



**TOWN OF HARTFORD  
SELECTBOARD AGENDA**

Monday, August 10, 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**

**2. Appointments**

- a. Consider the appointment of Emily Clough to the West Hartford Library Trustees beginning August 10, 2020 and ending March 2, 2021.

**3. Town Manager's Report: Significant Activity Report ending August 10, 2020.**

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

- a. FY22 Budget Guidance Discussion (Information Only)
- b. Authorization to purchase and finance Realice System and water heater at W.A.B.A. (Motion Required)
- c. Town Manager Godfrey Vacation Leave Payout Request (Motion Required)

#### **VI. Commission Meeting Reports:**

#### **VII. Consent Agenda (Motion required)**

- a. Bugbee Senior Center Heat Pump Bid Award
- b. Police Station Heat Pump Bid Award
- c. Approve Payroll Ending: 8/8/2020
- d. Approve Meeting Minutes of: 7/28/2020
- e. Approve A/P Manifest of: 8/7/2020 & 8/10/2020
- f. Selectboard Meeting Dates of:
  - Already Approved: 8/25
  - Needs Approval: 9/8/2020 and 9/22/2020

#### **VIII. Executive Session:**

- 1. Discussion of the appointment of a town manager under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes.

#### **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.

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: West Hartford Library Trustees

**I. APPLICANT DATA:**

Name: Emily R. Clough  
Address: PO Box 5 (24 Kenison Rd)  
West Hartford VT 05084  
Telephone: (Home) 802-296-6896 (Work) \_\_\_\_\_ (Other) 802-299-1548  
Email Address: Emily.R.Clough@gmail.com  
How long have you been a Hartford resident? 12+ years  
Are you a registered voter? yes

**II. EDUCATION:**

High School: Missisquoi Valley Union HS Year Graduated: 1991  
College 1: Lyndon State College Degree Earned: BS  
Course of Study: Psych + Human Services Year: 1996  
College 2: Franklin Pierce University Degree Earned: MBA  
Course of Study: Health practice management Year: 2012

**III. WORK HISTORY:**

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
<u>Dartmouth College, Hanover</u>	<u>10/2018 - current</u>	<u>Senior Research Admin.</u>	
<u>DHMC, Lebanon</u>	<u>2016-2018</u>	<u>Research Supervisor</u>	
<u>Dartmouth College</u>	<u>2011-2016</u>	<u>Admin Grant Manager</u>	
<u>DHMC</u>	<u>2007-2010</u>	<u>Neurology Res. Ctr. Manager</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? available most evenings  
2-3 nights per month

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

I would like to be an active and involved member of my community. I have been very involved in growing initiatives + programs at Dartmouth. I am a team oriented, active listener with problem solving skills.

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

OAS PTO, HHS Performing Arts

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

PTO Secretary  
Member of HHS Performing Arts Committee

- 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?

A stronger sense of community and support to individuals in the W. Hartford community.

- f. What might some solutions be?

Web based Community page. Block parties.  
Continue initiatives spearheaded by library.

- g. Other hobbies/interests: hiking,

#### V. REFERENCES: (Please list three)

Name: Melody Johnson

Telephone: 603-748-3302

Name: Lydia Oranski

Telephone: 314-575-7453

Name: Samantha Schmidt

Telephone: 603-748-2330

Emily R Clough  
APPLICANTS SIGNATURE

7/29/2020  
DATE





## **AGENDA MEMORANDUM**

**August 10, 2020**

**Town Selectboard Meeting Item: 4.a**

**Submitted by: Pat MacQueen, Interim Town Manager**

**Subject:** **FY22 Budget Guidance Memo**

**Background:** At the beginning of each budget cycle, the Selectboard provides staff a set of guidelines to use in development of the recommended budget.

**Discussion:** The Budget Guidance Memo describes values, staffing, logistics and guidance for the Town Manager and department heads. Last year's budget guidance memo is attached for example.

The Budget Guidance Memo should be finalized at the August 25 Selectboard Meeting. Department Heads will finalize budget submissions on September 25. The Town Manager submits the recommended budget to the Selectboard on October 20. The Selectboard will hold a series of budget workshops in November and December prior to approving the FY22 Budget on December 29. The budget review calendar is attached for your information.

**Financial Impact:** The Budget Guidance Memo provides the Town Manager general fiscal direction for the preparation of the recommended FY22 budget.

**Recommendation:** For discussion.

**Attachments:** Last Year's FY21 Budget Guidance Memo  
FY22 Budget Review Calendar

# **Budget Guidance MEMO**

**From: Hartford Selectboard**

**To: Hartford Town Manager**

**Re: Town of Hartford Fiscal Year 2020-2021 Budget Guidance**

**Date: October 22, 2019**

The Hartford Selectboard submits the following guidance to the Hartford Town Manager regarding the formation of the FY2020-2021 Hartford Town Budget:

## **Guidance Regarding Values**

Please approach the creation of the FY2020-2021 Budget in such a way that:

- Recognizes and limits environmental impact.
- Promotes the conditions which support grand list growth.
- Maintains a long term focus - 15, 20, 50 years out.
- Prepares for minor and major environmental challenges.
- Funds diversity awareness and multi-cultural events.
- Funds the charged work of committees and commissions, within reason.
- Plans and saves for emergencies.
- Buys high quality and local not just lowest cost.
- Plans with statistics, executes with data.
- Resists buying new until we have taken care of what we have.
- Consider number of users in funding.

## **Guidance Regarding Staff**

- Consider new positions that could have a positive budget impact remembering that these expenditures continue through future budgets.
- Continue to leverage technology and infrastructure to increase productivity, efficiency and the preservation of institutional knowledge.
- Investigate options relative to increased demands on all departments.
- Continue investing in methods of recognizing and rewarding staff achievement.

## **Logistical Guidance**

- Work toward an unassigned General Fund balance of 16% of total budget for unseen demands in services, repair or emergencies.
- Increase the budget by no more than 3%.
- Develop the Budget in such a way that carries out the Strategic Vision, dated October, 2018 and Strategic Priorities dated July 24, 2019 (both documents attached).

## Detailed Guidance

- Analyze and assess increase in public safety call volume.
- Prioritize infrastructure improvements that support grand list growth
- Reduce carbon impact.
- Prioritize investments that save money.
- Reduce salt budget when possible without reducing public safety.
- Fund study of flood preparedness.
- Increase parking capacity in WRJ.
- Invest in Selectboard Education and Development.
- Implement town branding and marketing plan.
- Fund implementation of equity and inclusion education and strategic planning.

**Strategic Vision for the Future of Hartford, Vermont**  
**Developed by Town of Hartford Selectboard**  
*October, 2018*

The Town of Hartford, Vermont aspires to the following for our community. Though these goals are stated in the present tense, they are intended to indicate our intentions for the future.

Engaged and Welcoming Community

Hartford is a diverse, caring, engaged and inclusive community.

- We have a culture of appreciation that stimulates community excellence in citizens, volunteers, board members, and staff.
- Our community has a robust network of committees, high voter participation, and a strong culture of volunteerism.
- We support open and civil community communication that ensures voices will be heard.
- We have town unity while embracing village pride.
- Our diverse members of the Hartford community feel comfortable, safe, and at home due to a range of anti-discrimination and pro-diversity policies and practices.

Equitable Opportunities

Hartford is a place where everyone has the opportunity to thrive.

- Our town appeals to a diverse ethnic, racial, and socio-economic demographic.
- We have a strong community social safety net, that provides residents with holistic care and services with dignity and without stigma.
- Our residents have equal access to services, employment, and programs.
- We have a balance of affordable housing, low-cost services, and a tax rate that keeps our total cost of living within reach.

Strong and Stable Local Economy

Hartford is powered by an evolving, culturally connected, four-season, creative economy.

- We have a balance between commercial and industrial businesses with a thriving arts community.
- Our town is a place where local businesses thrive and add character to the community.
- Our community attracts visitors and new residents through a thriving local economy and high quality of life.

Environmental Sustainability

Hartford Values and protects our natural environment

- We are a leader in the transition to renewable energy and reducing greenhouse emissions.



- We protect our wildlife corridors, green spaces, forests, rivers, and other outdoor spaces.
- We manage our waste stream responsibly.
- We are inspired by the Iroquois Seventh Generation Principle to make decisions that take into account the impact on future generations.

#### Resilience

Hartford prepares for and responds to emergent challenges.

- We provide thorough resilience training programs for administration, department heads, and community leaders.
- Our departments are well equipped for natural disasters, such as hurricanes, floods, and wildfires.
- We maintain plans for potential supply interruption of basic necessities such as food, water, electricity, medical supplies, energy, and communication.

#### High Quality Learning Opportunities

Hartford has excellent and extensive learning opportunities for all ages.

- Our excellent public, private, and volunteer-led educational opportunities attract participants from around the world.
- Our life-long learning opportunities continually improve our natural, social, and professional environments.
- We enhance career opportunities through placement mentoring and continuing education.

#### Functional Infrastructure

Hartford has a thoughtfully planned and well-maintained infrastructure.

- We prepare and follow a Capital Improvement Plan that prioritizes projects in response to the needs of the town.
- We prioritize public safety.
- We actively respond to emerging needs such as, and not limited to, parking, high-speed internet, distributed energy, waste stream and stormwater management.
- We adequately fund and staff our departments in order to continually maintain and improve infrastructure.

#### Visionary and Responsive Governance

Hartford has visionary, ethical, transparent and responsive government.

- Our leadership models supportive civic dialogue across differences of opinion and listens carefully to public input.
- We encourage a diversity of voices by making government more accessible.
- We practice fiscally responsible and transparent governance.

**Strategic Priorities of the Hartford Selectboard. ADOPTED JULY 24, 2019**

**Decide the future of the transfer station and solid waste enterprise.**

Selectboard, 2020-21, Rating 18

**Resolve downtown parking shortage.**

(TM Notes: meters, "Y" parking, optimize utilization of existing parking facilities and build future capacity for downtown growth)  
Town Manager, 2020-21, Rating 24

**Fairview Gates resolution.**

(TM Notes: cost analysis and recommendation for options to restore street for vehicular and pedestrian use)  
Town Manager, 2020-21, Rating 45

**Fix or replace Bugbee Senior Center.**

(TM Notes: recommend repair schedule to extend the life of 1980s building)  
Town Manager, 2020, Rating 58

**Increase system capacity of downtown drainage.**

(TM Notes: to the extent financially feasible, design future stormwater facilities to handle increasing flash flood events)  
Town Manager, 2020, Rating 77

**Work toward regional solution to adequate low-income housing with 'Core 4 Towns'.**

Town Manager, 2021, Rating 77

**Determine cemetery management plan.**

(TM Notes: prepare for eventual dissolution of private cemetery associations and taxpayer care of cemeteries by default)  
Selectboard, 2020, Rating 79

**Develop a plan to fix or close Wrights Reservoir.**

Selectboard, 2020-21, Rating 87

**Investigate and develop a plan to prepare for clean energy disruption.**

(SB Notes: Renewables, AEV's Fossil Fuel Fee)  
Selectboard, 2021, Rating 88

**Carry out flood criticality analysis.**

(TM Notes: prioritize by high likelihood/high impact)  
Town Manager, 2020, Rating 94

**Work toward the Town's ability to be self-sustaining for some limited period of time, e.g.3-7 days.**

(SB Notes: health, food, energy, communications, etc. and prepare for supply line interruptions)

(TM Notes: incorporate concepts in Hazard Mitigation Plan update)  
Selectboard, 2020, Rating 99

**Increase the intake of new Americans.**

Selectboard, 2020, Rating 108

**Public walkways, sidewalks, parking as to ADA standards and codes.**

(TM Notes: incorporate design & construction standards for public facilities)  
Town Manager, 2020, Rating 111

**Work towards an effective zero% people experiencing homelessness.**

(TM Notes: Hartford must do this as part of regional undertaking)  
Town Manager, 2020, Rating 111

**Analyze need for storm water, wastewater, sewer improvements.**

(TM Notes: part of CIP planning)  
Town Manager, 2020/ongoing, Rating 113

**Create incentives for more diverse business ownership opportunities**

(TM Notes: research best practices and model policies)  
Selectboard, 2020, Rating 114

**Brand, market and cross promote Town of Hartford.**

Town Manager, 2021, Rating 115

**Analyze perceived vs. actual threats to wellbeing of our community as initial stage of planning process.**

(TM Notes: incorporate concepts in Hazard Mitigation Plan update)  
Town Manager, 2020, Rating 130

**Develop a program for recreational use of WABA when it doesn't have ice on it.**

Town Manager, 2021, Rating 133

**Environmental awareness.**

(SB Notes: find out what is in the train cars under I-89 overpass and act accordingly)  
Town Manager, 2020, Rating 141

**Improve media presence online & establish a Marketing Plan.**

(TM Notes: will need to budget for marketing plan consultant in FY21)  
Town Manager, 2020, Rating 146

**Track metrics associated with greenhouse gas and renewable energy goals.**

(TM Notes: research best practices and model policies)  
Town Manager, 2020, Rating 154

**Town wide green storm management plan (to include soil carbon).**

(TM Notes: update in Town Plan)  
Town Manager in Town Plan, 2020, Rating 159

**Build Hartford Riverwalk.**

(TM Notes: acquire easements from WWTP to Veteran's Memorial)  
Town Manager, 2021, Rating 160

**Increase communication with the School Board.**

(TM Notes: coordinate semi-annual joint meetings)  
Selectboard, 2020, Rating 164

**Seek private sources for funding recreational capital improvements.**

(TM Notes: development proffers, sponsorships)  
Town Manager, 2020, Rating 174

**Learn about how to incorporate more “new economy” techniques into town culture.**

(TM Notes: research best practices and model policies, including common and corporate land trusts)  
Selectboard, 2020, Rating 175

**Take action to move Hartford more hospitable for the LGBTQ+ community.**

(TM Note: incorporate in branding and marketing plan)  
Selectboard, 2020, Rating 177

**Encourage local purchasing within town and region.**

(TM Notes: bonus points in competitive procurement for Hartford businesses)  
Town Manager, 2020, Rating 180

**Create methods for receiving and celebrating visionary, innovative solutions from staff, volunteers, public officials.**

(TM Notes: reward innovative, cost-saving ideas)  
Selectboard, 2021, Rating 189



**Downtown diverse food festival.**

Selectboard via Committee, 2020, Rating 192

**Institute presentations by social service providers at SB Meetings.**

Selectboard, 2020, Rating 199

**Citizen survey: satisfaction with services and spending priorities.**

(TM Notes: budget citizen survey model in FY21)

Town Manager, 2021, Rating 203

**Develop Food Forest and commit to edible municipal plantings.**

Selectboard, 2020, Rating 210

**Have High School Liaisons to committees and commissions and/or youth councils.**

Selectboard, 2020, Rating 212

**Develop plan for tiny houses that float in the floodplain.**

Town Manager, 2020, Rating 214

**Town Manager Regular Interview.**

(TM Notes: on CATV Channel 8 on Town issues)

Town Manager, 2020, Rating 234

FY22 Budget Calendar		7/8/2020 10:50
Item	Date	Time
Selectboard Workshop to Develop Budget Guidance Memo	August 10,2020	6:00pm
Selectboard Approval of Budget Guidance Memo	August 25, 2020	6:00pm
Department Heads Input Budget Requests to Munismart (on or before)	September 25, 2020	
Department Heads Meet with Town Manager and Finance Dir. (round 1)	Week of Sept. 28	
- Police	TBD	TBD
- Fire	TBD	TBD
- Parks & Recreation	TBD	TBD
- Clerk	TBD	TBD
- IT	TBD	TBD
- Assessor	TBD	TBD
- Planning	TBD	TBD
- Finance & Human Resources	TBD	TBD
- DPW	TBD	TBD
Department Heads Meet with Town Manager and Finance Dir. (round 2)	October 7 - 9	
- DPW	TBD	TBD
- Clerk	TBD	TBD
- Police	TBD	TBD
- Fire	TBD	TBD
- Parks & Recreation	TBD	TBD
- IT	TBD	TBD
- Assessor	TBD	TBD
- Planning	TBD	TBD
- Finance & Human Resources	TBD	TBD
Town Manager presents recommended Budget to Selectboard	October 20, 2020	6:00pm
Selectboard Budget Workshop ( <i>with regular SB meeting - special day because of General Election on Nov. 3</i> ): Technology, Parks & Recreation	Information (Monday) 11/2/2020	6:00pm
Selectboard Budget Workshop (special meeting): Public Works + Enterprise Funds (Funds 10, 30, 50, 55, 60 & 65)	Thursday 11/5/2020	6:00pm
Selectboard Budget Workshop (with regular SB meeting): Finance, Town Clerk, Assessor	November 17, 2020	6:00pm
Selectboard Budget Workshop (special meeting): Fire, Police and Communications	Thursday 11/19/2020	6:00pm
Selectboard Budget Workshop (with regular SB meeting): Planning, Town Manager	December 1, 2020	6:00pm
Selectboard Budget Workshop (with regular SB meeting): Discussion, Wrap-Up	December 15, 2020	6:00pm
<i>Budget Workshop Snow Dates</i>	<i>December 22 &amp; 29</i>	<i>6:00pm</i>
<b>Selectboard Budget Adoption (regular meeting)</b>	<b>December 29, 2020</b>	<b>6:00pm</b>
Budget Warning (earliest date <40 days before Town Meeting)	January 21, 2021	
Town Report to Printers	??	
Budget Warning (latest date > 30 days before Town Meeting)	January 31, 2021	
Budget & Candidates Night	February 22, 2021	7:00pm
Town Meeting Day - Saturday Floor Meeting	February 27, 2021	10:00am
<b>Town Meeting Day - Australian Ballot</b>	<b>March 2, 2021</b>	<b>7am - 7pm</b>



## **AGENDA MEMORANDUM**

**August 10, 2020**

**Town Selectboard Meeting Item: 4b**

**Submitted by: Geoff Martin, Energy Coordinator; Scott Hausler, Director of Parks and Recreation**

**Subject: REALice System for WABA**

**Background:** Like most ice rinks, WABA currently uses hot water (~120°F) to resurface the ice because heating the water removes air bubbles, which results in stronger ice. This hot water then must be cooled down to a very low temperature, requiring a tremendous amount of energy. On a busy day, the Zamboni at WABA can go through 200 gallons of hot water per hour. In March, one of the two propane on-demand water heaters, repurposed during the renovation of WABA in 2015, used primarily to heat water for the Zamboni failed. The remaining propane water heater is the same age as the one that failed (11 years old) and is not expected to last through next season. There is an urgent need for a solution as hot water is currently necessary for ice resurfacing.

**Discussion:** Rather than replacing the propane water heaters (at a cost of \$3,850), we researched alternative solutions that eliminate the use of fossil fuels for ice resurfacing and lower the electrical demand on the refrigeration system. We recommend eliminating the need to use hot water for resurfacing by installing a REALice system (see Attachment 1), and then installing a heat pump water heater to meet the small remaining hot water demand for the Zamboni room. The REALice system uses a vortex to remove the bubbles from cold water, without the need for additional energy sources or chemicals. It saves not only on water heating, but also allows for the chillers to be set at a higher temperature, saving electricity and reducing wear and tear on the chillers. Finally, REALice lowers the need for dehumidification as less evaporation will occur with the use of cold water for resurfacing. If financed through a Municipal Tax-Exempt Lease Purchase (TELP) with the National Energy Improvement Fund (NEIF) over a 5-year period, the savings will more than offset the monthly payments, and the system will result in over \$98,000 in energy savings over the course of 15 years compared to business as usual. A TELP is not considered constitutional debt, and is subject to the annual appropriation of funds, which means it is only considered a debt in the fiscal period in which it is budgeted. In addition, the system will eliminate the use

of 1,321 gallons of propane/year and lower WABA's carbon emissions by 15%, moving Hartford towards the carbon neutral by 2027 requirement.

