



**TOWN OF HARTFORD LOCAL
LIQUOR CONTROL BOARD
& SELECTBOARD AGENDA**

Tuesday, May 9, 2017 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

I. Call to Order of the Selectboard Meeting

II. Pledge of Allegiance

III. Local Liquor Control Board:

1. Vermont Country Corporation, 3699 Woodstock Road, White River Jct., VT 05001 (2nd Class Renewal)

IV. Order of Agenda

V. Selectboard:

1. **Citizen, Selectboard Comments and Announcements: TBD**
2. **Appointments:**
 - a. Consider the Appointment of Cassidy Neal to the Hartford Conservation Committee for a 4-Year Term, 5/9/2017 to 5/8/2021.
 - b. Consider the Appointment of Jeff Arnold to the Sister City Committee for a 3-Year Term, 5/9/2017 to 5/8/2020.
 - c. Consider the appointment of Michelle Boleski to the Sister City Committee for a 3-Year Term, 5/9/2017 to 5/8/2020.
 - d. Consider the appointment of Skye Murray to the Sister City Committee for a 3-Year Term, 5/9/2017 to 5/8/2020.

3. **Town Manager's Report:** (TBD, Board questions, concerns, requests, project updates, etc.)
4. **Board Reports, Motions & Ordinances:**
 - a. Consider for Approval the TIF Bond Loan Application. (Mot. Req.)
 - b. Discuss, Determine Options and Way Ahead for Flavored Tobacco in the Town of Hartford. (Info Only)
 - c. Discuss, Determine Options and Way Ahead for Impact Fees. (Info Only)
 - d. Pocket Park Project Update and Budget Review. (Mot. Req.)
 - e. Consider Validation Resolution for 2017 Town Meeting Process. (Mot. Req.)
 - f. Consider Proclamation for Kids to Parks Day, May 20, 2017. (Mot. Req.)
6. **Commission Meeting Reports: TBD**
7. **Consent Agenda (Mot. Req.):**
 - a. Approve Payroll Ending 5/6/2017
 - b. Approve Meeting Minutes of 4/25/2017
 - c. Approve A/P Manifest of 5/5/2017 & 5/9/2017
 - d. Selectboard Meeting Dates of:
 - Already Approved: 5/23/2017, 6/6/2017 & 6/20/2017
 - To Be Approved: 7/4/2017 & 7/18/2017
8. **Executive Session:** Labor Relations Agreements/Contracts:

In accordance with Vermont's Open Meeting Law Requirements, I move that the Selectboard enter into Executive Session to discuss Labor Relations Agreements and Contracts under the provisions of Title 1, Section 313(a)(1) of the Vermont Statutes.

VI. Close the Selectboard Meeting. (Mot. Req.)

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

**Hartford Police
Department**

Memo

To: Beth Hill, Sherry West

From: Chief Phillip Kasten

Date: April 19, 2017

Re: Liquor Licenses

The following establishments and persons listed on the application have been checked through the Hartford Spillman system as well as the State of Vermont Spillman system. The check did not yield anything that would have a negative impact on their respective applications.

Vermont Country Corp
3699 Woodstock Rd

Marjorie Battaglia

Inspection Summary

Hartford Fire Department

Inspection 1198



Inspection

Type Liquor License
Status Completed/Closed
Inspector Michael Bedard
Unit Number HFCR2
Shift FM

Scheduled
Inspected On 04/28/2017 13:00
Finished At 04/28/2017 13:30
Next Inspection

Scheduled
Inspection Length 0.50

Occupant

Occupant Name Route 4 Country Store Deli & Bar-B-Que
Building Name
Contact Name
Address 3699 WOODSTOCK RD
City, State and Zip Quechee, VT 05059-
Phone 802-295-7563

Owner

Owner / Company Marjorie Battaglia
Contact Name
Address 3699 Woodstock Rd
City, State and Zip White River Junction, VT 05001-
Phone 802-295-7563

Comments

Violation Summary

Status	Violation	Location
Closed	- Power Cord Put wire in box or remove.	1st Floor
Closed	- E-light Repair or replace E-light.	1st Floor

Tickler History

Date Type Inspector Narrative

Signatures

Inspector

[Signature]
Michael Bedard

[Signature]
Date

2017 LIQUOR LICENSE RENEWAL APPLICATION

SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

7051-001-SECN-001

Page 1

License Year Beginning May 1, 2017 ending April 30, 2018

Fee: \$140.00 of which
\$70.00 is paid to town/city
\$70.00 is paid to DLC
Town: 14040 - HARTFORD

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Vermont Country Corporation
Doing Business As:

Licensee # 7051- 1

Vermont Country Corporation
3699 Woodstock Road
White River Jct VT 05001
Telephone: (802) 295-7563

Mailing Address:
3699 Woodstock Road
White River Jct VT 05001

PLEASE INCLUDE EMAIL ADDRESS:

tbattaglia@aol.com

Description of Premises:

Store on the first floor of a two story wood structure. Located on the north side of Woodstock Road. 100 feet west of the interstate over pass. Located in the village of White River Junction, in the town of Hartford, VT

Premises: XX Owned Leased

Last Enforcement Seminar: 06/22/2016

Fed. ID Number: 27-0611314 Incorporation Date: 07/20/2009 Valid Charter?: Yes State of Charter: Vermont
Majority of Directors are US Citizens: Yes

ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.

Corporation	Name	Address	Town/City	State	Zip Code
Secretary	1. Battaglia, Marjorie	3699 Woodstock Road	White River Jct	VT	05001
Director	2. Battaglia, Marjorie	3699 Woodstock Road	White River Jct	VT	05001
Stockholder	3. Battaglia, Marjorie	3699 Woodstock Road	White River Jct	VT	05001

Has any director or stockholder been convicted or pleaded guilty to any criminal or motor vehicle offense in any court of law (including traffic tickets by mail) during the last year? Yes ✓No
If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

In the past year has any director or stockholder of the corporation held any elective or appointive state, county, city, village or town office in Vermont (See VSA, T.7, Ch.9, Sec. 223)? Yes ✓No
If yes, please attach the following information: Individual's name, office and jurisdiction

Disclosure of Non-profit Organization?: Yes XX No**ALL APPLICANTS MUST COMPLETE AND SIGN**

The applicant understands and agrees that the Liquor Control Board may obtain criminal history record information from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page

2017 LIQUOR LICENSE RENEWAL APPLICATION
SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

7051-001-SECN-001
Page 2

I/We hereby certify that the information in this application is true and complete.

Dated this 31st day of December, 2016

Signature of authorized agent
of corporation, company, club or association

Signature of individual or partners

MM Battaglia
President
(Title)

MM Battaglia

Are you making this application for the benefit of any other party? Yes ☒ No

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor Control Board for suitable action thereon, before any license may be granted. For the information of the Liquor Control Board, all applications shall carry the signature of each individual commissioner registering either approval or disapproval. Lease or title must be recorded in town or city before issuance of license.

APPROVED

DISAPPROVED

Approved by Board of Control Commissioners of the City or Town of _____.

Total Membership _____, _____ members present

Attest, _____, Town Clerk

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:
DEPARTMENT OF LIQUOR CONTROL
13 GREEN MOUNTAIN DRIVE
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec.312

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

ADVISORY BOARD/COMMISSION APPLICATION

Application for ☒ appointment(s) or ☐ re-appointment to: Conservation Committee

I. APPLICANT DATA:

Name: Cassidy Neal

Address: 285 Woodhaver Drive 7N
White River Jct. VT 05001

Telephone: (Home) [REDACTED] (Work) [REDACTED] (Other) [REDACTED]

Email Address: [REDACTED]

How long have you been a Hartford resident? 1.5 years

Are you a United States Citizen? yes Are you a registered voter? yes

II. EDUCATION:

High School: Fall Mtn. RITS Year Graduated: 2002

College 1: Boston University Degree Earned: Masters

Course of Study: Criminal Justice Year: 2011

College 2: UNH School of Law Degree Earned: Juris Doctor

Course of Study: Law Year: 2015

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
<u>Schuster Bathy i Way</u>	<u>3/16 - Present</u>	<u>Attorney</u>	<u>practice of law</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? 1-2 nights a month, Mondays
are available
- b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? to serve the community in a volunteer capacity is
important to me. I practice land use regulation and have
experience working w/ Land Trusts
- c. What are your past experiences in Municipal, State or Federal Government? I currently
serve of the Hartford Parks & Rec and I work at a
law firm that represents municipalities
- d. What civic or social organizations have belonged to and what positions did you hold?
- 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? Community involvement
can always be increased. This is probably a group effort, not
just on the administration or one particular Board.
- f. What might some solutions be? Stay current w/ relevant issues; transparency;
and keeping an updated website.
- g. Other hobbies/interests: Sports - golf, ski, etc. & play the guitar

V. REFERENCES: (Please list three)

Name: Tad Diner

Telephone: [REDACTED]

Name: Bang Schuster

Telephone: [REDACTED]

Name: Craig Vickers

Telephone: [REDACTED]

C. Neal
APPLICANT'S SIGNATURE

4-3-2017
DATE



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

ADVISORY BOARD/COMMISSION APPLICATION

Application for ☒ appointment(s) or ☐ re-appointment to: Sister Cities Commission

I. APPLICANT DATA:

Name: Jeff Arnold
Address: 1187 Christian St
White River Jct. VT 05001
Telephone: (Home) [REDACTED] (Work) Same (Other) [REDACTED]
Email Address: [REDACTED]
How long have you been a Hartford resident? 20 years
Are you a United States Citizen? Yes Are you a registered voter? Yes

II. EDUCATION:

High School: Woodstock High School Year Graduated: 1971
College 1: University of VT Degree Earned: B.S.
Course of Study: Wildlife Bio / Film making Year: 1977
College 2: School for International Training Degree Earned: Masters in International Adm.
Course of Study: Management of NGOs, Project Dev. Year: 1991

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
Self employed (Arnold Design)	2002 - present	Owner/Adm	Management, Accounting, teaching
Geographic Data Technology	1998 - 2002	Librarian/Tech	manage Brazil database and inventory
German Agro Action	1996 - 1998	Project officer	Manage Sanitation project Kabul
MADERA	1994 - 1996	Program Coordinator	Manage Water Supply program Jalalabad, Afghanistan

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?

As many as necessary - Have flexible schedule

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

I am interested in sharing our culture with the French and learning more about theirs. Am a highly experienced world traveler project manager and small business owner. I bring writing, accounting, management people and french language skills

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

Served 4 years on Hartford's School Board lobbied for childcare with VT Early Childhood Alliance, ran for House Rep of VT legislature, served in the National Guard

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

Hartford School Board, Vice Pres CATV Board of Directors, soccer coach Rec Dept Church member, Historical Society member,

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

More high tech jobs - The more commissions can do to make Hartford a lively place with diverse entertainment potential that includes music, theater, restaurants parks + trails, gardens etc the more attractive Hartford becomes to businesses and families.

- f. What might some solutions be?

Celebrate town and school successes and invest in infrastructure, increase tax base, maintain facilities

- g. Other hobbies/interests: Photography, video production, non-fiction book group, travel, Skiing, skating, hiking, politics, travel, education, pre-school space design, science, nature, history, carpets (Afghan), stamps, accounting, French

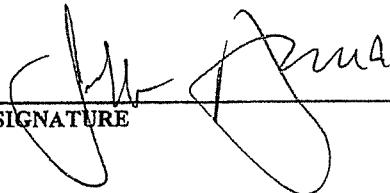
V. REFERENCES: (Please list three)

Name: Joel Hariton Telephone: [REDACTED]

Name: Ron Dwinell Telephone: [REDACTED]

Name: Alice Grundersen Telephone: [REDACTED]

APPLICANTS SIGNATURE



DATE

3/24/17

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: _____

I. APPLICANT DATA:

Name: Michelle Boleski
Address: PO Box 896 White River Jct. VT 05001 - Mailing
165 Hanover St White River Jct. - Physical
Telephone: (Home) [REDACTED] (Work) [REDACTED] (Other) [REDACTED]
Email Address: [REDACTED]
How long have you been a Hartford resident? 9 years
Are you a United States Citizen? yes Are you a registered voter? yes

II. EDUCATION:

High School: Bay Shore High School N.Y Year Graduated: 1976
College 1: Parsons School of Design Degree Earned: BFA
Course of Study: BFA / Illustration Year: 1980
College 2: Johnson State Degree Earned: DID NOT
Course of Study: Masters of Education Year: COMPLETE

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
<u>Petal Floral Design</u>	<u>2006 present</u>	<u>owner</u>	<u></u>
<u>Hartford School District</u>	<u>2006-2011</u>	<u>Art teacher</u>	<u></u>
<u>Washington West JV</u>	<u>2001-2006</u>	<u>Art teacher</u>	<u></u>

IV. PROFESSIONAL EXPERIENCE:

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

Would you be available for evening meetings?

I am on school board
MONDAY TUESDAY & WEDNESDAY WORK BEST

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

I AM INTERESTED IN CIVICS WORLD
AFFAIRS AND AUDITING FINANCE
I STUDIED FINANCE IN HIGH SCHOOL
I HAVE BEEN TO FRANCE TWICE

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

I AM CURRENTLY SERVING ON
THE SCHOOL BOARD

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

I VOLUNTEER FOR WHITE RIVER ANIMAL RESCUE
I BELONG TO VERMONT ASSOCIATION OF WEDDING PROFESSIONALS
I WAS ON THE PTO AND WAS PRESIDENT FOR TWO YEARS

- 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?

SHARE IDEAS, POLICIES FROM OTHER
MUNICIPALITIES

IN
FAYSTON
VT.

- f. What might some solutions be?

- g. Other hobbies/interests: GARDENING, TRAVEL, RESCUING DOGS,
HISTORY, CRAFTING ART,

V. REFERENCES: (Please list three)

Name: ELAINE WATKINSON

Telephone:

Name: ROBYN FAIRCLOUD

Telephone:

Name: TERRY PATTERSON
AND JOHN

Telephone:

Michelle A. B. B.

APPLICANTS SIGNATURE

DATE

4/26/17



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 Y appointment(s) or re-appointment to: _____

I. APPLICANT DATA:

Name: Skye Murray
Address: 81 Butternut Rd
WRS, VT 05001
Telephone: (Home) _____ (Work) _____ (Other) _____
Email Address: _____
How long have you been a Hartford resident? 1 yr
Are you a United States Citizen? Y Are you a registered voter? Y

II. EDUCATION:

High School: Ann Arbor Pioneer H.S. Year Graduated: 1997
College 1: University of Evansville Degree Earned: B.A.
Course of Study: French - Int'l Studies Year: 2001
College 2: Fuller Seminary Degree Earned: M.Div
Course of Study: Masters of Divinity Year: 2005

III. WORK HISTORY:

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
DHMc	2/29/16	Staff	Chaplain for Pediatrics
Vorton Healthcare	7/2006 - 2/5/2016	Staff	Chaplain for Pediatrics

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? One Tuesday Eve. a
month, many Mondays available as well

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

Enthusiasm for international exchange,
partnership & relationship building. Some French
language knowledge

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

none

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

I have been co-leader of College Ministry Board in
Louisville, KY

- 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?

We do not have
a thriving sister-city relationship - its a perfect
time to increase international partnership & relations
in a time where we seem more divided as a nation & world

- f. What might some solutions be?

Looking at other cities around us
& what has worked in their sister-city relationships -
and asking what has not,

- g. Other hobbies/interests:

Reading, teaching children's Sunday school,
Gardening/locking.

V. REFERENCES: (Please list three)

Name: Angie LeDuc

Telephone: [REDACTED]

Name: Kris Bowen

Telephone: [REDACTED]

Name: Penny Abbott

Telephone: [REDACTED]

APPLICANTS SIGNATURE

Skene Murray

DATE

3-10-17



Hartford's Tax Increment Financing (TIF) District for Downtown White River Junction

2017 Vermont Bond Bank Application

May 9, 2017 Selectboard Meeting

**From: Lori Hirshfield, Director
Department of Planning & Development**



Background



- ☐ In March voters approved the next set of WRJ TIF projects, & authorized \$1,926,000 of Bond funds to implement these projects estimated as follows:
 - Currier Street Extension - \$1,600,000
 - North Main Street Sidewalk and Streetscape - \$26,000
 - North Main, South Main and Gates Streets Water Main - Engineering - \$50,000
 - South Main Street Various Improvements - Engineering - \$250,000
- ☐ In 2016, voters approved \$200,000 of TIF funds & Bond financing for improvements to Town parking lot behind former Legion building in WRJ.
- ☐ Parking lot project deferred for construction with the Currier Street Extension project.



Bond Financing



- ☐ Next round of VT Bond Bank applications due May 15, 2017. Another application round will be in January/February 2018.
- ☐ 20-year Bond with estimated annual average interest rate of 3.764% (info provided for March voter approval; currently rate is 3.25%).
- ☐ Total estimated debt over life of \$2,126,000 loan estimated at \$2,701,123, including principal, interest and fees.
- ☐ Interest accrues from the date of Bond sale.
- ☐ Bond amount cannot be reduced after Bond Sale if Town spends less.



Schedule



- ☐ Early to Mid June
 - Bond Board approves application
 - Town decides if floating entire amount
- ☐ Week after July 4th
 - Bond Sale
 - Interest rate set on day Bond is sold
- ☐ End of July
 - Loan closing
 - Loan proceeds available



Suggested Motions



- ☐ Authorize the Town Manager to submit an application to the Vermont Bond Bank for \$2,126,000 to finance construction of the voter approved TIF projects as presented.
- ☐ Approve the attached Bond Authorized Representative form for Leo Pullar and Alternate Authorized Representative form for Gail Ostrout.

APPOINTMENT OF ALTERNATE AUTHORIZED REPRESENTATIVE

Project No. Town of Hartford 2017 TIF Bond

The Town of Hartford, VT, as legislative body of the applicant, hereby authorizes Gail Ostrout, Hartford Finance Director, to act as an alternate authorized representative of the applicant for the purpose of furnishing to the State of Vermont such information, data and documents pertaining to the above noted project as may be required and otherwise to act as the authorized representative of the applicant in connection with the project. Correspondence should be sent to the alternate authorized representative at the following address:

Town of Hartford Finance Office

171 Bridge Street

White River Junction, VT 05089

802-295-3002
Phone Number

802-295-6382
Fax Number

gostrout@hartford-vt.org

Email Address

Done this 9th day of May, 2017

BY: _____

Chair, Legislative Body

APPOINTMENT OF AUTHORIZED REPRESENTATIVE

Project No. Town of Hartford 2017 TIF Bond

The Town of Hartford, VT, as legislative body of the applicant, hereby authorizes Leo G. Pullar, Town Manager, to act as an authorized representative of the applicant for the purpose of furnishing to the State of Vermont such information, data and documents pertaining to the above noted project as may be required and otherwise to act as the authorized representative of the applicant in connection with the project. Correspondence should be sent to the alternate authorized representative at the following address:

Town of Hartford, VT

Town Manager's Office

171 Bridge Street

White River Junction, VT 05089

802-295-9353
Phone Number

802-295-6382
Fax Number

Lpullar@hartford-vt.org

Email Address

Done this 9th day of May, 2017

BY: _____

Chair, Legislative Body



Creating a Healthier Hartford By Reducing the Marketing Influence of the Tobacco Industry

1. The Tobacco Using Landscape in Hartford

9% of Hartford's high school youth are considered regular smokers, according to the 2015 YRBS, down from 20% in 2007. However, 13% of Hartford's high school students are smoking cigars, 25% have tried a vape tobacco product, 26% have used some kind of tobacco product in the past 30 days, and 28%, almost a third of Hartford's high school students, have used a flavored tobacco product.

2. The Tobacco Retail Environment-At the Store

The tobacco industry spends over 1 million dollars an hour on advertising in the United States. In Vermont, tobacco companies spend over \$19 million a year to market their products, most of that is spent in the retail environment. There is traditional advertising with signs promoting a particular tobacco product on a store window. But, how often have you walked into a convenience store and see a power wall of tobacco products behind the counter? That power wall is one big advertisement for tobacco. Another form of tobacco advertising is the use of price promotions. Price promotions urge consumers to take advantage of discounted pricing. And, the tobacco industry makes sure there is a tobacco product for almost everyone: regular and menthol cigarettes (not to mention long and short, and "organic" varieties), chew in a variety of flavors and strengths, cigars and cigarillos (little cigars) also available in a selection of flavors, dissolvable versions, such as Snuz or Orbs, and e-cigarettes and vape juice in many tantalizing flavors and strengths.

3. The Tobacco Retail Environment – In the Community

The density of tobacco retailers in Hartford, that is the number and location of tobacco retailers is also another way the tobacco industry markets its products. Currently, Hartford has 12 tobacco retailers, 7 clustered in the White River Junction area – generally, lower income and more commercial, and 5 in Quechee – higher income, but a tourist area. It should be noted that 3 of Quechee's retailers barely make any tobacco products available (Jake's Market and Café, Singleton's Market, and Rte 4 Country Store). The Quechee State Park and the Quechee Gorge are located nearby. In contrast, all but one WRJ area retailer has the typical power wall of tobacco products, making many more tobacco products available in a lower income area, a population that is known to use tobacco products more. Further, both the Mobil gas station and the Cumberland Farms on Hartford Avenue are located just up the block from the Wilder residential area and Killowatt Park on one side, and walking distance from Hartford's middle and high schools on the other.

4. The Marketing Impact on Youth

70% of Vermont's youth visit a convenience store at least once a week which is one reason why more than 400 Vermont youth become daily smokers each year. 90% of adult smokers started before they turned 18. The tobacco industry knows this which is why they concentrate their marketing budget on retailers. Every time a young person walks into a convenience store, youth

see the power wall, the price promotions, the signage, the flavors, the sheer variety and volume of tobacco products – all send the message to youth to “try me”. In Hartford, 77% of its tobacco retailers sell single cigarillos compared to 64% county wide. Often, this product is sold at less than a dollar, making it very affordable to purchase. These single cigarillos are available in flavors such as cherry, or grape. 85% of Hartford’s tobacco retailers sell flavored cigarillos compared to 62% of retailers throughout Windsor County.

5. Strategies to Reduce the Tobacco Industry’s Marketing Influence on Youth

There are strategies that can be implemented in Hartford to reduce the tobacco industry’s marketing influence and to prevent youth from initiating tobacco use. The following are evidence based strategies that are proven ways for communities to prevent youth from using tobacco:

- a) Eliminate or reduce the amount of flavored tobacco products that are available for sale in retail stores.
- b) Establish a policy/ordinance that no more than x% (20% suggested) of retail window and door space be used for advertising; this would apply for all products.
- c) Promote healthier neighborhoods by issuing a moratorium on additional tobacco retailers.
- d) Reduce the visibility of tobacco products in stores, especially those located near a school or park.
- e) Discourage or refuse to participate in coupon redemption for tobacco products.
- f) Post health warning signs or 802Quits signs by tobacco to discourage tobacco purchasing and to reinforce health dangers of tobacco use.
- g) Keep e-cigarette products and promotions behind the counter with other tobacco products.

Availability of Flavored Cigarillos

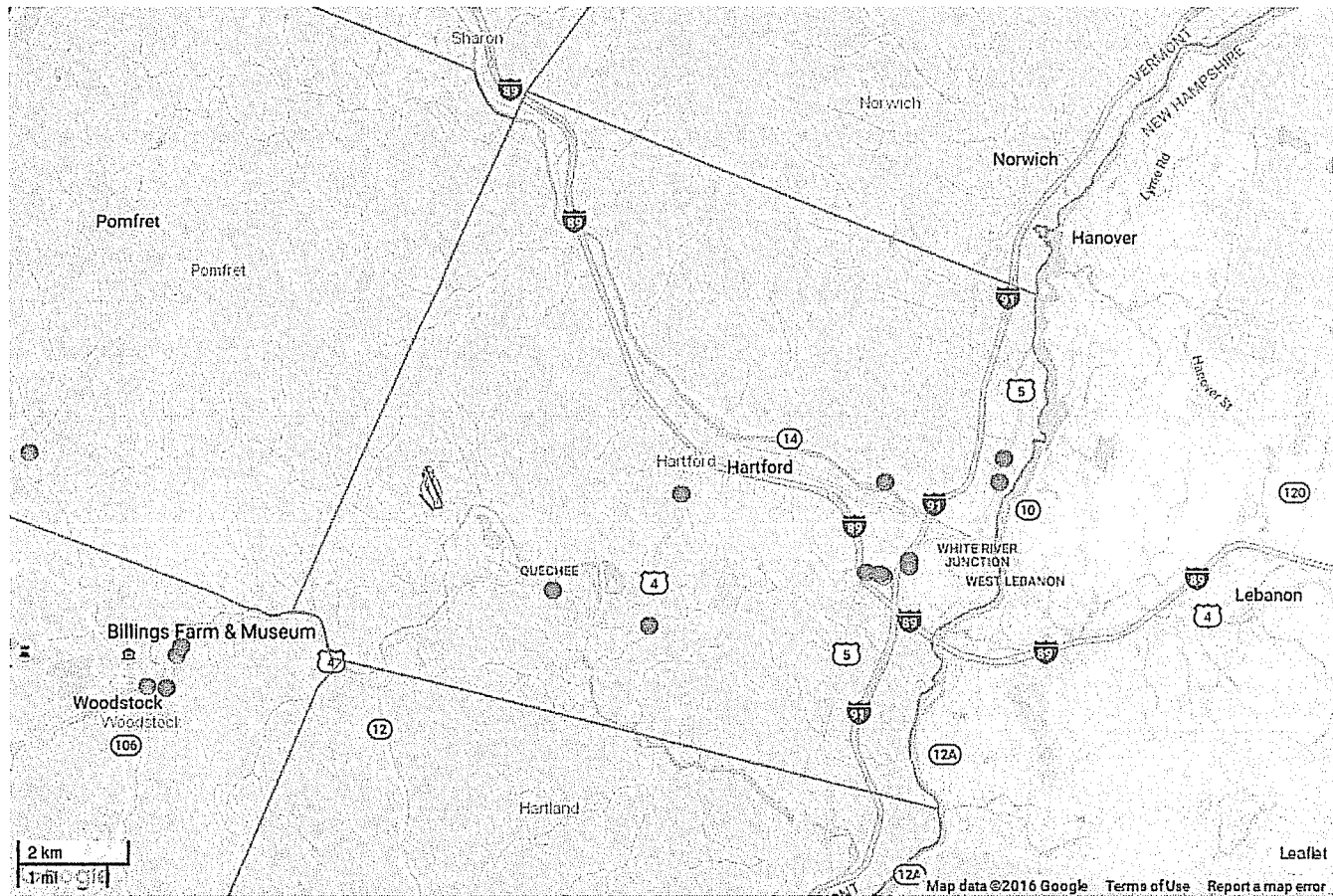
Hartford vs. Windsor County

Summary for Round 1

	Selected Area	Comparison Area
	Hartford	Windsor County
Ranking	# 71	# 11
Number of Assessments Performed (total)	15	79
Number of Assessments Performed (with data)	13	63
# Available	11	39
% Availability	85 %	62 %
Total Population	10,150	57,675
Number of Retailers	12	78

Ranked Similarly

Rank	Area Name	Assessments	Available	Avail %
# 69	St. Albans	8	7	88 %
# 70	Berlin	7	6	86 %
# 71	Hartford	13	11	85 %
# 72	Rutland City	30	25	83 %
# 73	West Rutland	6	5	83 %





COUNTER
TOOLS

Flavored cigarillos

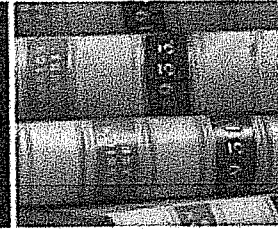
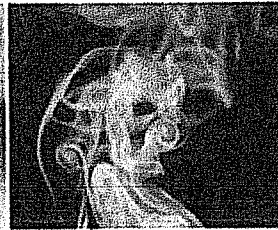
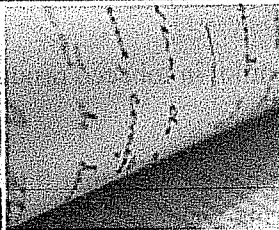
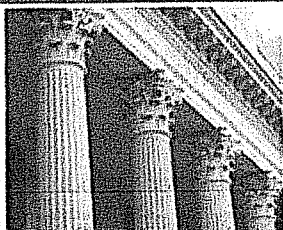
Hartford

Flavored cigarillos, Round 1

Date	Avail?	Name	Address	City	Zip
2014-12-23	Yes	Shell Gas Station, Evans Express Mart	1038 North Main Street	White River Junction	05001
2014-12-19	Yes	Wilder Mobil	906 Hartford Avenue Wilder	Hartford	05001
2014-12-19	Yes	Jake's Market & Deli	1477 Maple Street	Hartford	05001
2014-12-19	Yes	Cumberland Farms	1167 Hartford Avenue	White River Junction	05001
2014-12-19	Yes	The Station Market	18 Sykes Mountain Avenue	White River Junction	05001
2014-12-19	Yes	Quechee Mobil Mart	3479 Woodstock Road	Quechee	05059
2014-12-19	No	Citgo, Bob's Service Center	4 Ballardvale Drive	White River Junction	05001
2014-12-19	Yes	Simon's White River Store	352 North Hartland Road	White River Junction	05001
2014-12-19	Yes	Jake's Market & Deli, Quechee	7161 Woodstock Road	Quechee	05059
2014-12-19	Yes	Route 4 Country Store, Deli & Bar B Q	3699 Woodstock Road	White River Junction	05001
2014-12-08	No	Singleton's Quechee	6962 Woodstock Road	Quechee	05059
2014-12-08	Yes	Jiffy Mart	Route 4	Quechee	05001
2014-12-03	Yes	Jake's Market & Deli	521 North Hartland Road Route 5	White River Junction	05001



Tobacco Control
Legal Consortium



Tips & Tools

Regulating Flavored Tobacco Products

The Tobacco Control Legal Consortium has created the Tips and Tools series of legal technical assistance guides to serve as a starting point for organizations interested in implementing certain tobacco control measures. We encourage you to consult with local legal counsel before attempting to implement these measures.¹ For more details about these policy considerations, please contact the Consortium.

Flavored Tobacco Product Regulation

On September 22, 2009, the Food and Drug Administration (FDA), under authority granted by the Family Smoking Prevention and Tobacco Control Act, prohibited the manufacturing, marketing and sale of cigarettes containing “characterizing flavors,” such as vanilla, chocolate, cherry, and coffee.² This prohibition extends to flavored *cigarettes* and flavored *cigarette* “component parts,” such as their tobacco, filter or paper.³ However, the prohibition exempts the flavors of menthol and tobacco and does not apply to non-cigarette tobacco products.



Although the FDA and its scientific advisory committee have conducted two in-depth studies of menthol as a characterizing flavor in cigarettes, the agency has not indicated that a regulation of menthol is on the horizon.⁴ In addition, the FDA’s recently proposed regulation asserting jurisdiction over non-cigarette tobacco products – also known as its proposed “deeming regulation” – would not extend the flavor restriction to non-cigarette tobacco products.⁵ As a result, menthol cigarettes remain on the market, as do many other flavored tobacco products, such as electronic cigarettes, cigars, smokeless tobacco, hookah tobacco (“shisha”), little cigars, and dissolvable tobacco products (e.g., strips and orbs), as well as flavored component parts (e.g., blunt wraps). Federal law allows state and local governments to regulate the sale of tobacco products, including flavored tobacco products and their component parts.⁶

Studies show that flavored tobacco products appeal to youth, who are an enticing target market for the tobacco industry.⁷ The younger individuals are when they begin to use tobacco, the more likely they will become addicted to nicotine. For example, among adults who smoke, 68 percent began smoking regularly at age 18 or younger.⁸ Tobacco users (particularly youth) often mistakenly assume that flavored tobacco products are safer than other tobacco products.⁹ The

presence of flavors such as menthol in tobacco products can also make it more difficult for adult tobacco users to quit.¹⁰

Given the significant threat to public health that flavored tobacco products pose, many local and state governments are considering ways to regulate their sale, pricing, marketing and advertising. This guide provides pointers that communities and policy makers might want to consider in drafting and implementing policies that regulate flavored tobacco products.

