



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

Tuesday, August 1, 2017 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

I. Call to Order the Selectboard Meeting

II. Pledge of Allegiance

III. Local Liquor Control Board: None

IV. Order of Agenda

V. Selectboard

1. Citizen, Selectboard Comments and Announcements: TBD

2. Appointments:

- a. Consider the Appointment of Jason Houle to the Upper Valley Subcommittee for the Connecticut River Joint Commission (Hartford Member).

3. Town Manager's Report: (TBD, Board questions, concerns, requests, project updates, etc.)

4. Board Reports, Motions & Ordinances:

- a. VTRANS Mitigation Grant Application. (Mot. Req.)
- b. Consider Purchasing Policy Update. (Mot. Req.)
- c. Review Updated "To Do" List. (Info Only)

5. Commission Meeting Reports: TBD

6. Consent Agenda (Mot. Req.):

- a. Approve Payroll Ending 7/29/2017
- b. Approve Meeting Minutes of 7/18/2017 & 7/25/2017
- c. Approve A/P Manifest of 7/28/2017 & 8/1/2017
- d. Selectboard Meeting Dates of:
 - Already Approved: 8/15/2017 & 8/29/2017
 - To be Approved: 9/12/2017 & 9/26/2017

7. Executive Session:

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

8. Post Executive Session Action on Executive Session Topics. (Mot. Req.)

9. 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.

Please list Employer name & address (most recent first)	Dates of Employment	Position held	Job duties
Dartmouth College	6/2013-Present	Assistant Professor of Sociology	College Prof.
Robert Wood Johnson Foundation	6/2011-6/2013	Health & Society Fellow	Postdoctoral Research

IV. PROFESSIONAL EXPERIENCE:

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

Would you be available for evening meetings? I am available for evening meetings, and will generally be available to meet on any night of the week after 5:30pm.

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? As an avid kayaker and hiker, I have long been interested in the preservation and protection of the Connecticut River in the Upper Valley, and would like to extend my hobbies to civic engagement. As a professor and researcher, I have a great deal of experience working with groups of people to come to creative solutions for difficult problems. I believe that these skills and experiences will translate to the river commission.

c. What are your past experiences in Municipal, State or Federal Government? I have no experience in Municipal, State, or Federal Govt, but am looking forward to gaining experience.

d. What civic or social organizations have belonged to and what positions did you hold? I do not belong to any civic or social organizations.

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?

f. What might some solutions be?

g. Other hobbies/interests: Hiking, kayaking

V. REFERENCES: (Please list three)

Name: Melissa Horwitz

Telephone: [REDACTED]

Name: Chris Brien

Telephone: [REDACTED]

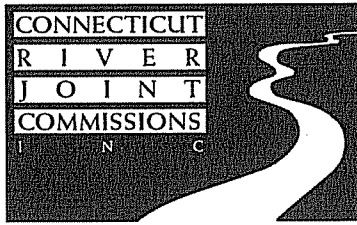
Name: Marc Dixon

Telephone: [REDACTED]

Jean Horwitz
APPLICANTS SIGNATURE

7/5/17

DATE



Connecticut River Joint Commissions

10 Water Street, Suite 225

Lebanon, NH 03766

(603) 727-9484

<http://www.crjc.org>

Upper Valley Subcommittee Annual Report - 2016

The Upper Valley Subcommittee of the Connecticut River Joint Commissions consists of appointed volunteers from the Vermont towns of Hartford, Norwich, Thetford, Fairlee, and Bradford, and the New Hampshire towns of Lebanon, Hanover, Lyme, Orford, and Piermont. We meet every two months on average to discuss and act on a variety of river-related issues. Meetings are usually held in Thetford.

The Subcommittee reviewed and commented on a wide range of regulatory applications this year, including river shoreline stabilization, wetlands activity, and stormwater management at several private and public sites. Subcommittee members continued to bring a valuable contribution of expertise and local knowledge to the table for the assistance of landowners, municipalities and state agencies.

This year Subcommittee members volunteered a great deal of extra time to represent the interests of the River and its resources, as well as landowners and local municipalities, in the federal relicensing process for TransCanada's Wilder Dam hydroelectric facility. Study reports commissioned by the applicant were reviewed and comments submitted to the Federal Energy Regulatory Commission (FERC) regarding bank erosion and water quality. The CRJC Subcommittee joined with other advocates for municipalities and other property owners in requesting financial assistance from the dam owners for damage caused by erosion, since the operation of the dams is one of the contributors to the bank erosion problem.

The Subcommittee also reviewed New Hampshire's boat accesses and boat access maps for the N.H. Public Water Access Advisory Board. In addition, members assisted with an inventory of boat launch speed limit signs, which resulted in the production and installation of signs with New Hampshire speed limits at Vermont Fish & Wildlife and TransCanada launches (N.H. laws govern activities on the river.)

We will continue our coordination with other river conservation and planning organizations, such as the Connecticut River Watershed Council, the New Hampshire Rivers Council, the Connecticut River Paddlers, the White River Partnership, the Two Rivers-Ottawaquechee Regional Commission, and the Upper Valley Lake Sunapee Regional Planning Commission.

For more information or to become involved in the work of the CRJC Upper Valley Subcommittee, please contact Chairman Jim Kennedy (james.kennedy@valley.net) or our Planning Coordinator Tara Bamford (tara.bamford@crjc.org).



Municipal Highway and Stormwater Mitigation Program Grant Request



VTRANS Mitigation Grant



The State of Vermont Department of Transportation has a new Mitigation Grant program that will fund up to 80% of the project costs for the following projects:

1. Planning Studies:
2. Salt/Sand Sheds
3. Vector Trucks/High Efficiency Sweepers
4. Bank Stabilization/stream bank stabilization
5. Culvert Replacement/Re-sizing
6. Detention Ponds/check dams
7. Check dams
8. Etc.