We are also requesting a sole source vending approval and waiver of the requirement for Competitive Sealed Bidding for the REALice system. To the best of our knowledge and Efficiency Vermont's ice rink specialist, there is no other product like REALice available. The purchase of the heat pump water heater will be supported by three price quotations, and the cost will be wrapped into the TELP. Because of the large energy savings, Efficiency Vermont is offering a \$6,000 rebate for the REALice system, as well as a \$600 rebate for the heat pump water heater.

**Financial  
Impact:**

The cost of the REALice system is \$28,350 before the incentive, and the cost of the heat pump water heater is \$5,480 before the incentive. With a 5-year TELP, annual *savings* estimated at \$393 for first five years; \$6,544 in savings henceforth. See Attachment 2 for details.

**Recommendation:**

Authorize the Town Manager to enter into an agreement with REALice for the purchase of the REALice System for the Wendell A. Barwood Arena. Additionally, due to a sole source vendor for the REALice System, waive the bidding process for this purchase. Further authorize the Town Manager to enter into a 5-year Municipal TELP with the National Energy Improvement Fund to finance the cost of the REALice system and heat pump water heater.





Making great ice with cold water:  
The #1 energy-saving equipment  
for ice rinks.

Partner of





#### **REALice – for building and maintaining great ice**

The REALice System consists of two parts that work together, brilliantly. The **REALice r1x handheld unit** has two interchangeable spray nozzles to build great ice from scratch and make on-spot ice repairs once the ice is in. The REALice wall unit comes in three different sizes and are supplied based on the pressure, flow and pipe sizes at the filling station. The **REALice r4x**, **REALice r6x** and **REALice r10x** are easily integrated to the existing piping to treat the water at filling station for the ice resurfacing machine.

#### **Colder floodwater**

With REALice, colder water can be used to build and maintain the ice. Very cold rinks may need to use tempered REALice-treated floodwater to prevent the ice from freezing from the top down, and to ensure the rug on the back of the resurfacing machine does not freeze.

#### **Warmer ice**

The resulting ice temperature must be raised by 2-6°F when the ice has been made with REALice-treated water.

#### **Reducing hot water consumption**

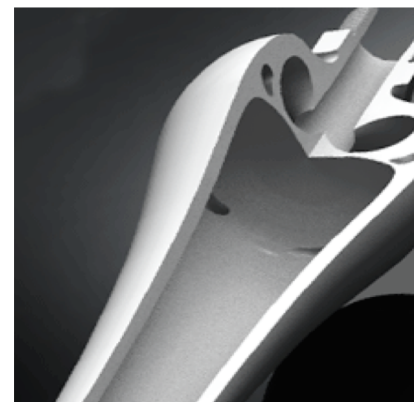
Using REALice-treated water to maintain the ice means a drastic reduction in hot water consumption. If user groups complain the shower water is cold, REALice can make a difference there too.

#### **Improve ice quality**

Ice made from water that has been treated by REALice is denser, faster -- and more durable.

#### **Reducing demand**

Using colder water means the refrigeration demand is less. And, because the REALice-treated water freezes faster, the ice temperature will need to be reset higher and that's where the big savings are. This reduces run time, extending the lifecycle of the compressors, saving energy -- and money -- year after year, after year.



#### **Lowering viscosity**

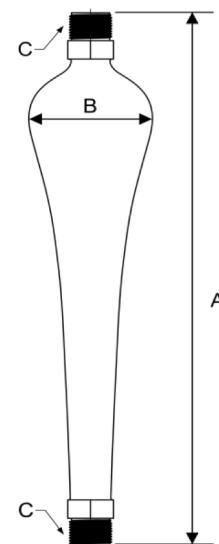
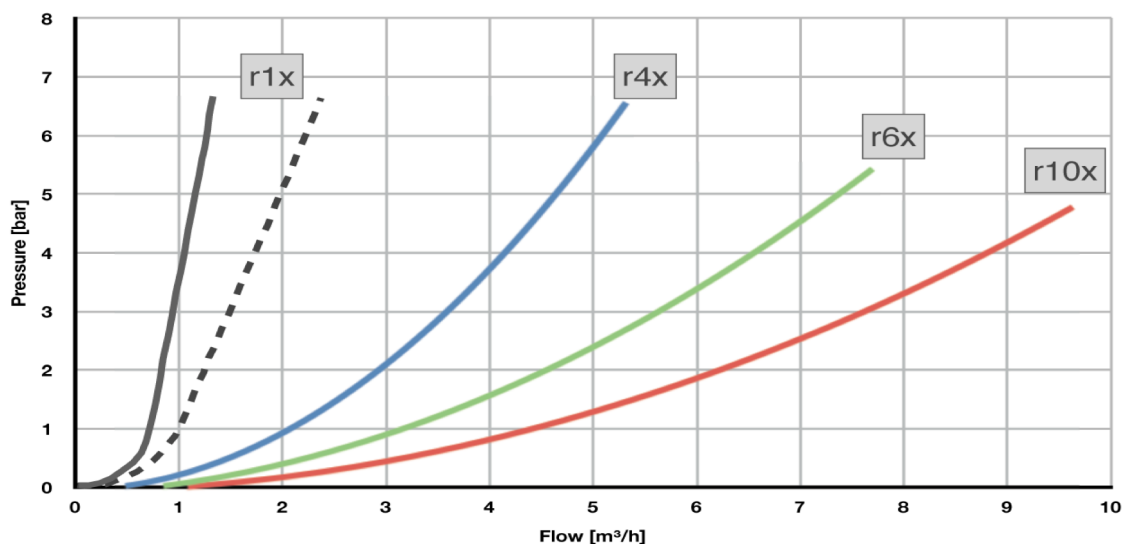
By removing the micro air bubbles, REALice lowers the **viscosity** of the water. This results in water that sets up better, easily filling gouges and scars in the ice.

#### **Reducing limescale deposits**

REALice changes the chemical balance of hard water in such a way that lime scaling is reduced. Equipment lasts longer and does not require maintenance as often and your ice will be clearer than it ever was before.

<https://realice.us/>

# Technical specifications



	<b>r1x</b>	<b>r4x</b>	<b>r6x</b>	<b>r10x</b>
<b>Maximum pressure at 68°F/20°C</b>	16 bar/232 PSI (PN16)	16 bar/232 PSI (PN16)	16 bar/232 PSI (PN16)	16 bar/232 PSI (PN16)
<b>Normal flow @ 3-5 bar 43-75psi</b>	1 - 2 m³/hour 264 - 528 gallons/hour	4 m³/hour 1,057 gallons/hour	6 m³/hour 1,585 gallons/hour	10 m³/hour 2,642 gallons/hour
<b>Recommended operational temperature</b>	18°C / 64°F	18°C / 64°F	18°C / 64°F	18°C / 64°F
<b>Length (A)</b>	340mm/13.39 inches	558mm/21.97 inches	643mm/25.32 inches	726mm/28.58 inches
<b>Diameter (B)</b>	106mm/4.17 inches	82mm/3.23 inches	96mm/3.78 inches	120mm/4.73 inches
<b>Weight</b>	0,97 kg 2.14 lb	1,27 kg 2.80 lb	1,43 kg 3.15 lb	1,89 kg 4.17 lb
<b>Connect to: (C)</b>	ISO 228-G1"	ISO 228-G1"	ISO 228-G1"	ISO 228-G1¼"
<b>Pressure meter</b>	No	Yes	Yes	Yes



### REALice r1x - Handheld Unit

The REALice r1x handheld unit is used when building the ice from scratch and for on-ice repair and maintenance once it has been built.

#### Hose

Attach the REALice r1x to the end of the flooding hose to treat the water as it flows through. Use it whenever there are spot repairs needed to ensure ice quality. Never put regular water on ice that has been made with REALice as regular water and REALice water are different (like diesel and gas – putting the other into your car will cause problems – putting the other onto your ice will too!)

#### Two nozzles

The handheld unit comes with two different nozzles. The blue nozzle delivers a fine misting spray to enable the buildup of a dense sheet of ice. The black nozzle delivers a solid stream of water.

### REALice r4x, r6x, r10x - Wall Unit

Regardless which REALice wall unit is required, it must be integrated to the existing piping before the filling station. All water going into the floodwater tank must be treated with REALice prior to resurfacing.

#### Piping

Install the REALice wall unit at the piping and securely fix it to the wall before and after the REALice unit. A mixing valve is recommended, but not mandatory.

#### Pressure meter

The static water pressure needs to be at least 3 bar/43 PSI in order for REALice to properly treat the water. The pressure meter gauge shows the pressure when static and open. To see the maximum water flow, refer to the **Technical specifications** chart.







### ***REALice r1x - Hand Unit***

#### **Two nozzles**

The hand unit, REALice r1x, comes with two nozzles for different water flow, to use when building the ice for the first time and for repair and maintenance. The hand unit will create a very fine mist that will freeze in thin layers. For best result, point the REALice r1x upwards, in a 45 degree angle and move it from left to right.

#### **Cold water**

Always use cold water, below 20°C/68°F when building and maintaining the ice with the hand unit.

#### **Building the ice for the first time**

Use the REALice r1x to make thin layers of water and let it freeze before the next layer of water is added. Build the ice for approximately 5mm/0.015" or until you can enter the ice with the ice resurfer.

#### **Ice repair and maintenance**

Choose between two nozzles for different water flow when repairing or maintaining the ice. Always let the ice freeze in thin layers for best result.

### ***REALice r4x, r6x, r10x - Base Unit***

#### **Cold water**

Always use cold water when using the REALice r4x, r6x, r10x unit. Normally below 20°C/68°F.

#### **Filling up the ice resurfer**

Fill up the ice resurfer as close to ice resurfacing as possible for best result. The effect of REALice treatment will stay in the water for a minimum of 24 hours.

#### **Ice resurfer speed**

Take your time when resurfacing the ice. A normal resurfacing of the ice will take about 10 minutes. Slow down in the curves.

#### **Ice temperature**

When using REALice you can normally raise the ice temperature 1-3°C/2-6°F.

#### **Ice thickness**

Ice thickness can be decreased to approximately 30mm/0.09" due to the harder and more durable ice, produced by REALice treated water.

#### **Humidity**

Optimal humidity in the ice arena is around 50-55%.





# Warranty

## The warranty cover:

- The product is warranted for 5 (five) years from the date of delivery.
- Watreco warrants that on delivery the product is free of faults in materials, manufacturing and function.
- Watreco warrants that the product is identifiable on delivery.
- The warranty covers all types of fault which may arise in normal use of the product.
- Under the warranty, Watreco or its representative will mend the damaged product or replace it with a new one free of charge.
- In the event of a claim under the warranty, Watreco's representative should be contacted in the first instance. Watreco may be contacted in the second instance.
- Watreco or its representative will decide whether the product is to be mended or replaced.
- Where the damaged product is to be replaced, the product should be returned to Watreco's representative for inspection in the first instance. The customer is to pay the shipping costs. The product may be sent to Watreco in the second instance.
- The replacement component will, in the first instance, be shipped free of charge from the warehouse of Watreco's representative, or from Watreco if necessary.

## The warranty does not cover:

- Cases where the product has been changed, modified or opened.
- Cases where the product has not been used in accordance with the instructions.
- Cases where the product has not been installed in accordance with the installation instructions.
- Cases where the product has been used for a purpose other than that for which it was intended.
- Cases where the label identifying the product has been removed.
- Cases where the product has been subjected to pressure or temperature exceeding that set out in the instructions or the values stated on the product.
- Cases where the internal channels in the unit is clogged by particles in the water.
- Cases where the damage has arisen through external force such as hitting, bending or twisting.
- Damage which may arise to other property or persons due to the product or deficiencies in the product.
- Other costs which may arise due to the product or deficiencies in the product.
- Any costs, charges or taxes which may arise when replacing the product.
- Costs arising for removing and installing the product.



**Attachment 2: Financing REALice and heat pump water heater with 5-year TELP**

<b>Year</b>	<b>Net Operation &amp; Maintenance Savings (Costs)</b>	<b>Annual Electric Savings (Costs)</b>	<b>Annual Fuel Savings (Costs)</b>	<b>Annual Payments (Principal &amp; Interest)</b>	<b>Net Annual Savings</b>	<b>Net Cumulative Savings</b>
<b>0</b>						
<b>1</b>	\$ -	\$ 4,788	\$ 1,756	\$ (6,151)	\$ 393	\$ 393
<b>2</b>	\$ -	\$ 4,788	\$ 1,756	\$ (6,151)	\$ 393	\$ 786
<b>3</b>	\$ -	\$ 4,788	\$ 1,756	\$ (6,151)	\$ 393	\$ 1,179
<b>4</b>	\$ -	\$ 4,788	\$ 1,756	\$ (6,151)	\$ 393	\$ 1,572
<b>5</b>	\$ -	\$ 4,788	\$ 1,756	\$ (6,151)	\$ 393	\$ 1,965
<b>6</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 8,509
<b>7</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 15,053
<b>8</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 21,597
<b>9</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 28,141
<b>10</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 34,685
<b>11</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 41,230
<b>12</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 47,774
<b>13</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 54,318
<b>14</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 60,862
<b>15</b>	\$ -	\$ 4,788	\$ 1,756	\$ -	\$ 6,544	\$ 67,406




## AGENDA MEMORANDUM

August 10, 2020

Town Selectboard Meeting Item: 4.c

Submitted by: Brannon Godfrey, Former Town Manager (7/31/20)

- Subject:** Former Town Manager's Request for Accrued Vacation Leave over 240 Hours
- Background:** Sec. 10 of the Employment Agreement with the former Town Manager provides for a maximum of 6 weeks (240 hours) accumulated vacation; any additional accumulation must be approved by the Selectboard.
- Discussion:** The current balance upon the end of employment is 305.3 hours (7.625 weeks), which is equal to 105.3 hours of unused vacation carried over from 2019 plus 200 hours for 2020. I am requesting the Selectboard to authorize the payout of the full 305.3 hours of my accumulated leave upon the end of my employment. I have not taken any vacation days in 2020.
- The awarding of five weeks of annual vacation in my contract was a very generous offer by the Town. I am fortunate and extremely thankful to have it even though the demand of the job make it almost impossible to use. I appreciate the Selectboard's consideration and accept any compensation it deems appropriate.
- Financial Impact:** The payout of accrued leave at the gross hourly rate of \$62.50 is \$15,000 at 6 weeks (240 hours). The payout of accrued leave at the gross hourly rate of \$62.50 is \$19,081.25 at 7.625 weeks (305.3hrs).
- Recommendation:** For discussion and action.

 7-31-2020  
Brannon Godfrey Date

**Attachments:** Employment Agreement  
Pay stub (July 30, 2020)

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Personnel Policy Section 503 - Vacation

**TOWN OF HARTFORD, VERMONT**

**and**

**J. BRANNON GODFREY, JR.**

**EMPLOYMENT AGREEMENT**

This Agreement, made and entered into to become effective this 5<sup>th</sup> day of February, 2019, by and between the Town of Hartford, State of Vermont, a municipal corporation (hereinafter "Town") and J. Brannon Godfrey, Jr. (hereinafter "Godfrey"), both of whom understand as follows:

WITNESSETH:

WHEREAS, the Town desires to employ the services of Godfrey as Manager of the Town as provided by Title 24A VSA §§123A-301(a) and 302, and Godfrey agrees, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

**Section 1. Term:**

- A. The term of this agreement shall be for a three (3) year period beginning on February 25, 2019 and ending on February 24, 2022.
- B. This Agreement may be extended by mutual agreement.
- C. The period of February 25, 2019 through March 2, 2019 shall be spent onboarding with the Town and conducting transition with the current Town Manager. Godfrey will assume all duties and responsibilities of Town Manager on March 2, 2019, after swearing in at the Town and School District Meeting on March 2, 2019.
- D. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Selectboard ("Board") to terminate the services of the Manager at any time, with or without cause, subject to only the provisions set forth in Section 4.
- E. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Manager to resign at any time from his position with the Town, subject to only the provisions set forth in Section 4.
- F. Godfrey agrees to remain in the exclusive employ of the Town during the term of this Agreement and to neither accept other employment nor become employed by any other town during this period unless Godfrey resigns, is

terminated prior thereto, or seeks prior permission as described in Section 8 of this Agreement. The term "employed" shall not be construed to include occasional teaching, writing, consulting or similar related activities performed on the Manager's time off.

**Section 2. Duties:**

During the term of this Agreement, the Town shall employ Godfrey as Town Manager to perform the functions and duties and to have the power and authority as specified in 24 VSA §1235, §1236, and as more specifically set forth at 24A VSA §§123A-301(a) and 302. Godfrey shall not perform any duties or functions required of the school district. In all matters, unless otherwise provided by law, Godfrey shall be subject to the direction and supervision of the Board and shall have the general supervision of the affairs of the Town. Godfrey shall be the administrative head of all departments of the Town government and shall be responsible for the efficient administration thereof. Godfrey shall have access to all Town books and papers necessary for the proper performance of his duties and shall perform any other legally permissible and proper duties and functions as the Board shall, from time to time, specifically assign.

**Section 3. Suspension:**

Godfrey may be suspended with pay pursuant to 24A VSA §123A-301(a) (5).

**Section 4. Termination and Termination Benefits:**

- A. In the event that the Manager is terminated by the Board without cause prior to the end of the term of this Agreement, the Board shall negotiate with the Manager severance pay in an amount not to exceed six (6) months' salary. The method of payout, lump sum or installments, shall be mutually determined by the Board and the Manager. Continuation of health and health related benefits shall also be negotiated as part of the severance agreement.
- B. In the event the Manager is terminated for cause, the Town shall have no obligation to negotiate a severance agreement or pay any sums discussed in this section.
- C. For the purposes of this Agreement, the term "cause" is used as defined by Vermont law.

**Section 5. Salary:**

The Town agrees to pay Godfrey for services rendered pursuant to this Agreement an annual salary of \$130,000.00 payable in installments at the same time as other employees of the Town. Godfrey's salary shall be evaluated annually by the Board and may be adjusted by the Board at its discretion.

**Section 6. Performance Evaluation:**

- A. The Board shall review and evaluate the performance of Godfrey annually, on or about the anniversary date of employment. Said review and evaluation shall be in accordance with specific written criteria to be developed jointly by the parties which, at a minimum, will include a statement of goals and objectives developed jointly by the Board and Godfrey. Said criteria may be added to or deleted from as the Board may, from time to time, determine in consultation with Godfrey. The Chair of the Board shall provide Godfrey with a written summary of the findings of the Board and provide Godfrey with an adequate opportunity to discuss the evaluation with the Board.
- B. Within the first 90 days and annually thereafter, the Board and Godfrey shall define such goals and performance objectives which they determine necessary for the proper operation of the Town and the attainment of the Board's policy objectives and shall further establish a relative priority among these various goals and objectives, said goals and objectives to be reduced to writing. They shall be generally attainable within the time limitations as specified and the annual operating/capital budgets and appropriations provided.

**Section 7. Hours of Work:**

- A. The Manager will be expected to work a full forty (40) hours per week or additional hours as needed to accomplish the requirements of the position. It is also expected that he will attend, at a minimum, the regularly scheduled meetings of the Board.
- B. The Board shall allow the Manager reasonable time off from normal duties as compensation for extended office hours and evening meetings beyond customary duties. The Town shall not be responsible to pay compensatory time and there shall be no accumulation of compensatory time beyond the month in which it was earned.

**Section 8. Outside Activities:**

As full-time Town Manager of the Town of Hartford, Godfrey shall seek prior written approval from the Board before engaging in substantial work obligations not connected with Town business.

**Section 9. Automobile Allowance:**

So long as Godfrey holds the Job Title of Town Manager, the Town shall provide Godfrey with an automobile for conducting town business or, should such a vehicle be unavailable, the Town shall reimburse Godfrey for personal vehicle use at the



applicable Federal mileage rate for work-related travel. Godfrey is also permitted to use said vehicle for reasonable, incidental personal use.

