000.00	0.00	67,000.00
	Desc: Radio Tower Quechee	Acct: 10-271-331-0100	DEPT EQUIP-REIM BY RESERVE FND		
	Desc: Police Flooring	Acct: 10-211-331-0100	DEPT EQUIP-CAPITAL RESERVE		
	Desc: Communications Console Equipment	Acct: 10-271-331-0100	DEPT EQUIP-REIM BY RESERVE FND		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/01/2020 - 5/01/2020

Page: 10
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.
Vendor ID	Vendor Name			
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt
				Net Amt.
Vendor Total:			122,000.00	0.00
				122,000.00
022025	HEALTHEQUITY, INC.		5/01/2020	69234
PBESC9R	HCRA 2020	0.00	\$172.94	0.00
Desc: HCRA 2020		Acct: 10-012-200-0510	SECTION 125 HEALTH CARE ACCT	172.94
2NP3G22	HRA 2020	0.00	\$154.25	0.00
Desc: HRA 2020		Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE	154.25
Desc: HRA 2020		Acct: 10-530-225-0000	HRA/CHOICECARE CARD	
Desc: HRA 2020		Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE	
Desc: HRA 2020		Acct: 10-321-225-0000	HRA/CHOICECARE CARD	
Vendor Total:			327.19	0.00
				327.19
023122	HORIZON BUSINESS GROUP, LLC		5/01/2020	69235
221046	CAMBRIDGE SENSORS	0.00	\$86.60	0.00
Desc: CAMBRIDGE SENSORS		Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES	86.60
Vendor Total:			86.60	0.00
				86.60
025075	JORDAN EQUIPMENT CO		5/01/2020	69236
P45975	Brooms for WL32	0.00	\$696.96	0.00
Desc: Brooms for WL32		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES	696.96
P45982	Brooms for 924 loader	0.00	\$417.06	0.00
Desc: Brooms for 924 loader		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES	417.06
Vendor Total:			1,114.02	0.00
				1,114.02
025170	JWC ENVIRONMENTAL INC	JWC ENVIRONMENTAL INC	5/01/2020	69237
101879	Quechee Main Pump Station Grinder,	17,524.07	\$17,524.07	0.00
Desc: Quechee Main Pump Station Grinder,		Acct: 65-965-543-0000	CAPITAL OUTLAY	17,524.07
Vendor Total:			17,524.07	0.00
				17,524.07
025175	SANEL NAPA WEST LEBANON	SANEL NAPA - WEST LEBANON	5/01/2020	69238
55473,052281	MOWER - FILTERS	0.00	\$85.48	0.00
Desc: MOWER - FILTERS		Acct: 10-521-321-0000	REPAIRS & MAINT - VEHICLES	85.48
55473,054293	FILTERS	0.00	\$90.45	1.81
Desc: FILTERS		Acct: 10-521-321-0000	REPAIRS & MAINT - VEHICLES	88.64
Vendor Total:			175.93	1.81
				174.12
026780	LAMPHERE, BRENDA	BRENDA LAMPHERE	5/01/2020	69239
PO#6559	REIMBURSEMENT - WK FROM HOME	0.00	\$24.98	0.00
Desc: Networking cable for router connect		Acct: 10-622-417-0017	EXTRAORDINARY EXP : COVID-19	24.98
Desc: Purchase of inline coupler for rout		Acct: 10-622-417-0017	EXTRAORDINARY EXP : COVID-19	
Vendor Total:			24.98	0.00
				24.98
027380	LEBANON FORD		5/01/2020	69240
FOW78398	AMB 3 - PARTS	0.00	\$190.33	0.00
Desc: AMB 3 - PARTS		Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES	190.33
Vendor Total:			190.33	0.00
				190.33
027700	DE LAGE LANDEN	DE LAGE LANDEN	5/01/2020	69241