Policy Options

- **Sales restrictions.** Some state and local governments have passed laws that restrict the sale of various flavored tobacco products. Providence, Rhode Island,¹¹ and several municipalities in Massachusetts¹² have enacted restrictions on the sale of flavored, non-cigarette tobacco products (including electronic cigarettes), with exceptions for menthol or tobacco-flavored products. New York City¹³ has enacted restrictions on the sale of flavored, non-cigarette tobacco products, with exceptions for electronic cigarettes and menthol or tobacco-flavored products. The tobacco industry has challenged the New York City and Providence ordinances but both have been upheld by federal appeals courts as valid exercises of local authority to regulate the sale and distribution of tobacco products.¹⁴ Moreover, the state of Maine has restricted the sale of flavored cigars.¹⁵

Communities might also consider prohibiting sales of flavored tobacco products at certain locations such as stores within a certain distance of schools or other youth-oriented facilities, gas stations, convenience stores, pharmacies or grocery stores. Chicago, for example, passed an ordinance prohibiting the sale of flavored tobacco products, including menthol products, within 500 feet of any city school.¹⁶ Again, as with any sales prohibition, proponents should be able to show that these restrictions serve a legitimate government interest (e.g., by reducing youth access to tobacco products in the community).

- **Advertising and promotion restrictions.** Any community considering regulating tobacco ads needs to be aware of the First Amendment, which extends some protection to commercial speech, and the Federal Cigarette Labeling and Advertising Act (FCLAA), which limits the ability of state and local governments to place restrictions on the content of cigarette advertisements or promotions. Communities may be able to restrict the advertising or promotion of flavored tobacco products in several ways.¹⁷

The advertising of flavored tobacco products is often targeted at shoppers inside, outside, and on the property of convenience stores, drug stores, gas stations, and other retail sales outlets. To prevent children from being exposed to advertising and self-service racks, communities could consider restricting the placement of in-store tobacco advertisements. General restrictions on the quantity or size of signs that may appear in store windows or on sidewalks outside retail stores might also help reduce tobacco advertising, along with other kinds of advertising.¹⁸ Such regulations need to be drafted carefully to avoid the risk of legal challenges related to First Amendment concerns.¹⁹

- **Graphic warnings.** Another way to regulate flavored tobacco products in the retail environment is to require tobacco retailers to place graphic warning signs at or near the point of sale to warn of the dangers of tobacco use. These signs should make clear that the warnings are issued by the government – not the tobacco industry or retailers – to counter potential arguments that the government is compelling speech in violation of the First Amendment.²⁰
- **Restricting product access.** Communities seeking to restrict how products are distributed or sold could require all flavored tobacco products to be sold via face-to-face transactions, thus prohibiting vending machines and self-service racks. Such regulations need to be drafted carefully to avoid the risk of legal challenges related to First Amendment concerns.²¹
- **Regulating tobacco product pricing.** Studies have shown that youth are particularly sensitive to price, and that cheap tobacco products serve as a vehicle for youth tobacco initiation.²² Consequently, local and state governments can consider regulating retail value-added promotions and other marketing techniques for flavored tobacco products. For example, some communities restrict and even prohibit price discounts provided by tobacco manufacturers or retailers, such as multi-pack offers (e.g., buy two packs, get one free), product giveaways, samples, or point redemption schemes.²³ Another price regulation option is to increase taxes on flavored tobacco products, or to ensure that taxes on non-cigarette products are equivalent to taxes on cigarettes.²⁴

Policy Elements

Well-crafted restrictions on flavored tobacco products are explicit about what they cover, and how communities will implement and enforce them. Here are a few elements found in such policies:

- **Timely findings and clear statements of purpose:** Findings are brief statements of fact or statistics that outline the issue being addressed, support the need for the policy, and help clarify the policy goal. Regulations on the sale, marketing and advertising of flavored tobacco products typically include evidence showing how the products create a problem within the community or state (e.g., documentation about the disproportionate use of flavored tobacco products by youth or how flavored products impede adult cessation efforts), and explain how the policy is designed to address this problem.

If a policy is challenged in court, a good set of findings can help to support it. For example, findings can explain that the local government's authority to enact the policy comes from its responsibility to protect public health and welfare, and can explain how the policy furthers those goals.

- **Clear definitions and concise language:** Avoid confusion about what constitutes a “flavored tobacco product” by clearly defining critical terms. Because the Family Smoking Prevention and Tobacco Control Act prohibits the manufacture and sale of flavored cigarettes (except menthol and tobacco-flavored), be careful that the combination of the local law and the federal law will leave no gaps in covered products. For example, draft the definition of

“tobacco product” broadly so it encompasses menthol cigarettes as well as flavored cigars, little cigars,²⁵ electronic cigarettes, spit/chewing tobacco, dissolvable tobacco products, tobacco lozenges, and other emerging smokeless products. Also, because descriptions such as “mellow” or “arctic” can imply a flavor, and because testing for actual flavoring may be difficult or expensive, consider regulating all products that are marketed as having a distinguishable, distinctive or characterizing flavor or smell.

- **Clear scope of regulation:** Under the Family Smoking Prevention and Tobacco Control Act, the FDA (and not state or local governments) has the power to regulate tobacco product standards.²⁶ Although prohibiting the sale of a certain type of product, such as a flavored tobacco product, does not set a product standard, the tobacco industry has argued that such a law does resemble a product standard. As a result, a restriction on the sale of flavored tobacco products – often enacted to protect youth or to support adult quit attempts by reducing the number of locations where the products are available – might be easier to defend if it allows the products to be sold by a narrow class of businesses, such as limited types of adult-only facilities.
- **Robust enforcement options:** Regulating the advertising, promotion and sale of flavored tobacco products can be challenging unless clear procedures are established, including reasonable penalty provisions. Ensure that the penalties proposed are appropriate and legal within the jurisdiction and that they are sufficient to cover all administrative expenses. Use clear terms to specify what behavior is prohibited and to whom the policy applies. It may be useful for the enforcement agency to maintain an updated list of all products determined to violate the ordinance. Also carefully consider the means by which products are determined to be flavored (perhaps including chemical testing) and who will bear the costs associated with such determinations.

Effective enforcement of these policies often includes coordination among different enforcement agents, such as law enforcement agencies and administrative agencies, and adherence to consistent procedures throughout a community. The penalties section of the policy should clearly identify when people can be found in violation of the policy, and the penalties or fines imposed for first, second and subsequent violations. Ideally, this section would be part of a licensing system that would include a licensing suspension for a third violation and revocation for additional violations. Consider whether the ordinance will specify the assessment of re-inspection fees against repeat violators of the ordinance.

- **Well-planned implementation process:** Establish a process for publicizing the policy and educating the community, as well as procedures for receiving, tracking and responding to complaints. Make sure to set a realistic date for the policy to take effect, so responsible authorities have sufficient time to establish the necessary procedures for implementation and enforcement, and to notify affected business owners of their obligations under the policy. For instance, it may be helpful to create educational materials for distribution to tobacco retailers informing them of the ordinance’s key provisions, explaining how existing inventories may be treated (and allowing time for existing inventories to be depleted), and providing them an opportunity to ask questions.

Policy Challenges

State and local governments have the authority to pass, implement and enforce laws that regulate the sale of tobacco products, and they can do so in a way that addresses local concerns. Still, due to the tobacco industry's interest in protecting its profits, even the most carefully drafted local tobacco regulation cannot avoid all risk of legal challenge. Communities considering measures to regulate flavored tobacco products should keep in mind that policies need to be drafted carefully and precisely, with an eye on potential legal issues, such as preemption, and that broad sweeping policies may be more vulnerable to legal challenge than narrow local policies.²⁷

Also, communities considering raising taxes on flavored tobacco products will need to address criticism that tax increases have a disproportionate impact on people in poorer communities, where tobacco use rates are high, and that increased taxation serves only to create greater economic hardship. The counterpoint is that a tobacco product tax is not a tax on a necessity and the public health goals justifying the increased taxation of tobacco products far outweigh the potential for economic harm.

Select Legislation and Policies

Below are examples of flavored tobacco product regulations and legislation around the U.S. If you consider adapting any language from these policies, take care to ensure the provision in question is practical and legal in your jurisdiction. Please note that the Consortium does not endorse or recommend any of the following policies. These examples are included simply to illustrate how various jurisdictions have approached similar issues.

Policy Type	Organization/ Jurisdiction	Statute/Regulation/ Directive	Select Excerpt of Law
<i>Prohibits manufacture, marketing & sale of flavored cigarettes</i>	Food & Drug Administration	<u>Family Smoking Prevention and Tobacco Control Act § 907: Tobacco Product Standards</u>	...a cigarette or any of its component parts (including the tobacco, filter, or paper) shall not contain, as a constituent (including a smoke constituent) or additive, an artificial or natural flavor (other than tobacco or menthol) or an herb or spice, including strawberry, grape, orange, clove, cinnamon, pineapple, vanilla, coconut, licorice, cocoa, chocolate, cherry, or coffee, that is a characterizing flavor of the tobacco product or tobacco smoke.

<i>Restricts sale of flavored tobacco products, including menthol, within 500 ft. of city schools</i>	Chicago	<u>Chicago Municipal Code</u> <u>Sec. 4-64-098: Flavored Tobacco Products</u>	"Flavored tobacco product" means any tobacco product that imparts a characterizing flavor. As used in this definition, the term "characterizing flavor" means a distinguishable taste or aroma, other than the taste or aroma of tobacco, imparted either prior to or during consumption of a tobacco product, including, but not limited to, taste or aromas of menthol, mint, wintergreen, chocolate, vanilla, honey, cocoa, any candy, any dessert, any alcoholic beverage, any fruit, any herb, and any spice; provided, however, that no tobacco product shall be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information.
---	---------	--	--

<i>Restricts sale of flavored cigars</i>	Maine	<u>Maine Revised Statutes,</u> <u>Title 22 § 1560-D:</u> <u>Flavored cigars</u>	"Characterizing flavor" means a distinguishable taste or aroma of candy, chocolate, vanilla, fruit, berry, nut, herb, spice, honey or an alcoholic drink that is imparted to tobacco or tobacco smoke either prior to or during consumption. "Characterizing flavor" does not include a taste or aroma from tobacco. . . . Except as provided in subsection 5-A, a person may not sell or distribute or offer to sell or distribute in this State any flavored cigar unless the cigar is a premium cigar. . . . Any flavored cigar that the Attorney General determined had no characterizing flavor or was otherwise exempt under former subsection 5 is exempt from the prohibition on flavored nonpremium cigars in subsection 2 so long as no material change is made to the cigar's flavoring, packaging or labeling subsequent
--	-------	---	--

<p>Prohibits sale of many flavored tobacco products except in certain adult-only venues</p>	<p>New York City</p>	<p>to the Attorney General's determination.</p>
<p><i>Prohibits sale of many flavored tobacco products except in certain adult-only venues</i></p>	<p><u>New York City Administrative Code: Title 17-713 to 718: Regulation of the sale of herbal cigarettes and flavored tobacco products</u></p>	<p>“Flavored tobacco product” means any tobacco product or any component part thereof that contains a constituent that imparts a characterizing flavor “Characterizing flavor” means a distinguishable taste or aroma, other than the taste or aroma of tobacco, menthol, mint or wintergreen, imparted either prior to or during consumption of a tobacco product or any component part thereof, including, but not limited to, tastes or aromas relating to any fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverage, herb or spice; provided, however, that no tobacco product shall be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information. . . . It shall be unlawful for any person to sell or offer for sale any flavored tobacco product except in a tobacco bar.²⁸</p>
<p><i>Prohibits sale of many flavored tobacco products except in certain adult-only venues</i></p>	<p><u>Providence Code of Ordinances, Sections 14-308 to 14-310</u></p>	<p>“Flavored tobacco product” means any tobacco product or any component part thereof that contains a constituent that imparts a characterizing flavor. . . . “Characterizing flavor” means a distinguishable taste or aroma, other than the taste or aroma of tobacco, menthol, mint or wintergreen, imparted either prior to or during consumption of a tobacco product or component part thereof, including, but not limited to, tastes or aromas relating to any fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverage, herb or spice²⁹ . . .</p>

<p>prohibited, however, that no tobacco product shall be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information. . . . It shall be unlawful for any person to sell or offer for sale any flavored tobacco product to a consumer, except in a smoking bar.</p>	<p>provided, however, that no tobacco product shall be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information. . . . It shall be unlawful for any person to sell or offer for sale any flavored tobacco product to a consumer, except in a smoking bar.</p>	<p>provided, however, that no tobacco product shall be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information. . . . It shall be unlawful for any person to sell or offer for sale any flavored tobacco product to a consumer, except in a smoking bar.</p>
---	---	---

Prohibits sale of many flavored tobacco products in all locations

Sherborn Board of Health Regulation Restricting the Sale and Use of Tobacco and Nicotine Delivery Products

["Flavored Tobacco Product and Flavored Nicotine Delivery Product" means any] tobacco product or nicotine delivery product including e-cigarettes defined herein, or component part thereof that contains a constituent that has or produces a characterizing flavor [excluding tobacco, menthol, mint or wintergreen]. A public statement, claim or indicia made or disseminated by the manufacturer of a tobacco product or nicotine delivery product, including e-cigarettes as defined herein, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such product, that such product has or produces a characterizing flavor shall constitute presumptive evidence that the product is a flavored tobacco product or nicotine delivery product, including e-cigarettes as defined herein. . . . No person shall sell or distribute or cause to be sold or distributed any flavored tobacco or nicotine delivery product.

Other Helpful Resources

The Consortium's parent organization, the Public Health Law Center, has webpages containing information on federal regulation of tobacco products, as well as tobacco product regulation at the state and local levels. Our site also provides several publications on regulating flavored tobacco products, including "Sample Language to Restrict the Sale of Flavored Non-Cigarette Tobacco Products," a Tips & Tools guide on Regulating Waterpipe and Hookah Smoking, a law synopsis entitled, Pick Your Poison: Responses to the Marketing and Sale of Flavored Tobacco Products (2009), and a page devoted to menthol tobacco products. Our site also has resources related to tobacco product advertising, marketing, and pricing. In addition, the Campaign for Tobacco-Free Kids has information on flavored tobacco products, including dissolvables.

Contact Us

Please feel free to contact the Tobacco Control Legal Consortium at publichealthlaw@wmitchell.edu with any questions about the information included in this guide or to discuss local concerns you may have about implementing such a policy.

Last updated: October 2014

Notes

¹ The information contained in this document is not intended to constitute or replace legal advice.

² Family Smoking Prevention and Tobacco Control Act, Pub. L. No. 111-31 § 102, 123 Stat. 1776 (codified as amended in scattered sections of 15 U.S.C. and 21 U.S.C. (2009)). According to the Act: "...a cigarette or any of its component parts (including the tobacco, filter, or paper) shall not contain, as a constituent (including a smoke constituent) or additive, an artificial or natural flavor (other than tobacco or menthol) or an herb or spice, including strawberry, grape, orange, clove, cinnamon, pineapple, vanilla, coconut, licorice, cocoa, chocolate, cherry, or coffee, that is a characterizing flavor of the tobacco product or tobacco smoke. 21 U.S.C. § 387g(a)(1)(A) (2009). See also FOOD & DRUG ADMIN., DEP'T OF HEALTH & HUMAN SERVS., *Fact Sheet: Flavored Tobacco Products* (2010), available at <http://www.fda.gov/TobaccoProducts/ProtectingKidsfromTobacco/FlavoredTobacco/ucm183198.htm>.

³ FOOD & DRUG ADMIN., DEP'T OF HEALTH & HUMAN SERVS., *Guidance to Industry and FDA Staff: General Questions and Answers on the Ban of Cigarettes that Contain Certain Characterizing Flavors* (Ed. 2) (2009), available at <http://www.fda.gov/TobaccoProducts/ProtectingKidsfromTobacco/FlavoredTobacco/ucm183228.htm>.

⁴ In March 2011, the Tobacco Products Scientific Advisory Committee (TPSAC) issued a report on menthol cigarettes, concluding that they have "an adverse impact on public health in the United States" and that "[t]here are no public health benefits of menthol compared to non-menthol cigarettes." The report recommended to the FDA that "[r]emoval of menthol cigarettes from the marketplace would benefit public health in the United States." FOOD & DRUG ADMIN., DEP'T OF HEALTH & HUMAN SERVS., *Menthol Cigarettes and Public Health: Review of the Scientific Evidence and Recommendations* 204, 208 (2011), available at <http://www.fda.gov/advisoryCommittees/CommitteesMeetingMaterials/tobaccoproductsScientificAdvisoryCommittee/default.htm>. In July 2014, however, a federal judge found that three members of TPSAC had a conflict of interest and that the report could not be used to influence FDA policy. *Lorillard, Inc. v. U.S. Food and Drug Admin.*, CV 11-440 (RJL), 2014 WL 3585883. The TPSAC report is not the only FDA report on menthol. In July 2013, the agency published an independent report entitled "Preliminary

Scientific Evaluation of the Possible Public Health Effects of Menthol Versus Nonmenthol Cigarettes.” This report concluded that “menthol use is likely associated with increased smoking initiation by youth and young adults,” “menthol in cigarettes is likely associated with greater addiction,” and “that menthol cigarettes pose a public health risk above that seen with nonmenthol cigarettes.” Food and Drug Admin., at 6,

<http://www.fda.gov/downloads/scienceresearch/specialtopics/peerreviewofscientificinformationandassessments/ucm361598.pdf>. For more background information about menthol tobacco product regulation, see Tobacco Control Legal Consortium, *Federal Regulation of Menthol Tobacco Products: Frequently Asked Questions* (2011), available at

http://www.publichealthlawcenter.org/sites/default/files/resources/tclc-fs-mentholtobprods-qanda-2011_0.pdf. See also information on the FDA government website at <http://www.fda.gov/TobaccoProducts/PublicHealthScienceResearch/Menthol/default.htm>.

⁵ For more information on the “Deeming Regulation,” see materials on the Tobacco Control Legal Consortium’s FDA Tobacco Action Center web page.

⁶ As discussed below, Chicago is the first jurisdiction to have tried to regulate the sale of menthol products, including menthol cigarettes. Amended Chicago Municipal Code Chapters 4-64 Concerning Flavored Tobacco Products (2013), available at <http://www.cityofchicago.org/content/dam/city/depts/bacp/tobacco/flavoredtobaccord04212014.pdf>. It is anticipated that a pending court case related to Chicago’s ordinance will confirm that this authority extends to state and local sales restrictions related to menthol cigarettes.

⁷ FOOD AND DRUG ADMIN., DEP’T OF HEALTH & HUMAN SERVS., *Fact Sheet: Flavored Tobacco Products* (2010), available at

<http://www.fda.gov/TobaccoProducts/ProtectingKidsfromTobacco/FlavoredTobacco/ucm183198.htm>.

⁸ U.S. CTRS. FOR DISEASE CONTROL & PREVENTION, *Sustaining State Programs for Tobacco Control, State Data Highlights: 2006*, available at

http://www.cdc.gov/tobacco/data_statistics/state_data/data_highlights/2006/pdfs/dataHighlights06rev.pdf.

⁹ See U.S. Food & Drug Admin., *FDA Parental Advisory on Flavored Tobacco Products – What You Need to Know* (2013), available at

<http://www.fda.gov/TobaccoProducts/ProtectingKidsfromTobacco/FlavoredTobacco/ucm183196.htm>.

¹⁰ Cristine D. Delnovo, et al., *Smoking-Cessation Prevalence Among U.S. Smokers of Menthol Versus Non-Menthol Cigarettes*, 41 AM. J. PREVENTIVE MED. 357-65 (2011).

¹¹ Providence, R.I., Municipal Code art. XV, § 14-309 (2012), <https://www.providenceri.com/efile/2036>.

¹² See, e.g., Newton, Mass., Municipal Code art. 1, § 20:26(j); Sherborn, Mass., Municipal Code art. VI, § 8.0; Yarmouth, Mass., Municipal Code, § G.

¹³ New York, N.Y., Municipal Code, § 17-715,

<http://www.nyc.gov/html/doh/downloads/pdf/smoke/flavored-law.pdf>.

¹⁴ *U.S. Smokeless Tobacco Mfg. Co. v. City of New York*, 708 F.3d 428 (2d Cir. 2013); *Nat’l Ass’n of Tobacco Outlets, Inc. v. City of Providence*, 731 F.3d 71 (1st Cir. 2013).

¹⁵ 2007 Me. Laws § 1560-D.

¹⁶ See Amended Chicago Municipal Code Chapters 4-64, *supra* note 6. The ordinance exempts retail tobacco stores.

¹⁷ See Tobacco Control Legal Consortium, *Restricting Tobacco Advertising – Tips and Tools* (2011), available at <http://www.publichealthlawcenter.org/sites/default/files/resources/tclc-guide-restricttobadvertis-2011.pdf>. Also, note that the Comprehensive Smokeless Tobacco Health Education Act’s preemption provision could limit restrictions on advertising and marketing. 15 U.S.C. § 4406 (a) (b) (1986), available at <http://www.law.cornell.edu/uscode/text/15/4406>.

¹⁸ See Tobacco Control Legal Consortium, *Placement of Tobacco Products – Tips and Tools* (2011), available at <http://www.publichealthlawcenter.org/sites/default/files/resources/tclc-guide-placementoftobprods-2011.pdf>.

¹⁹ For an overview of constitutional issues that state and local governments need to consider when regulating tobacco product marketing and promotion, see Tobacco Control Legal Consortium, *Regulating Tobacco Marketing: “Commercial Speech” Guidelines for State and Local Governments* (2010), available at <http://www.publichealthlawcenter.org/sites/default/files/resources/tclc-guidelines-speech-2010.pdf>. See also Tobacco Control Legal Consortium, *Regulating Tobacco Retailers: Options for State and Local Governments* (2010), available at http://publichealthlawcenter.org/sites/default/files/resources/tclc-fs-retailers-2010_0.pdf.

²⁰ New York City adopted a requirement that cigarette retailers display signs graphically depicting the adverse health effects of smoking. New York, New York, Health Code art. 181, § 181.19. A federal court struck down this ordinance as violating the preemption clause of the Federal Cigarette Labeling and Advertising Act, 15 U.S.C. § 1334; 23-34 94th St. *Grocery v. N.Y.C. Board of Health*, 685 F.3d 174 (2d Cir. 2012). However, because that case turned on preemption relative to cigarettes, it would not be directly relevant to an ordinance requiring point-of-sale warnings depicting the health effects of non-cigarette tobacco products. In addition, the court said that cigarette graphic warnings, if done differently, could be valid.

²¹ See Tobacco Control Legal Consortium, *Restricting Tobacco Advertising*, *supra* note 17.

²² Frank J. Chaloupka & Rosalie Liccardo Pacula, *The Impact of Price on Youth Tobacco Use*, 14 SMOKING AND TOBACCO CONTROL MONOGRAPH (1999), available at http://cancercontrol.cancer.gov/brp/tcrb/monographs/14/m14_12.pdf.

²³ For additional information about pricing options, see the Tobacco Control Legal Consortium, *Tobacco Coupon Regulations and Sampling Restrictions – Tips and Tools* (2011), available at <http://www.publichealthlawcenter.org/sites/default/files/resources/tclc-guide-tobcouponregsandsampling-2011.pdf>, and *Regulating Tobacco Product Pricing: Guidelines for State and Local Governments* (2010), available at <http://publichealthlawcenter.org/sites/default/files/resources/tclc-fs-pricing-2010.pdf>. Some communities might want to consider minimum pricing laws as a complementary strategy, if they have the authority to pass such laws.

²⁴ See Tobacco Control Legal Consortium, *Taxation of Tobacco Products: An Introduction to Key Terms & Concepts* (2011), available at <http://www.publichealthlawcenter.org/sites/default/files/resources/tclc-fs-taxationterms-2011.pdf>.

²⁵ If it is not politically feasible to prohibit the sale of menthol cigarettes, and only flavored non-cigarette tobacco products are targeted by the local law, make sure that the language is precise so that products such as little cigars are not inadvertently exempted as well.

²⁶ See *supra* note 2, § 21 U.S.C. § 387p(a)(2)(A).

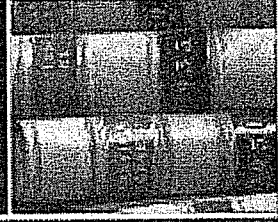
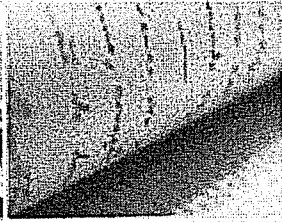
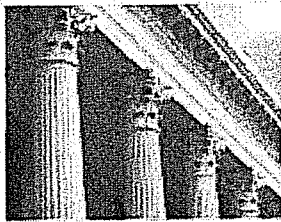
²⁷ See sources cited, *supra* note 19.

²⁸ The Second Circuit Court of Appeals noted that “there are only eight tobacco bars in New York City, all of which are in Manhattan and none of which sells flavored smokeless tobacco,” but upheld the ordinance nonetheless. 708 F.3d 428, 432.

²⁹ The ordinance originally included the language “and concepts such as spicy, arctic, ice, cool, warm, hot, mellow, fresh, and breeze.” However, a federal district court found this language to be unconstitutionally vague and struck it from the ordinance. See *Nat’l Ass’n of Tobacco Outlets, Inc. v. City of Providence*, No. 12-96-ML, 2012 WL 6128707 (D.R.I. Dec. 10, 2012).



Tobacco Control
Legal Consortium



Tips and Tools

Content-Neutral Advertising Laws

The Tobacco Control Legal Consortium has created this series of legal technical assistance guides to serve as a starting point for organizations interested in implementing certain tobacco control measures. We encourage you to consult with local legal counsel before attempting to implement these measures.¹ For more details about these policy considerations, please contact the Consortium.

Placing Restrictions on Advertising

Local governments often have legitimate reasons to place restrictions on various aspects of advertising, such as improving the aesthetic quality of an area or preventing offensive images that may be inappropriate for minors. A government can take two approaches in restricting advertising: (1) restrict all advertising without regard to its content, or (2) restrict the content, messages or imagery within the advertisements.



Restricting all advertising regardless of what the advertising says is often referred to as a content-neutral restriction. An example of a content-neutral restriction is a law that requires retail stores to have no more than 25 percent of their windows covered by signage of any kind. Local governments are often well within their authority to regulate in a content-neutral manner, and such restrictions typically do not raise complicated legal concerns such as those associated with the First Amendment of the U.S. Constitution. On the other hand, ordinances that restrict the content, messages or imagery within an advertisement are often subject to legal challenges by those who argue that such restrictions violate commercial speech rights guaranteed by the First Amendment. This guide helps answer commonly-asked questions about content-neutral restrictions and contains pointers that communities might want to keep in mind when using content-neutral advertising laws.

Policy Benefits

Content-neutral advertising restrictions support several important governmental interests. Some communities adopt content-neutral restrictions at the point-of-sale for quality of life and aesthetic reasons, explaining that reductions in signage, especially when paired with enforcement of litter, graffiti, and related laws, make communities safer, more

appealing to residents, and more desirable for businesses and consumers. Other communities adopt content-neutral restrictions because they support a concept called “natural surveillance.” Natural surveillance is the idea of increasing visibility in areas most likely to be the object of crime. For convenience and retail businesses, this means increasing the visibility of parking lots, entrances and the cash register/safe area. Restricting the space that signage can take up on window and other store spaces can enable law enforcement and passersby to see potential criminal activity, making the store less of a target.

Policy Elements

The following are a few ways in which state and local governments can limit advertisements without addressing content issues:

- **Size:** Communities can restrict the size of advertisements that appear outside businesses, on windows, or other areas. Many localities choose to limit advertisements to a certain percentage of the total window area or frontage of the business.
- **Location:** Many localities limit advertisements to certain areas, either by ordinance or as part of a larger zoning scheme. For instance, a locality might limit billboards and other large advertisements to industrial or mixed-use areas, and prohibit them in residential zones. Ordinances can also restrict where advertisements can be located on a particular property, such as requiring them to be a certain number of feet away from pedestrian areas.
- **Type:** Communities can limit the types of advertisements that appear. Some cities have determined that electronic, scrolling or otherwise “dynamic” display advertisements detract from the aesthetic quality of the community, and prohibit them if they meet certain specifications. Most localities specify the types of materials that can be used; some limit colors and typefaces, while others specify the minimum quality of construction required.
- **Number:** Localities might also consider limiting the number of outdoor advertisements that each business can post. Communities often impose this type of restriction in conjunction with size limitations. For example, businesses could choose between a smaller number of large advertisements or a greater number of small advertisements.
- **Findings:** No matter what approach a community decides to take in regulating advertising, local laws are always more legally defensible if they contain substantial findings to justify them. A community enacting an advertising ordinance should always take care to describe the rationale for passing the law, and ensure that the rationale focuses on the non-content based reasons for the advertising restrictions.

Policy Challenges

If the restrictions placed on advertising affect the time, place or manner of the advertising but do not affect the message being conveyed, the laws are likely to be upheld.² The closer laws come to affecting the content of advertising, the more vulnerable they become to a commercial speech challenge.³

When faced with an allegation that a law unconstitutionally restricts commercial speech, courts use the *Central Hudson* test – named after the case in which the test first appeared – to determine if the law violates the First Amendment.⁴ The *Central Hudson* test contains four factors:

- (1) Is the speech protected by the First Amendment?
- (2) Is the governmental interest in restricting the speech substantial?
- (3) Does the law directly advance the governmental interest?
- (4) Is the law narrowly tailored?⁵

The first and second parts of the *Central Hudson* test are likely to be satisfied by a content-neutral law enacted for aesthetic or public safety reasons—even one that may indirectly or potentially affect commercial speech. Most commercial speech cases turn on the third and fourth prongs of the test, so communities should be prepared to provide substantial evidence that the governmental interests behind their laws are properly served by the resulting restrictions, if any, on commercial speech.

The Supreme Court recently decided its first commercial speech case in about a decade. The ruling in *Sorrell v. IMS Health Inc.* is generally regarded as an expansion of the protection of commercial speech,⁶ but importantly still uses the four-part test from *Central Hudson*. The ruling may suggest that the court could extend to commercial speech the same heightened protections afforded to other types of speech. For now, however, *Central Hudson* remains the standard to measure restrictions of commercial speech.

Select Legislation and Policies

Below are a few examples of content-neutral advertising restrictions. Before you adapt any language from the following policies, take care to ensure the provision in question is practical and legal in your jurisdiction. Please note that the Tobacco Control Legal Consortium does not endorse or recommend any of the following policies. We have included these examples simply to illustrate how various jurisdictions have regulated advertisements in a content-neutral manner. The examples are only select provisions and do not include the full ordinances or zoning laws. Communities considering adopting any of the language in the following provisions should read the laws in their entirety.