VTRANS Mitigation Grant



Mitigation Grant Options

Hartford, Vermont

Option	Description	Town	Grant	Total Cost
1a	Replace Vacuum Sweeper	\$56,000	\$224,000	\$280,000
1b	Recondition Vacuum Sweeper (alternative)	\$20,000	\$80,000	\$100,000
1c	New Vactor truck	\$76,000	\$304,000	\$380,000
2	Quechee Main Street slope erosion	\$10,600	\$42,400	\$53,000
3	River Road slope erosion	\$8,400	\$33,600	\$42,000
4	Connecticut River Road driveway erosion	\$10,000	\$40,000	\$50,000



VTRANS Mitigation Grant



Option 2: Quechee Main Street



VTRANS Mitigation Grant



Option 3: River Road



VTRANS Mitigation Grant



RECOMMENDATION:

Due to the potential FEMA funding for Quechee Main Street and River Road, the Public Works Director recommends applying for Option 1c.

- Option 1c: Vactor truck

\$380,000 Grant Request recommended for Option 1c. This will be a new piece of equipment in Town.

This recommendation is in the mitigation grant category of a new vactor truck. There is a need for a vactor truck in town with over 60 miles of sewer line, 21 pump stations and 24 leach fields. The Town of Springfield is in the process of purchasing a vactor truck through a similar grant program. If approved for 1c funding, the Public Works Department will fully investigate the long term costs and benefits.



Purchasing Policy

August 1, 2017



Purpose



To Gain Selectboard Approval for the
Proposed Updated Town Purchasing
Policy.



Updates



- Several Formatting Corrections.
- Updated to Reflect Automated Purchase Order Process.
- Added Purchase Card Portion (Page 14).
- Added Ability for Department Head Delegation for Purchases < \$500 (Section 3.2, Page 4).
- Added Ability to Utilize Federal/State/Other Contracts (Section 3.8, Page 4).
- Added Preference for Competitive Sealed Bidding Regardless of Cost of Work (Section 5.0, Page 6).
- Added Miscellaneous (Section 9.0, Pages 8-9):
 - Use Competitive Bids/Proposals.
 - Must be Taxpayer in Good Standing if Bidding and a Resident.
 - 5% Allowance for Town Businesses.
 - Town will Request/Verify References
 - Background Checks
 - Work Awarded Lowest Cost –Technically Acceptable
- Added Town Manager Authority to Waive Performance/Payment Bonds (Appendix II, Section 2.2/3, Page 11).



Discussion/Guidance?



TOWN OF HARTFORD, VERMONT

PURCHASING POLICY AND PROCEDURE

Version 3

Approved at 8/1/2017 Selectboard Meeting

1.0 INTRODUCTION AND PURPOSE

The purpose of this Policy and the related procedures is to establish an effective purchasing system based upon standard procedures that are utilized by all departments on a consistent basis; to maximize the purchasing value of public funds in procurement; to provide safeguards for maintaining a procurement system of quality and integrity. With a formal system of buying goods and services, the Town of Hartford is clear about what it is purchasing, avoids disputes with vendors, provides a full audit trail of purchases, allows level competition to set prices, controls spending and limits the possibility of waste, creates an organized system of checks and balances, and enhances public trust.

This Policy applies to all contracts for the procurement of supplies, materials, services, and construction, entered into by the Town. It shall apply to every expenditure of public funds of the Town for public purchasing, irrespective of the source of the funds. When the procurement involves federal or state financial assistance, the procurement shall be conducted in accordance with any applicable federal or state laws and regulations in addition to this Policy.

2.0 DEFINITIONS

- 2.1 Bid. The offer or proposal of the bidder submitted on the prescribed form setting forth the prices for the work to be performed.
- 2.2 Bidder. Any person, firm or corporation submitting a bid for the work.
- 2.3 Bonds. Bid, performance, and payment bonds and other instruments of security, furnished by the contractor and his surety in accordance with the contract documents.
- 2.4 Brand Name or Equal Specification. A specification limited to one or more items, manufacturers names, or catalog numbers to describe the standard of quality, performance, and other salient characteristics needed to meet the Town's requirements, and which provides for the submission of equivalent products.
- 2.5 Brand Name Specification. A specification limited to one or more items by manufacturer's names or catalog numbers.
- 2.6 Business. Any corporation, partnership, Limited Liability Company, sole proprietorship, individual, joint venture, or any other private legal entity.
- 2.7 Change Order. A written order to the contractor authorizing an addition, deletion, or revision in the work within the general scope of the contract documents, or authorizing an adjustment in the contract price or contract time.
- 2.8 Contract. All types of Town agreements, regardless of what they may be called, for the procurement of materials, supplies, services, or construction.
- 2.9 Confidential Information. Any information which is available to an employee only because of the employee's status as an employee of the Town, is not a matter of public knowledge, or available to the public on request.
- 2.10 Construction. The process of building, altering, repairing, improving or demolishing any public structure or building, or other public improvements of any kind to any public real property. It does not include the routine operation, routine repair, or routine maintenance of existing structures, buildings, or real property.
- 2.11 Contract Documents. The contract, including any advertisement for bids, information for bidders, bids, bid bonds, agreements, payment bonds, performance bonds, notices of award, notices to proceed, change orders, plans, specifications, and addenda.
- 2.12 Contract Price. The total monies payable to the contractor under the terms and conditions of the contract documents.