**Section 10. Vacation and Sick Pay:**

The provisions of the Hartford Personnel Policy, Rules and Regulations covering vacation, holiday, and sick days shall apply to Godfrey except that, at the start of his employment with the Town and annually thereafter, he shall be awarded five (5) weeks of vacation. He shall have the ability to carry over and accumulate a maximum of six weeks of vacation. Requests to accumulate great than six weeks of vacation must be approved by the Board. Extended vacation periods, greater than two weeks, must be reviewed and approved by the Board in advance to ensure adequate back-up coverage.

**Section 11. Health, Disability and Life Insurance:**

The provisions of the Hartford Personnel Policy, Rules and Regulations covering health, and dental insurance, life insurance, disability insurance and dependent life insurance shall apply to Godfrey starting with the date of his employment.

**Section 12. Retirement:**

The Town agrees that immediately upon his employment with the Town, Godfrey has the same option as any other Town employee to choose one of the retirement plans offered by the Town. The guidelines of the Vermont Municipal Employees Retirement System apply.

**Section 13. Dues, Subscriptions and Professional Development:**

The Town agrees to provide a reasonable sum in the annual budget for Godfrey to maintain membership in professional organizations and to pay reasonable fees and travel expenses relative to Godfrey's attendance at conferences, seminars, courses and other continuing education activities directly related to his employment and/or the affairs of the Town.

**Section 14. General Expenses:**

The Town recognizes that certain expenses of a non-personal and generally job-affiliated nature are incurred by Godfrey and hereby agrees to reimburse or pay said general expenses as may be pre-approved and/or budgeted. The Town also agrees to provide Godfrey with a laptop computer and a cell phone for business use while he is employed as Town Manager of Hartford.

**Section 15. Civic Club Membership:**

The Town agrees to provide a reasonable sum in the annual budget for Godfrey's membership dues in local civic organizations.



**Section 16. Relocation Expenses:**

- A. The Town will provide a one-time payment in the amount up to \$7,500.00 to assist with relocation expenses. Payment will be made upon submission of receipts pertaining to the relocation.
- B. The Town will reimburse for temporary housing, if circumstances require, up to \$3,500.00. Receipts for temporary housing must be provided.

**Section 17. Indemnification:**

The Town shall defend, save harmless and indemnify Godfrey against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of alleged acts or omissions occurring within the scope of Godfrey's employment to the extent permitted by law. The Town shall have no duty to defend, save harmless or indemnify Godfrey for any act or omission constituting gross negligence, bad faith or done with malicious intent.

**Section 18. Appointment of Acting Town Manager:**

The appointment of an Acting Town Manager shall be pursuant to 24A VSA §123A-301(b).

**Section 19. Notices:**

Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- 1. Town: Chair, Town of Hartford Selectboard  
171 Bridge Street  
White River Junction, Vermont 05001
- 2. Manager: J. Brannon Godfrey, Jr.  
171 Bridge Street  
White River Junction, Vermont 05001

Alternatively, notices required pursuant to the Agreement may be personally served in the same manner as is applicable to civil judicial process. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

**Section 20. General Provisions:**

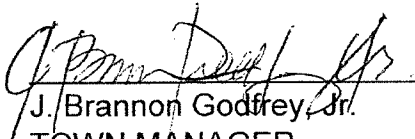
- A. The text herein shall constitute the entire agreement between the parties. All prior agreements and arrangements thereto shall be deemed null and void. Nothing herein shall prohibit the parties from negotiating in good faith any issue that may arise regarding the terms and conditions of Godfrey's

continued employment. Any amendment of this Agreement must be in writing and signed by the parties.


B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Godfrey.

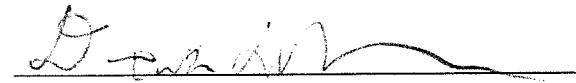
C. If any provision, or portion thereof, contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect. In the event of a conflict between the terms of this Agreement and any provisions set forth in the Town charter, the provisions of this Agreement shall control unless otherwise required by law.

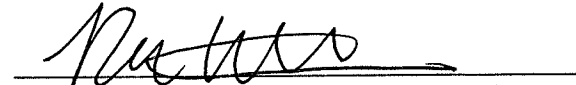
IN WITNESS THEREOF, the parties have caused this Agreement to be signed and executed both in duplicate, for the day and the year first above written.

  
J. Brannon Godfrey, Jr.  
TOWN MANAGER  
Town of Hartford, Vermont


  
Simon Dennis, Selectboard Chair


  
Richard Grassi, Selectboard Vice-Chair

  
Dennis Brown, Selectboard Clerk

  
Rebecca White, Selectboard Member

  
Alan Johnson, Selectboard Member

  
Jameson Davis, Selectboard Member

  
Kim Souza, Selectboard Member

Company: Town of Hartford

Start Date 7/12/2020 End Date: 7/25/2020 Dept: 10-121

Employee: 0000003330

JOE B GODFREY JR.

Check Date: 7/30/2020

Description	Dept	Earnings		Taxes/Deductions		
		Hours	Rate	Amount	Amount	Year to Date
VMERS Regular Pay	10-121	56.0000	62.5000	\$3,500.00		
VMERS Regular Pay	30-975	4.8000	62.5000	\$300.00		
VMERS Regular Pay	50-955	4.8000	62.5000	\$300.00		
VMERS Regular Pay	55-955	4.8000	62.5000	\$300.00		
VMERS Regular Pay	60-965	4.8000	62.5000	\$300.00		
VMERS Regular Pay	65-965	4.8000	62.5000	\$300.00		
Group Term Life	10-121			\$9.92	\$9.92	\$158.72
Federal Emp					\$422.83	\$6,891.57
FICA Emp					\$309.77	\$4,952.39
Medicare Emp					\$72.45	\$1,158.22
Vermont Tax Emp					\$178.08	\$2,757.28
Direct Deposit Bank					\$3,353.16	\$53,559.86
Dental Emp Share Family						\$61.32
ICMA Deferred Annuity 457					\$400.00	\$6,400.00
Med #3 Emp Share Family					\$136.16	\$2,178.56
VMERS DC NU Employee 2.125%					\$106.25	\$1,700.00
VSP Family Plan					\$21.30	\$340.80
VMERS DC NU Town/Emp 2.875%					\$143.75	\$2,300.00
	<b>Hours</b>	<b>Earnings</b>	<b>Deductions</b>	<b>Taxes</b>	<b>Net Pay</b>	
<b>Check Totals</b>	<b>80.00</b>	<b>5,009.92</b>	<b>4,026.79</b>	<b>983.13</b>	<b>0.00</b>	
<b>YTD Totals</b>		<b>80,158.72</b>	<b>64,399.26</b>	<b>15,759.46</b>	<b>0.00</b>	
<b>Accrual Description</b>	<b>Hours Carried</b>	<b>Current Earned</b>	<b>YTD Earned</b>	<b>Current Taken</b>	<b>YTD Taken</b>	<b>Remaining</b>
Sick Accrual	80.0000	8.0000	56.0000	0.0000	12.0000	124.0000
Vacation Accrual	105.3000	0.0000	200.0000	0.0000	0.0000	305.3000

Employees are required to furnish documentation and/or receipts for each expense for which they expect reimbursement. Reimbursement requests should be submitted to an employee's Department Head for approval within ten (10) days of when they were incurred and/or after return from business travel.

Employees shall make every effort to secure such services in a cost effective, efficient and reasonable manner making the most of Town resources.

## **ARTICLE V – LEAVES OF ABSENCE**

### **Section 501 - Leave Records**

The Personnel Director shall maintain the official record of each employee's leave status. A statement of leave utilized by each employee shall be maintained on a monthly basis and reported with each paycheck. The employee shall verify the leave calculations and records immediately and report any discrepancies to the Personnel Department. In the absence of any notification of errors by the employee, the record maintained by the Town shall be the official record.

Department Heads are responsible for informing the Personnel Department of leave usage by each department employee. The Town shall provide a leave record to each employee at the end of each calendar year.

### **Section 502 - Holidays**

The following is a list of the official holidays observed by the Town of Hartford. Full-time employees of the Town are entitled to one (1) day off for each of the following holidays. Those non-exempt employees who are required to work on the following days shall receive overtime pay equal to one and one half their normal hourly rate in lieu of time off. To be eligible for Holiday Leave, an employee must be in a pay status the day before and the day after the scheduled holiday.

The Town shall observe the following holidays:

Christmas Day	Memorial Day
Columbus Day (floater)	New Year's Day
Independence Day	Thanksgiving Day
Labor Day	Bennington Battle Day (observed the day after Thanksgiving)
Lincoln's Birthday (floater)	Martin Luther King Day (floater)
President's Day	Veteran's Day
Town Meeting Day	

Floating holidays must be used within the calendar year in which they are earned. Requests for use of a floating holiday should be submitted to an employee's Department Head with seven (7) days advance notice and will be considered and awarded in the same manner as vacation leave (Section 503).

(Note: If any of the above holidays falls on a Saturday, then employees shall be afforded the preceding Friday off. If a holiday occurs on a Sunday, then employees shall be granted the following Monday off.)

### **Section 503 - Vacation**

Employees of the Town of Hartford (Full-time Regular) shall be entitled to vacation leave each year. The amount of vacation leave accrued shall depend upon an employee's continuous service to the Town.

Vacation leave shall be earned and credited at the end of each full month of continuous service (employee must be in a "paid" status) according to the schedule below. However, employees in good standing will be granted use of their projected annual earnings (Jan. - Dec.) of vacation time on January 1<sup>st</sup> of each year.

<b>Length of Service</b>	<b>Monthly Accrual/Hrs.</b>	<b>Annual Accrual/Days</b>
Employment through 1 <sup>st</sup> year	3.33 hrs.	5 days
> 1 year	6.66 hrs.	10 days
> 5 years	10.00 hrs.	15 days
> 10 years	11.33 hrs.	17 days
> 15 years	13.33 hrs.	20 days
> 20 years	16.66 hrs.	25 days

Employees separating from service to the Town will be compensated for all accrued but unused vacation leave except as noted (i.e., vacation pay back for pre-mature use). Employees using more vacation leave than has actually been earned for a particular year and who terminate their employment for any reason will have the value of the used but unearned vacation leave deducted from their final paycheck upon separation.

Vacation time shall not be earned during times when the employee may be on leave without pay, with the exception of FMLA leave, for any reason and in particular during such times that the employee may be on unpaid suspension. During such an event, employees may not utilize vacation time to change this unpaid status to paid except by mutual consent.

All vacation time will be taken during the year in which it is earned and may be used in increments equaling one half (1/2) hour or more. However, vacation time earned in the prior year may be carried over into the following year with prior express written permission of the Department Head. Accumulated vacation time in excess of that earned over 2 years will be forfeited without compensation.

Requests for the use of vacation leave shall be submitted in writing to an employee's Department Head a minimum of seven (7) work days in advance of the intended use of vacation leave. In such cases, requests for the use of vacation leave shall not be unreasonably denied and should be approved in writing by the Department Head within five (5) days of the request. Requests for the use of vacation received less than seven (7) days in advance shall be granted at the discretion of the Department Head.

Vacation requests shall only be denied in cases where a lack of manpower or the particular skills or abilities of the employee requesting the leave would result in critical manpower shortages or other tangible damage to the interests of the Department or the Town.

In cases where a Department Head receives requests for leave which overlap or are otherwise in conflict with one another and if granted would result in critical manpower shortages or other tangible damage to the interests of the Department or the Town, the leave shall be granted based upon seniority.

#### **Section 504 - Personal Days**

Beginning in January of each year, employees shall be permitted to convert up to three (3) accrued sick leave days to their personal use. Personal leave days may be used at the employee's discretion after giving notice to their Supervisor or Department Head in a manner commensurate with the use of sick leave (See Section 505). Accrued but unused Personal Days may not be carried over from one calendar year to the next and are not payable upon an employee's separation from the Town.

#### **Section 505 - Sick**

The Town provides each of its employees with leave so as to afford them income security in the event of his/her actual short-term illness and/or disability. Sick leave is not considered to be discretionary leave. It may, however, be used to take physical examinations or other medical preventative measures, meet dental appointments, or to attend to the medical needs of family dependents as defined by the Family Medical Leave Act (FMLA) and the Vermont Parental and Family Leave Act.



## **AGENDA MEMORANDUM**

**August 10, 2020**

**Town Selectboard Meeting Item: 4 VII b**

**Submitted by: Geoff Martin, Energy Coordinator**

**Subject: Heat Pump System for the Police Department**

**Background:** The 2015 Energy Audit of the Public Safety Building identified a conversion to air source heat pumps as a top priority for lowering the energy consumption and carbon emissions of the building. The Police Department section of the building currently has heat pumps in only the men's and women's locker rooms. The Town issued an RFP for heat pumps to condition the first floor (with the exception of the Emergency Communications Center), with one alternate for the classroom and another alternate for the work out room.

**Discussion:** The Town received one proposal from ARC Mechanical in response to the RFP (Attachment 1). The proposal was reviewed by a panel which included Geoff Martin, Chief Kasten, and the Town's consultant, Chris Hebb of Dynamic Integrations, LLC. ARC Mechanical proposed \$59,950 for the Base Bid, \$8,468 for Alternate 1, and \$6,301 for Alternate 2. The budget for this project is substantially lower than the Base Bid proposal.

**Financial Impact:** \$59,950 – \$74,719

**Recommendation:** Reject ARC Mechanical's proposal and issue another RFP in the future.

# Attachment 1

# ARC MECHANICAL CONTRACTORS

229 Depot Street, PO Box 724, Bradford, Vermont 05033

August 5, 2020

Corporate Headquarters  
802-222-9255 Bradford  
802-222-5481 Fax  
www.arcmech.com

Satellite Locations  
603-444-3440 Littleton/St. Johnsbury  
603-443-6111 Lebanon/White River Jct.  
603-256-8533 Keene/Brattleboro

Adam McAvoy  
Estimator  
802-222-9255 Phone  
802-222-5481 Fax  
amcavoy@arcmech.com

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

Geoff Martin  
gmartin@hartford-vt.org  
(802) 295-9353 Ext. 223

## Proposal # 20-849

Hartford Public Safety Heat Pumps  
812 VA Cutoff Road #2  
White River Junction, VT 05001

## Specifications

ARC proposes to furnish and install Mitsubishi Electric heat pump systems based on the RFP provided.

This proposal includes the following:

**Base Bid:** \$59,950.00 (eligible for \$600 Efficiency Vermont discount, \$200 GMP discount, plus \$1,600 rebate if purchased by August 27.)

- 24KBTU P-series outdoor condenser connected to a 24KBTU wall-mount unit in the entry.
- Indoor unit will come with a MHK2 controller.
- 42KBTU M-series outdoor condenser connected to a branch box serving an 18KBTU wall-mount unit in the patrol supervisor office, a 6KBTU wall-mount unit in the office, and a 9KBTU wall-mount in the chief and patrol commander spaces.
- 48KBTU M-series outdoor condenser, connected to two branch boxes serving a 12KBTU wall-mount unit in roll call, four 6KBTU wall-mount units in the patrol workspace, office, holding area, investigations super, and a 9KBTU wall-mount unit in the investigations section.
- All indoor units will come with a MHK2 controller.

**Classroom:** \$8,468.00 (eligible for \$200 Efficiency Vermont discount, \$100 GMP discount, plus \$800 rebate if purchased by August 27.)

- 18KBTU M-series outdoor condenser mounted on roof, connected to an 18KBTU wall-mount unit in same location as existing.
- Indoor unit will come with a MHK2 controller.

**Workout Room:** \$6,301.00 (eligible for \$200 Efficiency Vermont discount, \$100 GMP discount, plus \$800 rebate if purchased by August 27.)

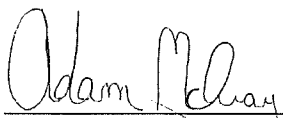
- 9KBTU M-series outdoor condenser, connected to a 9KBTU wall-mount unit on exterior wall.
- Indoor unit will come with a MHK2 controller.

## Notes:

- All quotes include required refrigerant piping, insulation, condensate line, controls, and electrical connections.
- This proposal excludes permits & permit fees. If you decide to move forward with this proposal, it will be dealt with as a change order.
- Please refer to attachment B for indoor & outdoor unit locations, and attachment C for equipment model numbers.

## Respectfully Submitted by

ARC Mechanical Contractors, Inc.



Adam McAvoy, Estimator

Note: This proposal may be withdrawn  
by us if not accepted within 30 days.

## Accepted

The specifications, terms and conditions outlined are satisfactory and are hereby accepted.  
You are authorized to do the work as specified. Payment will be made as outlined below.

Signature

Date

Print Name & Title

## Exclusions

- Temporary heat and plumbing
- Digging, backfilling and trench bedding
- Permits and permit fees
- Lp gas tanks, primary piping and regulators
- Performance and payment bond premiums
- Fire protection systems and duct smoke detectors
- Asbestos abatement (if required)
- Premium time labor
- Services 5' beyond the building
- Repairs/modifications to systems beyond this scope of work

## Limited Warranty

All products provided and installed by ARC Mechanical Contractors, Inc are warranted to be free from defects in material and workmanship for a period of one year from the original installation unless otherwise noted and unless a product manufacturer's warranty is less than one year in which case the Limited Warranty given herein shall extend only for that period of time covered by the applicable manufacturer's warranty. This Limited Warranty is limited to parts and labor for repair or replacement of defective parts only. This Limited Warranty does not cover consequential damages, including but not limited to loss of income or profits and ARC Mechanical Contractors, Inc shall not be responsible for any such consequential damages. To the extent that a warranty issued by a product manufacturer in some cases may extend beyond the one year period, this Limited Warranty shall extend for the full period of the manufacturer's warranty on the applicable piece of equipment. Except as stated herein, THERE ARE NO OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED.

## Payment Terms

- Invoices on account (pending credit approval) to be submitted by the 25th of each month based on work completed and materials purchased.
- Due upon receipt - 1% finance charge (allowed by law) on all invoices 30 days past due.
- In the event that ARC Mechanical Contractors, Inc. takes any collection action to collect on any balance due which is 30 days or older, the Customer shall pay all costs and attorney fees associated with any such collection effort.
- We accept Mastercard, Visa and American Express.

## ATTACHMENT B – PRICE PROPOSAL FORM

TO: Town of Hartford  
171 Bridge Street  
White River Junction, VT 05001

DATE: August 5th, 2020

1. In accordance with the Request for Proposal the undersigned proposes to provide all Design/Build services necessary to perform all work for the Hartford PD Heat Pump System project in accordance with the contract documents prepared by Dynamic Integrations LLC, for the lump sum price as follows:

BASE BID DOLLARS Fifty-Nine Thousand, Nine Hundred Fifty (\$59,950.00)

ALTERNATE 1 (CLASSROOM)

Eight Thousand, Four Hundred Sixty-Eight (\$8,468.00)

ALTERNATE 2 (WORKOUT ROOM)

Six Thousand, Three Hundred One (\$6,301.00)

2. EXTRAS The undersigned hereby agrees that any additional work authorized by the Town of Hartford shall be computed at cost of the work plus 10 % including subcontractor mark up, said percentage to cover all overhead and profit.

3. DELIVERY DATE AND ACCEPTANCE If awarded this contract within fourteen (14) days after the time set for the opening of bids, Contractor agrees to provide work and materials as proposed without escalation of prices, and to complete installation by September 25, 2020.