Locality/State	Location	Text of Policy
La Mesa, California	<u>Ordinance § 15.10.011(b)</u>	<p>The interests to be served by this chapter include, but are not necessarily limited to, community esthetics, traffic and pedestrian safety, the promotion of tourism and commerce, and the overall quality of life as affected by signs.</p> <p>Specifically, the goals of this chapter are to:</p> <ol style="list-style-type: none"> 1. Protect the general public health, safety, and welfare; 2. Advance the goals, policies and strategies of the general plan; 3. Reduce traffic and safety hazards; 4. Provide directional and destination information to various activities and land uses, in order to serve the public convenience; 5. Establish regulations which strive to express the community's pride, design standards, vitality, diversity, originality, culture, and sense of order, giving it a distinctive appearance and reinforcing the character of La Mesa. 6. Encourage signs which are well designed and pleasing in appearance, and to provide incentive and latitude for the proper, good design relationship between signs, businesses, buildings, and other uses. 7. Provide uniform standards which promote fair competition and unique identification within the business community. 8. Provide clear regulations which provide fair notice, and provide review procedures for any individual action or program undertaken to enforce the requirements of this Chapter. 9. Provide opportunities for residents to express their thoughts and sentiments on noncommercial topics, and to display real estate signs, at their residences. 10. Comply with state and federal laws requiring the posting of signs and notices.
La Mesa, California	<u>Ordinance § 15.10.040(d)(8)</u>	<p>Window signs, temporary.</p> <ol style="list-style-type: none"> a. Maximum sign area: forty percent of the total window area for each window or glass door located on the business frontage; an additional window sign area of up to seventy-five percent coverage is allowable for purposes of seasonal or holiday window decorations, not to exceed forty-five days in any calendar year; b. Maximum height: temporary window signs shall only be located in the ground floor windows of multi-story buildings and only permitted for use by establishments located on the ground floor; c. Other standards. <ol style="list-style-type: none"> i. Construction: temporary window signs shall be limited to signs, placards, or other advertising

		constructed of paper, cloth, paint, or expendable material affixed to the interior of a window or glass doorway;
		ii. Display time: temporary window signs shall be displayed for no longer than sixty consecutive calendar days without replacement or removal.
Grand Ave. (St. Paul) Minnesota	<u>Special District Sign Plan. § 64.601</u>	<p>Signs that advertise a product and include the name of the business on the premises upon which the sign is placed shall not be permitted. Such signs, which are often provided by product suppliers, fail to highlight the important information, the business, and clutter the appearance of the street.</p> <p>Business signs may take the form of wall signs, projecting signs, freestanding signs, temporary signs, and portable signs. . . . The sum of the gross surface display area in square feet of all business signs on a lot shall not exceed one (1) times the lineal feet of lot frontage or seventy-five (75) square feet, whichever is greater. . . .</p> <p>Wall signs, including temporary window signs, should not exceed 30% of the store window glass area. The lettering of the business name should not exceed twelve (12) inches in height. The lettering for other information should not exceed one inch in height.</p>
Henderson, Nevada	<u>Ordinance § 19.8.7(B)(1)</u>	<p>Wall Signs. A maximum of one wall sign per business per street frontage not to exceed twenty-five percent of the non-glazed area of the storefront, or forty square feet, whichever is smaller, shall be permitted. Wall signs shall be constructed of individual letters either internally or externally illuminated. Cabinet signs shall only be utilized for corporate logos.</p>
Long Beach, New York	<u>Ordinances Art. I, § 3-5(f)</u>	<ol style="list-style-type: none"> 1. In no case shall a permanent interior sign cover more than thirty (30) per cent of the window area, provided that if there are more than one hundred fifty (150) square feet of window area, said interior sign shall be limited to no more than fifteen (15) per cent of the window area. 2. Eighty (80) per cent of permanent interior signage exceeding ten (10) square feet in area shall be counted as part of the maximum sign area permitted for a particular use.

Other Helpful Resources

The Tobacco Control Legal Consortium's parent organization, the [Public Health Law Center](#), features on its website Consortium [publications and resources](#) that address potential ways in which state and local governments can regulate marketing and promotion. Those materials, however, primarily focus on restricting tobacco advertising

and promotion. This site includes *Restricting Tobacco Advertising – Tips & Tools* and the Center for Public Health and Tobacco Policy's white paper on *Tobacco Product Display Bans*. In addition, Public Health Law and Policy offers resources to assist communities in taking certain approaches to regulating tobacco advertising (for example, *10 Ways to Limit Tobacco*, a fact sheet that includes information on retail restrictions such as signage).

Contact Us

Please feel free to contact the Tobacco Control Legal Consortium with any questions about the information included in this guide or to discuss concerns you may have about implementing a content-neutral advertising policy.

Last updated: August 2011

Notes

¹ The information contained in this document is not intended to constitute or replace legal advice.

² For additional information on the legality of potential advertising regulations and the way to avoid possible legal pitfalls, see Tobacco Control Legal Consortium publications on the Public Health Law Center website in the Federal Regulation of Tobacco Collection – specifically “Regulation of Tobacco and ‘Commercial Speech’ Issues.”

³ See, e.g., Tobacco Control Legal Consortium, *Restricting Tobacco Advertising* (2011), available at <http://www.publichealthlawcenter.org/sites/default/files/resources/tclc-guide-restricttobadvert-2011.pdf>.

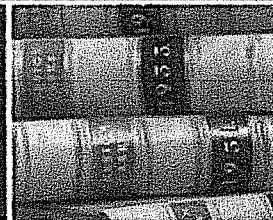
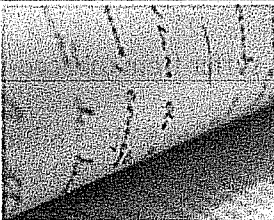
⁴ Cent. Hudson Gas & Elec. Corp. v. Pub. Serv. Comm'n of N.Y., 447 U.S. 557 (1980).

⁵ See *supra* text accompanying note 2.

⁶ Sorrell v. IMS Health Inc., 564 U.S. __ (2011), available at <http://www.supremecourt.gov/opinions/10pdf/10-779.pdf>.



Tobacco Control
Legal Consortium



The Problem with Menthol: A Background

The evidence is clear: menthol in tobacco products is a public health risk. Menthol encourages youth to smoke and makes it harder for smokers to quit. Menthol cigarettes are also disproportionately marketed to African Americans and other targeted populations. In the absence of federal action to regulate menthol, state and local governments can end special treatment for this most harmful of cigarette flavor additives.

What is Menthol?

Menthol is an ingredient produced synthetically or found organically in plants of the mint family. Its cooling properties, which make it a popular additive in toothpaste, cold remedies, and peppermint candies, also reduce the harshness of tobacco smoke and the irritation of nicotine in cigarettes. As a result, menthol cigarettes are a popular choice for those first starting to smoke.



The Problem of Menthol

- Approximately 19 million Americans smoke menthol cigarettes.¹ In Minnesota, for example, menthol cigarettes are used by a quarter of all smokers.² Women smokers in Minnesota use menthol cigarettes at a higher rate than men (29.2 percent vs. 21.9 percent), while young adults have the highest menthol use rate of any age group at 31.6 percent.³
- Tobacco manufacturers have used menthol cigarettes for years to target vulnerable populations. In fact, menthol cigarettes are the source of addiction for more than half of all teen smokers (56.7%), compared to 45% for 18-25 year olds and 30.5% to 34.7% for older adults.⁴
- Menthol in cigarettes results in more youth initiation to smoking.⁵
- Menthol cigarettes are also used disproportionately in communities of color. According to the combined 2004–2008 National Survey on Drug Use and Health data, menthol cigarettes are used at higher rates by racial and ethnic minority smokers, including African Americans (82.6 percent), Native Hawaiian or Pacific Islanders (53.2 percent), Hispanics or Latinos (32.3 percent) and Asian Americans (31.2 percent), relative to White smokers (23.8 percent).⁶
- A recent study shows that while non-menthol cigarette prevalence declined from 2004–2010, menthol cigarette prevalence has either increased or remained stable.⁷

Smoking Remains a Critical Public Health Issue

- Tobacco use remains the leading cause of preventable death and disease in the United States. Cigarette smoking kills approximately 480,000 Americans each year,⁸ and more

than 8.5 million people suffer from tobacco-related chronic disease.⁹

- Smoking costs the U.S. \$289 to \$332.5 billion annually, including \$156.6 billion per year in lost productivity and \$132.5 to \$175.9 billion per year in healthcare costs.¹⁰

Prohibiting menthol cigarettes would benefit health

- One model of smoking in the U.S. concludes that if menthol were prohibited, the number of people who start smoking between 2010 and 2020 would drop by over 2.2 million. By 2050, that number would reach 9 million.¹¹
- A leading model of smoking in the U.S. predicts that a 10% quit rate among menthol smokers would save thousands of lives, preventing more than 4,000 smoking-attributable deaths in the first ten years, and that more than 300,000 lives would be saved over forty years. Approximately 100,000 of the lives saved would be African Americans.¹²

Support for a Menthol Ban

- Many menthol smokers support the elimination of menthol cigarettes. Studies have found that nearly half (49.5%) of respondents either supported prohibiting menthol in cigarettes or did not have a strong opinion for or against such a regulation.¹³
- In Minnesota, for instance, nearly 50 percent of menthol cigarette smokers indicated that they would quit smoking if menthol cigarettes were no longer sold in the United States.¹⁴

Policy Options

The 2009 Family Smoking Prevention and Tobacco Control Act (Tobacco Control Act) prohibits any characterizing flavor, including candy, fruit, and alcohol flavors, in cigarettes.¹⁵ Importantly, the flavor prohibition exempts menthol flavors.

Over the past several years the federal government has received a wealth of evidence on the health effects of menthol. Nevertheless, it has yet to take any action to regulate menthol in tobacco products. Specifically:

- In 2011, a report by the Tobacco Products Scientific Advisory Committee concluded that removing menthol cigarettes from the marketplace would benefit public health.¹⁶
- In 2013, the U.S. Food & Drug Administration (FDA) conducted a second investigation, which concluded that menthol is associated with youth smoking initiation and greater addiction and poses a public health risk that exceeds the risk posed by non-menthol cigarettes.¹⁷
- Also in 2013, the FDA issued a nonbinding advanced notice of proposed rulemaking and accepted public comments.¹⁸
- Despite the submission of more than 174,000 public comments on this docket, the FDA has been silent on the topic of menthol since the comment period closed in November 2013.

With the federal government showing little appetite for regulating menthol tobacco products, state and local governments are poised to take action. Some communities have already adopted or considered regulations that would impact menthol.

Community Engagement and Education

In order to engage the community and determine the level of support for state or local regulation of menthol tobacco products, communities can:

Engage stakeholders from diverse sectors of the community

- Reach out to groups most affected by the health risks of flavored tobacco products—especially youth, racial and ethnic populations, and the LGBT community—to raise awareness about how the tobacco industry targets them and the resulting high nicotine addiction and health impact on their populations.
- Consider edgy campaigns on the health risks and impact of menthol tobacco products to excite interest among young and disaffected communities.
- Use menthol use and targeted marketing demographics to focus on the social justice aspect of this issue.

Build supportive network of traditional and nontraditional partners

- Engage, educate and train community members affected by this issue who may not be informed about or experienced in tobacco control. Cultivate and encourage them to get involved. Build capacity at the local level for diverse and nontraditional partners.

Encourage Federal Regulation

The FDA has the power to completely ban the use of menthol as a flavor in tobacco products and it has a vast body of scientific evidence demonstrating the health hazards posed by menthol in cigarettes. However, to date the agency has failed to act. Parents, educators, community groups, health care providers, and local governments can all urge the FDA to prohibit menthol. The Tobacco Control Legal Consortium has an online [Menthol Toolkit](#), which includes a model resolution and other policy resources for communities interested in restricting menthol tobacco products.

State and Local Policy Options¹⁹

Public health organizations support regulating menthol for several reasons, including reducing the appeal of tobacco products to youth, helping adult tobacco users quit, and reducing disparities in tobacco use. Several policy options can advance these public health goals.

- *Prohibit Sale of Menthol in Tobacco Products.* The most straightforward way to address the problem of menthol is to prohibit its sale in your community. A sales prohibition would likely face an aggressive legal challenge from tobacco manufacturers and retailers, but tobacco industry challenges against policies prohibiting the sale of flavored tobacco products (that do not include menthol) have not been successful to date.²⁰
- *Restrict Sale of Menthol Tobacco Products to Certain Locations.* Menthol tobacco products pose a risk for youth tobacco initiation, so prohibiting the sale of these products to adult-only facilities or within a certain number of feet of schools or other youth-oriented facilities might be an option. For example, Chicago adopted a law that prohibits the sale of flavored tobacco products, including those with a menthol flavor, within 500 feet of a school. Restricting the sale of menthol products to only adult-only tobacco stores

would prohibit even more menthol sales. For instance, New York City prohibits the sale of flavored tobacco products except in “tobacco bars.”

Although this law does not currently include menthol, a state or local government could adopt a similar ordinance that does include menthol.²¹

Other Policy Options

- **Age of Sale.** Since menthol tobacco products are common starter products for youth, a state or local government could raise the age to purchase menthol tobacco products from 18 to 21.²²
- **Price.** A state or local law prohibiting multi-pack discounts and coupon redemption for menthol tobacco products might help prevent young people from experimenting with smoking.²³ Another possible option is to raise taxes on menthol tobacco products beyond the level applied to non-menthol products. Increased taxes might constitute an impetus to quit smoking and an additional deterrent to initiate tobacco use. Note that most tobacco tax increases are implemented at the state and federal, rather than local, levels. Additionally, arguments could arise that taxing menthol products is regressive, since menthol products are more popular than non-menthol products in low income communities.
- **Marketing.** States and communities could consider going beyond nationwide marketing regulations to restrict point-of-sale advertising of menthol tobacco products. For example, these restrictions could include limiting ads in certain store locations, such as within close proximity to schools or enforcing existing content-neutral advertising laws. Note that any restrictions on tobacco advertising at the point of sale are likely to face legal challenges.
- **Disclosure.** Requiring tobacco companies to disclose information that would help indicate whether menthol tobacco products are being targeted to low income or other priority populations in a jurisdiction could be a precursor to a more substantive policy addressing menthol, such as a sales restriction.

Last updated: May 2015

Notes

¹ TOBACCO PRODUCTS SCIENTIFIC ADVISORY COMM., U.S. FOOD & DRUG ADMIN., MENTHOL CIGARETTES AND PUBLIC HEALTH: REVIEW OF THE SCIENTIFIC EVIDENCE AND RECOMMENDATIONS 215 (2011), available at <http://www.fda.gov/downloads/AdvisoryCommittees/CommitteesMeetingMaterials/TobaccoProductsScientificAdvisoryCommittee/UCM269697.pdf> (final as reviewed and approved by the TPSAC on July 21, 2011) (citing to data from the National Survey on Drug Use and Health), at 41 [hereinafter TPSAC REPORT].

² MINNESOTA ADULT TOBACCO SURVEY, TOBACCO USE IN MINNESOTA: 2014 UPDATE, 2-34 (January 2015), available at <http://www.mntobacco.nonprofitoffice.com/vertical/Sites/%7B988CF811-1678-459A->

A9CE-34BD4C0D8B40%7D/uploads/MATS_2014_Technical_Report_Final_2015-01-21.pdf [hereinafter MINNESOTA ADULT TOBACCO SURVEY].

³ *Id.*

⁴ Gary A. Giovino et al., *Differential Trends in Cigarette Smoking in the USA: Is Menthol Slowing Progress?* TOBACCO CONTROL 052259, 1–10 (2013).

⁵ TPSAC REPORT, *supra* note 1, at 215–16; see James C Hersey et al., *Menthol Cigarettes Contribute to the Appeal and Addiction Potential of Smoking for Youth*, 12 (suppl. 2) NICOTINE & TOBACCO RESEARCH S216–46 (2010).

⁶ OFFICE OF APPLIED STUDIES, SUBSTANCE ABUSE & MENTAL HEALTH SERVS. ADMIN., NSDUH 09-1119, THE NSDUH REPORT: USE OF MENTHOL CIGARETTES 2 fig. 1 (2009), available at <http://sks.sirs.swb.orc.scoolaid.net/cgi-bin/hst-article-display?id=SNY5419-0-7046&artno=0000299368&type=ART&shfilter=U>.

⁷ OFFICE OF APPLIED STUDIES, SUBSTANCE ABUSE & MENTAL HEALTH SERVS. ADMIN., NSDUH 11-1118, THE NSDUH REPORT: RECENT TRENDS IN MENTHOL CIGARETTE USE 2-3 (2011), available at <http://store.samhsa.gov/product/Recent-Trends-in-Menthol-Cigarette-Use/NSDUH11-1118>.

⁸ U.S. DEP'T OF HEALTH & HUMAN SERVS., THE HEALTH CONSEQUENCES OF SMOKING – 50 YEARS OF PROGRESS: A REPORT OF THE SURGEON GENERAL 679 (2014), available at <http://www.surgeongeneral.gov/library/reports/50-years-of-progress/index.html>.

⁹ Ctrs. for Disease Control & Prevention, *Cigarette Smoking-Attributable Morbidity — United States, 2000*, 52(35) MMWR 842, 842 (2003), available at <http://www.cdc.gov/mmwr/PDF/wk/mm5235.pdf>.

¹⁰ U.S. DEP'T OF HEALTH & HUMAN SERVS, *supra* note 8.

¹¹ TPSAC REPORT, *supra* note 1, at 221–22 tbl 1.

¹² David T. Levy et al., *Modeling the Future Effects of a Menthol Ban on Smoking Prevalence and Smoking-Attributable Deaths in the United States*, 101(7) ADDICTION 1236, 1239 tbl. 1 (2011); *id.* at 1237 (assuming that 10% of those who would have initiated with menthol cigarettes do not initiate as a result of a prohibition).

¹³ Jennifer L. Pearson et al., *A Ban on Menthol Cigarettes: Impact on Public Opinion and Smokers' Intention to Quit*, 102(11) AM. J. OF PUB. HEALTH e107, e108 (2012).

¹⁴ MINNESOTA ADULT TOBACCO SURVEY, *supra* note 2, at 4–27.

¹⁵ Family Smoking Prevention and Tobacco Control Act, Pub. L. 111-31, tit. I, sec. 101, § 907(a)(1)(A), 123 Stat. 1776, 1799–1800 (2009) (codified at 21 U.S.C. § 387g(a)(1)(A)).

¹⁶ TPSAC REPORT, *supra* note 1.

¹⁷ U.S. FOOD AND DRUG ADMIN., PRELIMINARY SCIENTIFIC EVALUATION OF THE POSSIBLE PUBLIC HEALTH EFFECTS OF MENTHOL VERSUS NONMENTHOL CIGARETTES (2013), available at <http://www.fda.gov/downloads/ScienceResearch/SpecialTopics/PeerReviewofScientificInformationandAssessments/UCM361598.pdf>.

¹⁸ Press Release, U.S. Food and Drug Admin., FDA Invites Public Input on Menthol in Cigarettes (July 23, 2013), available at <http://www.fda.gov/NewsEvents/Newsroom/PressAnnouncements/ucm361966.htm>.

¹⁹ For more information on these policy strategies, see the Tobacco Control Legal Consortium publication *Regulating Menthol Tobacco Products – Tips & Tools* (2015), available at <http://www.publichealthlawcenter.org/sites/default/files/resources/tclc-guide-reg-menthol-tips-tools-2015.pdf>.

²⁰ *U.S. Smokeless Tobacco Mfg. Co. v. City of New York*, 708 F.3d 428 (2d Cir. 2013); *National Ass'n of Tobacco Outlets, Inc. v. City of Providence*, 731 F.3d 71 (1st Cir. 2013).

²¹ CHI., ILL., CODE § 4-64-180(b); N.Y.C. ADMIN. CODE § 17-715.

²² See, e.g., *NYC Gets Tough on Tobacco, Raises Purchase Age To 21*, CNN, Nov. 19, 2013, <http://www.cnn.com/2013/11/19/us/new-york-city-tobacco-age-law/>.

²³ PROVIDENCE, R.I., CODE OF ORDINANCES § 14-303. A court upheld a law in Providence, Rhode Island, preventing the redemption of any coupons for tobacco products. *National Ass'n of Tobacco Outlets, Inc.*, *supra* note 20.

Leo Pullar

From: Catherine T. Hazlett, MPH <cathy@hcu.org>
Sent: Monday, December 05, 2016 3:53 PM
To: Leo Pullar
Subject: Fwd: Re: neutral advertising

Below is the information that my Brattleboro colleague shared with me regarding their Content Neutral policy - not sure if it is an ordinance, given that it changed, I'm thinking it might be a policy.

Cathy

----- Forwarded Message -----

Subject: Re: neutral advertising
Date: Mon, 5 Dec 2016 12:35:22 -0500
From: Cassandra Holloway <cassandrabapc@gmail.com>
To: Catherine T. Hazlett, MPH <cathy@hcu.org>

Brattleboro's policy language changed and is not as good. It used to be no more than 30% of **two** windows Now it includes all windows

Window Signs. No more than 25% of any ground-level window may be obscured by signs, whether permanent or temporary, whether on the interior or exterior of the window, and whether physically mounted on the window or otherwise mounted so as to be primarily viewed through the window. Window signs will not be included when determining the total number and area of signs allowed on a site.

On Mon, Dec 5, 2016 at 11:41 AM, Catherine T. Hazlett, MPH <cathy@hcu.org> wrote:
Hi There:

I am working with the town of Hartford and they are interested to see what other towns have done concerning Content Neutral Advertising. Would you both send me the policy language that has been adopted in your towns.

Thanks so much.

Cathy

--

Catherine T. Hazlett, MPH
Executive Director
Health Connections of the Upper Valley

PO Box 4, 467 Caper Street

North Pomfret VT 05053

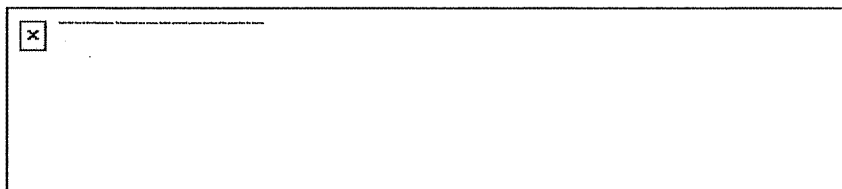
(802) 457-4780

www.hcuv.org

Like us on Face Book; send us a Tweet

Bringing People and Resources Together to Achieve Healthier Lives

Creating Healthier Communities by Reducing the Risk of Substance Abuse, Tobacco Use, and Obesity



802-257-2175

Zoning and Subdivision Code of Ordinances

Town of St. Johnsbury, VT

461.4

Prohibited Signage. No person shall paint, paste, brand, stamp or in any other manner place on or attach to any tree, rocks or other natural feature, utility pole, or other pole on any street or public right-of-way, any sign, excluding an official sign, or other advertisement, bill, notice, card or poster without the owner's permission. Except as otherwise provided herein, the following types of signs are prohibited:

a) Any off-premise signs, balloons or other inflatable object which advertises or otherwise directs attention to any commodity or activity sold, offered or conducted elsewhere than on the premises upon which such sign is allowed.

b) Any sign or supporting structure located in or over the traveled portion of any public right-of-way unless the sign is attached to a structural element of a building or other permanent structure and an encroachment permit has been obtained from the Department of Public Works.

c) Any sign or other advertising device with visible moving or movable parts or with flashing animated or intermittent illumination (except signs indicating the time, date or weather conditions), and any sign that contains any fluorescent paint or device, including mirrors, which has the effect of intensifying reflected light.

d) Signs that are visible from outside a building advertising the sale of products containing alcohol or tobacco comprising more than 20% of the area allowed for on-premises signs.

Proposed interim zoning bylaw *(draft for Planning Commission Public Hearing)*

1. Add a new section under Section 7 Special Provisions

7.24 Drug and Tobacco Paraphernalia Establishments – This form of retail is not permitted within a 1 mile radius of public schools, community facilities, and licensed childcare centers. The 1 mile radius is defined as the shortest distance from a retail establishment's point of sale to the parcel boundary of the school, community facility or childcare center. These retailers may also not operate within a 1000 foot radius of a location occupied by another drug and tobacco paraphernalia establishment. The 1000 foot radius is defined as the shortest distance from an existing establishment's point of sale to the proposed establishment's point of sale.

1. Add to section 8, Definitions:

- a. Drug and tobacco paraphernalia establishment: any premises where drug and tobacco paraphernalia is displayed for sale and /or offered for sale.
- b. Drug and tobacco paraphernalia: Any device designed primarily for use by individuals for the smoking or ingestion of tobacco, marijuana, hashish, hashish oil, cocaine, or any other "controlled substance", as that term is defined in the Health and Safety Code of the State of Vermont including but not limited to the following:
 1. Metal, wooden, acrylic, glass, stone, plastic or ceramic pipes, with or without screens (permanent or otherwise), heads, or punctured metal bowls; or otherwise
 2. A device constructed so as to prevent the escape of smoke into the air and to channel smoke into a chamber where it may be accumulated to permit inhalation or ingestion of larger quantities of smoke that may not otherwise be possible, where the device is known as a "bong", or otherwise;
 3. A pipe designed for smoking constructed with a receptacle or container in which water or other liquid may be placed into which smoke passes and is cooled in the process of being inhaled or ingested, or otherwise
 4. A pipe designed for smoking which contains a heating unit, whether the device is known as an "electric pipe", or otherwise;
 5. A device constructed so as to permit the simultaneous mixing and ingestion of smoke and nitrous oxide or other compressed gas, whether the device is known as a "buzz bomb", or otherwise
 6. A canister, container or other device with a tub, nozzle or other similar arrangement attached and so constructed as to permit the forcing of accumulated smoke into the user's lung under pressure.
- c. Tobacco Products: Tobacco products are excluded from the definition of tobacco paraphernalia. Tobacco products are limited to what is regulated and taxed by the State of Vermont which includes cigarettes, roll-your-own, and little cigars.

CHAPTER VIII

COMMERCE

- 8-1 Authority to Enact Chapter**
- 8-2 Purpose of Chapter**
- 8-3 Definitions**
- 8-4 Game Table and Video Game Machine Restrictions**
- 8-5 Sale of Marijuana - prohibition**
- 8-6 Mining and Milling of Fissionable Source Materials**
- 8-7 Businesses Selling Firearms**
- 8-8 Sale of Drug Paraphernalia Near Schools**
- 8-9 Enforcement**

8-1 Authority to Enact Chapter

This Chapter was duly adopted by the Legislative Body of the Town, the Selectboard, in accordance with 24 V.S.A. 2291 (11), (14)

8-2 Purpose of Chapter

This Chapter has been adopted for the purpose of protecting public health, safety and welfare, preserving public order, regulating entertainments, and abating public nuisances.

8-3 Definitions

Fissionable source material shall mean uranium or thorium, or any combination thereof, in any physical or chemical form; or ores that contain by weight one-hundredth of one percent (0.01%) or more of uranium, thorium or any combination thereof.

Game table shall mean any billiards table, shuffleboard table, bumper pool table, foosball table, air hockey table, or other similar equipment.

Drug paraphernalia shall mean any device designed primarily for use of individuals for the smoking or ingestion of marijuana, hashish, hashish oil, cocaine or any other illegal controlled substances.

Video game machine shall mean any computerized device that accepts or requires tokens, coins, currency, debit cards, credit cards, vouchers or credits purchased with money or otherwise requires a fee to operate.

8-4 Game Table and Video Game Machine Restrictions

- (1) Commercial properties in the Town of Manchester shall be limited to having not more than two game tables and not more than four video game machines.
- (2) Notwithstanding subsection 1 of this section, the Selectboard, by majority vote, may approve more than two game tables and more than four video game machines for a commercial property at a warned public meeting.
- (3) A violation of this section shall be considered a Second Degree civil violation.

8-5 Sale of Marijuana - prohibition

- (1) It shall be illegal to sell or distribute marijuana in the Town of Manchester.
- (2) A violation of this section shall be considered a First Degree civil violation.

8-6 Mining and Milling of Fissionable Source Materials

- (1) The mining and milling of uranium or any fissionable source materials shall be prohibited in the Town of Manchester.
- (2) A violation of this section shall be considered a First Degree civil violation.

8-7 Businesses Selling Firearms

- (1) Any business that is permitted after the enactment date of this Chapter that sells, buys or trades firearms and holds a valid federal firearms license shall not be located within 1,000 feet of a property line of an existing public or private elementary school, middle school, high school, vocational school or daycare center.
- (2) A violation of this section shall be considered a First Degree civil violation.

8-8 Sale of Drug Paraphernalia Near Schools

- (1) Any business that is permitted after the enactment date of this Chapter that sells drug paraphernalia shall not be located within 1,000 feet of a property line of an existing public or private elementary school, middle school, high school, vocational school or daycare center.
- (2) A violation of this section shall be considered a First Degree civil violation.

8-9 Enforcement

Sworn officers of the Manchester Police Department are hereby designated as the enforcement authority for this Chapter; provided, that Section 6, shall be enforced by the Municipal Compliance Officer.

JCB

Chair of the Selectboard

11-15-2016

Date of Enactment by Selectboard

Attested, Town of Manchester Town Clerk:

Debra L. Shields

Town Clerk

TOWN OF LUDLOW, VERMONT

ORDINANCE PROHIBITING DRUG, TOBACCO & VAPING PARAPHERNALIA ESTABLISHMENTS & FURTHER PROHIBITING MARIJUANA DISPENSARIES

1. Purpose & Authority
2. Definitions
3. Violation & Enforcement
4. Conflicts With Other Applicable Laws
5. Severability
6. Publication & Effective Date

ARTICLE I. PURPOSE & ENABLING AUTHORITY

- 1.01 Pursuant to the authority granted them by 24 V.S.A. § 1971 of the Vermont Statutes Annotated, the Select Board for the Town of Ludlow hereby adopts the following Ordinance to prohibit the establishment of medical marijuana dispensaries, any retail establishment that sells marijuana or related products (should that become legal in the state of Vermont), drug and tobacco paraphernalia establishments in the Town of Ludlow.
- 1.02 It is the intent for the Ludlow Select Board to promote a family friendly atmosphere within the Town. This objective applies to the residents of the Town and all our visitors. With that in mind it is important to endeavor to protect all children from exploitation by those promoting the illegal consumption of tobacco and tobacco related products as well as the trafficking of illegal drugs and drug-related products. This goal is of highest priority within the Town of Ludlow.
- 1.03 With the above stated goal in mind the Ludlow Select Board agrees that:
 - A. Establishments that sell or display drug, tobacco and vaping paraphernalia fosters this by regulating the exposure of minors to businesses seeking to expand consumption of tobacco and drug use by minors should be prohibited.
 - B. Establishments that sell or display drug, tobacco and vaping paraphernalia and other items promoting the use of illegal drugs characterize such paraphernalia as intended for use with tobacco products but may alternately be used for other purposes should be prohibited.
- 1.04 This regulation is intended to prohibit establishments that solely:
 - A. Sell and/or display drug, tobacco and vaping paraphernalia and is intended to help reduce the illegal consumption and purchase of illegal drugs and tobacco by

minors by limiting their exposure to drug, tobacco and vaping paraphernalia and items promoting such illegal use.

- B. Sell or display marijuana, hashish, hash oil, CBD Oils, THC analogs, synthetic cannabinoids including edible products containing marijuana, its natural analogs, synthetic cannabinoids or any other derivative of marijuana. This includes marijuana intended for medicinal purposes, or recreational use should marijuana become legal in the State of Vermont, promotes the general welfare and temperance of children and is intended to help reduce the consumption and purchase of drugs by minors by limiting their exposure to items promoting such use.

ARTICLE II. DEFINITIONS

For the purposes of this Ordinance the following terms shall have the meanings stated:

2.01 Drug, Tobacco and Vaping Paraphernalia Establishment:

Shall mean any premises where drug, tobacco or vaping paraphernalia is displayed for sale, offered for sale or sold, and which devotes more than a one foot by four foot (one foot in depth maximum) section of shelf space for drug, tobacco and vaping paraphernalia.

2.02 Drug, Tobacco and Vaping Paraphernalia:

- A. Including but not limited to one or more of those items identified in that list set forth in Subdivision "C" below, shall mean any device designed primarily for use by individuals for the smoking, vaporizing or ingestion of tobacco, e-juice, marijuana, hashish, hashish oil, cocaine or any other "controlled substance," as that term is defined under schedules I through V in the federal Controlled Substance Act, 21 U.S.C. § 801 et seq., as amended.
- B. A device "designed primarily for" the smoking or ingestion set forth in subdivision A. above, is a device which has been fabricated, constructed, altered, adjusted, or marked especially for use in the smoking, vaporizing or ingestion of tobacco, e-juice, marijuana, hashish, hashish oil, cocaine or any other "controlled substance," and is peculiarly adapted to that purposes by virtue of a distinctive feature or combination of features associated with tobacco or drug paraphernalia, notwithstanding that it might also be possible to use the device for some other purpose.
- C. Includable items or devices:
 - o Metal, wooden, acrylic, glass, stone, plastic or ceramic pipes, with or without screens, permanent or otherwise, heads or punctured metal bowls;

- A device constructed so as to prevent the escape of smoke into the air and to channel smoke into a chamber where it may be accumulated to permit inhalation or ingestion of larger quantities of smoke that would otherwise be possible, whether the device is known as a “bong,” or otherwise;
- A smokable pipe constructed with a receptacle or container in which water or other liquid may be placed into which smoke passes and is cooled in the process of being inhaled or ingested;
- A smokable pipe which contains a heating unit, whether the device is known as an “electric pipe,” or otherwise;
- A device constructed so as to permit the simultaneous mixing and ingestion of smoke and nitrous oxide or other compressed gas, whether the device is known as a “buzz bomb,” or otherwise;
- A canister, container or other device with a tube, nozzle or other similar arrangement attached and so constructed as to permit the forcing of accumulated smoke into the user’s lungs under pressure, or otherwise;
- A device for holding burning material, such as a cigarette that has become too small or too short to be held in the hand, whether the device is known as a “roach clip,” or otherwise;
- A device for vaporizing oil, juices, dabs, marijuana, hashish and any other tobacco, flavored “juices” whether the “juice” contains nicotine or not; this includes all varieties of e-cigarettes, vaping canisters or any other product or device used to vaporize any product for ingestion.