- 2.13 Contract Time. The number of calendar days stated in the contract documents for the completion of the work.
- 2.14 Contractor. The person, firm, or corporation with whom the Town has executed the agreement.
- 2.15 Employee/Official. An individual drawing a salary or wage from the Town; any non-compensated individual performing personal services for the Town or any department, agency, commission, board, or any other entity established by the executive or legislative branch of the Town; and any non-compensated individual serving as an elected or appointed official of the Town.
- 2.16 Invitation to Bid. All documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.
- 2.17 Person. Any business, individual, union, committee, other organization, or group of individuals.
- 2.18 Procurement. The buying, purchasing, renting, leasing, negotiating or otherwise acquiring of any materials, supplies, services, or construction. It also includes all functions that pertain to the obtaining of any material, supply, service, or construction, including description requirements, selection, and solicitation of sources, preparation and award of contract, and all phases of contract administration.
- 2.19 Project. The undertaking to be performed as provided in the contract documents
- 2.20 Request for Proposal. All documents, whether attached or incorporated by reference, utilized for soliciting proposals.
- 2.21 Responsible Bidder or Offeror. A person who has the capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance.
- 2.22 Responsive Bidder. A person who has submitted a bid which conforms in all material respects to the requirements set forth in the invitation for bids.
- 2.23 Services. The furnishing of labor, time, or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. This term shall not include employment agreements or collective bargaining agreements.
- 2.24 Specifications. A section of the contract documents consisting of written descriptions of a technical nature of materials, equipment, construction systems, standards, and workmanship.
- 2.25 Subcontractor. An individual, firm, or corporation having a direct contract with the contractor or with any other subcontractor for the performance of part of the work at the site.
- 2.26 Supplies. All property, including but not limited to equipment, materials, printing, insurances, and leases of real property, excluding land or a permanent interest in land.

3.0 PURCHASING POLICIES

- 3.1 Purchases shall not be split into smaller quantities or amounts to avoid any of the procedures outlined herein.
- 3.2 Purchases of goods and services up to \$500 in total price shall be purchased by departments directly. A purchase order is not required for such purchases except for employee reimbursement. The Department Heads are responsible for approving all purchases in advance. Department Heads can delegate this authority one level down. Payment will be made by coding and signing the bill when it arrives, and submitting it to the Finance Department for payment. Employee reimbursements regardless of the amount require a purchase order to be prepared through the Finance Software Purchase Order Module.
- 3.3 Purchases of goods and services between \$501 and \$4,000 in total price shall be made by departments directly through the use of the Finance Software Purchase Order Module and is approved by the Department Head. Purchase orders do not have to be submitted to the Finance Department in advance of purchase, although Department Heads are responsible for approving these purchases in advance. Price quotations are not necessary.
- 3.5 Purchases of goods and services with a total price between \$4,001 and \$20,000 require approval on the purchase order by the Department Head, Town Manager and Finance Director prior to order placement. The purchase order shall be supported by three (3) written price quotations. The Department Head shall clearly indicate the recommended vendor. If the lowest quotation is not recommended, attachments to the purchase order shall indicate the reason for the choice.
- 3.6 Purchases of goods and services with a total price over \$20,001 shall be made through Competitive Sealed Bidding (Section 5) or Competitive Sealed Proposals (Section 6).
- 3.7 Waiver of the requirement to submit written price quotations (Section 3.4 and 3.5) can only be made by the Town Manager. Waiver of the requirements for Competitive Sealed Bidding or Competitive Sealed Proposals can only be made by the Select board.
- 3.8 Anything to the contrary herein notwithstanding, Town Departments may purchase through Federal, State of Vermont, neighboring State, VLCT or other municipal competitive sealed bid contracts or competitive proposals where allowed and honored by the vendor in which case all of the above in-house purchasing requirements for Competitive Sealed Bidding or Competitive Sealed Proposals are waived.

4.0 PREPARATION AND PROCESSING OF PURCHASE ORDERS

Purchase orders are contracts between the Town and vendors. When properly completed, purchase orders should clearly convey the particulars of what the Town is purchasing, and what is therefore expected from the vendor.

In order for the Town to receive the benefits that a Finance Software Purchase Order Module provides, all departments shall complete purchase orders prior to purchasing goods or services, except for purchases of goods or services of less than \$500 (exception employee reimbursement re: 3.2).

- 4.1 Purchase orders shall be entered timely and have all necessary supporting documentation attached in the Finance Software Purchase Order Module. If approval of more than one Department Head, Finance Director or the Town Manager is required, these approvals must be obtained prior to submission to the Finance Department. For all new vendors that are providing services to the Town, it is the responsibility of the Department Head to obtain a signed Form W-9, Certificate of Insurance or Non-Employee Work Agreement or Short Form Contract for Limited Services should be obtained as well prior to engaging services.
- 4.2 Purchase orders should indicate the budget account number that the expense is to be charged to. Expenses should be charged to the appropriate expense account regardless of whether an amount was budgeted for that account or not. The Finance Department will review the account number for accuracy before payment and have a discussion with the requestor about the non-budgeted expense.
- 4.3 In order for the Finance Department to process a purchase order for payment, it must be accompanied by an original invoice providing documentation that the goods or services were received. The invoice must also be signed and coded by the person authorizing the purchase of services or goods. These supporting documents need to be attached in the Finance Software Purchase Order Module documents tab.
- 4.4 The Finance Department pays invoices every other week, but checks are not released until approved by the Select board at its next regular meeting. For purchase orders to be processed on a timely basis, all purchase orders must be completed, with all the appropriate supporting documentation attached and authorized, and submitted to the Finance Department no later than the end of the day on Tuesday. Checks are written on alternate Fridays, submitted to the Select board for approval at its Tuesday night meeting, and are available on Wednesday following the meeting. Purchase orders that are not submitted to the Finance Department by the Tuesday deadline will not be processed that week.
- 4.5 For any purchase orders where a department needs to have checks available for distribution prior to the regular release date, the Department Head must receive written authorization from the Town Manager for early release. Such purchase orders shall be designated as “early release” directly on the purchase order prior to submission to the Town Manager.
- 4.6 Emergency purchases may be made by departments only in the event of a real emergency, when the normal operation of the department is in jeopardy, or there exists a threat to public health, welfare, or safety. Every effort shall be made to ensure that such purchases are made

with such competition as is practicable under the circumstances. Every effort shall be made to inform the Town Manager of the need for the purchase, and to obtain his/her approval prior to making the emergency purchase or as soon thereafter as possible. Purchase Cards should be used when possible to avoid this situation. Department heads will be responsible for purchases made under these circumstances.