Respectfully Submitted,

By Adam McAvoy

Estimator

ARC Mechanical Contractors

Title

Company



## ATTACHMENT C – TECHNICAL PROPOSAL FORM

### BASE BID

Room	Estimated Load (MBH)	Outdoor Unit Mo. and Designation	Indoor Unit Mo
Roll Call	12.3	MXZ-8C48NAHZ2-U1	MSZ-GL12NA-U1
Patrol Workspace	4.0	MXZ-8C48NAHZ2-U1	MSZ-GL06NA-U1
Office	5.1	MXZ-8C48NAHZ2-U1	MSZ-GL06NA-U1
Investigations Section	7.7	MXZ-8C48NAHZ2-U1	MSZ-GL09NA-U1
Holding Area	2.6	MXZ-8C48NAHZ2-U1	MSZ-GL06NA-U1
Investigations Super	5.1	MXZ-8C48NAHZ2-U1	MSZ-GL06NA-U1
Patrol Commander	6.9	MXZ-5C42NAHZ2-U1	MSZ-GL09NA-U1
Office	6.0	MXZ-5C42NAHZ2-U1	MSZ-GL06NA-U1
Chief	7.6	MXZ-5C42NAHZ2-U1	MSZ-GL09NA-U1
Patrol Supervisor	16.7	MXZ-5C42NAHZ2-U1	MSZ-GL18NA-U1
Entry	24.1	PUZ-HA24NHA	PKA-A24KA7

### ALTERNATE 1

Classroom	17.3	MUZ-FH18NAH2	MSZ-FH18NA2
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### ALTERNATE 2

Workout Room	8.6	MUZ-FH09NAH	MSZ-FH09NA
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## Customer References

1. Glen Valentine  
802-291-6393  
glen.valentine@mascomabank.com  
Mascoma Savings Bank  
PO Box 4399  
White River Junction, VT 05001
2. Shawn Courtemanche  
603-790-0440  
courtemanches@apdmh.org  
Alice Peck Day Memorial Hospital  
10 Alice Peck Day Drive  
Lebanon, NH 03766
3. Tim Jennings  
603-523-3536  
tjennings@cardigan.org  
Cardigan Mountain School  
62 Alumni Drive  
Canaan, NH 03741

## Timeline (based off doing all options)

Start date - Around September 15th

Finish date - Around October 15th

1 day of demolition

10 days of installing all outdoor condensers & indoor units.

15 days of installing all refrigerant piping, insulation, & condensate.

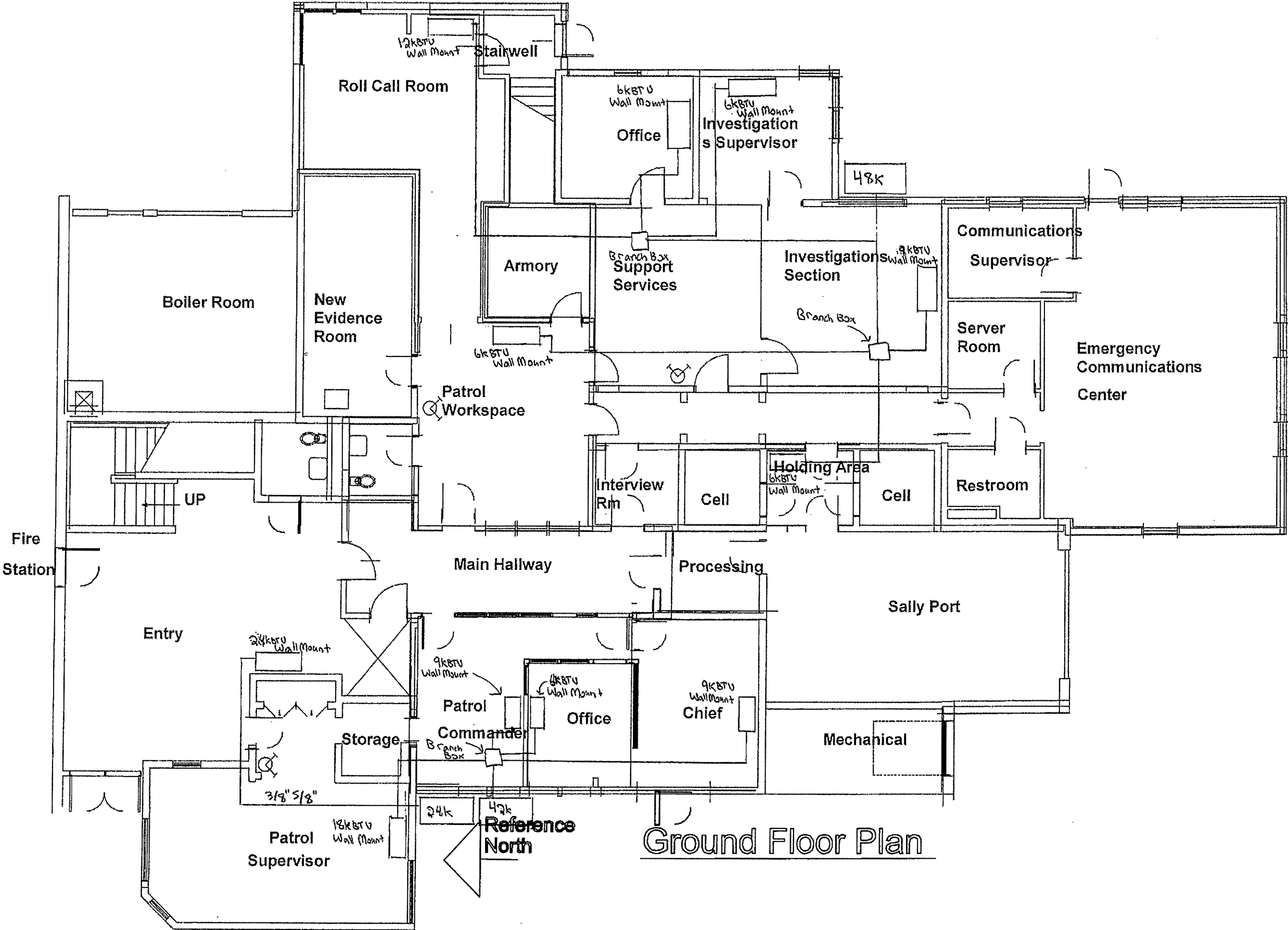
4 day of controls, start-up of systems, and commissioning.

Equipment to be purchased as soon as we receive a signed proposal.

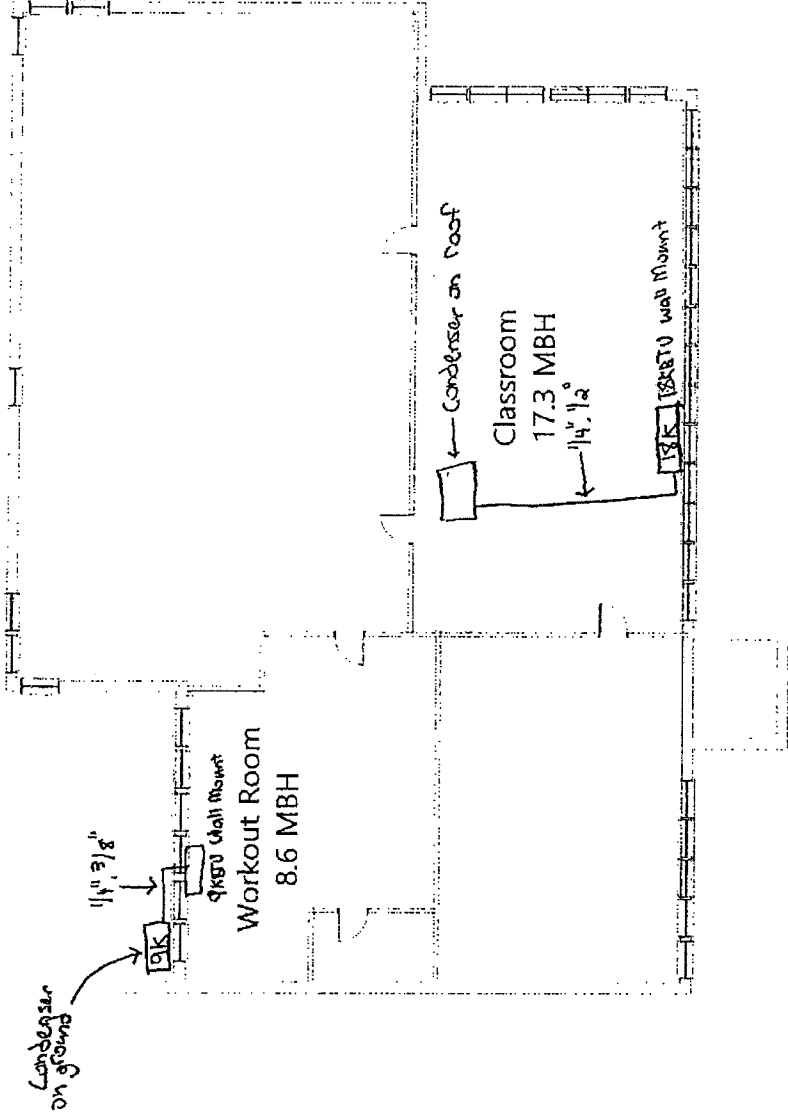
Start & Finish dates are not firm and is subject to change.

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Attachment B



4.7 ROOM DESIGNATIONS AND ESTIMATED HEATING LOADS – 2nd floor (ALTERNATE 1 & 2)



Hartford Public Safety Building  
Air Source Heat Pump Areas  
Second Floor



## **AGENDA MEMORANDUM**

**August 10, 2020**

**Town Selectboard Meeting Item: 4 VII a**

**Submitted by: Geoff Martin, Energy Coordinator**

**Subject: Heat Pump System for the Bugbee Senior Center**

**Background:** The Bugbee Senior Center is currently cooled with two central air conditioning systems, both approximately 25 years old. One system serves the main dining room and provides partial cooling for the kitchen, and the other system serves the rest of the building. The entire building is heated with an oil-fired hot water boiler that is close to 30 years old. In addition to these old and inefficient systems, the building also has an acoustic tile ceiling that is leaky and lacks adequate insulation. Bugbee's budget for FY 21 includes \$117,500 to replace the acoustic tile ceiling with a new sheetrock ceiling, and air seal and insulate the attic to current standards. The Town also programmed \$78,000 in FY 22 to replace the heating and cooling systems with energy-efficient air sourced heat pumps. Early this summer, however, the air conditioning system that serves the dining room and kitchen failed, and the contractor that services the units determined that the system was beyond repair. The need to install heat pumps became a higher priority than the insulation. Adding to the urgency, there are two incentive programs to help offset the cost of heat pumps that will expire soon. One is a one-time \$7,500 non-profit incentive (Bugbee qualifies) through Efficiency Vermont, and the other is an \$900 incentive through Green Mountain Power.

The Town issued an RFP for heat pumps, with a Base Bid for the dining room, Alternate 1 for the remainder of the building except the kitchen, and Alternate 2 for the kitchen.

**Discussion:** The Town received one proposal in response to the RFP from ARC Mechanical (Attachment 1). They proposed \$24,074 for the Base Bid (dining room); \$45,300 for Alternate 1 (remainder of the building except for the kitchen); and \$10,378 for Alternate 2 (kitchen) costs. The proposals were reviewed by a panel which included Geoff Martin, Chris Hebb of Dynamic Integrations, LLC (the Town's consultant), and Marcus Jones and Walter Scott of Efficiency Vermont. Given the urgency to take advantage of the \$8,300 in incentives, I recommend moving forward with the Base Bid proposal. However, Efficiency Vermont, with whom I have worked closely on this project, has strongly suggested exploring alternative systems to heat

and cool the building that are even more efficient than the air-to-air heat pumps proposed. Given the potential for more efficient systems that would provide a better solution for the building in the long run, and the substantial investment required to install heat pumps throughout the building, I do not recommend moving forward with Alternates 1 and 2. Instead, I recommend exploring the alternative technologies in the coming months, and making a decision on the rest of the building in late 2020 or early 2021.

**Financial**

**Impact:** \$15,374<sup>1</sup>

**Recommendation:** Authorize the Town Manager to contract with ARC Mechanical for the Base Bid at the Bugbee Senior Center.

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<sup>1</sup> Base bid = \$24,074. The project is eligible for Efficiency Vermont's \$7,500 non-profit incentive, as well as Efficiency Vermont's standard \$300 incentive. The project is also eligible for a \$900 incentive through Green Mountain Power that expires on August 31<sup>st</sup>. Total incentives for the project are \$8,700.

# Attachment 1

# ARC MECHANICAL CONTRACTORS

229 Depot Street, PO Box 724, Bradford, Vermont 05033

August 5, 2020

Corporate Headquarters  
802-222-9255 Bradford  
802-222-5481 Fax  
www.arcmech.com

Satellite Locations  
603-444-3440 Littleton/St. Johnsbury  
603-443-6111 Lebanon/White River Jct.  
603-256-8533 Keene/Brattleboro

Adam McAvoy  
Estimator  
802-222-9255 Phone  
802-222-5481 Fax  
amcavoy@arcmech.com

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

Geoff Martin  
gmartin@hartford-vt.org  
(802) 295-9353 Ext. 223

**Proposal # 20-850**  
Bugbee Senior Center Heat Pumps  
262 North Main Street  
White River Junction, VT 05001

## Specifications

ARC proposes to furnish and install Mitsubishi Electric heat pump systems based on the provided RFP.

This proposal includes the following:

**Base Bid:** \$24,074.00 (eligible for \$300 Efficiency Vermont discount, \$100 GMP discount, plus \$800 mail-in rebate if purchased by August 27.)

- 60KBTU S-series outdoor condenser, connected to 24KBTU and 30KBTU 4-way ceiling cassettes to serve the main dining area. System will be controlled by a PAR-40MAU Delux MA programmable remote controller to control both ceiling cassettes.

**Alternate:** \$45,300.00 (eligible for \$600 Efficiency Vermont discount, \$200 GMP discount, plus \$1,600 rebate if purchased by August 27.)

- 36KBTU M-series outdoor condenser with a branch box connected to three 9KBTU wall-mount units for the pool room, library, coat room, and a 6KBTU wall-mount for the small meeting room.
- 42KBTU M-series outdoor condenser with a branch box connected to five 6KBTU wall-mount units for offices 1 - 4, and the lobby.
- All indoor units will come with a MHK2 controller.

**Kitchen:** \$10,378.00

- 24KBTU P-series outdoor condenser, connected to a 24KBTU wall-mount unit to serve the entire kitchen. Indoor unit will come with a MHK2 controller.

**Bathrooms & Storage:** \$5,147.00

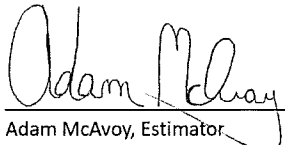
- Each bathroom will receive a 5-foot section of Runtal electric baseboard, putting out 2.5KBTU of heat.
- The storage space will receive a 4-foot section of Runtal electric baseboard, putting out 2KBTU of heat.

## Notes:

- All quotes include required refrigerant piping, insulation, condensate, controls, and electrical connections.
- This proposal excludes permits & permit fees. If you decide to move forward with this proposal, it will be dealt with as a change order.
- Please refer to attachment A for indoor & outdoor unit locations, and attachment B for equipment model numbers.

## Respectfully Submitted by

ARC Mechanical Contractors, Inc.



Adam McAvoy, Estimator

Note: This proposal may be withdrawn  
by us if not accepted within 30 days.

## Accepted

The specifications, terms and conditions outlined are satisfactory and are hereby accepted.  
You are authorized to do the work as specified. Payment will be made as outlined below.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name & Title

## Exclusions

- Temporary heat and plumbing
- Digging, backfilling and trench bedding
- Permits and permit fees
- Performance and payment bond premiums
- Toilet room accessories (grab bars, mirrors, dispensers, etc.)
- Repairs/modifications to systems beyond this scope of work
- Asbestos abatement (if required)
- Premium time labor
- Services 5' beyond the building

## Limited Warranty

All products provided and installed by ARC Mechanical Contractors, Inc are warranted to be free from defects in material and workmanship for a period of one year from the original installation unless otherwise noted and unless a product manufacturer's warranty is less than one year in which case the Limited Warranty given herein shall extend only for that period of time covered by the applicable manufacturer's warranty. This Limited Warranty is limited to parts and labor for repair or replacement of defective parts only. This Limited Warranty does not cover consequential damages, including but not limited to loss of income or profits and ARC Mechanical Contractors, Inc shall not be responsible for any such consequential damages. To the extent that a warranty issued by a product manufacturer in some cases may extend beyond the one year period, this Limited Warranty shall extend for the full period of the manufacturer's warranty on the applicable piece of equipment. Except as stated herein, THERE ARE NO OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED.

## Payment Terms

- Invoices on account (pending credit approval) to be submitted by the 25th of each month based on work completed and materials purchased.
- Due upon receipt - 1% finance charge (allowed by law) on all invoices 30 days past due.
- In the event that ARC Mechanical Contractors, Inc. takes any collection action to collect on any balance due which is 30 days or older, the Customer shall pay all costs and attorney fees associated with any such collection effort.
- We accept Mastercard, Visa and American Express.

## ATTACHMENT C - PRICE PROPOSAL FORM

TO: Town of Hartford  
171 Bridge Street  
White River Junction, VT 05001

DATE: August 5, 2020

1. In accordance with the Request for Proposal the undersigned proposes to provide all Design/Build services necessary to perform all work for the Bugbee Senior Center Heat Pump System project in accordance with the contract documents prepared by Dynamic Integrations LLC, for the lump sum price as follows:

BASE BID DOLLARS Twenty-Four Thousand, Seventy-Four (\$ 24,074.00 )  
ALTERNATE 1 DOLLARS Forty-Five Thousand, Three Hundred (\$ 45,300.00 )  
KITCHEN DOLLARS Ten Thousand, Three Hundred Seventy-Eight (\$ 10,378.00 )  
BATHROOMS & STORAGE DOLLARS Five Thousand, One Hundred Forty-Seven (\$ 5,147.00 )

2. EXTRAS The undersigned hereby agrees that any additional work authorized by the Town of Hartford shall be computed at cost of the work plus 10 % including subcontractor mark up, said percentage to cover all overhead and profit.

3. DELIVERY DATE AND ACCEPTANCE If awarded this contract within fourteen (14) days after the time set for the opening of bids, Contractor agrees to provide work and materials as proposed without escalation of prices, and to complete installation by September 9, 2020.

Respectfully Submitted,

By Adam McAvoy

Title Estimator Company ARC Mechanical Contractors



## ATTACHMENT B – TECHNICAL PROPOSAL FORM

Room	Estimated Load (MBH)	Outdoor Unit Mo. and Designation	Indoor Unit Mo
Dining/Lobby/Small Mtg	52.9 <del>61.2</del>	PUMY-P60NKMU3	PLFY-EP24NEMU-E PLFY-EP30NEMU-E
Kitchen	19.9	PUZ-HA24NHA	PKA-A24K7A
Office-1	5.0	MXZ-5C42NAHZ2-U1	MSZ-GL06NA-U1
Office-2	4.4	MXZ-5C42NAHZ2-U1	MSZ-GL06NA-U1
Office-3	5.3	MXZ-5C42NAHZ2-U1	MSZ-GL06NA-U1
Coat Rm	7.2	MXZ-4C36NAHZ2-U1	MSZ-GL09NA-U1
Office-4	2.4	MXZ-5C42NAHZ2-U1	MSZ-GL06NA-U1
Ladies	2.3	Runtal EB3-60-120D 2,500BTU 120V Electric Baseboard	
Men	2.5	Runtal EB3-60-120D 2,500BTU 120V Electric Baseboard	
Pool Rm	9.2	MXZ-4C36NAHZ2-U1	MSZ-GL09NA-U1
Library	9.1	MXZ-4C36NAHZ2-U1	MSZ-GL09NA-U1
Storage	2.0	Runtal EB3-48-120D 2,000BTU 120V Electric Baseboard	
Lobby	3.0	MXZ-5C42NAHZ2-U1	MSZ-GL06NA-U1
Small Meeting	5.3	MXZ-4C36NAHZ2-U1	MSZ-GL06NA-U1

## Customer References

1. Glen Valentine  
802-291-6393  
glen.valentine@mascomabank.com  
Mascoma Savings Bank  
PO Box 4399  
White River Junction, VT 05001
2. Shawn Courtemanche  
603-790-0440  
courtemanches@apdmh.org  
Alice Peck Day Memorial Hospital  
10 Alice Peck Day Drive  
Lebanon, NH 03766
3. Tim Jennings  
603-523-3536  
tjennings@cardigan.org  
Cardigan Mountain School  
62 Alumni Drive  
Canaan, NH 03741

## Timeline (based off doing all options)

Start date - Around September 15th

Finish date - Around October 15th

1 day of demolition / creating access to attic.