D. Lighters and matches shall be excluded from the definition of tobacco and drug paraphernalia.

E. Marijuana dispensaries are defined as establishments that sell or display marijuana, hashish, hash oil, CBD Oils, THC analogs, synthetic cannabinoids including edible products containing marijuana, its natural analogs, synthetic cannabinoids or any other derivative of marijuana. This includes marijuana intended for medicinal purposes, or recreational use should marijuana become legal in the State of Vermont, promotes the general welfare and temperance of children and is intended to help reduce the consumption and purchase of drugs by minors by limiting their exposure to items promoting such use.

ARTICLE III: ENFORCEMENT

- 3.01 This ordinance is designated as a Civil Ordinance, pursuant to 24 VSA § 1971 (b). This ordinance may be enforced by any issuing municipal official by issuing a Municipal Complaint under 24 VSA § 1977 (a).
- 3.02 Prosecution of any violation of this Ordinance shall be undertaken by either the enforcement officer or a representative designated by the Town of Ludlow in the Vermont Municipal Traffic and Ordinance Bureau.

ARTICLE IV: PENALTIES:

- 4.01 Any person, business, or institution determined to have violated any provision of this ordinance may be punished by a civil fine not to exceed Eight Hundred Dollars (\$800.00) for each violation and in the case of continuing violation, not more than Two Hundred Dollars (\$200.00) for each succeeding day for each violation, as provided by Vermont Statutes.

ARTICLE V: CONFLICTS WITH OTHER APPLICABLE LAWS

- 5.01 Nothing in the definition of Drug, Tobacco and Vaping Paraphernalia Establishments or Marijuana Dispensaries is intended to, nor shall be interpreted as legalizing or applying to the delivery, furnishing, transferring, possessing or manufacture of drug paraphernalia or any use otherwise prohibited by state or federal law.

ARTICLE VI: SEVERABILITY

- 6.01 If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsection, subdivisions, paragraphs, sentences, clauses, or phrases be declared unconstitutional or ineffective.

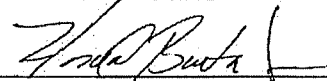
ARTICLE VII: PUBLICATION & EFFECTIVE DATE


- 7.01 No section of this ordinance shall be construed to supersede or replace any Vermont Statute.
- 7.02 This ordinance shall be entered in the minutes of the Ludlow Select Board meeting and posted in at least five conspicuous places within the Town of Ludlow and published in a newspaper circulating in the Town on a day not more than fourteen (14) days following the date when the ordinance is so adopted.
- 7.03 This Ordinance shall become effective on August 5, 2016, sixty (60) days after the date of its adoption by the Ludlow Select Board unless a petition is filed with the Town Clerk by July 20, 2016, forty-four (44) days after the date of its adoption. The petition should be addressed to the Ludlow Select Board, should be signed by at least five percent (5%) of the qualified voters of this municipality, and should ask for a special meeting to be called on the question of disapproving the ordinance.

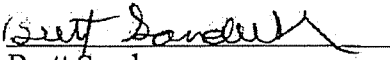
Questions about the Ordinance Prohibiting Drug, Tobacco and Vaping Paraphernalia Establishments and Further Prohibiting Marijuana Dispensaries may be directed to the Municipal Manager, Ludlow, Vermont, or by calling telephone number (802) 228-2841.

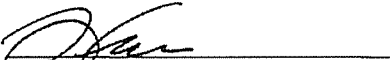
The foregoing ordinance is hereby adopted by the Select Board of the Town of Ludlow, Vermont this 6th day of June, 2016.

**TOWN OF LUDLOW
SELECT BOARD**


Howard Barton, Jr., Chair


Bruce Schmidt


Brett Sanderson


John Neal

Logan Nicoll

Date of Adoption: 6/6/16

VERMONT **GENERAL ASSEMBLY****The Vermont Statutes Online****Title 24: Municipal And County Government****Chapter 131: Impact Fees****§ 5200. Purpose**

It is the intent of this chapter to enable municipalities to require the beneficiaries of new development to pay their proportionate share of the cost of municipal and school capital projects which benefit them and to require them to pay for or mitigate the negative effects of construction. (Added 1987, No. 200 (Adj. Sess.), § 37, eff. July 1, 1989.)

§ 5201. Definitions

As used in this chapter:

(1) "Municipality" means a town, a city, or an incorporated village or an unorganized town or gore.

(2) "Capital project" means:

(A) any physical betterment or improvement including furnishings, machinery, apparatus or equipment for such physical betterment or improvement;

(B) any preliminary studies and surveys relating to any physical betterment or improvement;

(C) land or rights in land; or

(D) any combination of these.

(3) "Impact fee" means a fee levied as a condition of issuance of a zoning or subdivision permit which will be used to cover any portion of the costs of an existing or planned capital project that will benefit or is attributable to the users of the development or to compensate the municipality for any expenses it incurs as a result of construction. The fee may be levied for recoupment of costs for previously expended capital outlay for a capital project that will benefit the users of the development.

(4) "Offsite mitigation" means permanent protection of land not necessarily adjacent to the development site and which compensates for the impact of the development. (Added 1987, No. 200 (Adj. Sess.), § 37, eff. July 1, 1989.)

§ 5202. Authorization

(a) A municipality may levy an impact fee in accordance with this chapter.

(b) A municipality may accept offsite mitigation in lieu of an impact fee or as compensation for damage to important land such as prime agricultural land or important wildlife habitat. (Added 1987, No. 200 (Adj. Sess.), § 37, eff. July 1, 1989.)

§ 5203. Procedure

(a) A municipality may levy an impact fee on any new development within its borders provided that it has:

(1) been confirmed under section 4350 of this title and, after July 1, 1992, adopted a capital budget and program pursuant to chapter 117 of this title. The plan or capital budget and program may include:

(A) indication of locations proposed for development with a potential to create the need for new capital projects;

(B) standards for level of service for the capital projects to be fully or partially funded with impact fees;

(C) proposed locations and project lists, cost estimates and funding sources;

(D) timing or sequence of development in the identified locations; and

(2) developed a reasonable formula that will be used to assess a developer's impact fee. The formula shall reflect the level of service for the capital project to be funded and a means of assessing the impact associated with the development such as square footage or number of bedrooms. The level of service shall be either:

(A) an existing level of service;

(B) a state or federal standard; or

(C) a standard adopted as part of a town plan or capital budget.

(b) The amount of an impact fee used to fund a capital project shall be determined according to a formula developed under subsection (a) of this section. The fee shall be equal to or less than the portion of the capital cost of a capital project which will benefit or is attributable to the development and shall not include costs attributable to the operation, administration or maintenance of a capital project. The municipality may require a fee for the entire cost of a capital project that will initially be used only by the beneficiaries of the development so assessed. In this case, if the project will be used by beneficiaries of future development the municipality shall establish a formula consistent with the formula developed under subsection (a) of this section to require that beneficiaries of future development pay an impact fee to the owners of the development on which the impact fee has already been levied.

(c) In determining the amount of a fee that will be used to fund a capital project, the municipality may account for:

(1) the cost of the existing or proposed facility;

(2) the means, including state or federal grants and fees paid by other developers, by which the facility has been or will be financed;

(3) the extent, if any, to which impact fees should be offset to account for other taxes or fees paid by the developer that will cover the cost of the capital project;

(4) extraordinary costs incurred by the municipality in serving the new development;

(5) the time-price differential inherent in fair comparisons of amounts paid at different times.

(d) In determining the amount of the impact fee to compensate the municipality for expenses incurred as a result of construction, the municipality shall project the expenses that will be incurred. If the actual expense incurred is less than the fee collected from the developer, the municipality shall refund the unexpended portion of the fee within one year of the termination of construction of the project.

(e) The municipality shall provide an annual accounting for each impact fee showing the source, amount of each fee collected and project that was funded with the fee. The municipality must spend the fee on the capital project, for which the fee was intended, within six years of when the fee was paid. If it fails to do this, the owner of the property at the expiration of the six-year period may apply for and receive a refund of his or her proportionate share of that fee during the year following the date on which the right to claim the refund began.

(f) The municipality shall establish the formula and procedure for levying an impact fee by an ordinance or bylaw adopted under chapter 59 or 117 of this title. Such ordinance or bylaw shall include a provision for administrative appeal of the impact fee assessed. (Added 1987, No. 200 (Adj. Sess.), § 37, eff. July 1, 1989; amended 1989, No. 106; 1989, No. 280 (Adj. Sess.), § 11c.)

§ 5204. Payment of fees

(a) An impact fee or obligation for offsite mitigation shall be a lien upon all property and improvements within land development for which the fee is assessed in the same manner and to the same effect as taxes are a lien upon real estate under section 5061 of Title 32.

(b) A municipality may require payment of an impact fee or accept offsite mitigation before issuance of a zoning or subdivision permit.

(c) A municipality may accept fees on installment at a reasonable rate of interest.

(d) A municipality may require a letter of credit to guarantee future payment of an impact fee or offsite mitigation. (Added 1987, No. 200 (Adj. Sess.), § 37, eff. July 1, 1989.)

§ 5205. Exemptions

A municipality may exempt certain types of development from any part or all of the impact fee assessed, provided that the exemption achieves other policies or objectives clearly stated in the municipal plan. The policies or objectives may include, but are not limited to, the provision of affordable housing and the retention of existing employment or the generation of new employment. (Added 1987, No. 200 (Adj. Sess.), § 37, eff. July 1, 1989.)

§ 5206. Construction of chapter

Nothing in this chapter shall be construed as prohibiting a municipality from adopting ordinances otherwise authorized by law. (Added 1987, No. 200 (Adj. Sess.), § 37, eff. July 1, 1989.)

Town of Hartford, VT
Tuesday, August 16, 2016

Chapter 90. IMPACT FEES

[HISTORY: Adopted by the Selectboard of the Town of Hartford 11-14-1989. Amendments noted where applicable.]

GENERAL REFERENCES

Subdivision regulations — See Ch. 200.

Zoning — See Ch. 260.

090a App A Impact Fee

§ 90-1. Impact fee established.

Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

For any residential or nonresidential construction located within the Town of Hartford for which a zoning permit is required and for which a zoning permit has not yet been issued by the Zoning Administrative Officer, there are hereby imposed impact fees which will be computed and assessed in accordance with the formula and methodology set forth by the Selectboard from time to time and attached as Appendix A hereto.

Editor's Note: Appendix A is included at the end of this chapter.

The impact fees herein established, and the formula by which said fees shall be calculated, are hereby found and determined to reflect the cost of maintaining an appropriate level of service, consistent with the Town plan, to be provided by capital projects and expenditures resulting from development, construction and subdivision, and capital projects previously constructed or acquired.

§ 90-2. Amendment of formula and methodology.

The formula and methodology set forth in Appendix A may be amended from time to time to exempt in whole or in part from the imposition of the impact fee established herein development found to be affordable housing within the meaning of 10 V.S.A. Chapter 15.

§ 90-3. Off-site mitigation.

In lieu of the fee imposed by § 90-1 hereof, the Town of Hartford, acting by and through its Selectboard, may, but is not obligated to, accept comparable and equal off-site mitigation in the form of interests in real estate, the value of which shall be discounted to reflect the diminution thereof as a result of said real estate being exempt from taxation or of limited development potential.

§ 90-4. Segregated accounts for deposit of fees required.

All impact fees imposed and collected under § 90-1 hereof shall be maintained in segregated accounts and shall be used only to fund capital projects which help mitigate the impact of the development for

which the impact fees are collected. The Town of Hartford shall produce annually an accounting identifying the source of each impact fee, the amount thereof, and the capital project attributable thereto.

§ 90-5. Expending of funds.

All impact fees imposed and collected under § 90-1 hereof, and all interest accretions, shall be expended only to fund those capital projects attributable to the impact fees imposed thereto.

§ 90-6. Deadline for application for refund.

All applications for refund of any unexpended impact fees shall be made in writing to the Selectboard within one year of the sixth anniversary of the date upon which such impact fee was paid. Thereafter, any claim for refund shall be barred and be of no force and effect.

§ 90-7. Interest to be paid to owner.

[Added 7-17-1992]

The property owner shall be entitled to interest from the date of payment(s) to the Town at a rate equal to the interest rate paid the Town while the funds were on deposit in the Town's impact fee account.

§ 90-8. Independent contracts.

Nothing herein shall be construed to impair the ability of the Town of Hartford, acting by and through its Selectboard, convened as Water and Sewer Commissioners, to enter into independent contracts for the provision, extension or maintenance of municipal water and sewer services, systems, and improvements; provided, however, that a reasonable proportion of the cost thereof attributable to and paid by any person otherwise subject to the impact fee imposed by § 90-1 hereof shall be deducted from such impact fee.

§ 90-9. Issuance of zoning permits.

No zoning permit shall be issued until full payment of, or adequate security for, the impact fee imposed by § 90-1 hereof shall be received in full by the Town Treasurer after computation by the Zoning Administrative Officer; provided, however, that such impact fee imposed on development deemed to be affordable housing within the meaning of 10 V.S.A. Chapter 15 may be paid in installments over a period of time to be determined by the Selectboard. Appeals from the decision of the Zoning Administrative Officer shall be made within 30 days to the Selectboard.

§ 90-10. Construal of provisions.

- A. This chapter shall not be construed to repeal, modify or amend any existing ordinances of the Town of Hartford
- B. Nothing in this chapter shall be construed as limiting the right of the Planning Commission or Zoning Board of Adjustment, when approving applications before them, from attaching such

reasonable conditions and safeguards as they may deem necessary to implement the purposes of Title 24, Chapter 117.

§ 90-11. Violations and penalties.

Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

Any person commencing or undertaking development in the Town of Hartford without first complying with the provisions of this chapter, including the payment of any impact fee imposed hereunder, shall be subject to a penalty as provided in § 1-16 of the Town Code for each day a violation of this chapter continues in existence. In addition to the penalties provided for herein, the Town shall have the power to enjoin and abate any violations of this chapter.

Volume 25

Water System Capital Facilities Charges

Be It Resolved by the Hartford Board of Selectmen, acting in their capacity as the Board of Water Commissioners adopts the following Water System Capital Facilities Charges schedule and related implementation policy.

Section 1. Properties Subject to Water System Capital Facilities Charges and Effective Dates

- A. All structures not occupied before January 1, 1989 shall be subject to Water System Capital Facilities Charges except as provided under Section 2.

For determining date of occupancy for new structures, date of Certificate of Occupancy will govern.

- B. All structures that have experienced a change of use after January 1, 1989 that require additional demand for water and/or sewer services shall be subject to Water System Capital Facilities Charges except as provided under Section 2. New connection and/or capacity charges will apply solely to the additional demand.

Section 2. Transition Rule

To provide a fair transition from the existing to new charges, the following are exceptions to subject properties under Section 1:

- A. All structures that have received approval for connection or additional demand as of January 1, 1989 will not be subject to Water System Capital Facilities Charges if they are connected and receive a Certificate of Occupancy before July 1, 1989.
- B. All occupied structures which have or receive a Certificate of Occupancy before January 1, 1989 will not be subject to Water System Capital Facilities Charges if they are connected by July 1, 1989.

Section 3. Water System Capital Facilities Charges

Applicants intending to connect to the Town's water system shall pay an initial Water System Capital Facilities Charge in addition to all other fees and charges which are in effect. The Water System Capital Facilities Charge shall be computed at the rate of \$2.00 per gallon per day on the total gallonage to be allocated. Gallonage computation shall be based on flow quantities utilized by the State of Vermont, Water Resources Division.

Section 4. Payment Policy

The Water System Capital Facilities Charges shall be

paid as follows:

- A. 10% upon application for gallonage requested to be reserved, on forms provided by the Town. This fee is non-refundable unless the project is abandoned as a result of being denied necessary State or local permits.
- B. On or before two (2) months from the date of said application, the applicant shall enter into a contract with the Town to reserve and purchase water capacity.
- C. If any State or local permits are required on a project for which a Water System Capital Facilities Charge has been assessed, an additional 40% of the fee shall be paid within eighteen (18) months from the date of the contract in Sec. 4B, or the date of receipt of the last required permit, whichever first occurs. If such permit or permits are denied, or, if the applicant abandons a project before the start of construction because of permit denial, or for any other reasons, the contract, if entered into, will be deemed null and void. Any payment made, excepting the 10% paid upon application (as per section 4A), shall be returned without interest, and reservation of gallonage shall be withdrawn. For the purpose of this Policy, the applicant shall be deemed to have abandoned a project if he fails to enter into a contract within two (2) months of the application and payment in Sec. 4A, or when he fails to commence construction within eighteen (18) months from the date of the contract, or make the payment required in Sec. 4D.
- D. The remaining 50% for each unit is due prior to receiving a zoning permit for construction for that unit.
- E. Projects may be phased by agreement between the Town and the applicant, or when required by the Town because of low or insufficient plant or System capacity. If a contract is made for one phase, allocation of gallonage therein provided shall be only for such phase, and the Town shall not, thereby, be deemed to have bound or committed itself, impliedly or otherwise, to enter into contracts for additional phases, or to provide gallonage therefor, nor shall the consumer be deemed bound or committed to construct future phases. Such contract shall be binding only for the project therein described as if no other phases were intended, and the Water System Capital Facilities Charges shall be computed only for such phases. If a contract describes more than one phase of a total project, then the Water System Capital Facilities Charges shall be computed on the whole described project, and shall be payable as provided here, except that the 50% payment in Sec. 4D shall be paid in proportion to such

24

phases, and prior to receiving zoning permits for construction of each phase, but no later than the termination date stated in the contract.

- F. Applicants who desire to construct residential buildings not located in, or part of planned development or for which no contract and/or permit is necessary or required, shall pay 10% of the Water System Capital Facilities Charges upon application (as per section 4A) and shall pay the remaining 90% prior to receiving a zoning permit for construction or within 18 months of application.
- G. The practice of the issuance of capacity letters, so-called, is hereby discontinued. Applicants who hold such letters, whether or not they have entered into a contract with the Town, but who have not paid a Water System Capital Facilities Charge on the effective date of this policy, shall be given written notice thereof by the Town, and shall pay the applicable portion of any unpaid Water System Capital Facilities Charges herein provided within sixty (60) days of the date of such notice or upon entering into a contract with the Town, whichever first occurs. The time limit provisions mentioned in Sec. 4C shall also apply to all such applicants. Applicants who fail to pay may have existing contracts, if any, terminated and any gallonage actually allocated to them withdrawn.

Town of Hartford
County of Windsor
State of Vermont

Adopted and dated this

22nd day of February, 1989

Richard Plimville
John W. Hagan, Jr.
John F. Kovich
David J. Johnson
Michael J. Johnson

Hartford Board of Selectmen

Hartford Town Clerk's Office March 1, 1989 at 10:05 A.M. received the instrument of which the foregoing is a true record.

Attest:

Frederic A. Adams

TOWN CLERK

AMENDMENT

TO

WATER RULES REGULATIONS AND SPECIFICATIONS

The Regulation of the Town of Hartford, dated October 30, 1990 entitled "Enactment of Water Rules Regulations and Specifications" is amended in Chapter 8.1 Application Procedure to read as follows:

Section 3 is amended to read in its entirety as follows:

Section 3. Water System Capital Facilities Charges:

Applicants intending to connect to the Town's water system shall pay an initial Water System Capital Facilities Charge in addition to all other fees and charges which are in effect. The Water System Capital Facilities Charge shall be computed at the rate of \$2.00 per gallon per day on the total gallonage to be allocated.

a. Residential Rates.

Residential water and waste water rates shall be based on a daily water usage for a home in Hartford at 169 gallons.

b. Commercial and Industrial Rates

Commercial and Industrial water and waste water users shall be assessed an initial impact fee equal to 40 percent of the "State Chart" gallonage figure. At the end of 3 year period, the commercial or industrial user's peak quarterly water use will be determined to adjust the impact fee assessment upward or downward to reflect the actual gallonage used.

The amended rates shall apply to all applications received on or after July 1, 1992.

Two new sections are added to read:

Section 5. Appeals:

Appeals from the assessment of impact fees shall be made in writing within 30 days to the Board of Selectmen.

Section 6. Expenditure of Impact Fee Revenues:

The Town shall provide an annual accounting for each impact fee showing the source, amount of each fee collected and project that was funded with the fee. The Town must spend the fee on the capital project, for which the fee was intended, within six years of when the fee was paid. If the Town fails to do this, the owner of the property at the expiration of the six-year period may apply for and receive a refund of his or her proportionate share of that fee during the year

88
following the date on which the right to claim the refund began.

The property owner shall be entitled to interest from the date of payment(s) to the Town at a rate equal to the interest rate paid the Town while the funds were on deposit in the Town's impact fee account.

Adopted this 14 day of July, 1992 at Hartford, Windsor County, Vermont.

Richard Carbrello
John Hazen
Michael Bettis
Clair Lovell
Richard Ballou
Board of Selectmen

Information about the above ordinances are available at the Town Manager's Office, Municipal Building, White River Jct., VT 05001. Telephone number 802-295-9353.

Citizens of the Town of Hartford are further hereby notified that they have forty-four (44) days from the date of their adoption to petition for votes on the above ordinances at an annual or special meeting as provided in 24 V.S.A. Section 1973.

C.PETER.DIR.HARTFD.IMP-djm-7.10.92

Hartford Town Clerk's Office July 17, 1992 at 11:00 AM received the instrument of which the foregoing is a true record.

Attest:


Town Clerk

Wastewater Treatment Plants Impact Fee
Schedule and Related Implementation Policy

Be It Resolved by the Hartford Board of Selectmen, acting in their capacity as the Board of Sewerage System Commissioners adopts the following Wastewater Treatment Plants Impact Fee schedule and related implementation policy.

Section 1. Properties Subject to Plant Impact Fee and Effective Dates

- A. All structures not occupied before January 1, 1987 shall be subject to Plant Impact Fees except as provided under Section 2.
For determining date of occupancy for new structures, date of Certificate of Occupancy will govern.
- B. All structures that have experienced a change of use after January 1, 1987 that require additional demand for water and/or sewer services shall be subject to Plant Impact Fees except as provided under Section 2. New connection and/or capacity charges will apply solely to the additional demand.

Section 2. Transition Rule

To provide a fair transition from the existing to new charges, the following are exceptions to subject properties under Section 1:

- A. All structures that have received approval for connection or additional demand as of September 1, 1986 will not be subject to Plant Impact Fees if they are connected and receive a Certificate of Occupancy before January 1, 1988.
- B. All occupied structures which have or receive a Certificate of Occupancy before January 1, 1987

will not be subject to Plant Impact Fees if they are connected by January 1, 1988.

Section 3. Plant Impact Fee

Applicants intending to connect to the Town's sewer system shall pay an initial Plant Impact Fee in addition to all other fees and charges which are in effect. The Plant Impact Fee shall be computed at the rate of \$4.00 per gallon per day on the total gallonage to be allocated. Gallonage computation shall be based on wastewater standards utilized by the State of Vermont, Water Resources Division.

Section 4. Payment Policy

The Plant Impact Fee shall be paid as follows:

- A. 10% upon application for gallonage requested to be reserved, on forms provided by the Town. This fee is non-refundable unless the project is abandoned as a result of being denied necessary State or local permits.
- B. On or before two (2) months from the date of said application, the applicant shall enter into a contract with the Town to reserve and purchase sewer capacity.
- C. If any State or local permits are required on a project for which a Plant Impact Fee has been assessed, an additional 40% of the fee shall be paid within eighteen (18) months from the date of the contract in Sec. 4B, or the date of receipt of the last required permit, whichever first occurs. If such permit or permits are denied, or, if the applicant abandons a project before the start of construction because of permit denial, or for any other reasons, the contract, if entered into, will be deemed null and void. Any payment made, excepting the 10% paid upon application (as per section 4A), shall

be returned without interest, and reservation of gallonage shall be withdrawn and returned to the plant's uncommitted capacity. For the purpose of this Policy, the applicant shall be deemed to have abandoned a project if he fails to enter into a contract within two (2) months of the application and payment in Sec. 4A, or when he fails to commence construction within eighteen (18) months from the date of the contract, or make the payment required in Sec. 4D.

- D. The remaining 50% for each unit is due prior to receiving a zoning permit for construction for that unit.
- E. Projects may be phased by agreement between the Town and the applicant, or when required by the Town because of low or insufficient plant capacity. If a contract is made for one phase, allocation of gallonage therein provided shall be only for such phase, and the Town shall not, thereby, be deemed to have bound or committed itself, impliedly or otherwise, to enter into contracts for additional phases, or to provide gallonage therefor, nor shall the consumer be deemed bound or committed to construct future phases. Such contract shall be binding only for the project therein described as if no other phases were intended, and the Plant Impact Fee shall be computed only for such phases. If a contract describes more than one phase of a total project, then the Plant Impact Fee shall be computed on the whole described project, and shall be payable as provided here, except that the 50% payment in Sec. 4D shall be paid in proportion to such phases, and prior to receiving zoning permits for construction of each phase, but no later than the termination date stated in the contract.
- F. Applicants who desire to construct residential buildings not located in, or part of planned

development or for which no contract and/or permit is necessary or required, shall pay 10% of the Plant Impact Fee upon application (as per section 4A) and shall pay the remaining 90% prior to receiving a zoning permit for construction or within 18 months of application.

- G. The practice of the issuance of capacity letters, so-called, is hereby discontinued. Applicants who hold such letters, whether or not they have entered into a contract with the Town, but who have not paid a Plant Impact Fee on the effective date of this policy, shall be given written notice thereof by the Town, and shall pay the applicable portion of any unpaid Plant Impact Fee herein provided within sixty (60) days of the date of such notice or upon entering into a contract with the Town, whichever first occurs. The time limit provisions mentioned in Sec. 4C shall also apply to all such applicants. Applicants who fail to pay may have existing contracts, if any, terminated and any gallonage actually allocated to them withdrawn and returned to the plant's uncommitted capacity.

Town of Hartford
County of Windsor
State of Vermont

Adopted and dated this
22th day of February, 1989

Richard L. Sturtevant
John D. Hays, Jr.
W. C. Kovich
Alan J. [unclear]
Hartford Board of Selectmen

Hartford Town Clerk's Office March 1, 1989 at 10:05 A.M. received the instrument of which the foregoing is a true record.

Attest: *Frederic A. Adams*

TOWN CLERK

AMENDMENT

TO

SEWAGE AND SEWERAGE ORDINANCE

The Ordinance of the Town of Hartford, dated October 30, 1990 entitled "Enactment of Sewage and Sewerage Ordinance" is amended in Appendix 2 as follows:

Section 3 is amended to read in its entirety:

Section 3. Plant Impact Fee:

Applicants intending to connect to the Town's sewer system shall pay an initial Plant Impact Fee in addition to all other fees and charges which are in effect. The Plant Impact Fee shall be computed at the rate of \$4.00 per gallon per day on the total gallonage to be allocated.

a. Residential Rates

Residential water and waste water rates shall be based on a daily water usage for a home in Hartford at 169 gallons.

b. Commercial and Industrial Rates

Commercial and Industrial water and waste water users shall be assessed an initial impact fee equal to 40 percent of the "State Chart" gallonage figure. At the end of 3 year period, the commercial or industrial user's peak quarterly water use will be determined to adjust the impact fee assessment upward or downward to reflect the actual gallonage used.

The amended rates shall apply to all applications received on or after July 1, 1992.

Two new sections are added to read:

Section 5. Appeals:

Appeals from the assessment of impact fees shall be made in writing within 30 days to the Board of Selectmen.

Section 6. Expenditure of Impact Fee Revenues:

The Town shall provide an annual accounting for each impact fee showing the source, amount of each fee collected and project that was funded with the fee. The Town must spend the fee on the capital project, for which the fee was intended, within six years of when the fee was paid. If the Town fails to do this, the owner of the property at the expiration of the six-year period may apply for and receive a refund of his or her proportionate share of that fee during the year following the date on which the right to claim the refund began.

The property owner shall be entitled to interest from the date of payment(s) to the Town at a rate equal to the interest rate paid the Town while the funds were on deposit in the Town's impact fee account.

Town Clerk's Office
HARTFORD, VERMONT
this 17 day of July 1992
at 11:00 o'clock A. M.
received and recorded in Vol. 26
at page 85
Richard A. Adams Town Clerk

AMENDMENT TO SEWAGE & SEWERAGE ORDINANCE

This ordinance amending the Hartford Sewage and Sewerage Ordinance, dated October 30, 1990, is adopted by the Selectmen of the Town of Hartford, County of Windsor, and State of Vermont in their capacity as Sewerage System Commissioners in accordance with authority vested in them by Chapters 59, 97, 101 and 131 of Title 24 of the Vermont Statutes Annotated, as amended.

Dated this 14 day of July, 1992
County of Windsor
State of Vermont

Richard Carbrelo
Richard Carbrelo

John Hazen

Michael Bettis
Michael Bettis

Clair Lovell
Clair Lovell

Richard A. Ballou
Richard Ballou

Town Clerk's Office
HARTFORD, VERMONT

this 17 day of July 1992
at 11:00 o'clock A. M.

received and recorded in Vol. 26

at page 84

Richard A. Adams Town Clerk

TOWN OF HARTFORD, VERMONT
ZONING/BUILDING PERMIT FEE SCHEDULE

	<u>Fixed Fee</u>	<u>Per Unit Fee*</u>
Single Family Dwelling	\$165.	.05 sq. ft. new space
Two Family Dwelling/Multi-Family Dwelling (<i>\$165. First Unit / \$150.00 Additional Units</i>)	\$150.-\$165.	.05 sq. ft. new space
Planned Development Multi-Family (Per Unit)	\$210.	.05 sq. ft. new space
Motel/Hotel (Per Unit)	\$ 75.	.05 sq. ft. new space
Commercial Structure/Use	\$365.	.05 sq. ft. new space
Industrial Structure/Use	\$365.	.05 sq. ft. new space
Accessory Structure (decks, sheds, gazebos, pools)	\$ 50.	.05 sq. ft. new space
Residential Addition/Alteration (barns, garages)	\$100.	.05 sq. ft. new space
Commercial/Industrial Addition/Alteration	\$150.	.05 sq. ft. new space
Signs (new or refacing)	\$ 35.	.05 sq. ft. new space
WRJ Design Review (Administrative)	\$ 35.	
Minimum Fee	\$ 35.	

Town Clerk Filing Fee

All Zoning/Building Permits \$10. (7/1/09)

Applications to Design Review/Planning Commission/Zoning Board of Adjustment

All Zoning Board of Adjustment Applications	\$130.
Site Development Plan Approval	\$130. plus the sq. ft. of the gross leasable area or the activity footprint for other uses
Lot Line Adjustment Between Existing Lots	\$130.
Minor Subdivision	\$165. plus \$50. per new lot
Major Subdivision	\$315. plus \$50. per new lot
Residential Planned Development	\$400. plus \$50. per lot or unit created
Non-Residential Planned Development	\$400. plus the sq. ft. of the gross leasable area or the activity footprint for other uses
Planned Development Amendment	\$130. plus the sq. ft. of the gross leasable area or the activity footprint for other uses
WRJ Design Review Committee	\$ 65.
Town Master Plan Amendment	\$725.
Town Zoning Regulation Amendment	\$725.
Administrative Approval	\$ 65. plus cost of applicable zoning permit

Impact Fee Schedule*

Residential Construction

<u>Category</u>	<u>Fee</u>	<u>Demand Unit (per)</u>
Fire/EMS	\$48.99	each dwelling unit
Libraries	\$10.34	each dwelling unit
Recreation	\$340.45	each dwelling unit
Schools	\$0.88	per sq. ft. of heated living area (\$1,315. cap) – As of March 18, 2004

Non-Residential Construction

<u>Category</u>	<u>Fee</u>	<u>Demand Unit</u>
Fire/EMS	\$0.13	per sq. ft. of gross leasable area

Residential Addition

<u>Category</u>	<u>Fee</u>	<u>Demand Unit (per)</u>
School	\$0.88	per sq. ft. of heated living area (\$1,315. cap)

Municipal Water, Sewer & Driveways*

NOTE: ALL APPLICANTS UTILIZING MUNICIPAL WATER AND/OR SEWER MUST SEE PUBLIC WORKS PRIOR TO SUBMITTING APPLICATION TO PLANNING & DEVELOPMENT TO OBTAIN REQUIRED CONTRACT TO DETERMINE ANY APPLICABLE FEES/LIENS.