5.0 COMPETITIVE SEALED BIDDING

The purchase of materials, goods, supplies, services, and all construction work costing in excess of \$20,000 must be made through a competitive bid process. Regardless of the anticipated costs, the Town should use this process whenever it is feasible to do so. Only the Select Board may waive competitive provisions.

- 5.1 An Invitation to Bid shall be submitted to the Town Manager for his/her review and approval prior to public release. The invitation shall include specifications and all contractual terms and conditions applicable to procurement. The invitation shall be sent to known qualified suppliers or contractors. The identification of suppliers or contractors is the responsibility of the requesting department. Public notice shall be given by publication of the Invitation to Bid in a newspaper of general circulation at least ten (10) calendar days prior to the date set forth therein for the opening of bids, supplemented by additional newspapers or trade journals as necessary and appropriate. All public notice shall include the place, date, and time of bid opening. Pre-bid conferences shall be held if they are determined to be necessary and appropriate. Specifications for preparation of the Invitation to Bid are found in the appendix.
- 5.2 Bids shall be accepted up to the time specified for receipt of bids in the Invitation to Bid. All late bids shall remain unopened and shall be rejected. Bids shall be opened publicly at the time and place designated in the Invitation to Bid. In the presence of at least one witness, the Town Manager and witness(es) shall, under penalties of perjury, list the names of all bidders and the amounts of their bids, and declare that the list is complete and accurate. Copies of this list shall be filed with the contract.
- 5.3 Bids shall be unconditionally accepted without alteration or correction, except as herein authorized. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability, such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs. The invitation to bid shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that is not set forth in the invitation to bid. Technical assistance shall be obtained as needed in interpreting and evaluating specifications.
- 5.4 Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. Mistakes discovered before bid opening may be modified if withdrawn by written or telegraphic notice received in the office designated in the invitation for bids prior to the time set for bid opening. After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence that a mistake of a non-judgmental character was made, the nature of the mistake, and the bid price actually intended. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the Town or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a

material mistake of fact may be permitted to withdraw its bid if the mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident, or the bidder submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Town Manager.

- 5.5 The Department Head shall then make a bid award recommendation to the Town Manager, who shall then award the contract to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation to bid. In the event the low responsible and responsive bid for a construction project exceeds available funds, and such bid does not exceed such funds by more than five percent, the Department Head is authorized to negotiate an adjustment of the bid price with the low responsible and responsive bidder, in order to bring the bid within the amount of available funds. Any such negotiated adjustment shall be based only upon eliminated independent deductive items specified in the invitation for bids.

6.0. COMPETITIVE SEALED PROPOSALS

When the Town determines that the use of competitive sealed bidding is either not practicable or advantageous to the Town, a contract may be entered into by use of the competitive sealed proposals method. Competitive sealed proposals allows for consideration of factors in addition to price. Generally, professional services fall into the category of competitive sealed proposals.

- 6.1 Proposals shall be solicited through a formal and written request for proposals. The RFP shall be in a form acceptable to the Town Manager, and shall outline the scope of services to be performed, evaluation criteria to be used in judging proposals, minimum qualifications or professional experience, and other standards. The RFP shall state the relative importance of price and other evaluation factors. Technical assistance shall be obtained as necessary in interpreting and preparing the specifications.
- 6.2 Public notice of the request for proposals shall be given in the same manner as provided in Section 5.1 (Competitive Sealed Bidding). Pre-bid conferences shall be held if they are determined to be necessary and appropriate.
- 6.3 No proposals shall be handled so as to permit disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of negotiation. A register of proposals shall be prepared containing the name of each offeror, the number of modifications received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award.
- 6.4 As provided in the request for proposals, discussions may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussion, there shall be no disclosure of the identity of competing offerors or of any information derived from proposals submitted by competing offerors.

- 6.5 Award shall be made to the responsible offeror whose proposal is determined in writing to be the most advantageous to the Town, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain the basis on which the award is made.

7.0. EMPLOYEE EXPENSE REIMBURSEMENTS AND ADVANCES

Expenses shall be billed directly to the Town wherever possible, consistent with the Town's Purchasing Policy and Procedures. This can often easily be accomplished through the use of employee purchase cards that have been issued.

- 7.1 For mileage expenses Town purchase cards cannot be used. Expenses claimed for mileage shall be supported by documentation as to the date and purpose of each trip, and the number of miles for each trip.
- 7.2 Other travel and expenses claimed must be approved and allowable under existing Town policy and supported by complete evidence and documentation.
- 7.3 Cash advances will only be granted in special circumstances when there is no other viable option. Cash advance will not be given for regular travel. Employees should utilize their purchase cards. All cash advances over \$500 require approval by the Town Manager and Finance Director.

8.0. CONTRACTOR INSURANCE REQUIREMENTS

Construction contractors with whom the Town does business will be required to carry general casualty insurance of at least \$2 million aggregate and \$1 million per incident. Proof of this insurance must be presented to the Town prior to entering into any work agreement with the contractor. In addition, the Town will be named as a covered party under all relevant contractor insurance policies.

9.0. MISCELLANEOUS

- 9.1 The Competitive Bidding and Proposal processes described above, with a transparent and public opening of those bids/proposals, are the preferred method of soliciting work for the Town of Hartford. Other methods will be used when and if prescribed by the particular funding source.
- 9.2 The Town encourages and supports bids/proposals from local firms as a sustainable way of conducting business. However, if the bidder/proposer is a Town resident and a taxpayer, they must be in good standing.
- 9.3 An allowance of up to 5% in additional cost may be made for local vendors, as defined by businesses having an office, store or agent with the Town of Hartford. Depending on the funding source or the project, this allowance may not be applicable. Competitive bids/proposals must apply.
- 9.4 The Town will request and verify references from bidders/proposers.