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 11
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name	Check Date	Check No.		
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
67698606	LEASE COPIER - MAY'20 - FD	0.00	\$79.78	0.00	79.78	
Desc: LEASE COPIER - MAY'20 - FD		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE			
67698607	LEASE COPIER - MAY'20 - REC	0.00	\$63.11	0.00	63.11	
Desc: LEASE COPIER - MAY'20 - REC		Acct: 10-511-318-0000	CONTRACTED SERVICES			
67698602	LEASE COPIER - MAY'20-PD	0.00	\$67.17	0.00	67.17	
Desc: LEASE COPIER - MAY'20-PD		Acct: 10-211-318-0000	CONTRACTED SERVICES			
Desc: LEASE COPIER - MAY'20-PD		Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE			
67698614	LEASE COPIER - MAY'20 - LF	37.81	\$37.81	0.00	37.81	
Desc: LEASE COPIER - MAY'20 - LF		Acct: 30-975-318-0000	CONTRACTED SERVICES			
67698842	LEASE COPIER - MAY'20 - TM	0.00	\$200.02	0.00	200.02	
Desc: LEASE COPIER - MAY'20 - TM		Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE			
67698843	LEASE COPIER - MAY'20 - FIN	0.00	\$173.42	0.00	173.42	
Desc: LEASE COPIER - MAY'20 - FIN		Acct: 10-171-318-0000	CONTRACTED SERVICES			
67698609	LEASE COPIER - MAY'20 - P&D/VAL	0.00	\$63.11	0.00	63.11	
Desc: LEASE COPIER - MAY'20 - P&D/VAL		Acct: 10-622-320-0000	EQUIP OPERATION/MAINT-OFFICE			
Desc: LEASE COPIER - MAY'20 - P&D/VAL		Acct: 10-174-320-0000	EQUIP OPERATION/MAINT-OFFICE			
Vendor Total:			684.42	0.00	684.42	
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY	5/01/2020		69242	
4333626,75015	#2 OIL 1089.2G@\$2.2719 812 VA CUTO	0.00	\$2,507.22	0.00	2,507.22	
Desc: #2 OIL 1089.2G@\$2.2719 812 VA CUTO		Acct: 10-221-327-0000	BUILDING HEAT			
Desc: #2 OIL 1089.2G@\$2.2719 812 VA CUTO		Acct: 10-211-327-0000	BUILDING HEAT			
4935943,91755	PROPANE 327.7G@\$1.0127 WABA	0.00	\$338.40	0.00	338.40	
Desc: PROPANE 327.7G@\$1.0127 WABA		Acct: 10-530-327-0000	BUILDING HEAT			
Vendor Total:			2,845.62	0.00	2,845.62	
027850	LEWIS, WILLIAM J	WILLIAM LEWIS ELECTRICAL LLC	5/01/2020		69243	
20/35	ELECTRICAL REPAIRS	0.00	\$1,706.00	0.00	1,706.00	
Desc: ELECTRICAL REPAIRS		Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING			
Vendor Total:			1,706.00	0.00	1,706.00	
028026	LINCOLN NATIONAL LIFE INSURANCE CO	LINCOLN NATIONAL LIFE INSURANCE CO	5/01/2020		69244	
MAY'20	Life and AD&D Insurance	337.08	\$2,145.83	0.00	2,145.83	
Desc: Life and AD&D 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			
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			

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 12
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

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: 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: 10-311-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-311-270-0000	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: 10-521-240-0000	LIFE INSURANCE		
	Desc: Life and AD&D Insurance	Acct: 10-521-270-0000	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: 30-975-240-0000	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		
Vendor Total:			2,145.83	0.00	2,145.83
029745	DARTMOUTH-HITCHCOCK CLINIC	MARY HITCHCOCK MEMORIAL HOSPITAL	5/01/2020		69245
20200310	STOREROOM INVENTORY SUPPLIES	0.00	\$70.93	0.00	70.93
Desc:	STOREROOM INVENTORY SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			70.93	0.00	70.93
029746	DARTMOUTH-HITCHCOCK MEDICAL CTR	DARTMOUTH - HITCHCOCK	5/01/2020		69246
700000516APR'20	DEPARTMENT PHYSICALS	0.00	\$26,738.95	0.00	26,738.95
Desc:	DEPARTMENT PHYSICALS	Acct: 10-221-318-0000	CONTRACTED SERVICES		
Vendor Total:			26,738.95	0.00	26,738.95
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC	5/01/2020		69247
209073734	ENVELOPES	0.00	\$5.98	0.00	5.98