Water Impact Fee	\$338.	Sewer Impact Fee	\$676.	Driveway Permit	\$50.
Water Hook Up	\$530.	Sewer Hook Up	\$500.		

NOTE: ABOVE FIGURES PERTAIN TO SINGLE-FAMILY RESIDENTIAL DWELLINGS WITH 3 BEDROOMS OR LESS. FEES FOR DWELLINGS WITH 4+ BEDROOMS OR COMMERCIAL PROJECTS MUST BE DETERMINED BY PUBLIC WORKS DEPARTMENT.

Memo

To: SELECTBOARD
From: Pat MacQueen, ITM
cc: Dept. Heads
Date: May 20, 2016
Re: Impact Fees and Newmarket Project

At the meeting Mr. David Briggs reviewed his 'Newmarket' project in the Gates Block building and said that his interpretation of the town ordinance on impact fees exempted his project. The Selectboard asked me to provide a response to the letter and presentation they received from David Briggs at the Board Meeting of May 10, 2016.

The section of the Town ordinance that Mr. Briggs was referring to was attached to his letter and is in Section 1. Applicability of Appendix A, Impact Fees of Chapter 90 Impact Fees.

He highlighted the section he felt exempted his project from Impact Fees which reads as follows:

"B. Nonresidential construction. An impact fee will apply to:

(1) The gross leasable area of any new nonresidential building on any lot within the Town of Hartford; and

(2) Any new gross leasable area created by the reconstruction, alteration, modification or addition to any nonresidential building on any lot within the Town of Hartford."

My reading of this language mirrors that of Mr. Briggs. It seems clear that his property is commercial in nature which would put it in the non-residential category cited. It would also seem that based on the above that the impact fees apply only to *new gross leasable area*. Is it possible that a project which is understood to be occurring entirely within a long-time existing commercial building footprint has any '*new gross*

leasable area"? The definition Gross Leasable Area provided in this Chapter 90 Appendix would seem to say clearly that that would not be the case.

GROSS LEASABLE AREA — The total floor area including basements, hallways, rest rooms, closets, mezzanines, and upper floors, if any; expressed in square feet and measured from the center line of joint partitions and from outside wall faces.

Since Gross Leasable Area by definition is the total floor area of the existing building, it would seem to follow that NEW Gross Leasable Area has to be area outside of or in addition to the existing footprint.

Based on this, I would have to agree with Mr. Briggs assertion that his project as proposed is exempt from Impact Fees as defined in Chapter 90 of the Town Code.

Beyond this conclusion (which is not a legal opinion) there are other sections of Town Code and Ordinances which don't necessarily change the above conclusion, but do seem to confuse it quite a bit.

Section 1-2 Code supersedes prior ordinances of Chapter 1 General Provisions which is the adopting ordinance at the beginning of the Town Code of Ordinances reads as follows:

This ordinance and the Code shall supersede all other general and permanent ordinances enacted prior to the enactment of this Code, except such ordinances as are hereinafter expressly saved from repeal or continued in force..

Should also have included 1-13 "Repealer"

Section 90-10 Construal of provisions of Chapter 90 Impact Fees, reads as follows:

A. This chapter shall not be construed to repeal, modify or amend any existing ordinances of the Town of Hartford.

In spite of the fact that one might assume that a Chapter such as the above Chapter 90 in the Town Code of Ordinances dedicated to Impact Fees would be fairly comprehensive on the subject, the above cited sections, coupled with the fact that a significant number of prior ordinances (which may or may not still be in effect) as well as other Chapters of the Code itself, talk about the imposition of impact fees and things which look or sound like impact fees based on usage of town utilities rather than new gross leasable area. The ones that we are aware of are attached for information.

Section 90-8 Independent Contracts reads as follows:

Nothing herein shall be construed to impair the ability of the Town of Hartford, acting by and through its Selectboard, convened as Water and Sewer Commissioners, to enter into independent contracts for the provision, extension

or maintenance of municipal water and sewer services, systems, and improvements; provided, however, that a reasonable proportion of the cost thereof attributable to and paid by any person otherwise subject to the impact fee imposed by Section 90-1 hereof shall be deducted from such impact fee.

It has been suggested to me that it maybe this section of Chapter 90 Impact Fees which provides the authority for the Town to impose an impact fee on a project like this. If that is the case, it is not at all clear to me how that works.

Chapter 152 is the Sewer Ordinance but does not appear to mention impact fees or any kind of capital systems charge.

Chapter 245 is the Water Ordinance which oddly does refer in Section 245-7 to a Water Systems Charge as something that must be provided by applicants for a larger water allocation because of greater use. However, my reading of the wording below of that section appears to exempt this project from that charge as well because it was occupied prior to July 1, 1989.

A3(b) Transition rule. To provide a fair transition from the existing to new charges, the following are exceptions to subject properties under Subsection A(3)(a):

[1] All structures that have received approval for connection or additional demand as of January 1, 1989, will not be subject to water system capital facilities charges if they are connected and receive a certificate of occupancy before July 1, 1989.

[2] All occupied structures which have or received a certificate of occupancy before January 1, 1989, will not be subject to water system capital facilities charges if they are connected by July 1, 1989.

So far this review has not dealt with any requirements which may exist in State law. Nor am I entirely confident that the ordinances available for this review are the latest ordinances that may be in effect with respect to this issue.

All of this has left me with a great deal of uncertainty as to the current validity of these other sections, which do not seem coordinated with the Chapter 90 of the current Code which defines Impact Fees as well as the fact that even these earlier versions appear to exclude an existing building such as the Gates Block. I would recommend that the Town seek legal advice to hopefully bring greater clarity to this matter than I am able to bring.

Gates-Briggs Company

COMMERCIAL PROPERTIES

P.O. BOX 85
WHITE RIVER, VERMONT 05001
TEL. (802) 295-7100

TO: Hartford Selectboard
FROM: David Briggs
DATE: May 10, 2016
RE: Impact Fees on the Gates-Briggs Building

I have been told by staff that Impact Fees are due on the current project within the Gates-Briggs Building we are calling Newberry Market. These fees according to customary calculations will be on the order of \$7,000. I paid a small percentage in order to complete the processing and issuance of a Building Permit.

At the time it struck me as questionable for a building that contrasted in 1890 may have already made the impact scheduled for it and that fees associated with any impact may not be required. I did not get a clear response based on citing regulations but did find this wording below on line.

If we do not have to pay these fees it would help in the funding of this major project and we will be better able to steer the resources into completing the project as preferred.

This is a substantial project, the property is a centerpiece property in terms of downtown commercial activity and we know this work will increase the value of it. The increased taxes will help the town in that regard and we understand this as supporters of Tax Increment Financing and other initiatives.

Please let me know if the following narrative will alleviate us from paying the impact fees for this project.

IMPACT FEES

90

Attachment 1:1 12 - 15 - 2008

Appendix A Impact Fees

§ 1. Applicability. A. Residential construction. An impact fee will apply to: (1) The living area of any new dwelling unit on any lot within the Town of Hartford, except: (a) model homes and (b) mobile home dwellings, single-family dwellings, two-family dwellings, and multifamily dwellings being moved from one residential lot in the Town of Hartford to another residential lot within the Town of Hartford, and (c) temporary structures within the meaning of Article IV, Section 4-4-4 of the Town of Hartford Zoning Regulations; and (2) Any additional living area created by the reconstruction, alteration, modification, or addition to any existing dwelling unit on any lot within the Town of Hartford. B. Nonresidential construction. An impact fee will apply to: (1) The gross leasable area of any new nonresidential building on any lot within the Town of Hartford; and (2) Any new gross leasable area created by the reconstruction, alteration, modification, or addition to any nonresidential building on any lot within the Town of Hartford. C. School impact fees shall be assessed at the rate of \$0.88 per square foot, but not to exceed \$1,315. The school impact fee shall be reviewed and recalculated at least every three years. [Added 7-17-1992; amended 3-12-2001; 2-3-2004]

§ 2. Definitions. As used in this chapter, the following terms shall have the meanings indicated: ATTIC — A room or unfinished part of a house just under the roof. An attic shall not be heated, nor shall it contain bedrooms, kitchens, or bathrooms. BUILDING — Any structure for the shelter, support or enclosure of persons, animals, chattels or property of any kind. DWELLING UNIT — One room, or rooms connected together, constituting a separate, independent housekeeping establishment for owner occupancy, rental or lease, and physically separated from any other rooms or dwelling units which may be in the same structure, and containing independent cooking and sleeping facilities. HARTFORD CODE 90 Attachment 1:2 12 - 15 - 2008 GROSS LEASABLE AREA — The total floor area including basements, hallways, rest rooms, closets, mezzanines, and upper floors, if any; expressed in square feet and measured from the center line of joint partitions and from outside wall faces. LIVING AREA — The total floor area of a dwelling unit expressed in square feet and measured from the center line of joint partitions and from outside wall surfaces. In calculating the living area of a dwelling unit, the following shall be excluded: unheated and uninsulated attics and crawl spaces; garages; breezeways and porches; unheated utility closets opening to the outside; basement areas having a headroom of less than six feet eight inches and containing no bedrooms or kitchens; and basement areas lacking a means of egress within three feet of grade level and containing no bedrooms or kitchens. LOT — A parcel of land occupied or to be occupied by only one main building and the accessory buildings or uses customarily incidental to it. A lot shall be of sufficient size to meet minimum zoning requirements for use, coverage, and area, and to provide such yards and other open spaces as are herein required. Such lot shall have frontage on an improved public street, or other means of access approved by the Planning Commission and may consist of: A. Single lot of record; B. A portion of a lot of record; C. A combination of complete lots of record, or complete lots of record and portions of lots of record, or of portions of lots of record; D. A parcel of land described by metes and bounds; provided that in no case of division or combination shall any residual lot or parcel be created which does not meet the requirements of this bylaw. Mobile Home Dwelling — A structure, transportable in one or more sections, built on a permanent chassis and designed to be used as a dwelling. Model Home — An unoccupied building used solely as a display model of a manufactured home. A model

home may not contain running water and may not be used as an office. Multifamily dwelling — A residential building designed for or occupied by more than two families living independently of each other in individual dwelling units. Single-Family Dwelling – A residential building designed for and occupied by one family only and detached from other such structures. Two-Family Dwelling — A residential building designed for or occupied by two families living independently of each other in individual dwelling units. IMPACT FEES 90 Attachment 1:3 12 - 15 - 2008 § 3. Impact fee schedule. Category Fee Demand Unit (per) Residential Construction Fire/EMS \$ 48.99 Each dwelling unit Libraries \$ 10.34 Each dwelling unit Recreation \$340.45 Each dwelling unit Schools \$ 1.34 Per square foot of living area Nonresidential Construction Fire/EMS \$ 0.13 Per square foot of gross leasable area

§ 90-3. Off-site mitigation.

In lieu of the fee imposed by § 90-1 hereof, the Town of Hartford, acting by and through its Selectboard, may, but is not obligated to, accept comparable and equal off-site mitigation in the form of interests in real estate, the value of which shall be discounted to reflect the diminution thereof as a result of said real estate being exempt from taxation or of limited development potential.

§ 90-4. Segregated accounts for deposit of fees required.

All impact fees imposed and collected under § 90-1 hereof shall be maintained in segregated accounts and shall be used only to fund capital projects which help mitigate the impact of the development for which the impact fees are collected. The Town of Hartford shall produce annually an accounting identifying the source of each impact fee, the amount thereof, and the capital project attributable thereto.

§ 90-5. Expending of funds.

All impact fees imposed and collected under § 90-1 hereof, and all interest accretions, shall be expended only to fund those capital projects attributable to the impact fees imposed thereto.

§ 90-6. Deadline for application for refund.

All applications for refund of any unexpended impact fees shall be made in writing to the Selectboard within one year of the sixth anniversary of the date upon which such impact fee was paid. Thereafter, any claim for refund shall be barred and be of no force and effect.

§ 90-7. Interest to be paid to owner. [Added 7-17-1992]

The property owner shall be entitled to interest from the date of payment(s) to the Town at a rate equal to the interest rate paid the Town while the funds were on deposit in the Town's impact fee account.

§ 90-8. Independent contracts.

Nothing herein shall be construed to impair the ability of the Town of Hartford, acting by and through its Selectboard, convened as Water and Sewer Commissioners, to enter into independent contracts for the provision, extension or maintenance of municipal water and sewer services, systems, and improvements; provided, however, that a reasonable proportion of the cost thereof attributable to and paid by any person otherwise subject to the impact fee imposed by § 90-1 hereof shall be deducted from such impact fee.

§ 90-9. Issuance of zoning permits.

No zoning permit shall be issued until full payment of, or adequate security for, the impact fee imposed by § 90-1 hereof shall be received in full by the Town Treasurer after

Gates-Briggs Company

COMMERCIAL PROPERTIES



1 South Main Street
White River Jct., VT 05001

P.O. BOX 85
WHITE RIVER, VERMONT 05001
TEL. (802) 295-7100

Hartford Town Manager Leo Pullar
Hartford Town Hall
White River Jct., VT 05001

September 22, 2016

RE: Newberry Market Project –
Permitting and Related Fees

Dear Leo

Since January when I raised my concerns regarding to Impact Fees on this project in the Gates-Briggs Building I have experienced a comprehensive consideration of the concept and the questions I brought forth. I would like to thank all the staff and the Selectboard for their efforts on this and I look forward to the possibility of things yet to come on the matter.

Meanwhile final calculations by the Department of Public Works have resulted in its determination of the fees appropriate to this project. Their determination results in fees for both Wastewater Treatment Plant Impact and for Water System Capital levied against the elements of this project which are known as Newberry Market, Tuckerbox Restaurant and Piecemeal Pies (bakery). The total fees due net of amounts paid to date (\$733.80) are \$3,132.60.

In order to meet the present needs of the municipality to complete the processing of this project I am signing the attendant agreements and paying this amount at the Department of Public Works today. However I am doing this under protest and respectfully request that the Town of Hartford continue to consider the appropriateness of these fees in the context of an existing building as a whole that is bringing no net expansion of the needs for municipal systems insofar as that record of pre-existence is true.

I understand that the codes and related ordinances to this topic will be considered and perhaps re-codified and as that work reaches a point of conclusion I would assert that it could be appropriate and equitable for all or part of these fees to be refunded. We would welcome that.

I would like to thank, once again, the staff and the Selectboard for the professional and thoughtful way this question has been processed and I sincerely hope this will serve to make for a more effective way to enhance the business climate and the tax base of the Town. I remain positive about the "impact" the investment made here by the Briggs Family will have on the economy and the quality of life here in Hartford. We are pleased to be working on this and other projects envisioned and we are pleased to be working with and for the Town of Hartford; the place we call home.

Sincerely,

David C. Briggs

Cc: Joanne Ells – Zoning
Rich Menge, PE – Public Works

VALIDATION RESOLUTION

WHEREAS, pursuant to 17 V.S.A. §2641 and 24 V.S.A. §1756, notice of the March 7, 2017 annual meeting of the Town of Hartford was given in part by posting the Warning thereof in six public places and posting on the Town's website from February 3, 2017 through March 7, 2017, and by publishing said Warning and an extract thereof in the Valley News on February 4, 2017 and January 10, 2017, respectively; and

WHEREAS, as provided in 24 V.S.A. §1756, notice of said Town meeting was "to be published in a newspaper of known circulation in such municipality once a week for three consecutive weeks on the same day of the week, the last publication to be not less than five nor more than ten days before such meeting"; and

WHEREAS, the requisites of the statute relating to the publication of the Warning containing an Article of business relating to the proposition of incurring bonded indebtedness not having been complied with because of oversight, inadvertence or mistake of law or fact, the Selectboard desire to avail themselves of the validation provisions of 17 V.S.A. §2662 and 24 V.S.A. §1757; and

WHEREAS, at the March 7, 2017 Town meeting the proposition of incurring bonded indebtedness for the purpose of making tax increment financing district improvements (Article 19) was approved, those voting in Favor being 960 and those voting Opposed being 311.

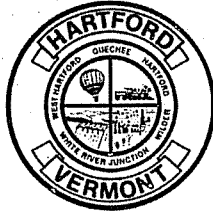
NOW THEREFORE, the Selectboard hereby finds that, notwithstanding the failure to comply with all of the statutory requirements incident to the call, notice and warning of said annual Town meeting, the required length notice of the purpose of said annual Town meeting has been had; accordingly,

BE IT RESOLVED that, to the fullest extent permitted by law, the Selectboard hereby ratify, confirm and validate all action taken by the Town at the annual meeting thereof held on March 7, 2017.

I hereby certify that the foregoing was approved and adopted by an affirmative vote of at least two-thirds of the members of the Selectboard of the Town of Hartford at a regular meeting thereof held on May 9, 2017.

ATTEST:

Mary E. Hill, Town Clerk



KIDS TO PARKS DAY PROCLAMATION MAY 20, 2017

WHEREAS ~ May 20, 2017 is the seventh Kids to Parks Day organized and launched by the National Park Trust; and

WHEREAS ~ Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks; and

WHEREAS ~ it is important to introduce a new generation to our nation's parks; and

WHEREAS ~ we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes mellitus, hypertension and hypercholesterolemia; and

WHEREAS ~ Kids to Parks Day is open to all children and adults across the country to encourage a large and diverse group of participants; and

WHEREAS ~ Kids to Parks Day will broaden children's appreciation for nature and outdoors, and

NOW THEREFORE ~ We, the Selectboard of Hartford, Vermont do hereby proclaim to participate in Kids to Parks Day. We urge residents of Hartford to make time on May 20, 2017 to take the children in their lives to a neighborhood, state or national park.

Dated this 9th day of May, 2017 in the Town of Hartford, Vermont.

Richard G. Grassi, Chair

Alan Johnson, Selectboard Member

Dennis Brown, Vice Chair

Mike Morris, Selectboard Member

Sandra Mariotti, Clerk

Attest:

Simon Dennis, Selectboard Member

Mary E. Hill, Town Clerk
Town of Hartford, Vermont

Rebecca White, Selectboard Member



**TOWN OF HARTFORD LOCAL
LIQUOR CONTROL BOARD
& SELECTBOARD MINUTES**

Tuesday, April 25, 2017 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

Present: Selectboard Chair, Richard Grassi; Selectboard Vice Chair, Dennis Brown; Selectboard Member, Simon Dennis; Selectboard Member, Rebecca White; Selectboard Member, Alan Johnson; Selectboard Member, Mike Morris; Town Manager, Leo Pullar; Administrative Assistant, Lana Livingston; Dawn Pullar; Planning and Development Director, Lori Hirshfield; Public Works Director, Rich Menge, Lannie Collins.

Absent: Selectboard Clerk, Sandra Mariotti.

I. Call to Order of the Selectboard Meeting

Selectboard Chair, Dick Grassi called the meeting to order at 6:00 p.m.

II. Pledge of Allegiance

Town Manager, Leo Pullar led the Pledge of Allegiance.

III. Local Liquor Control Board: N/A

IV. Order of Agenda: Town Manager, Leo Pullar asked to move item **V. 4. d.**

Discuss, Determine Options and Way Ahead for Impact Fees, to a later date.

V. Selectboard:

1. Citizen, Selectboard Comments and Announcements: TBD

There were no citizen comments.

Selectboard member, Rebecca White reported that she had an opportunity to comment on a story about “flavored tobacco” use and advertising in the Town of Hartford. NBC5 did a story on the topic. There was also an article in the Valley News where both Selectboard members, Rebecca White and Mike Morris were quoted. This topic will be on the Selectboard’s agenda in May.

Selectboard member, Alan Johnson attended the TransCanada licensing meeting. Currently taxes are 40% of their operating expenses of the Hydro Plants. They are selling off all of their renewable assets. The Hydro Dams are going to Great River Hydro which includes the Wilder Dam. They are also selling off their Wind energy. They are in the process of applying for re-licensing. The next steps are for Public comment sessions.

Selectboard member, Simon Dennis reported that he attended an event in Hanover on May 12th. The local Sierra Club was looking for an endorsement from the Town of Hanover for 100% renewable by 2050. The Town Manager of Hanover, Julia Hadlock and the Hanover Selectboard did endorse the “ready for 100” movement and will be sending it to the voters on May 9th. Dartmouth College is also moving towards renewable energies and bio-gas. They are currently burning oil. Mr. Dennis did comment that Vermont is supporting a 90% renewable by 2050.

Selectboard member, Alan Johnson reported on an article in Two Rivers Ottaquechee Regional Planning Commission Newsletter that there is a grant from NH Charitable Foundation to move the Hyde Dam and restore 60 miles of free-flowing habitat on the 2nd branch of the White River. Mr. Johnson thought as we are on the end of the White River that we might want to know this and if it is going to affect us at all. Mr. Johnson has inquired for more information and will update the Selectboard when he hears from them.

2. **Appointments:** There were no appointments.
3. **Town Manager’s Report:** (TBD, Board questions, concerns, requests, project updates, etc.)

The Town Manager’s report can be seen in its entirety at the following link:

<https://vt-hartford.civicplus.com/Archive.aspx?AMID=84>

Town manager, Leo Pullar just heard from Representative Kevin Christie that our Charter Changes have just passed. H-130, the first set of Charter Changes in the Senate and H-524 the second set of Charter Changes have passed the second reading in the House this evening. They will have the third reading tomorrow.

There has been some discussion about some of the committees/commissions having their own logos to market themselves. Mr. Pullar has some concerns about that in the face of the desire to market the Town as a whole and these groups operate at the will of the Selectboard and on behalf of the Town. Too many logos could create confusion. That said, Mr. Pullar does understand the desire for these groups to have an identity, but think we should have some parameters so as not to stray too far from the identity of the Town.

Selectboard member, Simon Dennis remembers talks from a few years ago that perhaps the Logo needs to be reviewed and maybe updated. Mr. Dennis does support the Town Manager’s general concern.

Mr. Pullar reminded the Board that “branding” is important for the Town. The key is to keep the continuity.

Selectboard Vice Chair, Dennis Brown would like whatever Logo the Town decides on, be put on the downtown Banners that are on the light poles. Mr. Brown also thinks the Seal is great and that having a Logo would be good also. He asked about a having a Slogan.

Selectboard member, Rebecca White suggested that the Town access “style guide” as a resource. Ms. White also recognized that we maybe need to work with what we have because changing everything would be costly.

Selectboard member, Alan Johnson brought up the question of the difference of a Seal versus a Logo. He also explained that the Energy Commission’s work on their Logo was led by Peggy Allen.

Selectboard Chair, Dick Grassi asked if maybe someone at the School would be able to work on a new design. Mr. Grassi asked the Selectboard to think more about this and if they have any ideas to e-mail them to him.

4. Board Reports, Motions & Ordinances:

- a. Consider Request from Town Staff for an Exception to the Purchasing Policy to Allow Single Source Award of Work Related to the Currier Street Project. (Mot. Req.) Planning and Development Director, Lori Hirshfield and Public Works Director, Rich Menge presented to the Board the request to approve the current vendor working on the Village project to do the work on Currier Street for the Town.

Background:

The overhead power and phone lines on Currier Street are being located underground related to The Village at WRJ Assisted Living Project. The Village is installing storm drain lines on the west side of Currier Street to tie into the Town system for interim use. The underground electric and communications (UGEC) relocation includes 6 different conduits. The high voltage primary will be concrete encased. UGEC design was completed last week showing stormwater crossing under the new UGEC lines. Due to proposed grade changes for Currier Street, the UGEC design shows shallow temporary depth of cover in one location and excess bury in another area.

Concerns with the UGEC installation:

Installing UGEC before drainage will require tunneling to install the drainage improvements for the east side of Currier Street. Achieving proper backfill and compaction of drainage lines after UGEC installation will be difficult and expensive. Settlement of the new road at crossing locations of drainage pipe is likely if UGEC installation occurs before installation of the deeper storm drains. Temporary shallow depth of cover UGEC risks damage by construction cranes and other heavy construction vehicles. The Village project will be installing two

parallel trenches along Currier Street, the UGEC and the west side drainage system. A narrow strip of pavement will remain on Currier Street after both pipes are installed. To facilitate traffic and avoid dust complaints it is likely that temporary trench repaving will be required over both trenches. The cost of temporary pavement is estimated at \$8,000 to \$10,000. Temporary pavement would be a throwaway cost with no long-term benefit to the Town.

Recommendation:

The staff recommends the contractor doing the UGEC work also install the storm water lines that cross under the UGEC. The staff also recommends that the contractor reconstruct a section of Currier Street and the adjacent Northern Stage parking lot to the planned final base of pavement elevation. The estimated cost of these two items is \$98,050. The staff suggests the base pavement for the reconstructed section of the road could be installed by the Town's paving contractor at the lowest possible cost.

The staff is looking for the Board to approve the current Excavator, Nott's, who is already on site. The construction is moving along faster than expected for The Village. There would be no benefit to sending it out for Bids because by the time that process happened, it would be too late to take advantage of them tearing up the road. It would be too costly and dangerous to try to tunnel below the power and communication lines that are being put in by The Village. Doing it at the same time only makes financial, structural and safety sense.

Selectboard Vice Chair, Dennis Brown made the motion:

That the Selectboard grant an exception to the Town Purchasing Policy and authorize Sole Source acquisition of work on the section of the Currier Street Extension as briefed. Work will consist of construction of the Town portion of the stormwater improvements shown on the plan; excavation of the existing subgrade; and installation of new subgrade material to the proposed final elevations. Further, that the Selectboard authorize the Town Manager to award this work to Nott's Excavating on behalf of the Town of Hartford and execute the documents required to complete this agreement. Selectboard member, Simon Dennis seconded the motion. All were in favor and the motion passed unanimously.

b. Discuss Capital Improvement Program Guidance and Way Ahead. (Info Only)

The purpose of this discussion is to obtain the Selectboard's expectations and to attain their guidance for the development of the Fiscal Year (FY) 2018 Capital Improvement Program Update.

The Capital Improvement Program (CIP) is a six-year planning document, updated annually, that identifies specific projects to fund in the upcoming fiscal year, and project priorities for the following five years. This gives the Selectboard and community advance notice of projects on the horizon to allow for adequate planning and resources to meet these future needs.

The CIP is the implementation arm of the Town Master Plan, and should reflect the goals, recommendations, and priorities in the Master Plan.

The CIP also should reflect the budget priorities set by the Selectboard. For FY 2018, these priorities are:

- to improve community safety;
- to support targeted growth and economic opportunity;
- to maintain and improve the Town's infrastructure;
- to improve the town's sustainability and resilience; and
- to improve the health, quality and character of our community.

The CIP is updated annually to reflect changes in the Town priorities and as projects become more defined in the planning and budgeting processes. Some of the tasks employed to be prepared for the annual update include:

- Community engagement through surveys and/or community meetings;
- Selectboard annual review of budget priorities;
- Project planning to identify design and financing options; and
- Identifying opportunities to leverage and/or partner with funding and investments from regional, state and federal agencies, and the private sector.

To enable an informed decision making process, a CIP should include:

- a list of projects – major Town infrastructure to be constructed or improved and equipment to be purchased or replaced;
- the projects ranked in order of preference based on the adopted Town Master Plan and budget priorities;
- the plan for financing the projects including annual contributions to reserve funds for ongoing infrastructure improvements and equipment replacement to minimize the fiscal impact in any one year;
- a timetable for the construction or completion of the project;
- justification for the project; and explanation of expenses for the project.

Selectboard Comments:

Selectboard Chair, Dick Grassi believes this is more proactive not reactive. Mr. Pullar's suggestion is to be more realistic. Mr. Pullar also offered to go back and provide a draft with guidance.

Selectboard member, Rebecca White believes the Town is in a really good place and is beginning forward thinking.

Selectboard Vice Chair, Dennis Brown is looking at the new expenditures list and believes the Board should minimize exceptions because unexpected things always happen.

Selectboard member, Alan Johnson would like to look at safety needs. He believes we need to look at needs before wants. The wants should be categorized using the measure of: 1. The direct savings from a project and

2. The value for the Town. For the value, we need to be more flexible when executing the projects. We should look at grants for the “shovel ready” projects.

Selectboard member, Simon Dennis suggested having a conversation about the process and how to set the Capital Improvement Plan. One process that has engaged in the past is that work is done by the staff and then is sent to the Selectboard to respond to. This sort of process is reactive. That kind of process is easy on the Board but does not lend to using a lot of “mental muscle.” Meaning the muscle to think collectively as a Board. Mr. Dennis thinks that is what the Board is developing now. This cannot be done without a structure that the Board can plug into. The Board needs to be proactive instead of reactive to things coming their way or, creating versus ratifying. Mr. Dennis is in favor of spending more time in the process design. He believes the Board wants to be engaged but they don’t know how to.

Lannie Collins, resident from Quechee, reminded the importance of bringing the School Board into the discussion when talking about Capital Improvement Plans.

Selectboard member, Rebecca White is going to the School Board Meeting tomorrow. She will bring up the Towns plan to look at our CIP and coordinate both CIPs. This is so the Citizens are not double hit on the same year with big projects.

Selectboard member, Mike Morris noted that Mr. Pullar has a to-do list on his board in his office. Mr. Morris asked if he could share that list with the whole Selectboard. Mr. Pullar will update the Selectboard with the list of all projects.

Selectboard member, Simon Dennis asked for a map of the Town with the projects on it so the Board can see everything that is going on and where.

c. Discuss, Determine Options and Way Ahead for Indigenous Peoples’ Day.

Background:

Approximately 30 Cities across the US recognize Indigenous Peoples’ Day instead of Columbus Day. Alaska, with a large Indigenous population, celebrates both on the same day; passed just this year.

“We are not replacing Columbus Day. We are establishing a day of recognition that honors the intermingling of cultures that makes Alaska such a great place to live. Putting it on Columbus Day exemplifies that we can all come together as one in celebration of Alaska’s unique history.”

Vermont, via Proclamation, celebrated Indigenous Peoples’ Day in 2016. A Bill introduced this year; did not get through Crossover. The bill was slowed by a debate on the name “Abenaki Day” or “Indigenous Peoples’ Day”.

Marlboro, VT changed to Indigenous Peoples’ Day through the town meeting vote in 2017.

Brattleboro, VT changed to Indigenous Peoples' Day through a vote at Representative Town Meeting & Selectboard Resolution.

“Shall the Town of Brattleboro advise the Selectboard to proclaim the second Monday of October as Indigenous Peoples' Day, in place of Columbus Day?”

Columbus Day is a Federal, Vermont and Town of Hartford Holiday.

Columbus Day is in the Town Ordinance, Personnel Policy, and all three Labor Agreements.

State and Local Governments have taken different approaches: they are:

No Action; Replaced Columbus Day with Indigenous Peoples' Day or Similarly Named Day; Celebrate Both on the Same Day (2nd Monday in October); added Indigenous Peoples' Day as a Standalone Holiday; and Issued Annual Proclamations/Resolutions to Recognize Indigenous Peoples' Day.

Possible Ways Forward:

Take no action.

Change Ordinance:

Requires Board Vote, 14 Day Posting and 60 day Waiting Period before effective.

Recommend Public Meetings prior to vote.

Will Require Change to Personnel Policy.

Will Require Discussion with Unions.

Issue a One-Time Proclamation:

Requires Board Vote.