9.5 Depending on the nature and location of the work, the Town may require background checks on the bidder/proposer and employees of the contractor and sub-contractors. Unfavorable backgrounds checks may result in disqualification from the work.

9.6 The Town will award work on a lowest cost – technically proficient basis. Although cost is important, it will not be the only factor considered in awarding the work.

APPENDIX I

EXCEPTIONS TO PURCHASE ORDER POLICY

Invoices for the following goods and services do not require a Purchase Order for payment. Employees may choose to utilize a Purchase Order although it is not required.

- Payments on behalf of employees from payroll deduction accounts, including, but not limited to, payments made for federal and state withholding taxes, voluntary deductions for insurance and deferred compensation, and payments to VMERS or ICMA retirement accounts.
- Payment associated with the renewal of property and liability insurance, public officials liability insurance, public officials fidelity bond insurance, and workers compensation insurance.
- Telephone and electric bills
- Debt service payments, including principal and interest on bonded debt and capital lease payments.
- Payment of appropriations approved by Special Articles at Town Meeting.

APPENDIX II

PREPARATION OF THE INVITATION TO BID

1.0 GENERAL CONDITIONS PERTINENT TO THE BID

- 1.1 The Town of Hartford reserves the right to indicate whether equivalents (i.e., items of comparable quality) will be considered and under what conditions. Documentation is required for all substitutions.
- 1.2 The terms of the contract (i.e., effective dates, extensions of contract) shall be specified in the bid.
- 1.3 The delivery mode of the purchased services or commodity shall be determined and specified taking into account prevailing industry practices or customs. In addition, the bid shall specify who pays for the freight, how damaged goods will be returned, what guarantees exist on the product or work to be performed. All shipments shall be FOB the Town. Any other FOB terms are considered exceptions in making the award.
- 1.4 All bidders must identify the product or service on which they are bidding on all envelopes.
- 1.5 Where justified and practical, samples shall be requested to be submitted with the bid at no charge to the Town

2.0 SPECIAL BID CONDITIONS

- 2.1 Bid Bonds. Bid Bonds may be required at the discretion of the Town Manager. Bid security, when required, shall be a bond provided by a surety company authorized to do business in the State of Vermont, or the equivalent in cash, or otherwise supplied in a form satisfactory to the Town. The bid security shall be in an amount equal to at least 5% of the amount of the bid. If a bidder is permitted to withdraw its bid before award, as provided in Section 5 of the Policy (Competitive Sealed Bidding) no action shall be had against the bidder or the bid security.
- 2.2 Performance Bonds. Performance bonds shall be required of all contracts awarded that exceed \$25,000 in estimated value. Bid security shall be a bond provided by a surety company authorized to do business in the State of Vermont, or otherwise supplied in a form satisfactory to the Town. The bid security shall be in an amount equal to at least 100% of the price specified in the contract for the full term of the contract. Based on the nature of the work, the Town Manager can waive this requirement.
- 2.3 Payment Bonds. Payment bonds, for the protection of all persons supplying labor and material to the contractor or its subcontractors for the performance of the work provided for in the contract, shall be required of all contracts awarded that exceed \$25,000 in estimated value. Bid security shall be a bond provided by a surety company authorized to do business in the State of Vermont, or otherwise supplied in a form satisfactory to the Town. The bid security shall be in an amount equal to at least 100% of the price specified in the contract for the full term of the contract. Based on the nature of the work, the Town Manager can waive this requirement.

- 2.4 Certificates of Insurance. Certificates of insurance may be required at the discretion of the Town Manager. Certificates of insurance, when required, shall be in a form and amount acceptable to the Town.

3.0 SPECIFICATIONS

- 3.1 Requesting departments should clearly define the minimum quality requirements of the purchase in a fashion specific enough to ensure the desired level of quality, but flexible enough to elicit multiple bids.
- 3.2 Requesting departments should consider performance specifications which allow the bidders relative freedom in terms of designing while ensuring the desired results.
- 3.3 Brand names should be avoided, except in special circumstances.

4.0 QUANTITIES AND PRICE

- 4.1 Unit prices shall be provided and totals extended, including discounts where applicable.
- 4.2 Bidders shall detail reasons for price adjustments in annual contracts.

5.0 PREPARATION OF THE INVITATION FOR BID

The requesting department shall prepare an invitation for bid specifying:

- 5.1 The time and date for receipt of bids, the address to which bids are to be delivered, and the date by which the Town may select a bid and contract with a vendor.
- 5.2 The materials or services being purchased. If a proprietary description is used, the specifications should state that any equivalent product or service meeting the minimum needs of the Town may be bid, and that it is the responsibility of the offeror to demonstrate equivalency of any alternate.
- 5.3 The evaluation criteria, standards, and performance measure by which the acceptability as to quality, workmanship, results of inspections and test, suitability for a particular purpose, and other measures of acceptability will be determined.
- 5.4 All contractual terms and conditions applicable to the procurement, including provisions and expectations for retainage.
- 5.5 Each bidder shall certify on the bid under penalties of perjury that the bid is in all respects bona fide, fair, and made without collusion or fraud with any other person.

If the proposed contract period exceeds one year, the Invitation for Bid shall state:

- 5.6 The amount of materials or services required for the proposed contract period and whether such amount is the actual amount required, or an estimate.
- 5.7 That the Town shall cancel the contract if funds are not appropriated or otherwise made available to support continuation of performance in any fiscal year.