10 days of installing all outdoor condensers & indoor units.

15 days of installing all refrigerant piping, insulation, & condensate.

4 day of controls, start-up of systems, and commissioning.

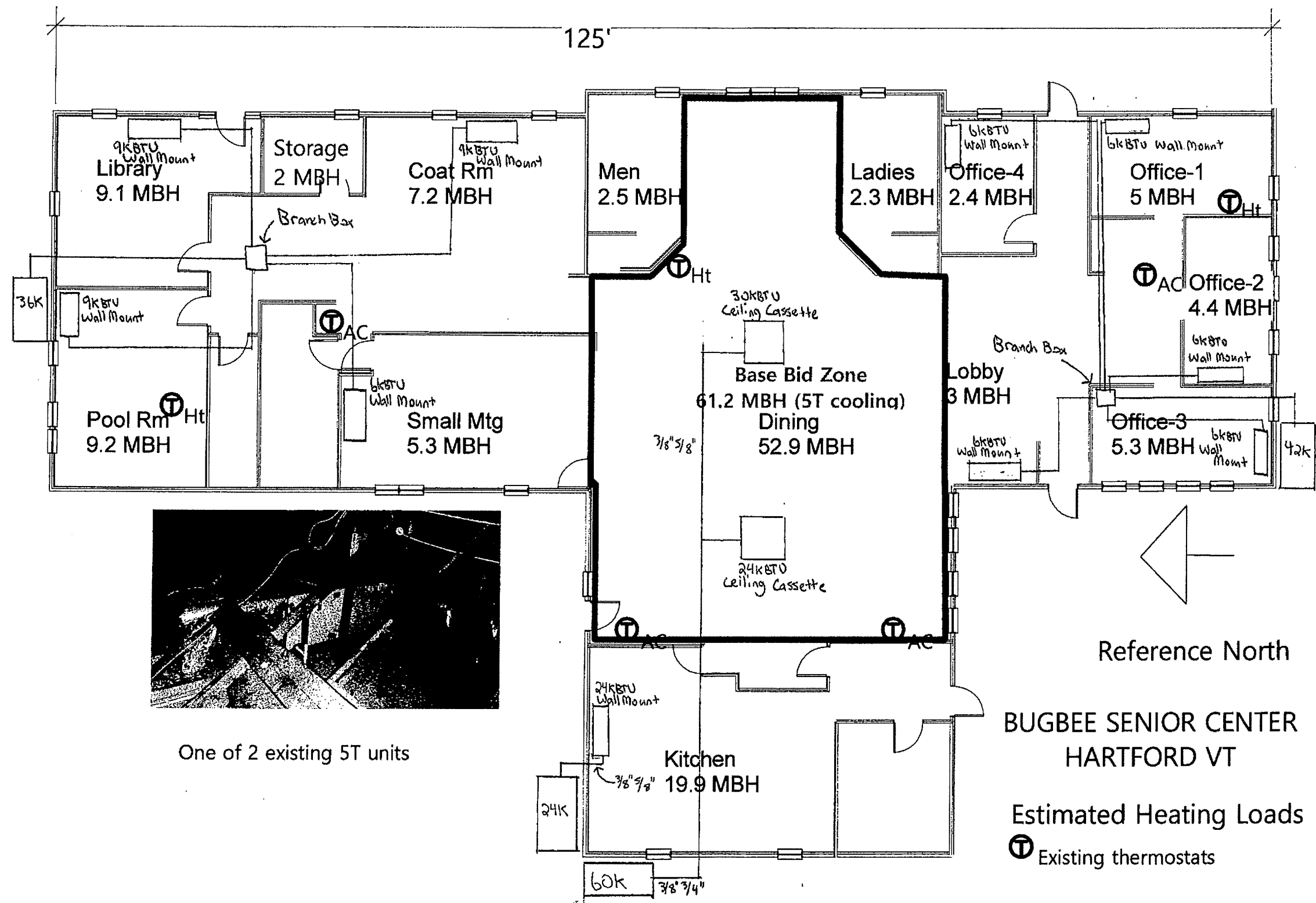
Equipment to be purchased as soon as we receive a signed proposal.

Start & Finish dates are not firm and is subject to change.

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Attachment A

- All piping from branch box to wall mounts is 1/4" 3/8" (Unless noted differently on plan)
- All piping from condenser to branch box is 3/8" 5/8"





**TOWN OF HARTFORD  
SELECTBOARD MINUTES**

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

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

**Present at Town Hall:** Dan Fraser, Selectboard Chair; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant;

**Present via ZOOM:** Simon Dennis, Selectboard Vice Chair; Alicia Barrow, Selectboard Member; Alan Johnson, Selectboard Member; Joseph Major, Selectboard Member; Kim Souza, Selectboard Clerk; Emma Behrens, Selectboard Member;

**CATV LINK:** <http://catv.cablecast.tv/CablecastPublicSite/show/12435?channel=1>

**Selectboard Chair, Dan 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.*

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

**II. Pledge of Allegiance:** The Pledge of Allegiance was led by Brannon Godfrey.

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

**IV. Order of Agenda:** Item 4f will be moved up to after 4b and add at the end of the section 4 - Town Manager's vacation pay.

**V. Selectboard**

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

**Public comments:** Several residents called in to ask for an item to be placed on the next regular meeting of the Selectboard. They have asked to have the Hartford Police budget decreased and to use these funds to increase the community services focused on mental health in Hartford.

**Selectboard comments:** Selectboard Member Alan Johnson appreciated this issue being raised. He believes that a special meeting of the Selectboard to address this issue would be the direction to go. Selectboard Member, Alicia Barrow agrees with Mr. Johnson.

Selectboard Chair, Dan Fraser took this time to thank Brannon Godfrey for his time as Hartford's Town Manager.

**2. Appointments**

- a. Consider the appointment of Douglas Eisler to the West Hartford Library Board of Trustees for a term beginning July 28, 2020 and ending March 2, 2021.

**Selectboard Vice Chair, Simon Dennis made the motion to appoint Douglas Eisler to the West Hartford Library Trustees for a term beginning July 28, 2020 and ending March 2, 2021. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.**

- b. Consider the appointment of Thomas Abbatiello to the Parks and Recreation Commission for a three-year term beginning July 28, 2020 and ending July 27, 2023.

**Selectboard Clerk, Kim Souza made the motion to appoint Thomas Abbatiello to the Parks and Recreation Commission for a three-year term beginning July 28, 2020 and ending July 27, 2023. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

**3. Town Manager's Report:** Significant Activity Report ending July 27, 2020.

**LINK:** <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/190>

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

**a. FY20 Encumbrance Report (motion required)**

Annually the town has projects and/ or items that have been approved in the annual budget but cannot be completed or purchased within the approved fiscal year due to either internal or external timing or environmental factors. FYE 2020 had the additional challenges of closures & delays due to COVID. Funding for these requested encumbrances will be covered by the revenue recorded and collected as budgeted in fiscal year 2020. There is no new financial impact whereas these items/projects had already been included in the original 2020 budget that was approved.

**FISCAL YEAR 2020 ENCUMBRANCE REQUEST**

		Prior Years	
	<b>FYE 2020</b>	Previously Approved	<b>Total</b>
ADVERTISING	\$ 300.00	\$ -	\$ 300.00
CAPITAL	\$ 40,000.00	\$ 6,616.11	\$ 46,616.11
CEMETERY	\$ 7,200.00	\$ -	\$ 7,200.00
CONTRACTED SERVICES	\$ 378,083.05	\$ 151,263.05	\$ 529,346.10
COVID	\$ 56,000.00	\$ -	\$ 56,000.00
DEPARTMENT EQUIPMENT	\$ 101,923.04	\$ 46,237.80	\$ 148,160.84
GRANTS & APPROPRIATIONS	\$ 2,027.88	\$ 1,153.10	\$ 3,180.98
MATERIALS & SUPPLIES	\$ 22,146.03	\$ -	\$ 22,146.03
MEMBERSHIP DUES	\$ 250.00	\$ -	\$ 250.00
OFFICE EQUIPMENT	\$ 12,328.25	\$ 3,895.96	\$ 16,224.21
PURCHASE UNIFORMS &	\$ 3,100.00	\$ -	\$ 3,100.00
RECRUITMENT & TRAINING	\$ 11,100.00	\$ -	\$ 11,100.00
REPAIRS & MAINT-VEHICLES	\$ 14,440.64	\$ 1,000.00	\$ 15,440.64
REPAIRS & MAINT - BUILDING	\$ 49,258.06	\$ 9,680.57	\$ 58,938.63
MARKETING PROMOTION	\$ 9,500.00	\$ 10,500.00	\$ 20,000.00
TELEPHONE	\$ -	\$ 876.84	\$ 876.84
	<hr/>	<hr/>	<hr/>
	707,656.95	231,223.43	938,880.38

**MOTION: Selectboard Member, Joe Major made the motion that the Selectboard approve the 2020 Encumbrance Request for items/projects previously approved in operating budgets as well additional COVID expenses. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

- b. Line of Credit for Non-TIF-Bond Funded 2020 Projects (motion required)

\$9.2 million Line of Credit (Grant Anticipation Note) for Non-TIF-Bond Funded 2020 Infrastructure Projects. The Town has commenced, or will commence within the next 12 months, construction on several critical infrastructure projects in 2020, including: the Sykes Mountain Ave/Rt. 5 Roundabouts; the Upper Sykes Mountain Ave. bike/pedestrian project; TIP-district improvements and the Quechee Main St. Culvert replacement. 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 will seek reimbursement from the ultimate funding source, such as the Vermont Agency of Transportation, TIF Bond, or State Revolving Loan Fund.

As this cumulative amount will need to be much more than \$3 million that was approved by the Selectboard in April, and as the TIF-Bond-funded expenses are better accounted for in its own separate LOC for audit purposes, Paul Giuliani suggested a two part remedy: 1) that we keep the existing tax-exempt \$3 million LOC to use exclusively for TIF-Bond funded expenses which will be fully reimbursed from the 2020 TIF Bond available in early August; and 2) that we open a new tax-exempt LOC (Grant Anticipation Note) for the roundabouts, bike/ped, Quechee Main St culvert, and the water and sewer utility portions of the TIF district improvements - that is, everything that will not be reimbursed by the 2020 TIF Bond proceeds.

The cumulative short-term borrowing need totals \$9.2 million for this new LOC. The tax-exempt rate is 2.8% for this note. Although the cumulative total that the Town can borrow over the next 12 months is \$9.2 million, the Town will only pay interest expense for the days that the funds are withdrawn before being reimbursed by the State.

**MOTION: Selectboard Member, Alicia Barrow made the motion to approve the Grant Anticipation Note for up to \$9,200,000 with Mascoma Bank at a tax-exempt interest rate of 2.8% for a 12-month period and authorize the execution of closing documents. Selectboard Member, Alan Johnson seconded the motion. All were in**

**favor and the motion passed.**

c. Homeless Camping Site Analysis (information only)

At its July 2 Special Meeting the Selectboard voted to direct the Town Manager to prepare a report researching the feasibility of three Town-owned properties for a designated homeless campsite.

- 100 Arboretum Lane - on the West side of Street from the cul-de-sac to Rt. 5
- 270 Wright's Reservoir Rd- Hurricane Hill Forest
- 2333 Hartford Ave - Maanawaka Conservation Area

The sites were evaluated compared according to several criteria, including land use/deed restrictions, terrain, emergency service access, public service access, open burning and permitted structures. To summarize, all three sites have significant barriers by their zoning, deed restrictions or prohibitive wetlands regulations. If these barriers were surmountable, then the Arboretum site is minimally feasible, at best. Mr. Godfrey recommends no camping site be pursued by the Town. We should look toward more permanent housing solution. Collaboration with the Core 4 Towns is suggested. Kim Souza urged the board to go back to the ad hoc committee's report for direction.

**Selectboard Vice Chair, Simon Dennis moved to direct the Town Manager to work with Staff to do a thorough inventory of existing town owned properties for the sake of identifying potential Town-owned properties that could serve as a permitted campsite, and identifying potential regulatory obstacles and potential solutions to these obstacles, and to bring this information back to the Selectboard for consideration within at our August 25<sup>th</sup>. Selectboard Member, Alicia Barrow seconded the motion. All were in favor and the motion passed.**

d. Extension of Terms on 2016 Baseball Field Lighting Lease with Musco Finance, LLC (motion required)

A 10-year municipal lease purchase is in place for the lighting system at the Maxfield Sports Complex Baseball Field. The Town is the lessee and the principle and interest payments are made in full by the Upper Valley Nighthawks New England Club Baseball League through a collaborative agreement signed by the Selectboard on the 20<sup>th</sup> of November, 2015 Section C, Item 1 and the Musco Purchase Agreement dated the 5<sup>th</sup> of April, 2016.

Due to the COVID-19 Pandemic and the cancelation of the Nighthawks 2020 Season, Musco Lighting offered the Nighthawks the opportunity to extend the lease by one year with the payment of interest for the current year. The Nighthawks have requested that the Town authorize the



extension.

**Motion: Selectboard Clerk, Kim Souza made the motion to Authorize the Town Manager to execute a new payment schedule for Lease Number: 0408PHAR-2 lease agreement with Musco Sports Lighting. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.**

- e. Authorization for Softball Field Lighting Lease with Musco Finance, LLC (motion required)

The 2017 Field Use Committee Final Report identified the need to install lights at the Maxfield Softball Field which is used primarily for High School Girls Softball. The need for field lighting provides evening lighted games for softball. The Maxfield Boys Baseball Field has field lighting for Hartford High School Boys Baseball and the Upper Valley Nighthawks. The new lighting system for the Softball Field will provide compliance with Title IX which is a federal civil rights law in the United States that was passed as part of the Education Amendment of 1972, providing equity in athletics. The field lighting annual lease payment costs will be split 50/50 between the Town of Hartford and the Hartford School District over a 10-year period. The lighting system comes with a 25-year warrantee on the lighting system.

**MOTION: Selectboard Vice Chair, Simon Dennis made the motion to Authorize the Town Manager to sign and enter into a Lease Purchase Proposal agreement with Musco Sports Lighting for a 10-year period for the installation of softball field lighting at Maxfield and to enter into a Memorandum of Agreement with the Hartford School District to for a 50% share of the cost. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

- f. Consideration of Reciting Pledge of Allegiance and Alternatives at Selectboard Meetings (motion required)

The Selectboard has traditionally begun its regular meetings with the reciting of the Pledge of Allegiance. At the July 14 meeting, the Selectboard began consideration of eliminating the recitation of the Pledge from the Order of Agenda and/or adding other opening statements of purpose.

Selectboard members and citizens spoke for and against reciting the pledge at the beginning of the Selectboard meetings. It was decided to form a Selectboard subcommittee of Simon Dennis, Alicia Barrow and Emma Behrens to come up with a new statement to be said before the meetings. Currently the board will still be beginning their meetings with the Pledge of Allegiance.

g. Discussion of Graffiti and Removal Strategies (information only)

There has been an increase in graffiti defacing public and private property during the pandemic. Our Department of Public Works staff is deployed promptly to remove it from Town property where possible. If the graffiti is determined to be hate speech, the Police Department notifies the Office of the Attorney General-Civil Rights Unit.

Selectboard Member, Alicia Barrow would like to tackle the issue of racism in Hartford. Alicia supports a top down and bottom up approach. She is looking for ways to involve the community. She suggested to have murals replace graffiti. Selectboard Vice Chair, Simon Dennis wondering about the RFP preparation from HCoreI on the training. A reconnect with HCoreI is due to begin the implementation of the study.

h. Mask Wearing Emergency Order (motion required)

On June 30, the Selectboard adopted a Resolution urging all persons to "wear cloth or factory-made face coverings over their nose and mouth while inside buildings visited by the public during the State of Emergency in Vermont" (resolution attached). The resolution included a caveat that it may be upgraded to an Emergency Order if there is a significant increase in local cases.

The Selectboard discussed consideration of an Emergency Order for the next meeting agenda. The Town Manager and Police Chief have stated that positive communications with consistent signage and reinforcement measures by the Town and private property owners are preferable to an Emergency Order with enforcement authority.

At his press briefing on Friday July 24, Governor Phil Scott issued a statewide Order requiring people in Vermont to cover their faces when out in public to go into effect August 1.

**In light of the Governor's statewide order, adoption of local Emergency Order is not necessary.**

i. Curbside Solid Waste RFP (information only)

At its June 30 Meeting, the Selectboard requested staff to bring for review and discussion a draft Request for Proposals (RFP) for curbside collection of all solid waste (recycling+ household solid waste+ organics) based on the one developed in 2015. A copy of the draft RFP cannot be located. The intent of issuing an RFP now would be to determine the total program cost for a ballot question at the March 2021 Town Meeting.

On June 14, the Selectboard requested to review copies of the 2014 DSM Study and 2015 Solid Waste Committee Report for further discussion. The Committee Report recommended surveying residents to determine the favorability of adding household solid waste and food scraps collection to the existing curbside recycling program.

After talking with a small hauler that business is based in Hartford it was decided to schedule a time to talk directly with all the trash haulers that have customers in Hartford. This will need to be on a future agenda.

**ADDED ITEM:** Town Manager's request to have 305 hours of vacation paid to him. This is over the 240 hours that is in his contract so it will need a vote from the Selectboard. It was decided to have this item on the next agenda on August 10<sup>th</sup>.

## **VI. Commission Meeting Reports:**

Selectboard Clerk, Kim Souza reported that HBRLF has released the application to small businesses for a \$2,000 recovery grant. The deadline is in a couple of weeks and the businesses will be chosen by lottery. Joe Major asked why non profits were not included. Kim Souza said she didn't know but Lori Hirshfield could be contacted to answer this question.

Selectboard Member, Alicia Barrow announced that she will be forming a racial equity task force.

Select Board Chair, Dan Fraser reported from the Tree Committee. On September 26<sup>th</sup> there will be an arbor day celebration and on October 10<sup>th</sup> there will be a tree walk.