Recommend Public Meeting prior to vote.

Place on warning for 2018 Town Meeting.

Public Meetings happen as part of the process.

Allows the Selectboard to hear the will of the people.

Ask the Committee on Racial Inequality to review and make a recommendation to the Selectboard.

The Way Forward could be a combination of some of the previous mentioned.

Ask the Committee on Racial Inequality to explore.

Issue a Proclamation for Indigenous Peoples' Day.

Place on Warning for 2018 Town Meeting.

Upon Vote – determine way ahead with ordinance, policy and Union contracts.

In all cases the Selectboard must decide how to approach:

Replace Columbus Day with Indigenous People's Day or acknowledge both days as the same day or different days.

Selectboard Comments:

There was Board support for changing the Holiday to Indigenous Peoples' Day and to celebrate both days equally on the same day in October. After much discussion, the Board agreed by consensus, to put the decision out to the voters in March 2018.

d. Discuss, Determine Options and Way Ahead for Impact Fees. (Info Only)

This agenda item has been removed from Tonight's agenda, until a later date. Town Manager, Leo Pullar has received some conflicting information that he needs to clarify before presenting to the Board.

e. Budget Update. As of March 31, 2017: You can access the complete report at

<https://vt-hartford.civicplus.com/Archive.aspx?AMID=85>

<u>Expenditures</u>		<u>Glide Path</u>
Budget	\$16,401,595.00	\$16,401,595.00
Expended	\$12,764,344.97	\$12,301,196.25
Encumbered	\$ 399,445.88	
Available	\$ 3,621,650.03	\$ 4,100,398.75
% Expended	77.90 %	75.00 %

f. Budget Activity Review. (Info Only)

Town Manager, Leo Pullar presented "Budget Adjustments."

Department	From	To	Amount
Parks & Rec	Equip Ops- Gas	Contracted Svcs	\$ 3,870.00
Police	Recruit & Trng	Repairs/Building	\$ 7,500.00
Police	Equip Ops/Comms	Repairs/Building	\$ 2,000.00
Fire	Repairs/Building	Recruit \$ Trng	\$15,000.00
Fire	Salaries-Call FF	Salaries – Holiday	\$ TBD
Solid Waste	Rtn Fm Cap Rsv	Cash	\$15,000.00
Water	Recruit & Trng	Mat & Supply	\$ 500.00
Water – Q	Salaries	Permits & Licenses	\$ 1,000.00
Water – Q	Salaries	Contracted Svcs	\$ 250.00
Water – Q	Salaries	Telephone	\$ 250.00
Wastewater	Chemicals	Recruit & Trng	\$ 500.00
Wastewater – Q	Salaries	Recruit & Trng	\$ 500.00
Wastewater – Q	Salaries	Mat & Supply	\$ 1,500.00

g. Consider Proclamations for:

- Playground Safety Week, April 23-29, 2017. (Mot. Req.)

Selectboard Vice Chair, Dennis Brown made the motion That the Selectboard Approve the Proclamation for Playground Safety Week as Read. Selectboard member, Simon Dennis seconded the motion. All were in favor and the motion passed unanimously.

- Administrative Professionals' Day, April 26, 2017. (Mot. Req.)
- Older Americans' Month, May 2017. (Mot. Req.)
- Military Appreciation Month, May 1 – June 14, 2017. (Mot. Req.)
- Public Service Recognition Week, May 7-13, 2017. (Mot. Req.)
- Police Week, May 14-20, 2017. (Mot. Req.)
- Telecommunicators' Week, May 14-20, 2017. (Mot. Req.)
- Emergency Medical Services Week, May 21-27, 2017. (Mot. Req.)
- Public Works Week, May 21-27, 2017. (Mot. Req.)
- Memorial Day, May 29, 2017. (Mot. Req.)

Selectboard Chair, Dick Grassi made the motion to Approve the Proclamations as read for: Administrative Professionals' Day; Older Americans' Month; Military Appreciation Month; Public Service Recognition Week; Police Week; Telecommunicators' Week; Emergency Medical Services Week; Public Works Week; Memorial Day as read. Selectboard Vice Chair, Dennis Brown seconded the motion. All were in favor and the motion passed unanimously.

6. Commission Meeting Reports:

Selectboard Vice Chair, Dennis Brown attended the Historic Preservation meeting. They are meeting with PJ Skinner of the Hartford Area Chamber of Commerce. They are trying to get the Chamber on board to possibly creating some brochures to include all five villages. They also talked about the "250" light pole signs. They may want to join in on that as well. They also talked about on June 8th there is the Vermont Downtown Historic Conference to be held here. Also, the Hartford Village Center Designation was approved by the State.

Selectboard member, Alan Johnson reminded the Board of the WRJ Historic Preservation presentation of "Past and Present" to be held at the Town Hall on April 26, 2017.

Selectboard member, Simon Dennis reported that the Hartford Committee on Racial Inequality will meet for the first time on May 31st at the Town Hall in Room 2 at 7:00 P.M. The meeting will be organizational and will have a "getting to know you" time. Because the Committee does not have a Chair yet, the question is who will lead the meeting and who will create the agenda for the first meeting. Early in the meeting, a Chair will be voted in and then they will lead the meeting by following the agenda that was created and warned. **Selectboard member, Alan Johnson made the motion to appoint Simon Dennis and Rebecca White as co-interim chairs until such a time that a chair is selected by the committee early in the agenda. The motion was seconded by Selectboard**

member, Mike Morris. All were in favor and the motion passed unanimously.

7. Consent Agenda (Mot. Req.):

- a. Approve Payroll Ending 4/22/2017
Selectboard member, Mike Morris made the motion to accept the Payroll ending 4/22/2017. Selectboard member, Alan John seconded the motion. All were in favor and the motion passed unanimously.
- b. Approve Meeting Minutes of 4/11/2017
Selectboard member, Alan Johnson made the motion to approve the meeting minutes of 4/11/2017. Selectboard member, Rebecca White seconded the motion. All were in favor and the motion passed unanimously.
- c. Approve A/P Manifest of 4/21/2017
Selectboard member, Rebecca White made the motion to accept the A/P Manifest of 4/21/2017. Selectboard member, Simon Dennis seconded the motion. All were in favor and the motion passed unanimously.
- d. Selectboard Meeting Dates of:
 - Already Approved: 5/9/2017, 5/23/2017, 6/6/2017 & 6/20/2017

8. Executive Session: N/A

VI. Close the Selectboard Meeting. (Mot. Req.)

Selectboard member, Mike Morris made the motion to Close the Meeting. Selectboard member, Alan Johnson seconded the motion. All were in favor and the motion passed unanimously.

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.

Richard Grassi, Selectboard Chair

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 1
User: florentina
Report: APINHDPmtByDate

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.
FUND 1 0	GENERAL FUND - MASCOMA				
000573	ACE BLUEPRINT SERVICE, INC		5/05/2017		57600
19442	Arbor Day Signs	0.00	\$72.00	0.00	72.00
	Desc: Arbor Day Signs	Acct: 10-007-100-0000	DUE FROM OTHER FUNDS		
	Vendor Total:		72.00	0.00	72.00
001170	AIRGAS, INC.	AIRGAS USA, LLC	5/05/2017		57601
9062796115	Oxygen	0.00	\$40.07	0.00	40.07
	Desc: Oxygen	Acct: 10-321-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		40.07	0.00	40.07
001303	ALDRICH + ELLIOTT, PC		5/05/2017		57602
76883	HTFD WRJ W Supply Eval Feb-Apr01'17	375.00	\$375.00	0.00	375.00
	Desc: HTFD WRJ W Supply Eval Feb-Apr01'17	Acct: 50-952-543-0000	CAPITAL OUTLAY - WILDER		
76888	HTFD Gen Consulting Feb26-Apr01'17	1,021.96	\$1,021.96	0.00	1,021.96
	Desc: HTFD Gen Consulting Feb26-Apr01'17	Acct: 60-961-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,396.96	0.00	1,396.96
001475	ALICE PECK DAY HOSPITAL		5/05/2017		57603
3655	EMPLOYEE PHYSICAL KEYES	0.00	\$121.00	0.00	121.00
	Desc: EMPLOYEE PHYSICAL KEYES	Acct: 10-221-318-0000	CONTRACTED SERVICES		
	Vendor Total:		121.00	0.00	121.00
001476	ALICE PECK DAY MEMORIAL HOSPITAL		5/05/2017		57604
4-4-17	2017 EMPLOYEE PHYSICALS-PART 1	0.00	\$12,480.20	0.00	12,480.20
	Desc: 2017 EMPLOYEE PHYSICALS-PART 1	Acct: 10-221-318-0000	CONTRACTED SERVICES		
	Vendor Total:		12,480.20	0.00	12,480.20
001650	ALLEN ENGINEERING & CHEMICAL CORP		5/05/2017		57605
O21-120712	Skimmer & Vac Pole	50.98	\$50.98	0.00	50.98
	Desc: Skimmer & Vac Pole	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		50.98	0.00	50.98
002065	AMERICAN FAMILY LIFE ASSURANCE	AFLAC - AMERICAN FAMILY LIFE	5/05/2017		57606
094802	Insurance April 2017	0.00	\$1,975.93	0.00	1,975.93
	Desc: Insurance April 2017	Acct: 10-012-300-0270	ACCRUED AD&D PAYABLE		
	Vendor Total:		1,975.93	0.00	1,975.93
002075	AMERICAN INDOOR AIR QUALITY	AMERICAN INDOOR AIR QUALITY	5/05/2017		57607
4AP17PASB	Testing@Recycling Center	1,200.00	\$1,200.00	0.00	1,200.00
	Desc: Testing@Recycling Center	Acct: 30-975-321-0100	REPAIRS & MAINT-BUILDINGS		
	Vendor Total:		1,200.00	0.00	1,200.00
003200	ATLANTIC BROOM SERVICE, INC		5/05/2017		57608
246233	Supplies for all brooms	0.00	\$2,026.00	0.00	2,026.00
	Desc: Supplies for all brooms	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
246472	Supplies for all brooms	0.00	\$1,946.50	0.00	1,946.50

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 2
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Supplies for all brooms	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		3,972.50	0.00	3,972.50
003450	AUTOZONE		5/05/2017		57609
5120220912	Shop Tool to Repair Exhaust Pipes	0.00	\$13.78	0.00	13.78
	Desc: Shop Tool to Repair Exhaust Pipes	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		13.78	0.00	13.78
004648	BAU/HOPKINS		5/05/2017		57610
17-12145	Field Service Visit Calibration Gas	1,400.00	\$1,400.00	0.00	1,400.00
	Desc: Field Service Visit Calibration Gas	Acct: 30-971-321-0100	REPAIRS & MAINT-BUILDING		
	Vendor Total:		1,400.00	0.00	1,400.00
005800	BLAKTOP-INC		5/05/2017		57611
22541	Cold Patch - Green Patch	0.00	\$680.96	0.00	680.96
	Desc: Cold Patch - Green Patch	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		680.96	0.00	680.96
005850	BLODGETT SUPPLY CO INC		5/05/2017		57612
1461845	PVC Male Adapt&Felx-Seal Coupling	8.13	\$8.13	0.00	8.13
	Desc: PVC Male Adapt&Felx-Seal Coupling	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
1463031	Brass Nipple&Brass Coupling	11.20	\$11.20	0.00	11.20
	Desc: Brass Nipple&Brass Coupling	Acct: 60-962-323-0000	MATERIALS & SUPPLIES		
1464539	Materials	10.76	\$10.76	0.00	10.76
	Desc: Materials	Acct: 60-964-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		30.09	0.00	30.09
006100	BMO FINANCIAL GROUP		5/05/2017		57613
Bedard 0412-27'17	Bedard, Michael - FD	0.00	\$151.67	0.00	151.67
	Desc: Country Cobbler-Belt	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
	Desc: UPS Store-Shipping	Acct: 10-221-322-0000	POSTAGE		
	Desc: Rexel-Smoke Alarm	Acct: 10-221-316-0000	FIRE SAFETY EDUCATION		
Beebe 0412-27'17	Beebe, Alan - FD	0.00	\$297.76	0.00	297.76
	Desc: PaulConway-Cap Shield	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
	Desc: FDIC Meals&Travel	Acct: 10-221-311-0000	TRAVEL & MEETINGS		
Cooney 0412-27'17	Cooney, Scott - FD	0.00	\$125.95	0.00	125.95
	Desc: BestBuy-CellPhoneCase&Toster	Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Desc: HomeDepot-Glue	Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Hannux 0412-27'17	Hannux, Shawn - FD	0.00	\$612.00	0.00	612.00
	Desc: FireProtection-LT Exam Books	Acct: 10-221-330-0000	OFFICE EQUIPMENT		
Hill 0412-27'17	Hill, Mary - TC	0.00	\$94.94	0.00	94.94
	Desc: Staples-Office Supplies	Acct: 10-151-323-0000	MATERIAL & SUPPLIES		
Jay 0412-27'17	McDonough, Jay - P&R	0.00	\$530.72	0.00	530.72
	Desc: S&SWorldwide-Supplies	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
	Desc: KrazyKids-FieldTrip Apr'17-Ventures	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Kasten 0412-27'17	Kasten, Phil - PD	0.00	\$2,202.74	0.00	2,202.74
	Desc: Rayallen-MagneticBoxes&NarcoticBags	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
	Desc: DawsonPrecision-Mag Pouch	Acct: 10-211-326-0000	PURCHASE UNIFORMS & CLEANING		

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 3
User: florentina
Report: APINHDD_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: DynamicDimension-FireBlanket&Bag	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc: NatSafetyComp-FirstAidKits	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
	Desc: PrecisionLocker-Gun Locker	Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
	Desc: WPSP-watResqThrowBag/FloatVest	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Lori 0412-27'17	Hirshfield, Lori - P&D	0.00	\$105.00	0.00	105.00
	Desc: Norwich Univ-Summit Osborn	Acct: 10-622-311-0000	TRAVEL & MEETINGS		
	Desc: Norwich Univ-Summit Cochran&Bouton	Acct: 10-115-101-0700	BC - Community Resilience Comm		
Perry 0412-27'17	Perry, Diane - DIS	0.00	\$46.64	0.00	46.64
	Desc: Amazon-DVD's, Thumb Drives	Acct: 10-271-323-0000	MATERIAL & SUPPLIES		
Rowlee 0412-27'17	Rowlee, David - FD	0.00	\$20.30	0.00	20.30
	Desc: Amazon - Rescue Parts	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Scott 0412-27'17	Hausler, Scott - P&R	0.00	\$606.15	0.00	606.15
	Desc: JohnEllsworth-Hoses&Fittings	Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
Smith 0412-27'17	Smith, Scott - DIS&PD	0.00	\$691.96	0.00	691.96
	Desc: CanyonsReserv-Training	Acct: 10-211-311-0000	TRAVEL & MEETINGS		
	Desc: Southwest-Airfare Training	Acct: 10-271-311-0000	TRAVEL & MEETINGS		
Vendor Total:			5,485.83	0.00	5,485.83
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC		5/05/2017	57614
82463974	MEDICAL SUPPLIES	0.00	\$372.28	0.00	372.28
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
70243118	RETURN HAND WIPES	0.00	\$-74.65	0.00	-74.65
	Desc: RETURN HAND WIPES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			297.63	0.00	297.63
007580	BSN/SPORT SUPPLY GROUP YOUTH DIV	BSN SPORTS INC.		5/05/2017	57615
98965325	21 Soccerballs	0.00	\$247.80	0.00	247.80
	Desc: 21 Soccerballs	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
98985021	10 Soccerballs	0.00	\$118.00	0.00	118.00
	Desc: 10 Soccerballs	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			365.80	0.00	365.80
007760	BURLINGTON COMMUNICATIONS			5/05/2017	57616
20170587	MINITOR PAGER	0.00	\$440.00	0.00	440.00
	Desc: MINTOR PAGER	Acct: 10-221-320-0100	EQUIP OPERATION-COMMUNICATION		
Vendor Total:			440.00	0.00	440.00
008215	CAMERAS NETWORKING AND SECURITY LI			5/05/2017	57617
7814	Re-Install equipment	0.00	\$398.00	0.00	398.00
	Desc: Re-Install equipment	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
Vendor Total:			398.00	0.00	398.00
008650	CARGILL, INC			5/05/2017	57618
2903372779	Salt	0.00	\$10,485.73	0.00	10,485.73
	Desc: Salt	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
2903375290	Salt	0.00	\$13,315.13	0.00	13,315.13
	Desc: Salt	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 4
User: florentina
Report: APINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			23,800.86	0.00	23,800.86
009140	CENTRAL VERMONT PROPERTIES		5/05/2017		57619
9500172041	Pipe Crossing Rent May'17-Apr'18	60.00	\$60.00	0.00	60.00
Desc: Pipe Crossing Rent May'17-Apr'18		Acct: 60-964-318-0000	CONTRACTED SERVICES		
Vendor Total:			60.00	0.00	60.00
010009	CLARK'S TRUCK CENTER	CLARK'S TRUCK CENTER	5/05/2017		57620
388685	H-7 Parts	0.00	\$183.11	0.00	183.11
Desc: H-7 Parts		Acct: 10-080-400-0100	INSURANCE RECOVERIES		
388979	H-7 Horn air	0.00	\$284.55	0.00	284.55
Desc: H-7 Horn air		Acct: 10-080-400-0100	INSURANCE RECOVERIES		
389020	H-7 Pedestal	0.00	\$222.13	0.00	222.13
Desc: H-7 Pedestal		Acct: 10-080-400-0100	INSURANCE RECOVERIES		
389073	Glass Kit	0.00	\$58.83	0.00	58.83
Desc: Glass Kit		Acct: 10-080-400-0100	INSURANCE RECOVERIES		
Vendor Total:			748.62	0.00	748.62
010832	COMCAST		5/05/2017		57621
0026366May'17	2590 N Hartland Rd - May 2017	98.72	\$98.72	0.00	98.72
Desc: 2590 N Hartland Rd - May 2017		Acct: 30-975-324-0000	TELEPHONE		
Vendor Total:			98.72	0.00	98.72
011200	CED-TWIN STATE-WHITE RIVER JCT	CED - NEWPORT	5/05/2017		57622
9433-744796	Replacement Lamp @Vets Park	0.00	\$21.00	0.00	21.00
Desc: Replacement Lamp @Vets Park		Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
9433-745602	LED lights for renovation	0.00	\$199.36	0.00	199.36
Desc: LED lights for renovation		Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
Desc: Discount		Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
9433-745606	Lights for new office	0.00	\$87.38	0.00	87.38
Desc: Lights for new office		Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
Desc: Discount		Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
Vendor Total:			307.74	0.00	307.74
012130	CUMMINS NORTHEAST LLC		5/05/2017		57623
100-26794	H-5 Parts	0.00	\$209.81	0.00	209.81
Desc: H-5 Parts		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
300-68855	H-5 Pressure Sensor	0.00	\$121.91	0.00	121.91
Desc: H-5 Pressure Sensor		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			331.72	0.00	331.72
012665	DANIELS, WANDA	WANDA DANIELS	5/05/2017		57624
Jun'17	Monthly Health Stipend	0.00	\$229.16	0.00	229.16
Desc: Monthly Health Stipend		Acct: 10-811-418-0100	Retire insurance costs		
Vendor Total:			229.16	0.00	229.16
012870	DARTMOUTH HITCHCOCK MEDICAL CENTE	BRIAN SIDLER	5/05/2017		57625

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 5
User: florentina
ReportAPIINHD_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.
4-17-2017	CPR CARDS 4-17-17	0.00	\$25.00	0.00	25.00
Desc: CPR CARDS 4-17-17		Acct: 10-221-323-0110	Materials - CPR (10-060-231-0110)		
4-8-17	CPR CARDS 4-8-17	0.00	\$25.00	0.00	25.00
Desc: CPR CARDS 4-8-17		Acct: 10-221-323-0110	Materials - CPR (10-060-231-0110)		
Vendor Total:			50.00	0.00	50.00
013200	DEAN, DAVID	DAVID DEAN	5/05/2017	57626	
Jun'17	Monthly Health Stipend	0.00	\$325.08	0.00	325.08
Desc: Monthly Health Stipend		Acct: 10-811-418-0100	Retire insurance costs		
Vendor Total:			325.08	0.00	325.08
013290	AAA POLICE SUPPLY	DEDHAM SPORTSMEN'S CENTER, INC	5/05/2017	57627	
55502	Ammo	0.00	\$2,492.00	0.00	2,492.00
Desc: Ammo		Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
Vendor Total:			2,492.00	0.00	2,492.00
014423	DUBOIS & KING, INC		5/05/2017	57628	
317192	Sykes Roundabout Jan-March 2017	1,978.86	\$2,070.66	0.00	2,070.66
Desc: Sykes Roundabout Jan-March 2017		Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5		
Desc: 6% Match SykesRoundabout Jan-Mar'17		Acct: 10-311-318-0000	CONTRACTED SERVICES		
Vendor Total:			2,070.66	0.00	2,070.66
014475	DUKES ROOT CONTROL, INC		5/05/2017	57629	
12839	Root control in sewer lines	2,460.30	\$2,460.30	0.00	2,460.30
Desc: Root control in sewer lines		Acct: 60-961-318-0000	CONTRACTED SERVICES		
Vendor Total:			2,460.30	0.00	2,460.30
015500	ENDYNE, INC		5/05/2017	57630	
229774	WSID 21296 Maxfield Cmplx TC	0.00	\$17.50	0.00	17.50
Desc: WSID 21296 Maxfield Cmplx TC		Acct: 10-528-318-0000	CONTRACTED SERVICES		
229841	WRJ Weekly Analysis	65.00	\$65.00	0.00	65.00
Desc: WRJ Weekly Analysis		Acct: 60-961-318-0000	CONTRACTED SERVICES		
230392	WRJ Weekly Analysis	65.00	\$65.00	0.00	65.00
Desc: WRJ Weekly Analysis		Acct: 60-961-318-0000	CONTRACTED SERVICES		
226106	Quechee WW Analysis	65.00	\$65.00	0.00	65.00
Desc: Quechee WW Analysis		Acct: 65-963-318-0000	CONTRACTED SERVICES		
226382	Quechee Monthly WW Analysis	130.00	\$130.00	0.00	130.00
Desc: Quechee Monthly WW Analysis		Acct: 65-963-318-0000	CONTRACTED SERVICES		
227490	Quechee Monthly WW	65.00	\$65.00	0.00	65.00
Desc: Quechee Monthly WW		Acct: 65-963-318-0000	CONTRACTED SERVICES		
229059	Quechee WW Analysis	130.00	\$130.00	0.00	130.00
Desc: Quechee WW Analysis		Acct: 65-963-318-0000	CONTRACTED SERVICES		
229294	WRJ Weekly Analysis	65.00	\$65.00	0.00	65.00
Desc: WRJ Weekly Analysis		Acct: 60-961-318-0000	CONTRACTED SERVICES		
229306	Quechee WW Analysis	65.00	\$65.00	0.00	65.00
Desc: Quechee WW Analysis		Acct: 65-963-318-0000	CONTRACTED SERVICES		
229471	WSID 21296 Maxfield Cmplx TCSP	0.00	\$52.50	0.00	52.50
Desc: WSID 21296 Maxfield Cmplx TCSP		Acct: 10-528-318-0000	CONTRACTED SERVICES		

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 6
User: florentina
Report: APINHDD_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:			720.00	0.00	720.00
015610	ENVIRONMENTAL RESOURCE ASSOC	ENVIRONMENTAL RESOURCE ASSOC		5/05/2017	57631
827708	WW Coliforms	151.34	\$151.34	0.00	151.34
Desc: WW Coliforms		Acct: 65-963-323-0000	MATERIALS & SUPPLIES		
Vendor Total:			151.34	0.00	151.34
015750	ESTEY, JOSEPH	JOSEPH ESTEY		5/05/2017	57632
May'17	Reimbursement Retiree Medicare	0.00	\$327.54	0.00	327.54
Desc: May Medicare Reimbursement		Acct: 10-811-418-0100	Retire insurance costs		
Desc: May Supplemental		Acct: 10-811-418-0100	Retire insurance costs		
Vendor Total:			327.54	0.00	327.54
016050	HOWARD P. FAIRFIELD, LLC			5/05/2017	57633
5732655	H-7 Wind Deflector&Pivot Arm	0.00	\$270.23	0.00	270.23
Desc: H-7 Wind Deflector&Pivot Arm		Acct: 10-080-400-0100	INSURANCE RECOVERIES		
Vendor Total:			270.23	0.00	270.23
016080	FAIRPOINT COMMUNICATIONS			5/05/2017	57634
11833807752Apr'17	WRJ Water Tanks	283.40	\$283.40	0.00	283.40
Desc: WRJ Water Tanks		Acct: 50-952-324-0000	TELEPHONE		
14091736024Apr'17	WABA - Telephone	0.00	\$191.55	0.00	191.55
Desc: WABA - Telephone		Acct: 10-511-324-0000	TELEPHONE		
18661625378Apr'17	West Hartford Lib - Telephone	0.00	\$73.90	0.00	73.90
Desc: West Hartford Lib - Telephone		Acct: 10-524-324-0000	TELEPHONE		
8022957049639Apr'17	Sports Park Pump Station	53.01	\$53.01	0.00	53.01
Desc: Sports Park Pump Station		Acct: 60-964-324-0000	TELEPHONE		
8022959708618Apr'17	Maxfield Pump Hse	52.70	\$52.70	0.00	52.70
Desc: Maxfield Pump Hse		Acct: 60-964-324-0000	TELEPHONE		
Vendor Total:			654.56	0.00	654.56
016390	FASTENAL COMPANY			5/05/2017	57635
NHWES67198	Screws	0.00	\$3.00	0.00	3.00
Desc: Screws		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
NHWES67199	Drill bit	0.00	\$6.90	0.00	6.90
Desc: Drill bit		Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
NHWES67323	Alarm Light	93.82	\$93.82	0.00	93.82
Desc: Alarm Light		Acct: 60-964-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			103.72	0.00	103.72
016540	FERGUSON WATER WORKS	FERGUSON ENTERPRISES INC. #590		5/05/2017	57636
0750684	Materials	320.40	\$320.40	0.00	320.40
Desc: Materials		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
0750687	Materials	124.12	\$124.12	0.00	124.12
Desc: Materials		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:			444.52	0.00	444.52

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 7
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.	
016840	FIREMATIC SUPPLY CO	FIREMATIC SUPPLY CO		5/05/2017	57637	
346349	PIKE POLE		0.00	\$121.49	0.00	121.49
Desc: PIKE POLE		Acct: 10-221-331-0100		FIRE SUPPRESSION EQUIPMENT		
346877	PRO BAR 30"		0.00	\$213.41	0.00	213.41
Desc: PRO BAR 30"		Acct: 10-221-331-0100		FIRE SUPPRESSION EQUIPMENT		
346998	HOSE REPLACEMENT HARRISON AVE		0.00	\$4,376.00	0.00	4,376.00
Desc: REPLACEMENT PPE HARRISON AVE FIRE		Acct: 10-221-418-0503		Insurance Related Expenses REIMB		
Vendor Total:				4,710.90	0.00	4,710.90
016900	FIRE TECH & SAFETY			5/05/2017	57638	
163002	SCBA REPAIRS		0.00	\$121.00	0.00	121.00
Desc: FIRE TECH & SAFETY		Acct: 10-221-331-0100		FIRE SUPPRESSION EQUIPMENT		
163089	SCBA REPAIRS		0.00	\$121.00	0.00	121.00
Desc: SCBA REPAIRS		Acct: 10-221-331-0100		FIRE SUPPRESSION EQUIPMENT		
Vendor Total:				242.00	0.00	242.00
017300	FOGG'S HARDWARE & BUILDING			5/05/2017	57639	
796464	Credit Returned Materials		-39.44	\$-39.44	0.00	-39.44
Desc: Credit Returned Materials		Acct: 30-975-321-0100		REPAIRS & MAINT-BUILDINGS		
796959	Hardware		0.00	\$11.00	0.00	11.00
Desc: Hardware		Acct: 10-271-323-0000		MATERIAL & SUPPLIES		
797034	Great stuff		0.00	\$13.98	0.00	13.98
Desc: Great stuff		Acct: 10-271-323-0000		MATERIAL & SUPPLIES		
797065	Cruiser items		0.00	\$161.82	0.00	161.82
Desc: Cruiser items		Acct: 10-211-323-0000		MATERIAL & SUPPLIES		
Desc: Discount		Acct: 10-211-323-0000		MATERIAL & SUPPLIES		
797378	Hardware		0.00	\$2.16	0.00	2.16
Desc: Hardware		Acct: 10-271-323-0000		MATERIAL & SUPPLIES		
797470	Hardware/drywall screws		0.00	\$13.82	0.00	13.82
Desc: Hardware/drywall screws		Acct: 10-271-323-0000		MATERIAL & SUPPLIES		
Desc: discount		Acct: 10-271-323-0000		MATERIAL & SUPPLIES		
797570	Single Sided Keys@Equipmnt Shed		0.00	\$5.56	0.00	5.56
Desc: Single Sided Keys@Equipmnt Shed		Acct: 10-521-323-0000		MATERIAL & SUPPLIES		
797732	Super clue,liquid nail		0.00	\$10.77	0.00	10.77
Desc: Super clue,liquid nail		Acct: 10-271-320-0100		EQUIP OPERATION-COMMUNICATION		
Desc: discount		Acct: 10-271-320-0100		EQUIP OPERATION-COMMUNICATION		
797811	Materials&Supplies@Veterans Kiosk		0.00	\$73.33	0.00	73.33
Desc: Materials&Supplies@Veterans Kiosk		Acct: 10-521-323-0000		MATERIAL & SUPPLIES		
797819	Cord/Sfty Hasp/Mend Brc/Connector		7.53	\$12.02	0.00	12.02
Desc: Cord/Sfty Hasp/Mend Brc		Acct: 60-961-323-0000		MATERIAL & SUPPLIES		
Desc: Connector		Acct: 10-314-323-0000		MATERIAL & SUPPLIES		
Desc: Discount		Acct: 60-961-323-0000		MATERIAL & SUPPLIES		
797943	Silicone@Aquatic Ctr		5.39	\$5.39	0.00	5.39
Desc: Silicone@Aquatic Ctr		Acct: 60-964-323-0000		MATERIAL & SUPPLIES		
Desc: Discount		Acct: 60-964-323-0000		MATERIAL & SUPPLIES		
797966	Spruce stud		0.00	\$18.65	0.00	18.65
Desc: Spruce stud		Acct: 10-211-321-0100		REPAIRS & MAINT-BUILDING		
798034	Hilman Hardwares		0.00	\$22.08	0.00	22.08