- 5.8 That the bidder shall give a unit price for each material or service.
- 5.9 Whether a unit price must be quoted for the duration of the contract, must be quoted for each fiscal year of the contract, or must be quoted for the first fiscal year and will be adjusted thereafter and what method of adjustment will be used, if any.
- 5.10 How the award will be determined, including how prices will be compared if contractors submit prices for each fiscal year of the contract.
- 5.11 Specific insurance and bonding requirements, with the stipulation that no work shall commence under the contract (by contractor or subcontractor) until all insurance and bonding required by the Town has been obtained and approved by the Town.
- 5.12 If the proposed contract is to contain an option for renewal or extension, the Invitation for Bid shall contain a notice of the provision.

6.0 PUBLIC NOTICE

Copies of the Invitation for Bid shall be available on an equal basis. Public notice of the Invitation for Bid shall be given no less than ten (10) calendar days prior to the date for the opening of the bids. The notice shall:

- 6.1 Indicate where and when an Invitation for Bid may be obtained, where and by what date bids must be submitted, and where and when bids will be opened.
- 6.2 Describe the product or service desired.
- 6.3 Reserve the Town's right to reject any and all bids.
- 6.4 Remain posted for at least ten (10) days in a conspicuous place until the time specified in the Invitation for Bids, or receipt of bids.
- 6.5 Be published at least once, not less than ten (10) days prior to the time specified in the Invitation for Bid for receipt of bids, in a newspaper of general circulation, and other publications deemed appropriate.

APPENDIX III

Purchase Card Program

1.0 Introduction and Purpose

The purpose of this Policy and the related procedures is to establish an effective Purchase Card (P-Card) system based upon standard procedures that are utilized by all departments on a consistent basis.

The P-Card program is necessary to streamline and simplify the Purchasing and Accounts Payable functions by significantly reducing check requests, reduces transaction costs, and expedites timely acquisition of materials and supplies. In addition it automates data flow for accounting purposes and offers controls to ensure proper usage.

The Purchase Card Program is not intended to avoid or bypass the Town of Harford's Purchasing Policy. Rather the Program complements the existing internal controls. The card is a MasterCard credit card that is issued by BMO Harris Bank. Accurate and consistent recordkeeping is required to ensure the proper use of the P-Card. Proper recordkeeping and supporting documentation is required for all purchases.

This Purchase Card Policy includes the following:

- Allowed and Disallowed Purchases
- Travel Expenses
- Purchasing Procedure
- Recordkeeping Process and Procedure
- Responsibilities of Cardholders
- Sales Tax Exemption
- Declined Transactions
- Card Revocation

The cardholder is responsible for the security of their card and the transactions made against the card. Each user will be required to sign the Purchasing Policy and Procedure Agreement annually in order to participate in this program.

2.0 Allowed and Disallowed Purchases

Each Cardholder is responsible for every transaction charged their purchase card unless it is stolen.

Purchase Cards have a threshold limit of \$2,000 per transaction and a \$4,000 maximum credit limit per card. Transactions in excess of these limits will be rejected. Finance does have the ability to increase limits in the event of emergencies or special circumstances.

Disallowed Transactions:

The purchase card will be revoked and subject to disciplinary action including termination.

- Personal Expenses unrelated to the Town of Hartford without prior authorization
- Cash Advances

- Gasoline for an employee's personal vehicle. Mileage is reimbursed according to the Federal mileage rate which is set to include the cost of gasoline.
- Usage at Casinos, Pawn Shops, Escort Services, etc.
- Alcoholic Beverages
- Entertainment expenses not directly related to conference or convention
- Manipulation of splitting purchases to circumvent the limitations of the Town of Hartford Purchase Policy
- Any other purchases that do not benefit or relate to the Town of Hartford

Allowed Transactions:

- Seminar / conference fees and related costs
- Plane, train, or bus tickets
- Airport, hotel, or conference parking
- Tolls
- Hotels
- Transportation from airport to hotel
- Reasonable Meals (Please refer to Section 408 of the "Town of Hartford- General Personnel Policy")
- Other miscellaneous expenses specifically related to travel or seminar attendance

3.0 Purchasing Procedure

The Purchase Card can be used to make purchases in person, by telephone, by fax, by mail or online with any merchant who accepts MasterCard. As is the case with every purchase made on behalf of the Town of Hartford, employees are required to obtain the best value for the Town.

Please inform all vendors and merchants that the transaction is tax-exempt and for a municipality with a request to have all available discounts applied. All non –in person purchases should include proper shipping and billing addresses, confirmation, and all proper contact information. When making purchases in person obtain a copy of the charge slip along with any sales receipt or other information related to the purchase. Code and initial the receipt prior to recording it on your Purchase Card Tracking Form (See Attached).

For returns and exchanges that are made in person, make sure you obtain a credit receipt and a new charge slip if the item is being replaced by the vendor. For other returns and exchanges, contact the vendor for return instructions, and obtain a credit receipt. As the cardholder you are responsible for verifying on the statement that proper credit has been issued for the returned item.

4.0 Recordkeeping Process & Procedure

When a purchase is completed the receipt should be maintained, coded, and initialed by the cardholder. Each cardholder will record these receipts on a Purchase Card Tracking Form which will continually be updated when purchases are completed.

Every two weeks (COB on Tuesday), the form(s) and receipts will be forwarded to the Finance Department for processing within the Accounts Payable.

5.0 Responsibilities of Cardholders

Each cardholder is responsible for every transaction charged to their purchase card. Cardholders will be held responsible if they use the card for any unauthorized or fraudulent charges. Using the card for personal charges could be considered misappropriation of Town of Hartford funds and could result in corrective action including termination or criminal charges.

Each cardholder will be required to sign a Purchase Card User Agreement (See Attached) annually in order to participate in the Purchase Card Program.