**VII. Consent Agenda: Selectboard Member, Alan Johnson made the motion to accept the Consent Agenda as listed and to authorize the Chair, Dan Fraser to sign for the Selectboard. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

- a. Sludge Hauling & Grease Removal Bid Award: \$43,188 to Stearns Septic Services of Grantham.
- b. Line Cleaning & TV Inspection Bid Award: \$34,852 to N.A. Manosh, Inc.
- c. Lawn Maintenance Bid Award: \$11,450 to L.L. Potwin Services.
- d. Approve Payroll Ending: 7/25/2020
- e. Approve Meeting Minutes of: 7/14/2020 as amended.
- f. Approve A/P Manifest of: 7/24/2020 & 7/28/2020
- g. Selectboard Meeting Dates of: Already Approved: 8/10 and 8/25

**VIII. Executive Session: N/A**

**IX. Adjourn the Selectboard Meeting (Motion required):**

**Selectboard Member, Alan Johnson made the motion to closed the Selectboard Meeting at 10:55 P.M. Selectboard Vice Chair 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: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 1  
User: florentina  
ReportAPINHDD\_PmtByDate

Bank ID	Bank Name					
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.	
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
25-0174	Revaluation Reserve					
033435	NEW ENGLAND MUNICIPAL RESOURCE	NEMRC		8/07/2020		1040
46236	SERVICE CALL 07.17.20	0.00	\$217.50	0.00		217.50
Desc:	SERVICE CALL 07.17.20	Acct: 25-985-100-0174	Revaluation Exp			
	Vendor Total:		217.50	0.00		217.50
037551	PITNEY BOWES INC	PURCHASE POWER		8/07/2020		1041
JUL'20	POSTAGE - JULY 2020	0.00	\$13.00	0.00		13.00
Desc:	POSTAGE - JULY'20	Acct: 25-985-100-0174	Revaluation Exp			
	Vendor Total:		13.00	0.00		13.00
25-0174	Fire & Ambulance		Bank Total:			230.50
25-0221	Fire & Ambulance					
013680	GARTH BROOKS	DESORCIE EMERGENCY PRODUCTS LLC		8/07/2020		1005
16193	LADDER 1 - DOWN PAYMENT LEASING	0.00	\$151,767.00	0.00		151,767.00
Desc:	LADDER 1 - DOWN PAYMENT LEASING 2	Acct: 25-985-100-0221	Fire & Ambulance			
	Vendor Total:		151,767.00	0.00		151,767.00
25-0221	PARKS - REC RESTRICTED		Bank Total:			151,767.00
25-8055	PARKS - REC RESTRICTED					
031650	MCKESSON MEDICAL - SURGICAL	MCKESSON MEDICAL - SURGICAL		8/07/2020		1023
09442599	MEDICAL SUPPLIES	0.00	\$123.75	0.00		123.75
Desc:	MEDICAL SUPPLIES	Acct: 25-985-514-0001	State of VT COVID Restart Stipend			
	Vendor Total:		123.75	0.00		123.75
036300	OXFORD, ROBERT E	ROBERT E. OXFORD		8/07/2020		1024
07.15.20	2020 SUMMER CONCERT SERIES	0.00	\$200.00	0.00		200.00
Desc:	2020 SUMMER CONCERT SERIES	Acct: 25-985-511-0004	P & R Restricted - Members Advantage			
	Vendor Total:		200.00	0.00		200.00
041401	S&S WORLDWIDE INC			8/07/2020		1025
IN100550974	CAMP SUPPLIES	0.00	\$59.98	0.00		59.98
Desc:	CAMP SUPPLIES	Acct: 25-985-514-0001	State of VT COVID Restart Stipend			
	Vendor Total:		59.98	0.00		59.98
044906	SWANK MOTION PICTURES, INC			8/07/2020		1026
2880598	DVD - LION KING (2019)	0.00	\$300.00	0.00		300.00
Desc:	DVD - LION KING (2019)	Acct: 25-985-511-0004	P & R Restricted - Members Advantage			
DB2884262	DVD - SONIC THE HEDGEHOG	0.00	\$300.00	0.00		300.00
Desc:	DVD - SONIC THE HEDGEHOG	Acct: 25-985-511-0004	P & R Restricted - Members Advantage			
	Vendor Total:		600.00	0.00		600.00
053150	SWISH WHITE RIVER LTD			8/07/2020		1027
9038160	RETURN - CLEANING SUPPLIES	0.00	\$-5.80	0.00		-5.80
Desc:	RETURN - CLEANING SUPPLIES	Acct: 25-985-514-0001	State of VT COVID Restart Stipend			

Report Date: 8/06/20  
11:45AM

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

Check Date: 8/07/2020 - 8/07/2020

Page: 2  
User: florentina

ReportAPINHHD\_PmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
W382077	CLEANING SUPPLIES	0.00	\$272.42	0.00	272.42
Desc: CLEANING SUPPLIES		Acct: 25-985-514-0001	State of VT COVID Restart Stipend		
Vendor Total:			266.62	0.00	266.62
25-8055	Water Capital Reserve	Bank Total:		1,250.35	
50-0100	Water Capital Reserve				
036187	OTTER CREEK ENGINEERING, INC.		8/07/2020		1018
16996	WILDER WELL#1 - CONSTRUCTION PH	0.00	\$8,764.56	0.00	8,764.56
Desc: WILDER WELL#1 - CONSTRUCTION PHASE		Acct: 50-952-543-0000	CAPITAL OUTLAY - WILDER		
Vendor Total:			8,764.56	0.00	8,764.56
50-0100	Quechee Water Impact Fees	Bank Total:		8,764.56	
55-0200	Quechee Water Impact Fees				
014423	DUBOIS & KING, INC		8/07/2020		1004
320164	QUECHEE WATER SYSTEM - 03.12.20	0.00	\$2,090.00	0.00	2,090.00
Desc: QUECHEE WATER SYSTEM - 03.12.20		Acct: 55-954-543-0100	CAPITAL OUTLAY-IMPACT FEES		
220134	QUECHEE WATER SYSTEM - 02.20.20	0.00	\$3,800.00	0.00	3,800.00
Desc: QUECHEE WATER SYSTEM - 02.20.20		Acct: 55-954-543-0100	CAPITAL OUTLAY-IMPACT FEES		
520058	QUECHEE WATER SYSTEM - 05.07.20	0.00	\$760.00	0.00	760.00
Desc: QUECHEE WATER SYSTEM - 05.07.20		Acct: 55-954-543-0100	CAPITAL OUTLAY-IMPACT FEES		
Vendor Total:			6,650.00	0.00	6,650.00
55-0200	Dog Park	Bank Total:		6,650.00	
73-7302	Dog Park				
035002	CASELLA WASTE MANAGEMENT, INC	CASELLA WASTE SERVICES	8/07/2020		1043
9600044482JUL'20	TRASH PICK UP - JULY'20 DOG PARK	0.00	\$69.75	0.00	69.75
Desc: TRASH PICK UP - JULY'20 DOG PARK		Acct: 73-511-318-7302	CONTRACTED SERVICES(DOG PARK		
Vendor Total:			69.75	0.00	69.75
73-7302	GENERAL FUND - MASCOMA	Bank Total:		69.75	
FUND 1 0	GENERAL FUND - MASCOMA				
001650	ALLEN ENGINEERING POOLS AND SPAS		8/07/2020		70146
111-518844-01	LIQUID CHLORINE/HAND PUMP	1,460.45	\$1,460.45	0.00	1,460.45
Desc: LIQUID CHLORINE		Acct: 50-952-340-0000	CHEMICALS		
Desc: HAND PUMP		Acct: 50-952-331-0000	DEPARTMENT EQUIPMENT		
001650	ALLEN ENGINEERING POOLS AND SPAS		8/07/2020		70164
111-519584	LIQUID CHLORINE	1,435.50	\$1,435.50	0.00	1,435.50
Desc: LIQUID CHLORINE		Acct: 50-952-340-0000	CHEMICALS		
Vendor Total:			2,895.95	0.00	2,895.95
002065	AMERICAN FAMILY LIFE ASSURANCE	AFLAC - AMERICAN FAMILY LIFE	8/07/2020		70165
JUL'20	AFLAC INSURANCE JULY 2020	0.00	\$2,650.68	0.00	2,650.68
Desc: AFLAC INSURANCE JULY 2020		Acct: 10-012-300-0270	ACCRUED AD&D PAYABLE		

Report Date: 8/06/20  
11:45AM

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

Check Date: 8/07/2020 - 8/07/2020

Page: 3  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
<b>Detail:</b> Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			2,650.68	0.00	2,650.68
002180	AMERICAN RETROWORKS INC	GOOD POINT RECYCLING	8/07/2020		70147
76117	JUNE NON-CED ITEMS	193.65	\$193.65	0.00	193.65
Desc:	JUNE NON-CED ITEMS	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:			193.65	0.00	193.65
002845	ARC MECHANICAL CONTRACTORS, INC		8/07/2020		70166
22613	SERVICE CALL	0.00	\$257.69	0.00	257.69
Desc:	SERVICE CALL	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			257.69	0.00	257.69
002965	ATCO INTERNATIONAL		8/07/2020		70167
I0558232	MATERIALS	125.00	\$125.00	0.00	125.00
Desc:	MATERIALS	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
I0559769	FACE MASKS	118.80	\$118.80	0.00	118.80
Desc:	FACE MASKS	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			243.80	0.00	243.80
003450	AUTOZONE		8/07/2020		70168
5120419202	PD-2 BATTERY	0.00	\$180.49	0.00	180.49
Desc:	PD-2 BATTERY	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			180.49	0.00	180.49
003755	B.U.R. CONSTRUCTION, LLC		8/07/2020		70169
2020-3	US RT 5 & SYKES MTN AVE 07.28.20	101,371.20	\$101,371.20	0.00	101,371.20
Desc:	US RT 5 & SYKES MTN AVE 07.28.20	Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5		
Vendor Total:			101,371.20	0.00	101,371.20
004780	BECKER ARENA PRODUCTS		8/07/2020		70170
3055794	New hockey goal netting and pads	0.00	\$637.37	0.00	637.37
Desc:	New hockey goal netting and pads	Acct: 10-530-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			637.37	0.00	637.37
005215	BRITTON'S LUMBER, HANCOCK BUILDING	BETHEL MILLS, INC	8/07/2020		70171
248961/5	MTERIALS	213.97	\$213.97	0.00	213.97
Desc:	MTERIALS	Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
Vendor Total:			213.97	0.00	213.97
005850	BLODGETT SUPPLY CO INC		8/07/2020		70172
S025570983.001	HOT BOX SERVICE	0.00	\$41.54	0.00	41.54
Desc:	HOT BOX SERVICE	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			41.54	0.00	41.54
006100	BMO FINANCIAL GROUP		8/07/2020		70173
Cooney 07/15-27/20	Cooney, Scott - FD	0.00	\$457.00	0.00	457.00
Desc:	VTDMV-Gator Registration	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		

Report Date: 8/06/20  
11:45AM

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

Page: 4  
User: florentina

ReportAPINHDD\_PmtByDate

Check Date: 8/07/2020 - 8/07/2020

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-Car Charger	Acct: 10-221-321-0000		REPAIRS & MAINT-VEHICLES		
Czora 07/15-27/20	Czora, Jason - FD	0.00	\$124.04	0.00	124.04	
	Desc: Staples-Office Supplies	Acct: 10-221-320-0000		EQUIP OPERATION/MAINT-OFFICE		
	Desc: AdvanceAuto-Car Cleaning Supplies	Acct: 10-221-321-0000		REPAIRS & MAINT-VEHICLES		
	Desc: Citgo-Gas meter sensor	Acct: 10-221-319-0000		EQUIPMENT OPERATION-GAS		
Delisle 07/15-27/20	Delisle, Jeremy - DPW	2,157.60	\$2,206.55	0.00	2,206.55	
	Desc: Staples-Battery Backup	Acct: 55-954-323-0000		MATERIALS & SUPPLIES		
	Desc: Amazon-Postage Ink	Acct: 10-325-323-0000		MATERIAL & SUPPLIES		
	Desc: Biedlers-Belts for Trtm Plant Equip	Acct: 65-963-320-0100		EQUIP OPERATION/MAINT-GENERAL		
	Desc: CreativeInfoSystem-Software PC LF	Acct: 30-974-320-0100		EQUIP MAINTENANCE-SCALE		
	Desc: ColumbiaPipe-Electric Actuator	Acct: 65-963-320-0100		EQUIP OPERATION/MAINT-GENERAL		
Dube 07/15-27/20	Dube, Christopher - FD	0.00	\$100.00	0.00	100.00	
	Desc: IAAI-Annual Membership	Acct: 10-221-313-0000		MEMBERSHIP DUES		
Godfrey 07/15-27/20	Godfrey, Brannon - TM	1,453.00	\$1,453.00	0.00	1,453.00	
	Desc: Americancastbronze-Plaque Grassi Fi	Acct: 25-985-527-0001		P & R RESTRICTED - GRASSI		
Hedges 07/15-27/20	Hedges, Jack - FD	0.00	\$16.08	0.00	16.08	
	Desc: Walmart - Water	Acct: 10-221-323-0000		MATERIAL & SUPPLIES		
Jay 07/15-27/20	McDonough, Jay - REC	223.49	\$223.49	0.00	223.49	
	Desc: Amazon-Camp Material & Supplies	Acct: 25-985-514-0001		State of VT COVID Restart Stipend		
Kasten 07/15-27/20	Kasten, Phil - PD	0.00	\$651.90	0.00	651.90	
	Desc: ENTERPRISE-DETECTIVES CAR - FERNAND	Acct: 10-211-331-0000		DEPARTMENT EQUIPMENT		
Kreis 07/15-27/20	Kreis, Dylan - REC	0.00	\$265.60	0.00	265.60	
	Desc: Amazon-Parts & Supplies	Acct: 10-521-320-0000		EQUIP OPERATION & MAINT		
Lana 07/15-27/20	Livingston, Lana-Admin	0.00	\$26.35	0.00	26.35	
	Desc: USPS-Postage	Acct: 10-121-322-0000		POSTAGE		
Ostrout 07/15-27/20	Ostrout, Gail - FIN	0.00	\$18.02	0.00	18.02	
	Desc: DollarGeneral-Supplies tax collecti	Acct: 10-171-323-0000		MATERIAL & SUPPLIES		
Perry 07/15-27/20	Perry, Diane - PD	0.00	\$704.47	0.00	704.47	
	Desc: Amazon-Thermal Paper	Acct: 10-211-323-0000		MATERIAL & SUPPLIES		
	Desc: Amazon-Office Supplies	Acct: 10-211-323-0000		MATERIAL & SUPPLIES		
	Desc: Amazon-Masks	Acct: 10-211-417-0017		EXTRAORDINARY EXP - COVID-19		
	Desc: Amazon-DVDs	Acct: 10-271-323-0000		MATERIAL & SUPPLIES		
	Desc: Amazon-Supplies Fingerprinting	Acct: 10-211-323-0000		MATERIAL & SUPPLIES		
Vail 07/15-27/20	Vail, Brad - PD	0.00	\$962.00	0.00	962.00	
	Desc: Roger Williams-Field training	Acct: 10-211-315-0000		RECRUITMENT & TRAINING		
	Desc: USPS-Postage drug kit	Acct: 10-211-322-0000		POSTAGE		
Walsh 07/15-27/20	Walsh, Dillon - IT	0.00	\$358.80	0.00	358.80	
	Desc: Amazon-ID Cards/Rack Shelf&HardDriv	Acct: 10-181-331-0000		DEPARTMENT EQUIPMENT		
Vendor Total:			7,567.30	0.00	7,567.30	
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC	8/07/2020		70174	
83722262	MEDICAL SUPPLIES	0.00	\$267.88	0.00	267.88	
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500		MEDICAL EQUIPMENT & SUPPLIES		
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC	8/07/2020		70148	
06.30.20	Statement - FC late payment	0.00	\$2.68	0.00	2.68	
	Desc: Statement - FC late payment	Acct: 10-221-331-0500		MEDICAL EQUIPMENT & SUPPLIES		
83673672	MEDICAL SUPPLIES	0.00	\$584.81	0.00	584.81	
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500		MEDICAL EQUIPMENT & SUPPLIES		



Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 5  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
83673673	MEDICAL SUPPLIES	0.00	\$319.80	0.00	319.80
Desc: MEDICAL SUPPLIES		Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC		8/07/2020	70174
83696103	MEDICAL SUPPLIES	0.00	\$526.40	0.00	526.40
Desc: MEDICAL SUPPLIES		Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			1,701.57	0.00	1,701.57
007201	BRODART CO.			8/07/2020	70175
B5945128	AUDIO CD	0.00	\$12.45	0.00	12.45
Desc: AUDIO CD		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5945141	HARDCOVERS/TRADE PAPER	0.00	\$61.18	0.00	61.18
Desc: HARDCOVERS/TRADE PAPER		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5946416	TRADE PAPER	0.00	\$17.97	0.00	17.97
Desc: TRADE PAPER		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5946430	HARDCOVERS	0.00	\$8.09	0.00	8.09
Desc: HARDCOVERS		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5946431	AUDIO CD	0.00	\$22.39	0.00	22.39
Desc: AUDIO CD		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5946524	DVDS	0.00	\$17.99	0.00	17.99
Desc: DVDS		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			140.07	0.00	140.07
007450	BROWN'S, CHARLIE	CHARLIE BROWN'S		8/07/2020	70176
45325	PRIMER	1.79	\$1.79	0.00	1.79
Desc: PRIMER		Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			1.79	0.00	1.79
007745	BURGESS LOSS PREVENTION ASSOCIATE			8/07/2020	70149
2789	PELTIER BACKGROUND CHECK	0.00	\$812.50	0.00	812.50
Desc: PELTIER BACKGROUND CHECK		Acct: 10-221-315-0000	RECRUITMENT & TRAINING		
2791	INVESTIGATION SERVICES-MAR'20	0.00	\$1,192.00	0.00	1,192.00
Desc: INVESTIGATION SERVICES-MAR'20		Acct: 10-211-318-0000	CONTRACTED SERVICES		
Vendor Total:			2,004.50	0.00	2,004.50
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M		8/07/2020	70177
4056829936	UNIFORMS	71.33	\$71.33	0.00	71.33
Desc: UNIFORMS		Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4057265650	UNIFORMS	80.77	\$80.77	0.00	80.77
Desc: UNIFORMS		Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
4057265685	UNIFORMS	0.00	\$221.85	0.00	221.85
Desc: UNIFORMS		Acct: 10-325-326-0000	UNIFORMS		
4057387410	UNIFORMS	103.06	\$103.06	0.00	103.06
Desc: UNIFORMS		Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
4057455148	UNIFORMS	71.33	\$71.33	0.00	71.33
Desc: UNIFORMS		Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4057878110	UNIFORMS	0.00	\$221.85	0.00	221.85
Desc: UNIFORMS		Acct: 10-325-326-0000	UNIFORMS		

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 6  
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.
	4057878192	UNIFORMS	80.77	\$80.77	0.00	80.77
	Desc:	UNIFORMS	Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Vendor Total:			850.96	0.00	850.96
010832	COMCAST				8/07/2020	70178
	0042221AUG'20	INTERNET AUG'20 - LIB	0.00	\$36.24	0.00	36.24
	Desc:	INTERNET AUG'20 - LIB	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
	0134242AUG'20	INTERNET AUG'20 - LF	88.40	\$88.40	0.00	88.40
	Desc:	INTERNET AUG'20 - LF	Acct: 30-975-324-0000	TELEPHONE		
	Vendor Total:			124.64	0.00	124.64
013575	DELL MARKETING L.P.				8/07/2020	70179
	3000062995413.1 QUOT	Palo Alto AV renewal	0.00	\$6,464.00	0.00	6,464.00
	Desc:	Palo Alto AV renewal	Acct: 10-181-318-0000	CONTRACTED SERVICES		
	Vendor Total:			6,464.00	0.00	6,464.00
013653	DENNISON LUBRICANTS INC				8/07/2020	70180
	3404815	Transmision fluid, Grease and oils	0.00	\$1,290.58	0.00	1,290.58
	Desc:	Transmision fluid, Grease and oils	Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
	Vendor Total:			1,290.58	0.00	1,290.58
014447	DUFRESNE GROUP				8/07/2020	70150
	14681	QUECHEE WWDS AI 2020 JUNE 2020	1,560.00	\$1,560.00	0.00	1,560.00
	Desc:	QUECHEE WWDS AI 2020 LEACH FIELD IN	Acct: 65-964-318-0000	CONTRACTED SERVICES		
	Vendor Total:			1,560.00	0.00	1,560.00
015070	EAST COAST SIGNALS, INC.				8/07/2020	70151
	6477-201961	June 2020 Service Calls	0.00	\$880.00	0.00	880.00
	Desc:	June 2020 Service Calls	Acct: 10-314-318-0000	CONTRACTED SERVICES		
	Vendor Total:			880.00	0.00	880.00
015150	EASTERN SYSTEMS GROUP		EASTERN SALES, INC.		8/07/2020	70181
	00051883	6000 WINDOW ENVELOPES - TAXES	0.00	\$496.00	0.00	496.00
	Desc:	6000 WINDOW ENVELOPES - TAXES	Acct: 10-171-318-0100	TREASURER'S EXPENSE		
	Vendor Total:			496.00	0.00	496.00
015500	ENDYNE, INC				8/07/2020	70182
	338910	QUECHEE WW	180.00	\$180.00	0.00	180.00
	Desc:	QUECHEE WW	Acct: 65-963-318-0000	CONTRACTED SERVICES		
	339098	WSID 5319 HARTFORD WATER TCSP	18.00	\$18.00	0.00	18.00
	Desc:	WSID 5319 HARTFORD WATER TCSP	Acct: 50-954-318-0000	CONTRACTED SERVICES		
	340278	WRJ WEEKLY ANALYSIS	90.00	\$90.00	0.00	90.00
	Desc:	WRJ WEEKLY ANALYSIS	Acct: 60-961-318-0000	CONTRACTED SERVICES		
	340307	WSID 5320 QUECHEE CTRL TC	18.00	\$18.00	0.00	18.00
	Desc:	WSID 5320 QUECHEE CTRL TC	Acct: 55-954-318-0000	CONTRACTED SERVICES		
	340308	WSID 5319 HTFD WATER TC	72.00	\$72.00	0.00	72.00
	Desc:	WSID 5319 HTFD WATER TC	Acct: 50-954-318-0000	CONTRACTED SERVICES		