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 8
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Hilman Hardwares	Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		311.14	0.00	311.14
017480	FREIGHTLINER OF N H INC			5/05/2017	57640
LP258216	TEMP SENSOR E1	0.00	\$82.29	0.00	82.29
	Desc: TEMP SENSOR E1	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		82.29	0.00	82.29
017630	ALLTEX UNIFORM RENTAL COMPANY	G & K SERVICES INC		5/05/2017	57641
1291553051	Uniforms/Hndclnr	62.76	\$62.76	0.00	62.76
	Desc: Uniforms/Hndclnr	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
1291556288	Uniforms/Hndclnr	62.76	\$62.76	0.00	62.76
	Desc: Uniforms/Hndclnr	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
1291559545	Uniforms	16.29	\$16.29	0.00	16.29
	Desc: Uniforms	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Desc: Uniforms	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
1291559546	Uniforms/Hndclnr	62.76	\$62.76	0.00	62.76
	Desc: Uniforms/Hndclnr	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
1291562781	Uniforms	16.29	\$16.29	0.00	16.29
	Desc: Uniforms	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Desc: Uniforms	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
1291562782	Uniforms/Hndclnr/Mats	149.95	\$149.95	0.00	149.95
	Desc: Uniforms/Hndclnr/Mats	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
1291566037	Uniforms/Hndclnr	62.76	\$62.76	0.00	62.76
	Desc: Uniforms/Hndclnr	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
1291569278	Uniforms/Hndclnr	62.76	\$62.76	0.00	62.76
	Desc: Uniforms/Hndclnr	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
1291572518	Uniforms	19.07	\$19.07	0.00	19.07
	Desc: Uniforms	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Desc: Uniforms	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
1291572519	Uniforms/Hndclnr	62.76	\$62.76	0.00	62.76
	Desc: Uniforms/Hndclnr	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
1291573200	Uniforms/Shoptwls/Hndclnr	70.27	\$70.27	0.00	70.27
	Desc: Uniforms/Shoptwls/Hndclnr	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
1291573201	Uniforms/Shoptwls	48.15	\$48.15	0.00	48.15
	Desc: Uniforms/Shoptwls	Acct: 55-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
1291573202	Uniforms/Mats/Shoptwls/Hndclnr	0.00	\$212.89	0.00	212.89
	Desc: Uniforms/Mats/Shoptwls/Hndclnr	Acct: 10-325-326-0000	UNIFORMS		
6291575732	Uniforms	16.07	\$16.07	0.00	16.07
	Desc: Uniforms	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Desc: Uniforms	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
6291576416	Uniforms/Shoptwls/Mats/Hndclnr	155.77	\$155.77	0.00	155.77
	Desc: Uniforms/Shoptwls/Mats/Hndclnr	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
6291576417	Uniforms/Shoptwls	48.15	\$48.15	0.00	48.15
	Desc: Uniforms/Shoptwls	Acct: 55-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
6291576418	Uniforms/Shoptwls/Mats/Hndclnr	0.00	\$245.76	0.00	245.76
	Desc: Uniforms/Shoptwls/Mats/Hndclnr	Acct: 10-325-326-0000	UNIFORMS		
6291578961	Uniforms	16.07	\$16.07	0.00	16.07

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 9
User: florentina
ReportAPINHDD_PmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Uniforms	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Desc: Uniforms	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN		
	Vendor Total:		1,391.29	0.00	1,391.29
018100	GATEWAY MOTORS INC		5/05/2017		57642
1790 35746	H-2 Parts	0.00	\$409.73	0.00	409.73
	Desc: H-2 Parts	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
1790 35749	H-12 O2 Sensors	0.00	\$338.12	0.00	338.12
	Desc: H-12 O2 Sensors	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
1790 35767	H-12 Clamp&Nuts for Exhaust	0.00	\$59.08	0.00	59.08
	Desc: H-12 Clamp&Nuts for Exhaust	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
1790 35794	H-2 Nuts	0.00	\$14.97	0.00	14.97
	Desc: H-2 Nuts	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
1790 35812	H-2 Bolts	0.00	\$11.94	0.00	11.94
	Desc: H-2 Bolts	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
1790 35840	H-2 Cap	0.00	\$36.30	0.00	36.30
	Desc: H-2 Cap	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
1790 35862	H-2 Bolts	0.00	\$21.00	0.00	21.00
	Desc: H-2 Bolts	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		891.14	0.00	891.14
019552	GREATER UPPER VALLEY SOLID	GREATER UPPER VALLEY SOLID	5/05/2017		57643
Apr'17	C&D,MSW&Coupons April 2017	6,565.23	\$6,565.23	0.00	6,565.23
	Desc: 12.08 TONS C&D APRIL'17-LF	Acct: 30-973-313-0200	WASTE GENERATION FEE		
	Desc: 1.53 TONS MSW APRIL'17-LF	Acct: 30-974-313-0200	WASTE GENERATION FEE		
	Desc: DISTRICT CPNS SOLD MARCH'17-LF	Acct: 30-013-100-0000	EXCHANGES PAYABLE		
	Vendor Total:		6,565.23	0.00	6,565.23
019750	GREEN MOUNTAIN ECONOMIC DEV CORP		5/05/2017		57644
1144	HBRLF Quarterly Invoice	0.00	\$2,250.00	0.00	2,250.00
	Desc: HBRLF Quarterly Invoice	Acct: 10-007-100-0000	DUE FROM OTHER FUNDS		
	Vendor Total:		2,250.00	0.00	2,250.00
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	5/05/2017		57645
04013200003Apr'17	BENTLEY RD PUMP - WW	156.77	\$156.77	0.00	156.77
	Desc: BENTLEY RD PUMP - WW	Acct: 65-964-329-0000	ELECTRICITY		
08303200003Apr'17	DEWEY FAMILY RD JAY HILL RD PUMF	155.10	\$155.10	0.00	155.10
	Desc: DEWEY FAMILY RD JAY HILL RD PUMP ST	Acct: 65-964-329-0000	ELECTRICITY		
09732000006Apr'17	319 LATHAM WORKS LN TRMT PLNT	2,711.00	\$2,711.00	0.00	2,711.00
	Desc: 319 LATHAM WORKS LN TRMT PLNT	Acct: 60-961-329-0000	ELECTRICITY		
11013200008Apr'17	HENDEE WAY-WW	20.52	\$20.52	0.00	20.52
	Desc: HENDEE WAY-WW	Acct: 65-964-329-0000	ELECTRICITY		
13414587553Apr'17	120 LESLE DR PAVILLION A	0.00	\$37.88	0.00	37.88
	Desc: 120 LESLE DR PAVILLION A	Acct: 10-528-329-0000	ELECTRICITY		
18303200002Apr'17	WOODSTOCK RD TREATMENT PL WW	344.57	\$344.57	0.00	344.57
	Desc: WOODSTOCK RD TREATMENT PL WW	Acct: 65-964-329-0000	ELECTRICITY		
23833000005Apr'17	RT 5 HIGHLAND AVE SIGNAL LGTS	0.00	\$62.36	0.00	62.36
	Desc: RT 5 HIGHLAND AVE SIGNAL LGTS	Acct: 10-314-329-0000	ELECTRICITY		

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 10
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.	
27333200007Apr'17	ALDEN PARTRIDGE RD PUMP STATION	27.37	\$27.37	0.00	27.37	
	Desc: ALDEN PARTRIDGE RD PUMP STATION	Acct: 65-964-329-0000	ELECTRICITY			
27762000001Mar'17	262 N MAIN - SENIOR CTR	0.00	\$545.92	0.00	545.92	
	Desc: 262 N MAIN - SENIOR CTR	Acct: 10-421-329-0000	ELECTRICITY / GAS			
28933000003Apr'17	MAPLE ST SEWER PUMP - WW	258.26	\$258.26	0.00	258.26	
	Desc: MAPLE ST SEWER PUMP - WW	Acct: 60-964-329-0000	ELECTRICITY			
33833000004Apr'17	MAXFIELD PUMP STA	127.44	\$127.44	0.00	127.44	
	Desc: MAXFIELD PUMP STA	Acct: 60-964-329-0000	ELECTRICITY			
38035000009Apr'17	OLCOTT COMMERCE PARK - WW	184.04	\$184.04	0.00	184.04	
	Desc: OLCOTT COMMERCE PARK - WW	Acct: 60-964-329-0000	ELECTRICITY			
39135140109Apr'17	120 LESLE DR PAVILLION C	0.00	\$19.03	0.00	19.03	
	Desc: 120 LESLE DR PAVILLION C	Acct: 10-528-329-0000	ELECTRICITY			
39424000006Apr'17	PSB ELECTRICITY	0.00	\$1,893.14	0.00	1,893.14	
	Desc: PSB ELECTRICITY FD	Acct: 10-221-329-0000	ELECTRICITY			
	Desc: PSB ELECTRICITY PD	Acct: 10-211-329-0000	ELECTRICITY			
41082200001Apr'17	SUGAR HILL LN WATER PUMP	233.56	\$233.56	0.00	233.56	
	Desc: SUGAR HILL LN WATER PUMP	Acct: 55-954-329-0000	ELECTRICITY			
43382200004Apr'17	EASTMAN HILL PUMP - WATER	409.57	\$409.57	0.00	409.57	
	Desc: EASTMAN HILL PUMP - WATER	Acct: 55-954-329-0000	ELECTRICITY			
43833000003Apr'17	BRIDGE ST TRAFFIC LGT-HWY	0.00	\$44.74	0.00	44.74	
	Desc: BRIDGE ST TRAFFIC LGT-HWY	Acct: 10-314-329-0000	ELECTRICITY			
44926000009Apr'17	STREET LIGHTS - HWY	0.00	\$1,857.58	0.00	1,857.58	
	Desc: STREET LIGHTS - HWY	Acct: 10-314-329-0000	ELECTRICITY			
48832000003Apr'17	ARBORETUM LN SPORTS PK PUMP	111.78	\$111.78	0.00	111.78	
	Desc: ARBORETUM LN SPORTS PK PUMP	Acct: 60-964-329-0000	ELECTRICITY			
48933200007Apr'17	VILLAGE GREEN BALLOON FESTIVAL	0.00	\$17.90	0.00	17.90	
	Desc: VILLAGE GREEN BALLOON FESTIVAL	Acct: 10-521-329-0000	ELECTRICITY			
49424000005Apr'17	VA CUTOFF WTR STOR TANK ALARM	29.71	\$29.71	0.00	29.71	
	Desc: VA CUTOFF WTR STOR TANK ALARM	Acct: 50-954-329-0000	ELECTRICITY			
49672200000Apr'17	RTE WEST HTFD&QUE ST LT	0.00	\$468.18	0.00	468.18	
	Desc: RTE WEST HTFD&QUE ST LT	Acct: 10-314-329-0000	ELECTRICITY			
53833000002Apr'17	MUNICIPAL BLDG-BRIDGE ST	0.00	\$1,095.66	0.00	1,095.66	
	Desc: MUNICIPAL BLDG-BRIDGE ST	Acct: 10-161-329-0000	ELECTRICITY			
57303200000Apr'17	HIGH ST MAIN ST PUMPING STATION	904.50	\$904.50	0.00	904.50	
	Desc: HIGH ST MAIN ST PUMPING STATION-WW	Acct: 65-964-329-0000	ELECTRICITY			
62592200000Apr'17	WOODSTOCK RD QUECHEE SALT SHED	0.00	\$123.24	0.00	123.24	
	Desc: WOODSTOCK RD QUECHEE SALT SHED-HWY	Acct: 10-321-329-0000	ELECTRICITY			
62713200004Apr'17	WOODSTOCK RD HEAT TAPE FOR WATER LN	17.96	\$17.96	0.00	17.96	
	Desc: WOODSTOCK RD HEAT TAPE FOR WATER LN	Acct: 55-954-329-0000	ELECTRICITY			
67003200002Apr'17	QUECHEE STATION ELECTRICITY	0.00	\$30.40	0.00	30.40	
	Desc: QUECHEE STATION ELECTRICITY	Acct: 10-221-329-0000	ELECTRICITY			
67303200009Apr'17	78 MURPHYS RD PUMP STN-WW	209.56	\$209.56	0.00	209.56	
	Desc: 78 MURPHYS RD PUMP STN-WW	Acct: 65-964-329-0000	ELECTRICITY			
67399084366Apr'17	120 LESLE DR PAVILLION B	0.00	\$37.88	0.00	37.88	
	Desc: 120 LESLE DR PAVILLION B	Acct: 10-528-329-0000	ELECTRICITY			
68053200009Apr'17	ROUTE 14 W HARTFORD LIBRARY	0.00	\$125.77	0.00	125.77	
	Desc: ROUTE 14 W HARTFORD LIBRARY	Acct: 10-524-329-0000	ELECTRICITY			
71013200002Apr'17	WHITMAN BROOK PUMP STN -WW	445.87	\$445.87	0.00	445.87	

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 11
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: WHITMAN BROOK PUMP STN -WW	Acct: 65-964-329-0000	ELECTRICITY		
74713200009Apr'17	WOODSTOCK RD ST LGTS-HWY	0.00	\$39.19	0.00	39.19
	Desc: WOODSTOCK RD ST LGTS-HWY	Acct: 10-314-329-0000	ELECTRICITY		
74872200006Apr'17	LAKE PINNEO WATER WELL	1,465.35	\$1,465.35	0.00	1,465.35
	Desc: LAKE PINNEO WATER WELL	Acct: 55-953-329-0000	ELECTRICITY		
74972200005Apr'17	WHEELOCK RD SEC 2 - WATER	19.61	\$19.61	0.00	19.61
	Desc: WHEELOCK RD SEC 2 - WATER	Acct: 55-954-329-0000	ELECTRICITY		
77303200008Apr'17	LAKE PINNEO WW PUMP STN	27.52	\$27.52	0.00	27.52
	Desc: LAKE PINNEO WW PUMP STN	Acct: 65-964-329-0000	ELECTRICITY		
80082200009Apr'17	NOYES LN KINGSWOOD RESV POLE 1	245.07	\$245.07	0.00	245.07
	Desc: NOYES LN KINGSWOOD RESV POLE 19-2 W	Acct: 65-964-329-0000	ELECTRICITY		
82948328248Apr'17	PROSPECT ST TEMP SERVICE TRAFF	0.00	\$103.96	0.00	103.96
	Desc: PROSPECT ST TEMP SERVICE TRAFF LGTS	Acct: 10-314-329-0000	ELECTRICITY		
84443200005Apr'17	WATERMAN HL COVERED BRIDGE JO	0.00	\$25.65	0.00	25.65
	Desc: WATERMAN HL COVERED BRIDGE JOB	Acct: 10-314-329-0000	ELECTRICITY		
84774100006Apr'17	RT 5 PUMP/SUPER 8 LOT	19.03	\$19.03	0.00	19.03
	Desc: RT 5 PUMP/SUPER 8 LOT	Acct: 60-964-329-0000	ELECTRICITY		
87303200007Apr'17	QUECHEE HARTLAND RD SEC7 PUMP	204.25	\$204.25	0.00	204.25
	Desc: QUECHEE HARTLAND RD SEC7 PUMP STN	Acct: 65-964-329-0000	ELECTRICITY		
87833000000Apr'17	MAPLE ST TRAFFIC LGT-HWY	0.00	\$43.16	0.00	43.16
	Desc: MAPLE ST TRAFFIC LGT-HWY	Acct: 10-314-329-0000	ELECTRICITY		
91624000005Apr'17	SOLID WASTE ADMIN BLDG-LF	51.37	\$51.37	0.00	51.37
	Desc: SOLID WASTE ADMIN BLDG-LF	Acct: 30-975-329-0000	ELECTRICITY		
92124869873Apr'17	43 HIGHLAND AVE WABA PUMP HOUS	0.00	\$321.71	0.00	321.71
	Desc: 43 HIGHLAND AVE WABA PUMP HOUSE	Acct: 10-530-329-0000	ELECTRICITY		
97303200006Apr'17	NOYES LN PUMP STN - WW	66.56	\$66.56	0.00	66.56
	Desc: NOYES LN PUMP STN - WW	Acct: 65-964-329-0000	ELECTRICITY		
01013200009Apr'17	CLUB HOUSE RD MILL RUN PUMP STN	96.61	\$96.61	0.00	96.61
	Desc: CLUB HOUSE RD MILL RUN PUMP STN	Acct: 65-964-329-0000	ELECTRICITY		
02624000002Apr'17	SOLID WASTE FACILITY-LF	621.10	\$621.10	0.00	621.10
	Desc: SOLID WASTE FACILITY-LF	Acct: 30-971-329-0000	ELECTRICITY		
Vendor Total:			16,057.40	0.00	16,057.40
020000	GREEN MOUNTAIN WATER ENVIRONMENT		5/05/2017		57646
050217	3 Members @ GMWEA-Spring Meeting	165.00	\$165.00	0.00	165.00
	Desc: 2 Members @ GMWEA-Spring Meeting	Acct: 50-954-315-0000	RECRUITMENT & TRAINING		
	Desc: 1 Member @ GMWEA-Spring Meeting	Acct: 55-954-315-0000	RECRUITMENT & TRAINING		
623486308	5 Members @ GMWEA Spring Conf	275.00	\$275.00	0.00	275.00
	Desc: 2 Members @ GMWEA Spring Conf	Acct: 60-961-315-0000	RECRUITMENT & TRAINING		
	Desc: 2 Members @ GMWEA Spring Conf	Acct: 65-963-315-0000	RECRUITMENT & TRAINING		
	Desc: 1 Member @ GMWEA Spring Conf	Acct: 60-965-315-0000	RECRUITMENT & TRAINING		
Vendor Total:			440.00	0.00	440.00
020070	GREENER WORLD LANDSCAPE		5/05/2017		57647
42204	Turf Treatment	0.00	\$5,877.00	0.00	5,877.00
	Desc: Turf Treatment	Acct: 10-527-318-0000	CONTRACTED SERVICES		
	Desc: Turf Treatment Parks	Acct: 10-521-318-0000	CONTRACTED SERVICES		

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 12
User: florentina
Report: APINHDD_PmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.
Vendor ID	Vendor Name			
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt
				Net Amt.
Vendor Total:			5,877.00	0.00
020557	HAMMOND, FC & SON LUMBER CO INC	FC HAMMOND & SON LUMBER CO INC	5/05/2017	57648
C7900	Maint. C&D at Landfill April'17-LF	3,166.00	\$3,166.00	0.00
	Desc: Maint. C&D at Landfill April'17-LF	Acct: 30-973-318-0000	CONTRACTED SERVICES	3,166.00
C7904	66.56 Tons Process. C&D Hauled-LF	632.32	\$632.32	0.00
	Desc: 66.56 Tons Process. C&D Hauled-LF	Acct: 30-973-318-0000	CONTRACTED SERVICES	632.32
C7905	80.96 Tons Proc. C&D Hauled-LF	769.12	\$769.12	0.00
	Desc: 80.96 Tons Proc. C&D Hauled-LF	Acct: 30-973-318-0000	CONTRACTED SERVICES	769.12
Vendor Total:			4,567.44	0.00
020558	HAMMOND ENGINEERING	EVERETT T HAMMOND	5/05/2017	57649
282	RSMS Feb14-Mar20'17	5,700.00	\$5,700.00	0.00
	Desc: RSMS Feb14-Mar20'17	Acct: 11-325-008-2010	PAVING CIP	5,700.00
Vendor Total:			5,700.00	0.00
020701	HANOVER, TOWN OF	TOWN OF HANOVER	5/05/2017	57650
4961	ELAN FEB-MAR 17'	0.00	\$265.30	0.00
	Desc: ELAN FEB-MAR 17' FD	Acct: 10-221-324-0000	TELEPHONE	265.30
	Desc: ELAN FEB-MAR 17' PD	Acct: 10-211-324-0000	TELEPHONE	
Vendor Total:			265.30	0.00
020825	HARTFORD GARDEN FRIENDS		5/05/2017	57651
PO#1367	FY 2016-17 Appropriation	0.00	\$225.00	0.00
	Desc: FY 2016-17 Appropriation	Acct: 10-121-323-0000	MATERIAL & SUPPLIES	225.00
Vendor Total:			225.00	0.00
021713	HARTIGAN COMPANY		5/05/2017	57652
117820	Sludge Hauling	600.00	\$600.00	0.00
	Desc: Sludge Hauling	Acct: 65-963-318-0000	CONTRACTED SERVICES	600.00
Vendor Total:			600.00	0.00
021782	HAUN WELDING SUPPLY INC		5/05/2017	57653
4882733	Zipcut	0.00	\$74.75	0.00
	Desc: Zipcut	Acct: 10-321-323-0000	MATERIAL & SUPPLIES	74.75
4859208	MEDICAL O2	0.00	\$22.60	0.00
	Desc: MEDICAL O2	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES	22.60
4905729	MEDICAL O2	0.00	\$8.01	0.00
	Desc: MEDICAL O2	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES	8.01
Vendor Total:			105.36	0.00
022025	HEALTHQUITY, INC.		5/05/2017	57654
HCRA 04-24-17	HCRA Replenishment	0.00	\$82.46	0.00
	Desc: HCRA Replenishment	Acct: 10-811-225-0000	HRA expenses	82.46
HRA 04-24-17	RA Replenishment for HRA	3,013.98	\$5,784.71	0.00
	Desc: RA Replenishment for HRA	Acct: 10-811-225-0000	HRA expenses	5,784.71
	Desc: RA Replenishment for HRA	Acct: 10-811-418-0100	Retire insurance costs	
	Desc: RA Replenishment for HRA	Acct: 30-971-225-0000	HRA/CHOICECARE CARD	

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

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.
	Desc: RA Replenishment for HRA	Acct: 30-975-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenishment for HRA	Acct: 50-954-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenishment for HRA	Acct: 50-955-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenishment for HRA	Acct: 55-954-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenishment for HRA	Acct: 55-955-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenishment for HRA	Acct: 60-965-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenishment for HRA	Acct: 65-965-225-0000	HRA/CHOICECARE CARD		
	Vendor Total:		5,867.17	0.00	5,867.17
022850	HOLDEN ENGINEERING & SURVEYING, INC			5/05/2017	57655
20014041	Quechee Bridge Pocket Parks	0.00	\$8,670.65	0.00	8,670.65
	Desc: Quechee Bridge Pocket Parks	Acct: 10-924-521-0100	CAPITAL - QUECHEE CB PARKS CON		
	Vendor Total:		8,670.65	0.00	8,670.65
023370	LOEWEN WINDOW CENTER OF VT&NH			5/05/2017	57656
L008045916	W Hartford Lib Windows Replacemnt	0.00	\$1,136.70	0.00	1,136.70
	Desc: W Hartford Lib Windows Replacemnt	Acct: 10-524-331-0000	DEPARTMENT EQUIPMENT		
	Vendor Total:		1,136.70	0.00	1,136.70
023443	IMPACT ECOVISION ENVIRONMENTAL INC			5/05/2017	57657
1043	35 GALLON ORGANICS CART-LF	889.35	\$889.35	0.00	889.35
	Desc: 35 GALLON ORGANICS CART-LF	Acct: 72-361-361-0005	HIGH MEADOWS GRANT FY17		
1045	2 Gallon Kitchen Caddys-LF	2,295.00	\$2,295.00	0.00	2,295.00
	Desc: 2 Gallon Kitchen Caddys-LF	Acct: 72-361-361-0005	HIGH MEADOWS GRANT FY17		
	Vendor Total:		3,184.35	0.00	3,184.35
024290	IRVING ENERGY			5/05/2017	57658
2102024,240202	LS#2 Senior Ctr	0.00	\$182.07	0.00	182.07
	Desc: LS#2 82.5Gals@\$1.8283	Acct: 10-421-327-0000	BUILDING HEAT		
	Desc: LS#2 15.8Gals@\$1.9090	Acct: 10-421-327-0000	BUILDING HEAT		
2117023,228818	Propane 202.8Gals@\$1.1702WaterPlant	237.31	\$237.31	0.00	237.31
	Desc: Propane 202.8Gals@\$1.1702WaterPlant	Acct: 50-952-327-0000	BUILDING HEAT		
2117023,255441	Propane 273.7Gals@\$1.1702WaterPlant	320.27	\$320.27	0.00	320.27
	Desc: Propane 273.7Gals@\$1.1702WaterPlant	Acct: 50-952-327-0000	BUILDING HEAT		
238040	Propane-radio tower	0.00	\$31.95	0.00	31.95
	Desc: Propane-radio tower	Acct: 10-271-329-0000	ELECTRICITY		
823950	PSB BLDG HEAT	0.00	\$1,189.79	0.00	1,189.79
	Desc: PSB BLDG HEAT FD	Acct: 10-221-327-0000	BUILDING HEAT		
	Desc: PSB BLDG HEAT PD	Acct: 10-211-327-0000	BUILDING HEAT		
	Vendor Total:		1,961.39	0.00	1,961.39
024800	JOE'S EQUIPMENT SERVICE			5/05/2017	57659
2-110136	Parts	0.00	\$194.90	0.00	194.90
	Desc: Parts	Acct: 10-521-320-0000	EQUIP OPERATION & MAINT		
2-110317	SAW CHAIN	0.00	\$160.00	0.00	160.00
	Desc: SAW CHAIN	Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT		
	Vendor Total:		354.90	0.00	354.90

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 14
User: florentina
Report: APINHDD_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.
025750	KIBBY EQUIPMENT INC		5/05/2017	57660
278860	Screws&Mag Bit Driver	23.54	\$23.54	0.00
	Desc: Screws&Mag Bit Driver	Acct: 60-961-323-0000	MATERIAL & SUPPLIES	23.54
279160	Key Stock	0.00	\$29.95	0.00
	Desc: Key Stock	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES	29.95
277763	Materials	0.00	\$103.85	0.00
	Desc: Materials	Acct: 10-521-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAN	103.85
278910	Logger Helmet	0.00	\$49.95	0.00
	Desc: Logger Helmet	Acct: 10-325-326-0000	UNIFORMS	49.95
278993	Green Paint&Helmet	0.00	\$31.20	0.00
	Desc: Green Paint	Acct: 10-312-323-0000	MATERIAL & SUPPLIES	31.20
	Desc: Helmet	Acct: 10-325-326-0000	UNIFORMS	
279088	Paint/Stripe Wand/Rake	0.00	\$108.26	0.00
	Desc: Paint/Stripe Wand/Rake	Acct: 10-521-323-0000	MATERIAL & SUPPLIES	108.26
	Vendor Total:		346.75	0.00
				346.75
026780	LAMPHERE, BRENDA	BRENDA LAMPHERE	5/05/2017	57661
PO#1341	2016 HRA payment	0.00	\$1,787.35	0.00
	Desc: 2016 HRA payment	Acct: 10-811-225-0000	HRA expenses	1,787.35
	Vendor Total:		1,787.35	0.00
				1,787.35
027100	LAVALLEY BUILDING SUPPLY, INC		5/05/2017	57662
WL38794011-01	Ceiling tiles	0.00	\$51.99	0.00
	Desc: Ceiling tiles	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION	51.99
WL3866003-02	Metal studs/track	0.00	\$525.60	0.00
	Desc: 20 Gauge Studs	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION	525.60
WL3869407-01	Ladder & Shovels	136.28	\$136.28	0.00
	Desc: Ladder & Shovels	Acct: 65-964-320-0100	EQUIP OPERATION/MAINT-GENERAL	136.28
WL3879527-01	Ceiling tiles/door stops	0.00	\$74.39	0.00
	Desc: Ceiling tiles/door stops	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION	74.39
WL3879530	Door stops	0.00	\$69.90	0.00
	Desc: Door stops	Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING	69.90
WL3879809-01	Joint compound/sealant	0.00	\$26.94	0.00
	Desc: Joint compound/sealant	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION	26.94
WL3879827-01	Pine boards	0.00	\$12.69	0.00
	Desc: Pine boards	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION	12.69
WL3880932-01	Gray wall base	0.00	\$57.19	0.00
	Desc: Gray wall base	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION	57.19
WL3881029-01	Tie down, eye bolt, anchor shackle	0.00	\$36.24	0.00
	Desc: Tie down, eye bolt, anchor shackle	Acct: 10-211-323-0000	MATERIAL & SUPPLIES	36.24
	Vendor Total:		991.22	0.00
				991.22
027400	LEBANON, CITY OF	CITY OF LEBANON	5/05/2017	57663
Apr'17 WW	Tipping Fees April 2017	3,829.00	\$3,829.00	0.00
	Desc: Tipping Fees April 2017	Acct: 60-961-318-0000	CONTRACTED SERVICES	3,829.00
	Vendor Total:		3,829.00	0.00
				3,829.00
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY	5/05/2017	57664

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 15
User: florentina
ReportAPINHDD_PmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
4333626,39355	Service@Oven Senior Ctr	0.00	\$121.79	0.00	121.79
Desc: Service@Oven Senior Ctr		Acct: 10-421-321-0100	REPAIRS & MAINT-BUILD & GROUND		
Vendor Total:			121.79	0.00	121.79
028850	MAGEE OFFICE PLUS		5/05/2017		57665
927680	OFFICE SUPPLIES	0.00	\$74.89	0.00	74.89
Desc: OFFICE SUPPLIES		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
928249	office supplies	0.00	\$18.76	0.00	18.76
Desc: office supplies		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
C-01925639	COLOR COPIES	0.00	\$219.25	0.00	219.25
Desc: COLOR COPIES		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
C-01927238	Wide Copier May-Aug'17 - TC	0.00	\$207.00	0.00	207.00
Desc: Wide Copier May-Aug'17 - TC		Acct: 10-985-151-0200	Town Clerk Digital Imaging		
C-01927181	Copier Meter TH - Apr-June 2017	0.00	\$432.00	0.00	432.00
Desc: Copier Meter TH - Apr-June 2017		Acct: 10-121-323-0000	MATERIAL & SUPPLIES		
Desc: Copier Meter TH - Apr-June 2017		Acct: 10-151-323-0000	MATERIAL & SUPPLIES		
Desc: Copier Meter TH - Apr-June 2017		Acct: 10-171-323-0000	MATERIAL & SUPPLIES		
Desc: Copier Meter TH - Apr-June 2017		Acct: 10-174-323-0000	MATERIAL & SUPPLIES		
Desc: Copier Meter TH - Apr-June 2017		Acct: 10-511-323-0000	MATERIAL & SUPPLIES		
Desc: Copier Meter TH - Apr-June 2017		Acct: 10-622-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			951.90	0.00	951.90
028888	LUNDRIGAN, JOYCE	JOYCE LUNDRIGAN	5/05/2017		57666
May'17	Reimbursement SilverScripts&Medigap	0.00	\$207.64	0.00	207.64
Desc: May 2017		Acct: 10-811-418-0100	Retire insurance costs		
Vendor Total:			207.64	0.00	207.64
029010	MAINE OXY ACETYLENE SUPPLY CO	MAINE OXY	5/05/2017		57667
31488956	20/60 PPM CO	0.00	\$146.50	0.00	146.50
Desc: 20/60 PPM CO		Acct: 10-221-331-0300	HAZMAT EQUIPMENT		
Vendor Total:			146.50	0.00	146.50
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC	5/05/2017		57668
I43597601	Office Supplies - P&R	0.00	\$71.93	0.00	71.93
Desc: Office Supplies - P&R		Acct: 10-511-323-0000	MATERIAL & SUPPLIES		
I43479907	Duster refill	0.00	\$12.39	0.00	12.39
Desc: Duster refill		Acct: 10-271-323-0000	MATERIAL & SUPPLIES		
I43532005	Clorox cleaner	0.00	\$19.82	0.00	19.82
Desc: Clorox cleaner		Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
I43778881	1 Box Hanging Folders	0.00	\$15.99	0.00	15.99
Desc: 1 Box Hanging Folders		Acct: 10-171-323-0000	MATERIAL & SUPPLIES		
I43399687	Copy Paper & Planner	25.59	\$29.59	0.00	29.59
Desc: Copy Paper & Planner		Acct: 10-325-323-0000	MATERIAL & SUPPLIES		
Desc: Copy Paper & Planner		Acct: 50-955-323-0000	MATERIAL & SUPPLIES		
Desc: Copy Paper & Planner		Acct: 55-955-323-0000	MATERIALS & SUPPLIES		
Desc: Copy Paper & Planner		Acct: 60-965-323-0000	MATERIAL & SUPPLIES		
Desc: Copy Paper & Planner		Acct: 65-965-323-0000	MATERIALS & SUPPLIES		
I43427362	Janitorial supplies	0.00	\$194.01	0.00	194.01