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 13
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: ENVELOPES	Acct: 10-151-323-0000	MATERIAL & SUPPLIES		
209387383	4 USB PORTS	0.00	\$40.94	0.00	40.94
	Desc: 4 USB PORTS	Acct: 10-171-323-0000	MATERIAL & SUPPLIES		
209758075	4 CT PAPER/OFFICE SUPPLIES	86.35	\$165.32	0.00	165.32
	Desc: 4 CT PAPER/OFFICE SUPPLIES	Acct: 65-965-323-0000	MATERIALS & SUPPLIES		
	Desc: 4 CT PAPER/OFFICE SUPPLIES	Acct: 60-965-323-0000	MATERIAL & SUPPLIES		
	Desc: 4 CT PAPER/OFFICE SUPPLIES	Acct: 10-325-323-0000	MATERIAL & SUPPLIES		
209725181	PENS	0.00	\$1.50	0.00	1.50
	Desc: PENS	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
209186417	TONER - WORK FROM HOME	0.00	\$77.98	0.00	77.98
	Desc: TONER - WORK FROM HOME	Acct: 10-171-417-0017	EXTRAORDINARY EXP : COVID-19		
209219496	OFFICE SUPPLIES	0.00	\$45.18	0.00	45.18
	Desc: OFFICE SUPPLIES	Acct: 10-171-323-0000	MATERIAL & SUPPLIES		
209790621	TONER	0.00	\$44.99	0.00	44.99
	Desc: TONER	Acct: 10-174-417-0017	EXTRAORDINARY EXP : COVID-19		
Vendor Total:			381.89	0.00	381.89
030048	MCFARLAND-JOHNSON, INC			5/01/2020	69248
50	Hartford Roundabout 12.31.20	15,990.83	\$17,011.52	0.00	17,011.52
	Desc: Town of Hartford Roundabout project	Acct: 10-311-318-0000	CONTRACTED SERVICES		
	Desc: Town of Hartford Roundabout project	Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5		
Vendor Total:			17,011.52	0.00	17,011.52
031441	MONAGHAN SAFAR DUCHAM PLLC			5/01/2020	69249
14997	Legal Services - Human Resources	0.00	\$175.00	0.00	175.00
	Desc: Legal Services - Human Resources	Acct: 10-141-318-0000	CONTRACTED SERVICES		
Vendor Total:			175.00	0.00	175.00
031955	MUNICIPAL EMERGENCY SERVICES,INC	MUNICIPAL EMERGENCY SERVICES,INC		5/01/2020	69250
IN1446679	UNIFORMS	0.00	\$250.86	0.00	250.86
	Desc: UNIFORMS	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
IN1446684	HEPA CARTRIDGES	0.00	\$325.48	0.00	325.48
	Desc: HEPA CARTRIDGES	Acct: 10-221-331-0200	TECHNICAL/WATER EQUIPMENT		
IN1448110	UNIFORMS	0.00	\$219.98	0.00	219.98
	Desc: UNIFORMS	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
IN1446212	Jumbo Siamese ValveS	0.00	\$2,037.98	0.00	2,037.98
	Desc: Jumbo Siamese ValveS	Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT		
IN1447189	HIGH RISE EQUIPMENT	0.00	\$652.12	0.00	652.12
	Desc: HIGH RISE EQUIPMENT	Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT		
Vendor Total:			3,486.42	0.00	3,486.42
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC		5/01/2020	69251
MAY'20	RETIREEES INSURANCE	3,013.15	\$10,330.80	0.00	10,330.80
	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		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 14
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Retirees 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:		10,330.80	0.00	10,330.80
034800	NORTHEAST DELTA DENTAL		5/01/2020		69252
MAY'20	DENTAL INSURANCE	1,445.78	\$8,930.63	0.00	8,930.63
	Desc: Dental	Acct: 10-121-230-0000	DENTAL		
	Desc: Dental	Acct: 10-151-230-0000	DENTAL		
	Desc: Dental	Acct: 10-171-230-0000	DENTAL		
	Desc: Dental	Acct: 10-174-230-0000	DENTAL		
	Desc: Dental	Acct: 10-175-230-0000	DENTAL		
	Desc: Dental	Acct: 10-181-230-0000	DENTAL		
	Desc: Dental	Acct: 10-211-230-0000	DENTAL		
	Desc: Dental	Acct: 10-221-230-0000	DENTAL		
	Desc: Dental	Acct: 10-271-230-0000	DENTAL		
	Desc: Dental	Acct: 10-311-230-0000	DENTAL		
	Desc: Dental	Acct: 10-311-230-0000	DENTAL		
	Desc: Dental	Acct: 10-321-230-0000	DENTAL		
	Desc: Dental	Acct: 10-325-230-0000	DENTAL		
	Desc: Dental	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Dental	Acct: 10-511-230-0000	DENTAL		
	Desc: Dental	Acct: 10-514-230-0000	DENTAL		
	Desc: Dental	Acct: 10-521-230-0000	DENTAL		
	Desc: Dental	Acct: 10-621-230-0000	DENTAL		
	Desc: Dental	Acct: 10-622-230-0000	DENTAL		
	Desc: Dental	Acct: 30-971-230-0000	DENTAL		
	Desc: Dental	Acct: 30-975-230-0000	DENTAL		
	Desc: Dental	Acct: 50-954-230-0000	DENTAL		
	Desc: Dental	Acct: 50-955-230-0000	DENTAL		
	Desc: Dental	Acct: 55-955-230-0000	DENTAL		
	Desc: Dental	Acct: 60-961-230-0000	DENTAL		
	Desc: Dental	Acct: 60-965-230-0000	DENTAL		
	Desc: Dental	Acct: 65-963-230-0000	DENTAL		
	Desc: Dental	Acct: 65-965-230-0000	DENTAL		
	Vendor Total:		8,930.63	0.00	8,930.63
034925	NORTHEAST RESOURCE RECOVERY ASSC		5/01/2020		69253
72650	Annual Membership Dues 04'20-03'21	696.64	\$696.64	0.00	696.64
	Desc: Annual Membership Dues 04'20-03'21	Acct: 30-971-313-0000	MEMBERSHIP DUES		
73130	FREON/GLASS/HAULING FEES	1,262.60	\$1,262.60	0.00	1,262.60
	Desc: Freon Units March'20-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
	Desc: Clean Glass Disposal March'20-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
	Desc: Hauling Fees March'20-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,959.24	0.00	1,959.24
035000	NORTHEAST WASTE SERVICES	CASELLA WASTE SYSTEMS	5/01/2020		69254
0553518	CURBSIDE RECYC - MAR'20	20,869.24	\$20,869.24	0.00	20,869.24
	Desc: Curbside Recycl Mthly Chrgs March'2	Acct: 30-931-318-0000	CONTRACTED SERVICES		
	Desc: Curbside Recy Disp Zero Sort March'	Acct: 30-931-318-0000	CONTRACTED SERVICES		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/01/2020 - 5/01/2020