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 7  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
<b>Detail:</b> Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			378.00	0.00	378.00
016080	CONSOLIDATED COMMUNICATIONS		8/07/2020		70183
11546793396JUL'20	TELEPHONE	0.00	\$98.87	0.00	98.87
Desc: TELEPHONE		Acct: 10-221-324-0000	TELEPHONE		
11833807752JUL'20	WRJ WATER TANKS	323.05	\$323.05	0.00	323.05
Desc: WRJ WATER TANKS		Acct: 50-954-324-0000	TELEPHONE		
12615510982JUL'20	QUECHE WATER	86.43	\$86.43	0.00	86.43
Desc: QUECHE WATER		Acct: 55-953-324-0000	TELEPHONE		
14091736024JUL'20	WABA	0.00	\$162.13	0.00	162.13
Desc: WABA		Acct: 10-530-324-0000	Telephone		
Vendor Total:			670.48	0.00	670.48
016390	FASTENAL COMPANY		8/07/2020		70184
NHWES85416	PARTS	0.00	\$11.93	0.00	11.93
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
NHWES85445	PARTS	0.00	\$10.50	0.00	10.50
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			22.43	0.00	22.43
016400	FAY, MICHELE	MICHELE FAY	8/07/2020		70185
08.05.2020	2020 SUMMER CONCERT SERIES	0.00	\$400.00	0.00	400.00
Desc: 2020 SUMMER CONCERT SERIES		Acct: 10-516-318-0000	CONTRACTED SERVICES		
Vendor Total:			400.00	0.00	400.00
016540	FERGUSON ENTERPRISES, INC	FERGUSON WATERWORKS #591 #576	8/07/2020		70186
0967779	To complete south main street water	875.84	\$875.84	0.00	875.84
Desc: To complete south main street water		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
0969363	South Main Street service line repl	244.23	\$244.23	0.00	244.23
Desc: South Main Street service line repl		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
0969366	Safety equipment Hard hats and vest	101.30	\$101.30	0.00	101.30
Desc: Safety equipment Hard hats and vest		Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
0969369	A street water leak repair	567.02	\$567.02	0.00	567.02
Desc: A street water leak repair		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
0969578	Tracing wire for poly pipe	82.45	\$82.45	0.00	82.45
Desc: Tracing wire for poly pipe		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
0969580	Safety vest and hard hat for HWY	0.00	\$193.79	0.00	193.79
Desc: Safety vest and hard hat for HWY		Acct: 10-325-326-0000	UNIFORMS		
Vendor Total:			2,064.63	0.00	2,064.63
017100	FISHER SCIENTIFIC CO		8/07/2020		70187
3683292	ELECTRODE REFILL	423.77	\$423.77	0.00	423.77
Desc: ELECTRODE REFILL		Acct: 65-963-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:			423.77	0.00	423.77
017110	FISHER AUTO PARTS, INC		8/07/2020		70152
301-037516	ENGINE 4 - PARTS	0.00	\$10.89	0.00	10.89
Desc: ENGINE 4 - PARTS		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 8  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name						
Vendor ID	Vendor Name		Payee Name		Check Date	Check No.	
Detail:	Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:					10.89	0.00	10.89
017925	PEAK MECHANICAL LLC				8/07/2020		70153
	06.30.2020-A	HVAC - SYSTEM UPGRADE 05.01-06.30	0.00		\$20,000.00	0.00	20,000.00
	Desc:	HVAC - SYSTEM UPGRADE 05.01-06.30	Acct: 10-211-331-0100		DEPT EQUIP-CAPITAL RESERVE		
	06.30.2020-B	HVAC - SYSTEM UPGRADE 05.01-06.30	0.00		\$1,050.00	0.00	1,050.00
	Desc:	HVAC - SYSTEM UPGRADE 05.01-06.30	Acct: 10-211-331-0100		DEPT EQUIP-CAPITAL RESERVE		
Vendor Total:					21,050.00	0.00	21,050.00
019390	GRAINGER				8/07/2020		70188
	9601174635	STACK CHAIRS	264.00		\$264.00	0.00	264.00
	Desc:	STACK CHAIRS	Acct: 65-963-323-0000		MATERIALS & SUPPLIES		
	9601950281	MOTOR START CAPACITOR	37.66		\$37.66	0.00	37.66
	Desc:	MOTOR START CAPACITOR	Acct: 65-964-321-0200		REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:					301.66	0.00	301.66
019392	GREGG NALETTE			GRANDSTAND APPAREL	8/07/2020		70189
	3940	BASEBALL TEES & HATS	0.00		\$405.00	0.00	405.00
	Desc:	BASEBALL TEES & HATS	Acct: 10-514-330-0000		ATHLETIC SUPPLIES		
	3947	HARTFORD SOFTBALL	0.00		\$135.00	0.00	135.00
	Desc:	HARTFORD SOFTBALL	Acct: 10-514-330-0000		ATHLETIC SUPPLIES		
Vendor Total:					540.00	0.00	540.00
019850	GREEN MOUNTAIN POWER CORP			GREEN MOUNTAIN POWER CORP	8/07/2020		70190
	33490000008JUL'20	DEPOT ST SIDEWALK LGTS - HWY	0.00		\$45.11	0.00	45.11
	Desc:	DEPOT ST SIDEWALK LGTS - HWY	Acct: 10-314-329-0000		ELECTRICITY		
	36340000003JUL'20	FROST PARK	0.00		\$22.19	0.00	22.19
	Desc:	FROST PARK	Acct: 10-521-329-0000		ELECTRICITY		
	38035000009JUL'20	OLCOTT COMMERCE PARK - WW	287.99		\$287.99	0.00	287.99
	Desc:	OLCOTT COMMERCE PARK - WW	Acct: 60-964-329-0000		ELECTRICITY		
	44390000006JUL'20	BILLINGS FARM RD LIGHTS - HWY	0.00		\$71.51	0.00	71.51
	Desc:	BILLINGS FARM RD LIGHTS - HWY	Acct: 10-314-329-0000		ELECTRICITY		
	67003200002JUL'20	WILLARD RD QUECHEE FIRE	0.00		\$75.43	0.00	75.43
	Desc:	WILLARD RD QUECHEE FIRE	Acct: 10-221-329-0000		ELECTRICITY		
	67700100000JUL'20	RT 5 POLE 95 - HWY	0.00		\$27.53	0.00	27.53
	Desc:	RT 5 POLE 95 - HWY	Acct: 10-314-329-0000		ELECTRICITY		
	77700100009JUL'20	POLE 1 PLEASANTVIEW TERR - HWY	0.00		\$41.67	0.00	41.67
	Desc:	POLE 1 PLEASANTVIEW TERR - HWY	Acct: 10-314-329-0000		ELECTRICITY		
	87700100008JUL'20	CHRISTIAN ST POLE 72-50	0.00		\$25.45	0.00	25.45
	Desc:	CHRISTIAN ST POLE 72-50	Acct: 10-314-329-0000		ELECTRICITY		
	89290000002JUL'20	HEMLOCK RIDGE VAULT-WATER	41.85		\$41.85	0.00	41.85
	Desc:	HEMLOCK RIDGE VAULT-WATER	Acct: 50-954-329-0000		ELECTRICITY		
	98340000003JUL'20	A ST PUMP STATION - WW	30.53		\$30.53	0.00	30.53
	Desc:	A ST PUMP STATION - WW	Acct: 60-964-329-0000		ELECTRICITY		
	98490000001JUL'20	ELM/GILLETTE ST	40.22		\$40.22	0.00	40.22
	Desc:	ELM/GILLETTE ST	Acct: 60-964-329-0000		ELECTRICITY		
Vendor Total:					709.48	0.00	709.48

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 9  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
<b>Detail:</b> Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
020185	GRIMO, GERALD	GERALD GRIMO		8/07/2020	70191
08.12.2020	2020 SUMMER CONCERT SERIES	0.00	\$400.00	0.00	400.00
Desc:	2020 SUMMER CONCERT SERIES	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			400.00	0.00	400.00
021450	HARTFORD, TOWN OF	TOWN OF HARTFORD		8/07/2020	70192
410069,00337660	1741 QUECHEE MAIN STREET	0.00	\$200.42	0.00	200.42
Desc:	1741 QUECHEE MAIN STREET	Acct: 10-521-328-0000	WATER		
410070,00337659	1732 QUECHEE MAIN STREET	0.00	\$73.73	0.00	73.73
Desc:	1732 QUECHEE MAIN STREET	Acct: 10-521-328-0000	WATER		
410439,00337661	VILLAGE GREEN	0.00	\$15.48	0.00	15.48
Desc:	VILLAGE GREEN	Acct: 10-521-328-0000	WATER		
411270,00337658	142 IZZO PLACE	92.27	\$92.27	0.00	92.27
Desc:	142 IZZO PLACE	Acct: 65-963-328-0000	WATER		
Vendor Total:			381.90	0.00	381.90
021736	HARVEY, LUCAS	LUCAS HARVEY		8/07/2020	70193
PO#6980	TUITION REIMBURSEMENT	0.00	\$585.00	0.00	585.00
Desc:	TUITION REIMBURSEMENT	Acct: 10-221-315-0000	RECRUITMENT & TRAINING		
Vendor Total:			585.00	0.00	585.00
022025	HEALTHEQUITY, INC.			8/07/2020	70194
3YER73J	HCRA 2020	0.00	\$160.01	0.00	160.01
Desc:	HCRA 2020	Acct: 10-012-200-0510	SECTION 125 HEALTH CARE ACCT		
HI7NH38	HRA 2020	0.00	\$2,966.02	0.00	2,966.02
Desc:	RA Replenish HRA 2020	Acct: 10-121-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2020	Acct: 10-171-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2020	Acct: 10-174-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2020	Acct: 10-175-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2020	Acct: 10-211-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2020	Acct: 10-221-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2020	Acct: 10-311-225-0000	HRA/CHOICECARE CARD		
Desc:	RA Replenish HRA 2020	Acct: 10-622-225-0000	HRA/CHOICECARE CARD		
Vendor Total:			3,126.03	0.00	3,126.03
022630	HIGH COUNTRY ALUMINUM PRODUCTS, LL	HIGH COUNTRY ALUMINUM PRODUCTS		8/07/2020	70154
14742	BOAT SERVICE CALL	0.00	\$119.85	0.00	119.85
Desc:	BOAT SERVICE CALL	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			119.85	0.00	119.85
023250	HUBERT'S OF WEST LEBANON INC			8/07/2020	70195
70156	UNIFORMS - GOVE A	0.00	\$70.18	0.00	70.18
Desc:	UNIFORMS - GOVE A	Acct: 10-521-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
Vendor Total:			70.18	0.00	70.18
023422	IDEMIA IDENTITY & SECURITY USA LLC			8/07/2020	70196
131151	LIVESCAN MAINTENANCE & SUPPORT	0.00	\$2,718.00	0.00	2,718.00
Desc:	LIVESCAN MAINTENANCE & SUPPORT	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		

Report Date: 8/06/20  
11:45AM

**Payment Manifest**  
**by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 10  
User: florentina  
ReportAPINHDD\_PmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
<b>Detail:</b> Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			2,718.00	0.00	2,718.00
023485	INSTRUMART			8/07/2020	70155
IN570391	GAS MONITOR	0.00	\$2,012.00	0.00	2,012.00
Desc:	GAS MONITOR	Acct: 10-221-331-0300	HAZMAT EQUIPMENT		
Vendor Total:			2,012.00	0.00	2,012.00
024582	JB PORTABLE TOILETS			8/07/2020	70156
561	MONTHLY TOILET RENTAL-JUNE 2020	0.00	\$1,125.00	0.00	1,125.00
Desc:	MONTHLY TOILET RENTAL-JUNE 2020	Acct: 10-521-318-0000	CONTRACTED SERVICES		
Desc:	MONTHLY TOILET RENTAL-JUNE 2020	Acct: 10-528-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,125.00	0.00	1,125.00
025180	K&W TIRE COMPANY, INC			8/07/2020	70197
05R239379	PD-2 ALIGNMENT	0.00	\$79.95	0.00	79.95
Desc:	PD-2 ALIGNMENT	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			79.95	0.00	79.95
026040	KOFILE TECHNOLOGIES	KOFILE TECHNOLOGIES		8/07/2020	70198
234789	3 REAMS RECORDING PAPER	0.00	\$311.56	0.00	311.56
Desc:	3 REAMS RECORDING PAPER	Acct: 10-151-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			311.56	0.00	311.56
027100	LAVALLEY BUILDING SUPPLY, INC			8/07/2020	70199
WL4299993-01	MATERIALS	0.00	\$35.67	0.00	35.67
Desc:	MATERIALS	Acct: 10-528-323-0000	MATERIAL & SUPPLIES		
WL4307859-01	MTERIALS	0.00	\$59.99	0.00	59.99
Desc:	MTERIALS	Acct: 10-316-323-0000	MATERIALS AND SUPPLIES		
Vendor Total:			95.66	0.00	95.66
027380	LEBANON FORD			8/07/2020	70200
FOW79055	PD-4 SEAT HANDLE	0.00	\$19.58	0.00	19.58
Desc:	PD-4 SEAT HANDLE	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			19.58	0.00	19.58
027700	DE LAGE LANDEN	DE LAGE LANDEN		8/07/2020	70201
68801062	LEASE COPIER - AUG'20 - FD	0.00	\$79.78	0.00	79.78
Desc:	LEASE COPIER - AUG'20 - FD	Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
68801264	LEASE COPIER - AUG'20 - ADMIN	0.00	\$200.02	0.00	200.02
Desc:	LEASE COPIER - AUG'20 - ADMIN	Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE		
68801265	LEASE-COPIER AUG'20-FIN	0.00	\$173.42	0.00	173.42
Desc:	LEASE-COPIER AUG'20-FIN	Acct: 10-171-318-0000	CONTRACTED SERVICES		
Vendor Total:			453.22	0.00	453.22
028128	CONERTY, DANIELLE	DANIELLE CONERTY		8/07/2020	70202
AUG'20	Hartford Performing Arts Camp	0.00	\$984.00	0.00	984.00
Desc:	Hartford Performing Arts Camp	Acct: 10-514-318-0000	CONTRACTED SERVICES		

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 11  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
<b>Detail:</b> Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			984.00	0.00	984.00
028130	CONERTY, MICHAEL	MICHAEL CONERTY		8/07/2020	70203
AUG'20	Hartford Performing Arts Camp	0.00	\$984.00	0.00	984.00
Desc:	Hartford Performing Arts Camp	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			984.00	0.00	984.00
028850	MAGEE OFFICE EQUIPMENT INC.			8/07/2020	70204
C-01082289	LEASE COPIER - 08.23-11.23 2020	0.00	\$216.00	0.00	216.00
Desc:	LEASE COPIER - 08.23-11.23 2020	Acct: 10-151-318-0000	CONTRACTED SERVICES		
Vendor Total:			216.00	0.00	216.00
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC		8/07/2020	70205
212255238	OFFICE SUPPLIES	0.00	\$60.95	0.00	60.95
Desc:	OFFICE SUPPLIES	Acct: 10-151-323-0000	MATERIAL & SUPPLIES		
212291012	PENCILS	0.00	\$149.70	0.00	149.70
Desc:	PENCILS	Acct: 10-131-323-0000	MATERIALS & SUPPLIES		
212412331	OFFICE SUPPLIES	0.00	\$97.93	0.00	97.93
Desc:	OFFICE SUPPLIES	Acct: 10-171-323-0000	MATERIAL & SUPPLIES		
212167481	SANITIZING WIPES	0.00	\$32.16	0.00	32.16
Desc:	SANITIZING WIPES	Acct: 10-325-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			340.74	0.00	340.74
030250	MCNALL, KAREN	KAREN MCNALL		8/07/2020	70206
2020-5	CARD MAKING WORKSHOP	0.00	\$51.20	0.00	51.20
Desc:	CARD MAKING WORKSHOP	Acct: 10-515-318-0000	CONTRACTED SERVICES		
Vendor Total:			51.20	0.00	51.20
031320	MISSION COMMUNICATIONS, LLC			8/07/2020	70207
1043224	RADIO ASSEMBLY	260.00	\$260.00	0.00	260.00
Desc:	RADIO ASSEMBLY	Acct: 65-964-318-0000	CONTRACTED SERVICES		
Vendor Total:			260.00	0.00	260.00
031443	MONTAGE ENTERPRISES, INC			8/07/2020	70208
80995	MOWER Replacement blades & parts	0.00	\$2,055.87	0.00	2,055.87
Desc:	MOWER Replacement blades & parts	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
81041	MOWER - BLADES	0.00	\$474.12	0.00	474.12
Desc:	Blades for mower	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			2,529.99	0.00	2,529.99
031650	MCKESSON MEDICAL - SURGICAL	MCKESSON MEDICAL - SURGICAL		8/07/2020	70163
6344104	MEDICAL SUPPLIES - CAMP	0.00	\$65.16	0.00	65.16
Desc:	MEDICAL SUPPLIES - CAMP	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
6434580	MEDICAL SUPPLIES - CAMP	0.00	\$23.20	0.00	23.20
Desc:	MEDICAL SUPPLIES - CAMP	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			88.36	0.00	88.36