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 16
User: florentina
ReportAPINH_PmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
	Desc: Janitorial supplies	Acct: 10-271-323-0000	MATERIAL & SUPPLIES		
I43454370	Dupty Chief's Desk	0.00	\$779.00	0.00	779.00
	Desc: Deputy Chief Desk	Acct: 10-211-330-0000	OFFICE EQUIPMENT		
I43478286	2500 Envelopes - Fin	0.00	\$114.75	0.00	114.75
	Desc: 2500 Envelopes - Fin	Acct: 10-171-323-0000	MATERIAL & SUPPLIES		
I42980304	Tape	0.00	\$3.66	0.00	3.66
	Desc: Tape	Acct: 10-622-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			1,241.14	0.00	1,241.14
029886	MAYFIELD, WILLIAM BRETT	WILLIAM BRETT MAYFIELD	5/05/2017		57669
PO#1370	Youth Karate Prog Mar-Apr '17	0.00	\$504.00	0.00	504.00
	Desc: Youth Karate Prog Mar-Apr '17	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			504.00	0.00	504.00
030048	MCFARLAND-JOHNSON, INC		5/05/2017		57670
32	Sykes Ave share of engr cost	17,874.92	\$18,920.84	0.00	18,920.84
	Desc: Sykes Ave State share of engr cost	Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5		
	Desc: 6% Town Match Sykes Ave	Acct: 10-311-318-0000	CONTRACTED SERVICES		
Vendor Total:			18,920.84	0.00	18,920.84
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	5/05/2017		57671
000008915142	Retiree's Insurance May 2017	1,824.50	\$6,933.10	0.00	6,933.10
	Desc: May 2017	Acct: 10-811-418-0100	Retire insurance costs		
	Desc: May 2017	Acct: 30-975-418-0100	RETIREE HEALTH INSURANCE		
	Desc: May 2017	Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
	Desc: May 2017	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			6,933.10	0.00	6,933.10
033400	NEW ENGLAND INSTRUMENT		5/05/2017		57672
G23855	Annual Calibration-Flow Meter Insp.	358.50	\$358.50	0.00	358.50
	Desc: Annual Calibration-Flow Meter Insp.	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:			358.50	0.00	358.50
034800	NORTHEAST DELTA DENTAL		5/05/2017		57673
May'17	Dental Insurance May'17	1,451.67	\$8,414.84	0.00	8,414.84
	Desc: May 2017	Acct: 10-811-230-0000	Dental insurance		
	Desc: May 2017	Acct: 10-811-418-0100	Retire insurance costs		
	Desc: May 2017	Acct: 30-971-230-0000	DENTAL		
	Desc: May 2017	Acct: 30-974-230-0000	DENTAL		
	Desc: May 2017	Acct: 30-975-230-0000	DENTAL		
	Desc: May 2017	Acct: 50-954-230-0000	DENTAL		
	Desc: May 2017	Acct: 50-955-230-0000	DENTAL		
	Desc: May 2017	Acct: 55-954-230-0000	DENTAL		
	Desc: May 2017	Acct: 55-955-230-0000	DENTAL		
	Desc: May 2017	Acct: 60-961-230-0000	DENTAL		
	Desc: May 2017	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
	Desc: May 2017	Acct: 60-965-230-0000	DENTAL		
	Desc: May 2017	Acct: 65-963-230-0000	DENTAL		
	Desc: May 2017	Acct: 65-965-230-0000	DENTAL		

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 17
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			8,414.84	0.00	8,414.84
034925	NORTHEAST RESOURCE RECOVERY ASSC		5/05/2017		57674
56345	Hauling Fees March 2017	760.56	\$760.56	0.00	760.56
Desc:	Hauling Fees for Scrap Metal-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Desc:	Hauling Fees for Steel Cans-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:			760.56	0.00	760.56
035000	NORTHEAST WASTE SERVICES	CASELLA WASTE SYSTEMS	5/05/2017		57675
9600007380	April'17 Curbside Recycling April'17-LF	15,000.00	\$15,000.00	0.00	15,000.00
Desc:	Curbside Recycling April'17-LF	Acct: 30-931-318-0000	CONTRACTED SERVICES		
0327428	Recycling&MSW Apr'17	2,553.50	\$2,553.50	0.00	2,553.50
Desc:	Recycling Processing April'17-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Desc:	Recycling Transport April'17-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Desc:	MSW Transport April'17-LF	Acct: 30-974-318-0000	CONTRACTED SERVICES		
Vendor Total:			17,553.50	0.00	17,553.50
035002	NORTHEAST WASTE SERVICES	CASELLA WASTE SYSTEMS	5/05/2017		57676
9600134358	Apr'17 Trash Pick-up WW Treatmnt Plnt	628.11	\$628.11	0.00	628.11
Desc:	Trash Pick-up WW Treatmnt Plnt	Acct: 60-961-318-0000	CONTRACTED SERVICES		
9600291752	Apr'17 Trash Pick-up Parks - April 2017	0.00	\$236.53	0.00	236.53
Desc:	Trash Pick-up Parks - April 2017	Acct: 10-521-318-0000	CONTRACTED SERVICES		
Vendor Total:			864.64	0.00	864.64
035350	K.R. NOTT TRUCKING & SNOW REMOVAL	K. R. NOTT TRUCKING	5/05/2017		57677
677204	Plowing/Sanding March'17-LF	1,815.00	\$1,815.00	0.00	1,815.00
Desc:	Plowing/Sanding March'17-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,815.00	0.00	1,815.00
036165	OSBORN, MATTHEW	MATTHEW OSBORN	5/05/2017		57678
PO#1376	Reimbursement Jan-Apr'17	0.00	\$330.72	0.00	330.72
Desc:	Mileage for period of 1/12-4/29/201	Acct: 10-622-311-0000	TRAVEL & MEETINGS		
Desc:	Parking for VT Resilience Summit 04	Acct: 10-622-311-0000	TRAVEL & MEETINGS		
Desc:	Accommodations for VT Resilience Su	Acct: 10-622-311-0000	TRAVEL & MEETINGS		
Desc:	Parking for VT Resilience Summit 03	Acct: 10-622-311-0000	TRAVEL & MEETINGS		
Vendor Total:			330.72	0.00	330.72
036187	OTTER CREEK ENGINEERING INC		5/05/2017		57679
14072	Proj 758 001.16-Cross St Survey	3,981.28	\$3,981.28	0.00	3,981.28
Desc:	Proj 758 001.16-Cross St Survey	Acct: 55-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:			3,981.28	0.00	3,981.28
036342	PHD COMMUNICATIONS, INC		5/05/2017		57680
17658	Install port patch panel-run cables	0.00	\$892.50	0.00	892.50
Desc:	Install port patch panel-run cables	Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			892.50	0.00	892.50
037276	PETE'S TIRE BARNS, INC		5/05/2017		57681

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 18
User: florentina
Report: APINHDD_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.
248995	Mount/dismount/balance-PD6	0.00	\$66.80	0.00	66.80
Desc: Mount/dismount/balance-PD6		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
248890	R-3 LR Tire had bolt in it	0.00	\$25.95	0.00	25.95
Desc: R-3 LR Tire had bolt in it		Acct: 10-521-321-0000	REPAIRS & MAINT - VEHICLES		
249127	Clip on Chuck	7.95	\$7.95	0.00	7.95
Desc: Clip on Chuck		Acct: 30-971-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			100.70	0.00	100.70
037380	PHYSIO-CONTROL, INC	PHYSIO-CONTROL, INC		5/05/2017	57682
117028659	DEFIB BAG	0.00	\$302.40	0.00	302.40
Desc: DEFIB BAG		Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			302.40	0.00	302.40
037475	PINE STATE ELEVATOR CO			5/05/2017	57683
70438926	Preventive maintenance	0.00	\$177.35	0.00	177.35
Desc: Preventive maintenance		Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Desc: Preventive maintenance		Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			177.35	0.00	177.35
037551	PITNEY BOWES INC	PURCHASE POWER		5/05/2017	57684
Apr'17 a	Postage Meter April 2017	160.37	\$1,041.97	0.00	1,041.97
Desc: Postage Meter April-2017		Acct: 10-121-322-0000	POSTAGE		
Desc: Postage Meter April 2017		Acct: 10-171-322-0000	POSTAGE		
Desc: Postage Meter April 2017		Acct: 10-151-322-0000	POSTAGE		
Desc: Postage Meter April 2017		Acct: 10-511-322-0000	POSTAGE		
Desc: Postage Meter April 2017		Acct: 10-622-322-0000	POSTAGE		
Desc: Postage Meter April 2017		Acct: 10-175-322-0000	POSTAGE		
Desc: Postage Meter April 2017		Acct: 10-174-322-0000	POSTAGE		
Desc: Postage Meter April 2017		Acct: 50-955-322-0000	POSTAGE		
Desc: Postage Meter April 2017		Acct: 30-975-322-0000	POSTAGE		
Vendor Total:			1,041.97	0.00	1,041.97
038188	LL POTWIN SERVICES	L.L. POTWIN SERVICES		5/05/2017	57685
5881	Cleaning Services May 2017	0.00	\$2,504.02	0.00	2,504.02
Desc: Cleaning Services May 2017		Acct: 10-161-318-0000	CONTRACTED SERVICES		
Vendor Total:			2,504.02	0.00	2,504.02
039994	REXEL, INC.	REXEL		5/05/2017	57686
S116580191.001	Materials & Supplies	94.14	\$94.14	0.00	94.14
Desc: Materials & Supplies		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			94.14	0.00	94.14
040075	SCALES CO, INC, R.H.	R.H. SCALES CO, INC		5/05/2017	57687
6-079796	FUL A2565	0.00	\$52.29	0.00	52.29
Desc: FUL A2565		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			52.29	0.00	52.29
040101	PENDLETON, JERRY	JERRY PENDLETON		5/05/2017	57688

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 19
User: florentina
Report: APINHDD_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.
PO#1371	Reimbursment for Dog Park Clean Up	0.00	\$6.33	0.00	6.33
Desc: Reimbursment for Dog Park Clean Up	Acct: 10-007-100-0000		DUE FROM OTHER FUNDS		
Vendor Total:			6.33	0.00	6.33
040250	RICHARD ELECTRIC, INC.		5/05/2017		57689
36064	Service Call @ Quechee Plant	120.00	\$120.00	0.00	120.00
Desc: Service Call @ Quechee Plant	Acct: 65-963-318-0000		CONTRACTED SERVICES		
Vendor Total:			120.00	0.00	120.00
040512	ROBERTS, JASON J	JASON J ROBERTS	5/05/2017		57690
PO#1348	Refund Parts for turbo on H-2	0.00	\$20.00	0.00	20.00
Desc: Refund Parts for turbo on H-2	Acct: 10-321-321-0000		REPAIRS & MAINT-VEHICLES		
Vendor Total:			20.00	0.00	20.00
040751	ROGERS, LARRY	LARRY ROGERS	5/05/2017		57691
Jun'17	Monthly Health Stipend	83.33	\$83.33	0.00	83.33
Desc: June 2017	Acct: 60-961-418-0100		RETIREE HEALTH INSURANCE		
Vendor Total:			83.33	0.00	83.33
041471	SAFELITE AUTOGLASS	SAFELITE FULFILLMENT, INC	5/05/2017		57692
296273	Replace windshield	0.00	\$288.95	0.00	288.95
Desc: Replace windshield	Acct: 10-211-321-0000		REPAIRS & MAINT-VEHICLES		
Vendor Total:			288.95	0.00	288.95
041600	SANEL AUTO PARTS CO	SANEL AUTO PARTS CO	5/05/2017		57693
05YC8828	Shop-Oil&Fluid Film	55.78	\$56.92	1.14	55.78
Desc: Shop-Oil&Fluid Film	Acct: 50-952-323-0000		MATERIAL & SUPPLIES		
05YL2189	PW-1-12 Air/Cabin Air/Oil Filters	0.00	\$23.64	0.47	23.17
Desc: PW-1-12 Air/Cabin Air/Oil Filters	Acct: 10-321-321-0000		REPAIRS & MAINT-VEHICLES		
05YM0742	RESCUE AGM THREADED	0.00	\$1,062.20	0.00	1,062.20
Desc: RESCUE BATTERIES	Acct: 10-221-321-0000		REPAIRS & MAINT-VEHICLES		
05YM0830	LoaderWarranty-Led Beacon Return	0.00	\$-208.64	-4.17	-204.47
Desc: LoaderWarranty-Led Beacon Return	Acct: 10-321-321-0000		REPAIRS & MAINT-VEHICLES		
05YO3173	544-H Air Filter	26.76	\$27.31	0.55	26.76
Desc: 544-H Air Filter	Acct: 30-971-321-0000		REPAIRS & MAINT-VEHICLES		
05YP2710	Shop-Lubricant&Gasket Sealant	0.00	\$24.10	0.48	23.62
Desc: Shop-Lubricant&Gasket Sealant	Acct: 10-321-323-0000		MATERIAL & SUPPLIES		
05YQ3267	Shop-Fluid Film	72.98	\$74.47	1.49	72.98
Desc: Shop-Fluid Film	Acct: 50-954-321-0200		REPAIRS & MAINT-MAINS & APPUR		
05YQ7559	TRUCK DIESEL EXH. FLUID	0.00	\$37.20	0.74	36.46
Desc: TRUCK DIESEL EXH. FLUID	Acct: 10-221-321-0200		REPAIRS & MAINT EMS VEHICLES		
05YR7377	H5 Exhaust Manifold Repairs	0.00	\$21.67	0.43	21.24
Desc: H5 Exhaust Manifold Repairs	Acct: 10-321-321-0000		REPAIRS & MAINT-VEHICLES		
05YO7779	DOT Brake Fluids	0.00	\$9.77	0.20	9.57
Desc: DOT Brake Fluids	Acct: 10-521-321-0000		REPAIRS & MAINT - VEHICLES		
05YR4132	Credit for Warranty Return Star Bit	0.00	\$-3.02	-0.06	-2.96
Desc: Credit for Warranty Return Star Bit	Acct: 10-321-321-0000		REPAIRS & MAINT-VEHICLES		
05YF0193	AMB1 - Air/Fuel/Oil Filters	0.00	\$109.81	2.20	107.61

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 20
User: florentina
ReportAPI/NHD_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: AMB1 - Air/Fuel/Oil Filters	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
05YM0827	LoaderWarranty-Beacon Led Light	0.00	\$141.02	2.82	138.20
	Desc: LoaderWarranty-Beacon Led Light	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
05YF0293	UtilityTruck-Fuel/Air/Oil Filters	0.00	\$132.83	2.66	130.17
	Desc: UtilityTruck-Fuel/Air/Oil Filters	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
05YL4463	PW-1-12 Front Pads&Rotors	0.00	\$102.08	2.04	100.04
	Desc: PW-1-12 Front Pads&Rotors	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
05YJ0710	Equip-Filters for Mowers	0.00	\$135.16	2.70	132.46
	Desc: Equip-Filters for Mowers	Acct: 10-521-320-0000	EQUIP OPERATION & MAINT		
05YT6512	Shop-Sil-Glyde	0.00	\$25.98	0.52	25.46
	Desc: Shop-Sil-Glyde	Acct: 10-321-323-0000	MATERIAL & SUPPLIES		
05YQ6478	Shop-Cable Tie	0.00	\$15.50	0.31	15.19
	Desc: Shop-Cable Tie	Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
05YR2379	BACK-UP ALARM AMB.2	0.00	\$31.54	0.63	30.91
	Desc: BACK-UP ALARM AMB.2	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
05YM1273	Credit-Core forRescueTruckBatteries	0.00	\$-68.00	-1.36	-66.64
	Desc: Credit-Core forRescueTruckBatteries	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
05YR4126	Shop-Parts	0.00	\$37.28	0.75	36.53
	Desc: Shop-Parts	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
05YP2820	Broom-Hydraulic Line	0.00	\$53.24	1.06	52.18
	Desc: Broom-Hydraulic Line	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			1,842.06	15.60	1,826.46
042400	SHERWIN WILLIAMS CO	SHERWIN WILLIAMS CO		5/05/2017	57694
15100	Credit - Materials Corrected Price	0.00	\$-20.75	0.00	-20.75
	Desc: Credit - Materials Corrected Price	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
0971-5	Paint	0.00	\$49.67	0.00	49.67
	Desc: Paint	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
1365-9	Paint	0.00	\$63.52	0.00	63.52
	Desc: Paint	Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			92.44	0.00	92.44
043426	SOVERNET INC	SOVERNET COMMUNICATIONS		5/05/2017	57695
3742892	Lifeline monthly charge	300.00	\$300.00	0.00	300.00
	Desc: Lifeline monthly charge	Acct: 72-271-318-7003	COMMUNICATIONS GRANT #202		
3742916	Telephone April'17	404.40	\$2,837.38	0.00	2,837.38
	Desc: Apr 15 - May 14, 2017	Acct: 65-963-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 60-965-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 60-962-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 60-961-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 55-954-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 50-952-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 30-973-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 30-971-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-622-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-511-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-325-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-271-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-221-324-0000	TELEPHONE		

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 21
User: florentina
Report: APINHDPmtByDate

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: Apr 15 - May 14, 2017	Acct: 10-211-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-174-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-171-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-151-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-121-324-0000	TELEPHONE		
	Desc: Apr 15 - May 14, 2017	Acct: 10-181-324-0000	TELEPHONE		
	Vendor Total:		3,137.38	0.00	3,137.38
043930	STAPLES CONTRACT & COMMERCIAL INC	STAPLES BUSINESS ADVANTAGE	5/05/2017		57696
3337452566	Folders	0.00	\$49.08	0.00	49.08
	Desc: Folders	Acct: 10-121-323-0000	MATERIAL & SUPPLIES		
3337452564	Copies&Swingline Compact	41.99	\$41.99	0.00	41.99
	Desc: Copies&Swingline Compact	Acct: 30-975-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		91.07	0.00	91.07
044400	STOCKMAN, WANDA	WANDA STOCKMAN	5/05/2017		57697
PO#1336	Mileage Reimbursement Mar&Apr '17	179.76	\$179.76	0.00	179.76
	Desc: Mileage Reimbursement March'17	Acct: 30-975-311-0000	TRAVEL & MEETINGS		
	Desc: Mileage Reimbursement April'17	Acct: 30-975-311-0000	TRAVEL & MEETINGS		
	Vendor Total:		179.76	0.00	179.76
046035	TMDE CALIBRATION LABS INC		5/05/2017		57698
29399	Rapair on radar unit.	0.00	\$102.50	0.00	102.50
	Desc: Rapair on radar unit.	Acct: 10-211-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Vendor Total:		102.50	0.00	102.50
046200	TOWNLINE EQUIPMENT SALES INC		5/05/2017		57699
IC36140	Seal Kit for QWW Kubota Tractor	149.76	\$149.76	0.00	149.76
	Desc: Seal Kit for QWW Kubota Tractor	Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
IC36117	Blades & Oil Filters	0.00	\$116.10	0.00	116.10
	Desc: Blades & Oil Filters	Acct: 10-521-320-0000	EQUIP OPERATION & MAINT		
	Vendor Total:		265.86	0.00	265.86
046950	TWIN STATE SAND AND GRAVEL		5/05/2017		57700
79292	Winter Sand	83.40	\$12,601.40	0.00	12,601.40
	Desc: Winter Sand	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
	Desc: Winter Sand	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
79291	Twin Pack	0.00	\$119.90	0.00	119.90
	Desc: Winter Sand	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		12,721.30	0.00	12,721.30
047150	UNIFIRST CORPORATION		5/05/2017		57701
0354131922	mats	0.00	\$66.70	0.00	66.70
	Desc: mats	Acct: 10-211-318-0000	CONTRACTED SERVICES		
0354131923	MATS/WIPES	0.00	\$69.29	0.00	69.29
	Desc: MATS/WIPES	Acct: 10-221-318-0000	CONTRACTED SERVICES		
	Vendor Total:		135.99	0.00	135.99

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 22
User: florentina
Report: APINHDPmtByDate

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.
047295	UNITED STATES POSTAL SERVICE		5/05/2017		57702
050117	Box # 887 Yearly Rent	0.00	\$236.00	0.00	236.00
	Desc: Box # 887 Yearly Rent	Acct: 10-171-318-0100	TREASURER'S EXPENSE		
	Vendor Total:		236.00	0.00	236.00
047300	UNITED STATES POSTAL SERVICE		5/05/2017		57703
PO#1386	Postage	706.10	\$706.10	0.00	706.10
	Desc: Postage for WRJ & Hartford late not	Acct: 50-955-322-0000	POSTAGE		
	Desc: postage for Quechee bills	Acct: 55-955-322-0000	POSTAGE		
	Desc: Postage for WRJ & Hartford late not	Acct: 60-965-322-0000	POSTAGE		
	Desc: Postage for Quechee Bills	Acct: 65-965-322-0000	POSTAGE		
	Vendor Total:		706.10	0.00	706.10
048249	VALLEY NEWS	VALLEY NEWS	5/05/2017		57704
599290416-0422'17	w/e 04/22/17 Welcome Ctr	2.25	\$2.25	0.00	2.25
	Desc: w/e 04/22/17 Welcome Ctr	Acct: 70-121-318-0510	Welcome Center Inventory		
	Vendor Total:		2.25	0.00	2.25
048250	VALLEY NEWS	VALLEY NEWS	5/05/2017		57705
April'17	Valley News Ad April'17	0.00	\$77.00	0.00	77.00
	Desc: Ad#446183 Planning Dept 1x1.75 Col	Acct: 10-625-312-0000	ADVERTISING		
	Vendor Total:		77.00	0.00	77.00
048300	VALLEY NEWS	VALLEY NEWS	5/05/2017		57706
2959353DMar'17	Valley News Ads - March 2017	53.47	\$53.47	0.00	53.47
	Desc: Ad#260302 RFP-Rotary Displacement	Acct: 60-965-312-0000	ADVERTISING		
2959353EApr'17	Valley News Ads - April 2017	0.00	\$456.03	0.00	456.03
	Desc: Ad#260868 Town of HTFD Special	Acct: 10-111-318-0000	CONTRACT SERVICES		
	Desc: Ad#261111 Town of HTFD Local	Acct: 10-111-318-0000	CONTRACT SERVICES		
	Desc: Ad#261575 Town of HTFD SB Agenda	Acct: 10-111-318-0000	CONTRACT SERVICES		
2959353BApril'17	Valley News Ads - April 2017	0.00	\$320.80	0.00	320.80
	Desc: Ad#261161 Zoning Board of Adjustmnt	Acct: 10-621-312-0000	ADVERTISING		
	Desc: Ad#261265 HTFD Planning Commission	Acct: 10-622-312-0000	ADVERTISING		
	Desc: Ad#261781 HTFD Planning Commission	Acct: 10-622-312-0000	ADVERTISING		
	Desc: Ad#261782 Zoning Board of Adjustmnt	Acct: 10-621-312-0000	ADVERTISING		
	Vendor Total:		830.30	0.00	830.30
048600	VERMONT AGENCY OF TRANSPORTATION		5/05/2017		57707
B1707493	WRJ Station Lease May'17	1,642.08	\$1,642.08	0.00	1,642.08
	Desc: WRJ Station Lease May'17	Acct: 70-121-318-0580	Welcome Center - rent		
	Vendor Total:		1,642.08	0.00	1,642.08
049175	VERMONT POLICE ACADEMY	VCJTC	5/05/2017		57708
170412374	Juvenile Law SRO's-Kelley,Catalfamo	0.00	\$36.00	0.00	36.00
	Desc: Juvenile Law SRO's-Kelley,Catalfamo	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Vendor Total:		36.00	0.00	36.00
049885	VERMONT FIRE EXTINGUISHER		5/05/2017		57709

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 23
User: florentina
Report: APINHDD_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.
30692	Fire extinguisher, brackets	0.00	\$219.70	0.00	219.70
Desc: Fire extinguisher, brackets		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			219.70	0.00	219.70
050090	VERMONT LEAGUE OF CITIES AND TOWNS	VERMONT LEAGUE OF CITIES AND TOWNS	5/05/2017		57710
2017-18587	Property Tax Workshop	0.00	\$180.00	0.00	180.00
Desc: Property Tax Workshop		Acct: 10-985-174-0100	Revaluation		
Vendor Total:			180.00	0.00	180.00
050455	VERMONT LIFE SAFETY LLC		5/05/2017		57711
30260	Replace/add sprinkler heads	0.00	\$815.38	0.00	815.38
Desc: Replace/add sprinkler heads		Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
30236	ABC 20LB REFILL	0.00	\$56.30	0.00	56.30
Desc: ABC 20LB REFILL		Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT		
Vendor Total:			871.68	0.00	871.68
050515	VMERS - DB	VMERS - DB	5/05/2017		57712
Ltr 04.24.2017	Difference DC and DB for M. Wilson	0.00	\$754.81	0.00	754.81
Desc: Difference DC and DB for M. Wilson		Acct: 10-012-300-0260	ACCRUED RETIREMENT PAYABLE		
Vendor Total:			754.81	0.00	754.81
050600	VERMONT OFFENDER WORK PROGRAMS		5/05/2017		57713
PR3262	TRI-FOL COMPOSTING BROCHURE-LF	382.50	\$382.50	0.00	382.50
Desc: TRI-FOL COMPOSTING BROCHURE-LF		Acct: 72-361-361-0005	HIGH MEADOWS GRANT FY17		
Vendor Total:			382.50	0.00	382.50
050980	VERMONT SOLID WASTE DISTRICT	V.S.W.D.M.A.	5/05/2017		57714
050117	April 2017 Investigator services	224.40	\$224.40	0.00	224.40
Desc: April 2017 Investigator services		Acct: 30-975-318-0000	CONTRACTED SERVICES		
Vendor Total:			224.40	0.00	224.40
051375	VERMONT DEPT ENVIRONMENTAL CONS	STATE OF VERMONT	5/05/2017		57715
Permit 3-9010 '17	Renewal Permit 3-9010	0.00	\$1,512.80	0.00	1,512.80
Desc: Renewal Permit 3-9010		Acct: 10-325-317-0000	PERMITS AND LICENSES		
Vendor Total:			1,512.80	0.00	1,512.80
051400	VERMONT STATE TREASURER LICENSES	VERMONT STATE TREASURER	5/05/2017		57716
Jan-Apr'17	506 Dog Licenses Jan-Apr'17	0.00	\$2,530.00	0.00	2,530.00
Desc: 506 Dog Licenses Jan-Apr'17		Acct: 10-151-316-0000	STATE PAYMENT - LICENSES		
Vendor Total:			2,530.00	0.00	2,530.00
051800	VFW POST #2571		5/05/2017		57717
50666446	US Grave Marker Flags 12x18"	0.00	\$974.00	0.00	974.00
Desc: US Grave Marker Flags 12x18"		Acct: 10-121-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			974.00	0.00	974.00
051942	VISION GOVERNMENT SOLUTIONS	VISION GOVERNMENT SOLUTIONS	5/05/2017		57718

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 24
User: florentina
Report: APINHDD_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.
026366	FY 2017 Revaluation - April 2017	0.00	\$24,031.85	0.00	24,031.85
Desc: FY 2017 Revaluation - April 2017		Acct: 10-985-174-0100	Revaluation		
Vendor Total:			24,031.85	0.00	24,031.85
051943	VISION SERVICE PLAN	VISION SERVICE PLAN		5/05/2017	57719
May'17	Vision Insurance May 2017	0.00	\$1,965.51	0.00	1,965.51
Desc: Vision Insurance May 2017		Acct: 10-012-300-0225	ACCRUED VISION INSURANCE PAYAI		
Vendor Total:			1,965.51	0.00	1,965.51
053040	WHITE RIVER CAR WASH			5/05/2017	57720
700811	March Cruiser Washes	0.00	\$192.00	0.00	192.00
Desc: March Cruiser Washes		Acct: 10-211-319-0000	EQUIPMENT OPERATION-GAS		
Vendor Total:			192.00	0.00	192.00
053150	SWISH WHITE RIVER, LTD			5/05/2017	57721
W178279	Cleaning Supplies	0.00	\$63.41	0.00	63.41
Desc: Cleaning Supplies		Acct: 10-421-323-0000	MATERIAL & SUPPLIES		
W176345	Floor cleaning supplies	0.00	\$109.55	0.00	109.55
Desc: Floor cleaning supplies		Acct: 10-271-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			172.96	0.00	172.96
053646	WILSON, MICHELLE	MICHELLE WILSON		5/05/2017	57722
PO#1354	Mileage Reimbursement	0.00	\$221.50	0.00	221.50
Desc: Mileage Reimbursement		Acct: 10-985-174-0100	Revaluation		
Desc: Mileage Reimbursement		Acct: 10-174-311-0000	TRAVEL & MEETINGS		
Vendor Total:			221.50	0.00	221.50
054075	WINDWARD PETROLEUM			5/05/2017	57723
5897409	Nav Prem Fleet SAE	0.00	\$423.50	0.00	423.50
Desc: Nav Prem Fleet SAE		Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
Vendor Total:			423.50	0.00	423.50
059847	COUTERMARSH, TOM	TOM COUTERMARSH		5/05/2017	57724
Jun'17	Monthly Medicare	365.72	\$365.72	0.00	365.72
Desc: June 2017		Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
Desc: June 2017		Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
Desc: June 2017		Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
Desc: June 2017		Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			365.72	0.00	365.72
059876	HAMMOND, FABIOLA	FABIOLA HAMMOND		5/05/2017	57725
827484	Refund Camp Ventures	0.00	\$130.00	0.00	130.00
Desc: Refund Camp Ventures		Acct: 10-514-325-0000	REFUNDS		
827483	Refund Camp Ventures	0.00	\$125.00	0.00	125.00
Desc: Refund Camp Ventures		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:			255.00	0.00	255.00
060124	HARTFORD SOLARFIELD, LLC	HARTFORD SOLARFIELD, LLC		5/05/2017	57726

Report Date: 5/04/17
4:16PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 5/05/2017 - 5/05/2017

Page: 25
User: florentina
Report: APINHDD_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.
20170407-721	Electricity Supplied April'17	8,577.36	\$15,884.00	0.00	15,884.00
Desc: Electricity Supplied April'17-WW WR		Acct: 60-961-329-0000	ELECTRICITY		
Desc: Electricity Supplied April'17-WABA		Acct: 10-530-329-0000	ELECTRICITY		
Desc: Electricity Supplied April'17-TH		Acct: 10-161-329-0000	ELECTRICITY		
Vendor Total:			15,884.00	0.00	15,884.00
060293	US DIGITAL DESIGNS, INC.			5/05/2017	57727
7657	STATION ALERTING	0.00	\$29,117.39	0.00	29,117.39
Desc: G2 FIRE STATION ALERTING SYSTEM		Acct: 10-221-331-0600	DEPT EQUIPMENT - IMPACT FEES		
Desc: G2 FIRE STATION ALERTING SYSTEM		Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Desc: G2 FIRE STATION ALERTING SYSTEM		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: G2 FIRE STATION ALERTING SYSTEM		Acct: 10-221-330-0000	OFFICE EQUIPMENT		
Vendor Total:			29,117.39	0.00	29,117.39
500387	EXECUSUITE, LLC			5/05/2017	57728
Jun'17	Sublet for Parking@Gates St-Admin	0.00	\$400.00	0.00	400.00
Desc: Sublet for Parking@Gates St-Admin		Acct: 10-121-318-0600	CONTRACT SERVICES - PARKING RE		
Vendor Total:			400.00	0.00	400.00
501059	PARK, KELLY	KELLY PARK		5/05/2017	57729
827546	Refund Camp Ventures	0.00	\$125.00	0.00	125.00
Desc: Refund Camp Ventures		Acct: 10-514-325-0000	REFUNDS		
827545	Refund Camp Ventures	0.00	\$125.00	0.00	125.00
Desc: Refund Camp Ventures		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:			250.00	0.00	250.00
501990	DAMRON-BROWN, SARAH JO	SARA J DAMRON-BROWN		5/05/2017	57730
042417	Learn to Skate Prog - Skating Instr	0.00	\$250.00	0.00	250.00
Desc: Learn to Skate Prog - Skating Instr		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			250.00	0.00	250.00
502033	INGRAM, ERIN	ERIN INGRAM		5/05/2017	57731
827491	Refund Spring Soccer	0.00	\$35.00	0.00	35.00
Desc: Refund Spring Soccer		Acct: 10-514-325-0000	REFUNDS		
827470	Refund Youth Karate	0.00	\$40.00	0.00	40.00
Desc: Refund Youth Karate		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:			75.00	0.00	75.00
502151	HUSMANN, CHRISTY	CHRISTY HUSMANN		5/05/2017	57732
827513	Refund Camp Ventures	0.00	\$140.00	0.00	140.00
Desc: Refund Camp Ventures		Acct: 10-514-325-0000	REFUNDS		
827512	Refund Camp Ventures	0.00	\$140.00	0.00	140.00
Desc: Refund Camp Ventures		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:			280.00	0.00	280.00
FUND 1 0	General Fund	Bank Total:		316,886.21	
FUND 10	General Fund				

Check Date: 5/05/2017 - 5/05/2017

	RICHARD G GRASSI
	DENNIS BROWN
	SANDRA MARIOTTI
	SIMON DENNIS
	REBECCA WHITE
	ALAN JOHNSON
	MIKE MORRIS
	LEO PULLAR
	GAIL OSTROUT
	JOHN J. CLERKIN