Security of purchase cards is the responsibility of the cardholder. Lost or Stolen cards should be reported immediately:

Toll Free Calls from U.S.A. or Canada	800-361-3361
Outside U.S.A or Canada	416-232-8020
MasterCard Global Service	314-542-7111

6.0 Sales Tax Exemption

The Town of Hartford is exempt from all sales taxes. It is the cardholder's responsibility to ensure that sales tax is not charged when making a purchase. If you are charged tax in error, you must request a credit from the vendor as soon as possible after discovering the error.

7.0 Declined Transactions

If the card is declined for a purchase that is within your credit limit please contact the Finance department. The Finance department will contact to the bank to determine the reason for your purchase being declined.

8.0 Card Revocation

The Purchase Card will be revoked if the cardholder

- transfers to a different department with in the Town
- is terminated or changes employment status
- for making a disallowed purchase
- failure to adhere to all Purchasing and Purchase Card Policies and procedures

APPENDIX IV
Town of Hartford, VT Purchasing Policy and Purchase Card Program Agreement

You are being entrusted with the Town of Hartford, VT funds to make purchases of services and goods within the regular course of operation that are necessary and benefit the Town.

It is not an entitlement nor reflective of title or position. Your purchasing privileges may be revoked at any time without your permission. Your signature below indicates that you have read and will comply with the terms of this agreement.

1. I understand that I will be making financial commitments on behalf of the Town of Hartford and strive to obtain the best value for the Town of Hartford.
2. Purchases made through Accounts Payable or with my Purchase Card must be for business purposes as defined in this policy.
3. I will maintain and protect my Purchase Card with the same level of care as if it were my own personal card.
4. I have read and will follow the Purchasing Policy and Procedure. Failure to comply with the policy or this agreement may result in either revocation of my purchasing privileges or other corrective action including termination or criminal charges.
5. I understand that under no circumstances will I use the Purchase Card for personal purchases, either for myself or others. Using the card for personal charges could be considered misappropriation of Town Hartford funds and could result in corrective action including termination or criminal charges.
6. I agree that should I violate the terms of the Purchasing Policy and Purchase Card Program Agreement for personal use or gain that I will reimburse the Town of Hartford for all incurred charges and any fees related to the collection of those charges.
7. The Purchase Card is issued in my name and I am responsible for any and all charges against my card.
8. The Purchase Card is Town property. As such, I understand that I am required to comply with internal control procedures designed to protect the Town of Hartford's assets.
9. If my Purchase Card is lost or stolen, I will immediately notify the Town Finance Department and BMO Harris Bank (800)361-3361.
10. I agree to review, verify and provide my Purchase Card Transactions every other Tuesday to the Town Finance Department.
11. I agree to surrender my Purchasing and Purchase Card privileges immediately upon termination of employment, whether from retirement, voluntary or involuntary reasons.

Employee Name (Print)

Date

Employee Signature

Last 4 digits of Purchase Card #

Date

Finance Director



Town Manager “To Do”/Project List

August 1, 2017



Background



- Not in Priority Order.
- Not Complete; Always Changing.
- This List is Focused on Things the Selectboard will Engage On, Provide Guidance or Approve the Final Product.
- Many Tasks Contain Multiple Sub-Tasks.
- Feel Free to Add, Takeaway or Prioritize.
- Goal to Give Awareness of Things on the Horizon.
- Status Update: Green – Complete, Yellow – Ongoing, Red – Not Doing, Black – Not Started



The List



- Fairview Terrace
- Wright's Reservoir
- Union Agreements
- Dewey's Pond
- Quechee Main St. Culverts/Road
- Solar Projects
- Pool
- WABA
- Sidewalks/Jasmin Motors Trail
- Sykes Avenue Roundabouts
- Riverwalk Trail
- Trails
- Wallace Road
- Internal Review
- Cemeteries
- Maxfield Opening
- Time Capsule
- Covered Bridge Dedication
- Impact Fees
- Pocket Parks (Both Sides)
- FY 17-18 Budget
- Revenue Review
- Solar Billing
- Mill Road
- Budget Cycle Implementation
- Grant Review



The List (Cont.)



- Ordinance Review/Update
- Fire Response Report
- Crime Report
- Grand List
- Gorge Bridge Suicide Prevention
- Charter Review
- Customer Service Bill of Rights
- Fee Review/Approval
- Town Healthcare
- Reserve Fund Review
- CIP w/Analysis & Statistics
- Priorities
- Emergency Operations
- HHW (Regionalization)
- Strategic Plan Development
- Emerge Property
- Employee Reviews
- Asset Management/Work Orders
- Maxfield Project Review
- Pocket Park Project Review
- Holiday Review
- Selectboard Policy
- Workload Analysis
- Staff Org Review/Analysis
- Performance Measurement
- Maxfield Parking



The List (Cont.)



- W. Hartford Library Work
- Work Plans (Water, Sewer, Hydrants, Roads, Buildings, Sidewalks, Septic, Manholes)
- Tree Plan
- Snow Plan
- A/P Manifest Review Format
- Delinquent Taxes
- Tax Sale Management (Roles)
- Permitting/Zoning/Planning Review
- Policy Review/Update/Creation
- P&R Work Analysis/Program Review
- Committee Membership Updates
- Committee By-Laws Updates
- Economic Development Strategy
- Marketing Strategy
- Employee Recognition
- Employee Incentive Program
- W. Hartford Park
- Process Review/Analysis (CPI)
- Audit Discussion
- Regional Energy Plan
- Bank Support
- Legal Support
- Auditor Support
- Website Update
- Libraries



The List (Cont.)



- First 100 Days Report
- Training/Employee Development
- Town Meeting Schedule/Prep
- Town ADA Compliance Review
- Required Positional Appointments
- Position Descriptions
- Town Hall Building Update
- VEIC Energy Plan Review
- Knowledge Management Strategy
- Content Management Strategy
- Town Goals/Vision
- Local Option Tax
- Emergency Preparedness/Planning
- Designated Districts
- Service Agreements
- TIF Rules/Non-Profits
- Fleet Assessment/Analysis/Maint.
- Crosswalk Review
- Trains
- Historical Preservation
- Parking Review
- Town Signage Review
- IT Lifecycle Replacement
- Fitness/Wellness Program
- Safety Program
- Revaluation Update



The List (Cont.)