Page: 15
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			20,869.24	0.00	20,869.24
035050	NORTHERN NURSERIES INC			5/01/2020	69255
M5144500000649	MULCH	0.00	\$152.00	0.00	152.00
Desc: MULCH		Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			152.00	0.00	152.00
036177	OSTROUT, GAIL	GAIL OSTROUT		5/01/2020	69256
PO#6539	REIMBURSEMENT - SUPPLIES COVID	0.00	\$14.15	0.00	14.15
Desc: REIMBURSEMENT - SUPPLIES COVID		Acct: 10-171-417-0017	EXTRAORDINARY EXP : COVID-19		
Vendor Total:			14.15	0.00	14.15
037450	PIKE INDUSTRIES INC			5/01/2020	69257
10726665	CRUSHED STONE BASE	93.85	\$93.85	0.00	93.85
Desc: CRUSHED STONE BASE		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:			93.85	0.00	93.85
037475	PINE STATE ELEVATOR CO			5/01/2020	69258
00466422	SERVICE PER CONTRACT	0.00	\$195.21	0.00	195.21
Desc: SERVICE PER CONTRACT		Acct: 10-211-318-0000	CONTRACTED SERVICES		
Desc: SERVICE PER CONTRACT		Acct: 10-221-318-0000	CONTRACTED SERVICES		
00466484	SERVICE CALL	0.00	\$250.00	0.00	250.00
Desc: SERVICE CALL		Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Desc: SERVICE CALL		Acct: 10-221-318-0000	CONTRACTED SERVICES		
Vendor Total:			445.21	0.00	445.21
038340	PREFERRED CONTRACTORS, INC			5/01/2020	69259
2429-24240	Service of Refrigeration - WABA	0.00	\$1,252.50	0.00	1,252.50
Desc: Service of Refrigeration - WABA		Acct: 10-530-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,252.50	0.00	1,252.50
039503	RAYMOND, BRIAN	BRIAN RAYMOND		5/01/2020	69260
5899-14	10 COVID 19 Masks for Highway	0.00	\$80.00	0.00	80.00
Desc: 10 COVID 19 Masks for Highway		Acct: 10-321-417-0017	EXTRAORDINARY EXP : COVID-19		
Vendor Total:			80.00	0.00	80.00
040375	RICKER, ALLYN	ALLYN RICKER		5/01/2020	69261
MAY'20	Retiree Reimburse May 2020	0.00	\$310.14	0.00	310.14
Desc: Retiree Reimburse May 2020		Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			310.14	0.00	310.14
040389	RITLAND, DIANE	DIANE RITLAND		5/01/2020	69262
MAY'20	Retiree Reimburse May 2020	0.00	\$352.37	0.00	352.37
Desc: Retiree Reimburse April 2020		Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			352.37	0.00	352.37
041450	SABIL & SONS, INC	SABIL & SONS, INC		5/01/2020	69263