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 12  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name					
Vendor ID	Vendor Name		Payee Name		Check Date	Check No.
<b>Detail:</b> Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
031976	MUNSON EARTH MOVING CORP				8/07/2020	70209
20-029-2 B	S MAIN STR UTILITY&ROADWAY	07.17	151,007.20	\$151,007.20	0.00	151,007.20
Desc:	Services 7/1/20 - 7/17/20	Acct:	50-954-543-0010	CAPITAL -PRE LOAN APPROVAL RF3-		
Desc:	Services for 7/1/20 - 7/17/20	Acct:	60-965-544-0010	CAPITAL OUTLAY - RF1-222-3.0		
Desc:	Services for 7/1/20 - 7/17/20	Acct:	13-921-360-0100	S. Main St Infrastructure- Construction		
031976	MUNSON EARTH MOVING CORP				8/07/2020	70157
20-029-2 A	S MAIN STR UTILITY & ROADWAY - JU		104,577.29	\$104,577.29	0.00	104,577.29
Desc:	Services 6-18-20 thru 6-30-20	Acct:	50-954-543-0010	CAPITAL -PRE LOAN APPROVAL RF3-		
Desc:	Services for 6/18/20 - 6/30/20	Acct:	60-965-544-0010	CAPITAL OUTLAY - RF1-222-3.0		
Desc:	Services for 6/18/2 - 6/30/20	Acct:	13-921-360-0100	S. Main St Infrastructure- Construction		
Vendor Total:				255,584.49	0.00	255,584.49
032235	NARDONE, ANDREA		ANDREA NARDONE		8/07/2020	70210
AUG'20	Hartford Performing Arts Camp		0.00	\$840.00	0.00	840.00
Desc:	Hartford Performing Arts Camp	Acct:	10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:				840.00	0.00	840.00
034925	NORTHEAST RESOURCE RECOVERY ASSO				8/07/2020	70158
71871	HAULING FEES		268.30	\$268.30	0.00	268.30
Desc:	HAULING FEES	Acct:	30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:				268.30	0.00	268.30
035002	CASELLA WASTE MANAGEMENT, INC		CASELLA WASTE SERVICES		8/07/2020	70211
9600306162JUL'20	TRASH PICK UP - JULY'20 MAXFIELD		0.00	\$141.00	0.00	141.00
Desc:	TRASH PICK UP - JULY'20 MAXFIELD	Acct:	10-527-318-0000	CONTRACTED SERVICES		
9600004148JUL'20	TRASH PICK UP - JULY'20 BUGBEE		0.00	\$176.57	0.00	176.57
Desc:	TRASH PICK UP - JULY'20 BUGBEE	Acct:	10-421-318-0000	CONTRACTED SERVICES		
9600291752JUL'20	TRASH PICK UP - JULY'20 WABA		0.00	\$128.13	0.00	128.13
Desc:	TRASH PICK UP - JULY'20 WABA	Acct:	10-530-318-0000	CONTRACTED SERVICES		
Vendor Total:				445.70	0.00	445.70
036300	OXFORD, ROBERT E		ROBERT E. OXFORD		8/07/2020	70212
07.15.20	2020 SUMMER CONCERT SERIES		0.00	\$200.00	0.00	200.00
Desc:	2020 SUMMER CONCERT SERIES	Acct:	10-516-318-0000	CONTRACTED SERVICES		
Vendor Total:				200.00	0.00	200.00
036770	PECK COMPANY, THE		THE PECK COMPANY		8/07/2020	70213
047146-JULY'20	SOLAR ARRAY JULY 2020		3,342.04	\$3,342.04	0.00	3,342.04
Desc:	SOLAR ARRAY JULY 2020	Acct:	65-963-329-0000	ELECTRICITY		
036770	PECK COMPANY, THE		THE PECK COMPANY		8/07/2020	70159
047146-JUNE'20	SOLAR ARRAY JUNE 2020		9,137.31	\$9,137.31	0.00	9,137.31
Desc:	Solar credits for 5/18/20 - 6/17/20	Acct:	65-963-329-0000	ELECTRICITY		
Desc:	Solar credits for 6/17/20 - 6/30/20	Acct:	65-963-329-0000	ELECTRICITY		
Vendor Total:				12,479.35	0.00	12,479.35
037276	PETE'S TIRE BARNS, INC				8/07/2020	70214
263660	TIRE ROTATION		209.98	\$209.98	0.00	209.98



Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 13  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
263773	Desc: TIRE ROTATION GATOR TIRES	Acct: 60-961-320-0100 0.00	EQUIP OPERATION/MAINT-GENERAL \$470.00	0.00	470.00
	Desc: GATOR TIRES	Acct: 10-527-320-0000	EQUIP OPERATION & MAINT		
Vendor Total:			679.98	0.00	679.98
037551	PITNEY BOWES INC	PURCHASE POWER		8/07/2020	70215
JUL'20	POSTAGE - JULY 2020	873.25	\$4,427.55	0.00	4,427.55
	Desc: POSTAGE - JULY'20	Acct: 10-121-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 10-171-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 10-151-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 10-511-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 10-622-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 10-175-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 30-975-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 10-211-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 10-221-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20 TAXES 2021	Acct: 10-171-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: POSTAGE - JULY'20	Acct: 50-955-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 55-955-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 60-965-322-0000	POSTAGE		
	Desc: POSTAGE - JULY'20	Acct: 65-965-322-0000	POSTAGE		
Vendor Total:			4,427.55	0.00	4,427.55
038249	POWER WASHER SALES			8/07/2020	70216
186697	Annual lift inspection	0.00	\$1,010.00	0.00	1,010.00
	Desc: Annual lift inspection	Acct: 10-321-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,010.00	0.00	1,010.00
038495	PRIORITY EXPRESS, INC.			8/07/2020	70217
81722031	INTERLIBRARY LOAN PROGRAM	0.00	\$20.00	0.00	20.00
	Desc: INTERLIBRARY LOAN PROGRAM	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			20.00	0.00	20.00
040375	RICKER, ALLYN	ALLYN RICKER		8/07/2020	70218
AUG'20	Retiree Reimburs Aug 2020	0.00	\$310.14	0.00	310.14
	Desc: Retiree Reimburs Aug 2020	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			310.14	0.00	310.14
041450	SABIL & SONS, INC	SABIL & SONS, INC		8/07/2020	70219
39207	Repairs to H-6	1,841.17	\$1,841.17	0.00	1,841.17
	Desc: Repairs to H-6	Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
38977	H-9 PARTS	0.00	\$-232.19	0.00	-232.19
	Desc: H-9 PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
38978	H-9 PARTS	0.00	\$231.97	0.00	231.97
	Desc: H-9 PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
39264	H-6 PARTS	0.00	\$2.24	0.00	2.24
	Desc: H-6 PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
39239	H-7 PARTS	0.00	\$2.94	0.00	2.94

Report Date: 8/06/20  
11:45AM

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

Page: 14  
User: florentina

ReportAPINHDD\_PmtByDate

Check Date: 8/07/2020 - 8/07/2020

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.
88348	Desc: H-7 PARTS AMB TOWING	Acct: 10-321-321-0000 0.00	REPAIRS & MAINT-VEHICLES \$525.00	0.00	525.00
	Desc: AMB TOWING	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		2,371.13	0.00	2,371.13
042702	JOHNSON CONTROLS FIRE PROTECTION L	JOHNSON CONTROLS FIRE PROTECTION LP3/07/2020			70220
86907913	EXTINGUISHER INSPECTION	148.00	\$148.00	0.00	148.00
	Desc: EXTINGUISHER INSPECTION	Acct: 65-963-318-0000	CONTRACTED SERVICES		
86928549	EXTINGUISHER INSPECTION	121.10	\$121.10	0.00	121.10
	Desc: EXTINGUISHER INSPECTION	Acct: 65-963-318-0000	CONTRACTED SERVICES		
86907917	EXTINGUISHER INSPECTION	229.00	\$229.00	0.00	229.00
	Desc: EXTINGUISHER INSPECTION	Acct: 60-961-318-0000	CONTRACTED SERVICES		
	Vendor Total:		498.10	0.00	498.10
043850	STANKUS, TOM	TOM STANKUS	8/07/2020		70221
2033	SUMMER CAMP PERFORMANCE	0.00	\$450.00	0.00	450.00
	Desc: SUMMER CAMP PERFORMANCE	Acct: 10-514-318-0000	CONTRACTED SERVICES		
	Vendor Total:		450.00	0.00	450.00
043876	STANTEC CONSULTING SERVICES, INC		8/07/2020		70160
1672901	VA CUTOFF BRIDGE - EXPANSION JOI	0.00	\$4,323.71	0.00	4,323.71
	Desc: VA CUTOFF BRIDGE - EXPANSION JOINTS	Acct: 10-311-318-0000	CONTRACTED SERVICES		
	Vendor Total:		4,323.71	0.00	4,323.71
044204	STEARNS SEPTIC SERVICE, LLC		8/07/2020		70222
2020-327	7 hours cleaning stations	1,645.00	\$1,645.00	0.00	1,645.00
	Desc: 7 hours cleaning stations	Acct: 65-964-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,645.00	0.00	1,645.00
044220	STERICYCLE, INC		8/07/2020		70223
1010048974	STERI-SAFE MONTHLY FEE JULY-AUG	0.00	\$55.00	0.00	55.00
	Desc: STERI-SAFE MONTHLY FEE JULY-AUG 20	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
	Vendor Total:		55.00	0.00	55.00
044450	STONE, ROBERT	ROBERT STONE	8/07/2020		70224
AUG'20	2020 SUMMER CONCERT SERIES	0.00	\$400.00	0.00	400.00
	Desc: 2020 SUMMER CONCERT SERIES	Acct: 10-516-318-0000	CONTRACTED SERVICES		
	Vendor Total:		400.00	0.00	400.00
044906	SWANK MOTION PICTURES, INC		8/07/2020		70225
DB2884262	DVD - SONIC THE HEDGEHOG	0.00	\$100.00	0.00	100.00
	Desc: DVD - SONIC THE HEDGEHOG	Acct: 10-516-318-0000	CONTRACTED SERVICES		
2880598	DVD - LION KING (2019)	0.00	\$100.00	0.00	100.00
	Desc: DVD - LION KING (2019)	Acct: 10-516-318-0000	CONTRACTED SERVICES		
	Vendor Total:		200.00	0.00	200.00
045300	TASCO SECURITY, INC		8/07/2020		70226

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 15  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
<b>Detail:</b> Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
146120	ALARM SERVICES - 08.01.20-07.31.21	186.36	\$186.36	0.00	186.36
Desc: ALARM SERVICES - 08.01.20-07.31.21	Acct: 60-961-318-0000		CONTRACTED SERVICES		
Vendor Total:			186.36	0.00	186.36
045990	THURSTON, ROSS M	ROSS M THURSTON		8/07/2020	70227
PO#6968	Reimbursement for CDL	0.00	\$53.75	0.00	53.75
Desc: Reimbursement for CDL	Acct: 10-325-317-0000		PERMITS AND LICENSES		
Vendor Total:			53.75	0.00	53.75
046000	TI-SALES INC			8/07/2020	70228
INV0120883	BATTERY	236.99	\$236.99	0.00	236.99
Desc: BATTERY	Acct: 50-952-323-0000		MATERIAL & SUPPLIES		
Desc: BATTERY	Acct: 55-954-323-0000		MATERIALS & SUPPLIES		
Vendor Total:			236.99	0.00	236.99
047190	USA BLUEBOOK	USA BLUEBOOK		8/07/2020	70229
311407	MATERIALS	190.43	\$190.43	0.00	190.43
Desc: MATERIALS	Acct: 65-963-323-0000		MATERIALS & SUPPLIES		
306923	MATERIALS	79.64	\$79.64	0.00	79.64
Desc: MATERIALS	Acct: 65-963-320-0100		EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:			270.07	0.00	270.07
048300	VALLEY NEWS	VALLEY NEWS		8/07/2020	70230
125977 JUL'20	VALLEY NEWS ADS - JULY 2020	0.00	\$54.40	0.00	54.40
Desc: AD#49513 RFP BUGBEE HEAT PUMP	Acct: 10-626-312-0000		Advertising		
Desc: AD#49511 RFP PD HEAT PUMP	Acct: 10-626-312-0000		Advertising		
Vendor Total:			54.40	0.00	54.40
048577	VERIZON WIRELESS - VSAT			8/07/2020	70231
200181301-79370095	SMS JULY 2020	0.00	\$50.00	0.00	50.00
Desc: SMS JULY 2020	Acct: 10-211-323-0000		MATERIAL & SUPPLIES		
Vendor Total:			50.00	0.00	50.00
050045	XYLEM WATER SOLUTIONS U.S.A. INC	XYLEM WATER SOLUTIONS U.S.A. INC		8/07/2020	70232
3556B32057	PUMP - FERRY BOAT PUMP STN	15,891.64	\$15,891.64	0.00	15,891.64
Desc: PUMP - FERRY BOAT PUMP STN	Acct: 60-964-321-0200		REPAIRS & MAINT-MAINS		
Vendor Total:			15,891.64	0.00	15,891.64
050200	VERMONT LEAGUE OF CITIES AND TOWNS			8/07/2020	70161
20200461-G01	Insurance deductible for River Roos	1,000.00	\$1,000.00	0.00	1,000.00
Desc: Insurance deductible for River Roos	Acct: 50-955-418-0000		PROPERTY & LIABILITY INS		
Vendor Total:			1,000.00	0.00	1,000.00
051943	VISION SERVICE PLAN	VISION SERVICE PLAN		8/07/2020	70233
AUG'20	VISION INS - AUG 2020	0.00	\$1,930.14	0.00	1,930.14
Desc: VISION INS - AUG 2020	Acct: 10-012-300-0225		ACCRUED VISION INSURANCE PAYAI		
Vendor Total:			1,930.14	0.00	1,930.14

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 16  
User: florentina

ReportAPINHDPmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
052325	WEED CONCRETE PRODUCTS	WEED PRECAST, LLC		8/07/2020	70234
2894	Well tile cover w/poly lok riser	940.00	\$940.00	0.00	940.00
Desc:	Well tile cover w/poly lok riser	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:			940.00	0.00	940.00
053050	WHITE RIVER JCT ROTARY CLUB (THE)	THE WHITE RIVER JCT ROTARY CLUB		8/07/2020	70235
724	MEMBERSHIP DUES 2020-2021	0.00	\$150.00	0.00	150.00
Desc:	MEMBERSHIP DUES 2020-2021	Acct: 10-211-313-0000	MEMBERSHIP DUES		
Vendor Total:			150.00	0.00	150.00
053150	SWISH WHITE RIVER LTD			8/07/2020	70236
W387107	CLEANING SUPPLIES	64.38	\$64.38	0.00	64.38
Desc:	CLEANING SUPPLIES	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
053150	SWISH WHITE RIVER LTD			8/07/2020	70162
W379177	CLEANING SUPPLIES	23.69	\$23.69	0.00	23.69
Desc:	CLEANING SUPPLIES	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
053150	SWISH WHITE RIVER LTD			8/07/2020	70236
W385798	CLEANING SUPPLIES	33.53	\$33.53	0.00	33.53
Desc:	CLEANING SUPPLIES	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
W386072	CLEANING SUPPLIES-COVID	0.00	\$54.00	0.00	54.00
Desc:	CLEANING SUPPLIES-COVID	Acct: 10-521-417-0017	EXTRAORDINARY EXP : COVID-19		
W386100	CLEANING SUPPLIES	0.00	\$28.48	0.00	28.48
Desc:	CLEANING SUPPLIES	Acct: 10-421-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			204.08	0.00	204.08
053650	WILSON TIRE INC			8/07/2020	70237
499343	CAR #3 TIRE MOUNT & BALANCE	0.00	\$108.80	0.00	108.80
Desc:	CAR #3 TIRE MOUNT & BALANCE	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
499344	CAR #3 TIRES	0.00	\$507.60	0.00	507.60
Desc:	CAR 3 TIRES	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			616.40	0.00	616.40
053695	WIND RIVER ENVIRONMENTAL LLC			8/07/2020	70238
4673770	Sludge Hauling	1,488.00	\$1,488.00	0.00	1,488.00
Desc:	Sludge Hauling	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,488.00	0.00	1,488.00
054160	WITMER PUBLIC SAFETY, INC			8/07/2020	70239
2042829	BOOTS	0.00	\$276.48	0.00	276.48
Desc:	BOOTS	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
Vendor Total:			276.48	0.00	276.48
059882	CARY, SANDRA	SANDRA CARY		8/07/2020	70240
2021-3	REIMBURSEMENT - BOOKS/SUPPLIES	0.00	\$213.19	0.00	213.19
Desc:	REIMBURSEMENT - BOOKS/SUPPLIES	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			213.19	0.00	213.19

Report Date: 8/06/20  
11:45AM

**Payment Manifest  
by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 17  
User: florentina

ReportAPINHDD\_PmtByDate

Bank ID	Bank Name					
Vendor ID	Vendor Name		Payee Name		Check Date	Check No.
<b>Detail:</b> Invoice No.	Invoice Description		Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
500828	MCELWAIN, GLENN		GLENN T MCELWAIN		8/07/2020	70241
07.29.2020	2020 SUMMER CONCERT SERIES		0.00	\$400.00	0.00	400.00
Desc:	2020 SUMMER CONCERT SERIES		Acct: 10-516-318-0000	CONTRACTED SERVICES		
Vendor Total:				400.00	0.00	400.00
500894	SECURSHRED		SECURSHRED		8/07/2020	70242
340282	SHREDDING SERVICES		0.00	\$22.00	0.00	22.00
Desc:	SHREDDING SERVICES		Acct: 10-211-318-0000	CONTRACTED SERVICES		
Vendor Total:				22.00	0.00	22.00
501929	WEST, LANNI LUCE		LANNI LUCE WEST		8/07/2020	70243
AUG'20	Hartford Performing Arts Camp		0.00	\$840.00	0.00	840.00
Desc:	Hartford Performing Arts Camp		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:				840.00	0.00	840.00
502300	BROWN, SPENCER		SPENCER BROWN		8/07/2020	70244
07.31.2020	Speed & Agility Program		0.00	\$2,944.00	0.00	2,944.00
Desc:	Speed & Agility Program		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:				2,944.00	0.00	2,944.00
502361	WUNDERLICH, MAX		MAX WUNDERLICH		8/07/2020	70245
845375	REFUND CAMP VENTURES		0.00	\$100.00	0.00	100.00
Desc:	REFUND CAMP VENTURES		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:				100.00	0.00	100.00
502483	WITHINGTON, KRISTINA				8/07/2020	70246
845301	REFUND - FOOTBALL CAMP		0.00	\$70.00	0.00	70.00
Desc:	REFUND - FOOTBALL CAMP		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:				70.00	0.00	70.00
502632	PUGH, KELLY				8/07/2020	70247
845300	REFUND - FOOTBALL CAMP		0.00	\$70.00	0.00	70.00
Desc:	REFUND - FOOTBALL CAMP		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:				70.00	0.00	70.00
502643	MURRAY, DANIEL				8/07/2020	70248
1623880	REFUND		0.00	\$25.00	0.00	25.00
Desc:	REFUND		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:				25.00	0.00	25.00
502644	CAMPBELL, SARA				8/07/2020	70249
845310	REFUND CAMP		0.00	\$330.00	0.00	330.00
Desc:	REFUND CAMP		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:				330.00	0.00	330.00
502645	LOPES, DOREEN				8/07/2020	70250
845474	REFUND - CAMP		0.00	\$75.00	0.00	75.00

Report Date: 8/06/20  
11:45AM

**Payment Manifest**  
**by Vendor ID**

**Town of Hartford**

Check Date: 8/07/2020 - 8/07/2020

Page: 18  
User: florentina  
ReportAPINHDD\_PmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: REFUND - CAMP	Acct: 10-514-325-0000	REFUNDS		
		Vendor Total:	75.00	0.00	75.00
502646	THIBODEAU, TIMOTHY			8/07/2020	70251
1623946	REFUND	0.00	\$232.50	0.00	232.50
	Desc: REFUND	Acct: 10-514-325-0000	REFUNDS		
		Vendor Total:	232.50	0.00	232.50
502647	BERGSTRESSER, LAURA			8/07/2020	70252
1623969	REFUND	0.00	\$190.00	0.00	190.00
	Desc: REFUND	Acct: 10-514-325-0000	REFUNDS		
		Vendor Total:	190.00	0.00	190.00
FUND 1 0			Bank Total:		490,359.76
		Holdback Total			659,091.92
Batch Totals:		0.00	408,481.02	0.00	1,067,572.94

\_\_\_\_ DAN FRASER  
\_\_\_\_ SIMON DENNIS  
\_\_\_\_ ALICIA BARROW  
\_\_\_\_ ALAN JOHNSON  
\_\_\_\_ EMMA BEHRENS  
\_\_\_\_ JOSEPH MAJOR  
\_\_\_\_ KIM SOUZA  
\_\_\_\_ J. BRANNON GODFREY JF  
\_\_\_\_ GAIL OSTROUT  
\_\_\_\_ JOHN J. CLERKIN