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 16
User: florentina

ReportAPINHDPmtByDate

Check Date: 5/01/2020 - 5/01/2020

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.
38688	STROBE TUBE	0.00	\$22.08	0.00	22.08
Desc: STROBE TUBE		Acct: 10-521-321-0000	REPAIRS & MAINT - VEHICLES		
38634	H-2 OVAL LED LIGHT	0.00	\$20.14	0.00	20.14
Desc: H-2 OVAL LED LIGHT		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
38624	MATERIALS	0.00	\$7.59	0.00	7.59
Desc: MATERIALS		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
38619	MATERIALS	0.00	\$30.24	0.00	30.24
Desc: MATERIALS		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			80.05	0.00	80.05
042400	SHERWIN WILLIAMS CO	SHERWIN WILLIAMS CO	5/01/2020		69264
19371	PAINT	0.00	\$35.00	0.00	35.00
Desc: PAINT		Acct: 10-530-321-0100	REPAIRS & MAINT-BUILD & GROUND		
Vendor Total:			35.00	0.00	35.00
043426	FIRSTLIGHT FIBER	SOVERNET COMMUNICATIONS	5/01/2020		69265
7080007	TELEPHONE	257.59	\$2,429.36	0.00	2,429.36
Desc: Telephone		Acct: 10-211-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-221-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-271-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-121-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-151-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-171-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-174-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-181-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-511-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-622-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-530-324-0000	Telephone		
Desc: Telephone		Acct: 50-952-324-0000	TELEPHONE		
Desc: Telephone		Acct: 60-961-324-0000	TELEPHONE		
Desc: Telephone		Acct: 30-971-324-0000	TELEPHONE		
Desc: Telephone		Acct: 65-963-324-0000	TELEPHONE		
Desc: Telephone		Acct: 60-962-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-321-324-0000	TELEPHONE		
Desc: Telephone		Acct: 10-325-324-0000	TELEPHONE		
043426	FIRSTLIGHT FIBER	SOVERNET COMMUNICATIONS	5/01/2020		69266
7081326	INTERNET	0.00	\$304.50	0.00	304.50
Desc: INTERNET		Acct: 10-271-320-0100	EQUIP OPERATION-COMMUNICATION		
Vendor Total:			2,733.86	0.00	2,733.86
044000	STATE CHEMICAL MANUFACTURING CO	STATE INDUSTRIAL PRODUCTS	5/01/2020		69267
901452886	MATERIALS	0.00	\$197.27	0.00	197.27
Desc: MATERIALS		Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			197.27	0.00	197.27
044204	STEARNS SEPTIC SERVICE, LLC		5/01/2020		69268
2020-164	Cleaning of Birchwood leach field t	1,745.00	\$1,745.00	0.00	1,745.00
Desc: Cleaning of Birchwood leach field		Acct: 65-964-318-0000	CONTRACTED SERVICES		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/01/2020 - 5/01/2020

Page: 17
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			1,745.00	0.00	1,745.00
044609	STRYKER SALES CORPORATION	STRYKER SALES CORPORATION		5/01/2020	69269
2990260M	POWER COT MAINTENANCE	0.00	\$1,926.00	0.00	1,926.00
Desc:	POWER COT MAINTENANCE	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			1,926.00	0.00	1,926.00
045484	TELEPHONE & NETWORK TECHNOLOGIES			5/01/2020	69270
3894	BACKUP DISPATCH PHONES	0.00	\$1,206.00	0.00	1,206.00
Desc:	BACKUP DISPATCH PHONES	Acct: 10-271-417-0017	EXTRAORDINARY EXP - COVID-19		
Vendor Total:			1,206.00	0.00	1,206.00
046000	TI-SALES INC			5/01/2020	69271
INV0116978	CHLORINATOR - PARTS	1,077.60	\$1,077.60	0.00	1,077.60
Desc:	Chlorinator repair parts and 4 way	Acct: 50-952-331-0000	DEPARTMENT EQUIPMENT		
Desc:	Chlorinator repair parts and 4 way	Acct: 55-953-331-0000	DEPARTMENT EQUIPMENT		
Vendor Total:			1,077.60	0.00	1,077.60
046170	TOP STITCH EMBROIDERY INC			5/01/2020	69272
396558	LOGOS	0.00	\$51.95	0.00	51.95
Desc:	LOGOS	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
Vendor Total:			51.95	0.00	51.95
048300	VALLEY NEWS	VALLEY NEWS		5/01/2020	69273
125911,42203	VALLEY NEWS AD#42203 SB MEETING	0.00	\$168.30	0.00	168.30
Desc:	VALLEY NEWS AD#42203 SB MEETING	Acct: 10-111-312-0000	ADVERTISING		
Vendor Total:			168.30	0.00	168.30
048600	VERMONT AGENCY OF TRANSPORTATION			5/01/2020	69274
B2009305	Welcome Center Rent-MAY 2020	0.00	\$1,307.43	0.00	1,307.43
Desc:	Welcome Center Rent-MAY 2020	Acct: 10-531-318-0500	Contracted Services		
Vendor Total:			1,307.43	0.00	1,307.43
050455	VERMONT LIFE SAFETY LLC			5/01/2020	69275
38780	FIRE ALARM TEST & INSPECTION	0.00	\$480.00	0.00	480.00
Desc:	FIRE ALARM TEST & INSPECTION	Acct: 10-161-318-0000	CONTRACTED SERVICES		
Vendor Total:			480.00	0.00	480.00
051943	VISION SERVICE PLAN	VISION SERVICE PLAN		5/01/2020	69276
MAY'20	VISION INSURANCE - MAY 2020	0.00	\$1,976.30	0.00	1,976.30
Desc:	VISION INSURANCE - MAY 2020	Acct: 10-012-300-0225	ACCRUED VISION INSURANCE PAYAI		
Vendor Total:			1,976.30	0.00	1,976.30
052300	WEBB, F W COMPANY	F.W. WEBB COMPANY		5/01/2020	69277
67014711	MATERIALS	84.38	\$84.38	0.00	84.38
Desc:	MATERIALS	Acct: 60-961-321-0100	REPAIRS & MAINT-BUILDING		

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/01/2020 - 5/01/2020

Page: 18
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			84.38	0.00	84.38
053150	SWISH WHITE RIVER LTD			5/01/2020	69278
W368040	CLEANING SUPPLIES	0.00	\$184.13	0.00	184.13
Desc: CLEANING SUPPLIES		Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
W371822	CLEANING SUPPLIES	0.00	\$57.53	0.00	57.53
Desc: CLEANING SUPPLIES		Acct: 10-321-417-0017	EXTRAORDINARY EXP : COVID-19		
Vendor Total:			241.66	0.00	241.66
054815	WORKSAFE TCI INC			5/01/2020	69279
22438	HWY SIGNS	0.00	\$499.95	0.00	499.95
Desc: HWY SIGNS		Acct: 10-315-318-0000	CONTRACTED SERVICES		
Vendor Total:			499.95	0.00	499.95
055051	YANKEE GENERATOR INC			5/01/2020	69280
3862	BLOCK HEATER&BATTERY	0.00	\$333.51	0.00	333.51
Desc: BLOCK HEATER&BATTERY		Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Desc: BLOCK HEATER&BATTERY		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
3863	BATTERY	0.00	\$110.35	0.00	110.35
Desc: BATTERY		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			443.86	0.00	443.86
059810	FERNANDES, SEAN	SEAN FERNANDES		5/01/2020	69281
PO#6557	REIMBURSMENT-ADJUSTABLE DESK	0.00	\$179.95	0.00	179.95
Desc: REIMBURSMENT-ADJUSTABLE DESK		Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			179.95	0.00	179.95
500387	EXECUSUITE, LLC			5/01/2020	69282
10384	MAY'20 RENT	0.00	\$400.00	0.00	400.00
Desc: MAY'20 RENT		Acct: 10-121-318-0600	CONTRACT SERVICES - PARKING RE		
Vendor Total:			400.00	0.00	400.00
500635	SHI INTERNATIONAL CORP	SHI INTERNATIONAL CORP		5/01/2020	69283
B11646440	E-TICKETING PRINTEK INTERCEPTOR	3,010.00	\$3,010.00	0.00	3,010.00
Desc: E-TICKETING PRINTEK INTERCEPTOR		Acct: 72-211-211-0315	FYE 20 GHSP E-Ticket		
B11621834	E-TICKETING SHELF FOR PRINTER	336.00	\$336.00	0.00	336.00
Desc: E-TICKETING SHELF FOR PRINTER		Acct: 72-211-211-0315	FYE 20 GHSP E-Ticket		
Vendor Total:			3,346.00	0.00	3,346.00
FUND 1 0			Bank Total:		337,605.11
Holdback Total			342,598.86		
Batch Totals:		0.00	97,848.33	1.81	440,449.00

Report Date: 4/30/20
4:25PM

Payment Manifest
by Vendor ID
Town of Hartford

Check Date: 5/01/2020 - 5/01/2020

Page: 19
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.
Vendor ID	Vendor Name			
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt
				Net Amt.

_____ DAN FRASER
_____ SIMON DENNIS
_____ DENNIS BROWN
_____ ALICIA BARROW
_____ ALAN JOHNSON
_____ JOSEPH MAJOR
_____ KIM SOUZA
_____ J. BRANNON GODFREY JI
_____ GAIL OSTROUT
_____ JOHN J. CLERKIN

the billing system was \$75,093.50.

Selectboard Member, Joe Major made the motion to move to amend the amount of the ambulance debt write-off presented December 3, 2019 as item 4b from \$72,145.56 to \$75,093.50. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

- h. Extension of Dog Licensing Late Fee to June 1, 2020 (Motion Required)

By State Statute, dogs must be licensed by April 1st; a valid rabies certificate must be presented or on file for us to issue a license. The Town Clerk's Office is currently encouraging residents to mail their dog license renewal fee to us with a current rabies certificate, if we do not have one on file. The licensing fee is \$9 for dogs spayed/neutered; \$13.00 if unaltered. After April 1st, the following late fees are assessed in Hartford: \$2 if dog is spayed/neutered; \$4 if unaltered.

On March 24, the Selectboard authorized the postponement of late fees for dog licenses until May 1. Some dog owners will be unable to obtain rabies certificates due to limited access to Veterinarian Offices or due to their own circumstances related to COVID-19 recommended protocols.

Selectboard Clerk, Dennis Brown made the motion to Authorize the Town Clerk's Office to delay the assessment of late fees for dog licensing until June 1, 2020. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

VI. Commission Meeting Reports:

Selectboard Clerk, Dennis Brown reported that the Historic Preservation Commission met virtually last week by phone. Mr. Brown hopes that they can do a Zoom meeting next time. All programs are on hold.

Selectboard Member, Alan Johnson reported that the Energy Commission met using msteams. Only a limited number of people can participate and he hopes to use perhaps google meets or Zoom for their next virtual meeting.

- VII. **Consent Agenda: Selectboard Member, Alan Johnson made the motion to accept the Consent Agenda as Presented. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 4/18/2020

Approve Meeting Minutes of: 4/7/2020 & 4/14/2020

Approve A/P Manifest of: 4/17/2020 & 4/21/2020

Selectboard Meeting Dates of:

Already Approved: 4/28/2020, 5/5/2020 & 5/19/2020

VIII. Executive Session: N/A

IX. Adjourn the Selectboard Meeting (Motion Required): Selectboard Member, Alicia Barrow made the motion to close the meeting. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed at 10:30 P.M.

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.