- Open Meeting Law/Social Media
- Facebook
- Town Forest (Conservation/Bikers)
- Tax Date Change
- Climate Change
- KW Parks & Dam Agreement
- Town Hall ADA Access
- Increase Purchasing Power
- Drug Testing
- Tobacco Policy
- RFP/Bid Process Review
- Grant Management/Oversight
- Standards Consistently Applied
- Town Hall Usage Policy
- Residential Address Alignment
- Delinquent Utilities
- Public Comment Rules
- Legislative Engagement Plan
- Road Acquisition
- Tools/Equipment
- Social Issues
- Build Volunteer Corps
- Assessor Office Space
- PD Renovation
- Document Availability/Access
- Board Decision Space



The List (Cont.)



- Downtown Storm Water
- Cleaning Contract
- Telephones
- Town Hall Signage
- Town Informational Sign
- Mural Dedication Plaque
- Communication
- State Historical Preservation Conference
- American Legion Tournament
- Blind Spot ID
- Get Things Done
- Hartford Diner
- Fund Management
- Dilapidated Buildings
- Community Standards
- Open Meeting Law
- Town Property Review
- Sierra Club — Ready For “100”



Guidance??



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

Tuesday, July 18, 2017 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

Present: Richard Grassi, Selectboard Chair; Dennis Brown, Selectboard Vice Chair; Sandra Mariotti, Selectboard Clerk; Simon Dennis, Selectboard Member; Alan Johnson, Selectboard Member; Scott Cooney, Hartford Fire Chief; Scott Hausler, Parks & Rec Director; Lana Livingston, Administrative Assistant; Jay McDonough, Program Director for Parks & Rec.; Karen McNall, Admin Assistant for Parks and Rec.; Adam Middleton, Intern for Parks and Rec.; Lannie Collins.

Note: Mike Morris, Selectboard Member via phone beginning at 6:00 P.M.

Absent: Rebecca White, Selectboard Member; Leo Pullar, Town Manager.

Fire Chief, Scott Cooney will be sitting in for the Town Manager tonight.

<http://catv.cablecast.tv/CablecastPublicSite/show/6395?channel=1>

I. Call to Order the Selectboard Meeting

Selectboard Chair, Richard Grassi called the meeting to order at 6:00 PM.

II. Pledge of Allegiance

The Pledge of Allegiance was led by Sandra Mariotti, Selectboard Clerk.

III. Local Liquor Control Board: None

IV. Order of Agenda- no changes.

V. Selectboard

1. Citizen, Selectboard Comments and Announcements

There were no citizen comments.

There were no Selectboard Member comments.

There were no announcements.

2. Appointments: NONE

3. Town Manager's Report:

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

As Updated by Fire Chief, Scott Cooney

Highlights:

The Fire Department assisted Town departments with the weekend storm. Saturday the Town Emergency Operations Center was opened and staffed by Town agencies (Public Works, Police and Fire) to support and coordinate operations throughout the community during the event. The following day, crews performed site assessments on Old River Road and Hathaway Road and met with occupants affected by the storm. The department will continue to monitor and assist those affected areas over the next week.

Planning Department is working with other Town Departments, Two Rivers Ottauquechee Regional Commission, Green Mountain Economic Development Corporation and Upper Valley Strong to respond to impact on town properties, businesses and residents. To date, 27 known Hartford properties were impacted. State and FEMA visits concluded sufficient damage to public infrastructure in Windsor County to meet threshold for Federal Disaster Declaration. Unlikely for private property damage.

The Highway Department continues to prioritize, evaluate and make repairs to Town roadways. 53 roads received damage for the July 1st storm. Repairs have been completed on 14 roads. Work continues on the remaining 39 roads. All roads are passable to the public.

4. Board Reports, Motions & Ordinances:

a. **Parks & Recreation Discussion, Assessment and Way Ahead.** (Info Only)

Scott Hausler, Director of Parks and Recreation, presented a "Park Assessment" to the Selectboard.

The Parks Operating Budget:

\$174,587 – Parks

\$ 37,800 – Maxfield

Total: \$212,387 (All Parks)

Not included: Sherman Manning Pool, WABA, Cemeteries, West Hartford Library, Visitor Center.

We currently have 15 parks, 13 of which the Department actively maintains with various level of service.

Parks Budget is \$ 212,387 (Includes all parks and Maxfield)

Salaries	\$ 111,887	53% of Budget (Includes FICA, Retirement, Employee Union required uniforms)
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Contracted Services	\$ 42,500	20% of Budget (DOC, portable toilets, turf and tree care)
Equipment Ops & Maint.	\$ 22,100	10% of Budget (fuel, equip, maintenance and equip. repairs. purchases)

Materials & Supplies	\$ 27,400	13% of Budget (fert program, operational supplies)
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Utilities (Water/Sewer/Elect.)	\$ 8,500	4% of Budget (parks electric and water usage)
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Total Dept. Budget	\$ 212,387
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Less Revenue Est.	\$ 3,000
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Net Cost to Taxpayer \$ 209,387

- *Above expense does not include: Sherman Manning Pool, WABA, West Hartford Library, Visitor Center & Cemeteries*

Restructuring Option for Parks & Recreation:

Restructuring of the Department, to provide a more efficient operation.

Current operating structure doesn't distribute the proper allocation of responsibilities of recreation and park services equally. A new organizational structure will streamline operations, increase productivity within the Department and provide the structure necessary that supports a diverse parks and recreation agency.

Assessment of the Department Operations: A New Look

1. Current structure and restructure option.
2. Continue working closely with Finance to understand our costs and challenges we face this fiscal year and future budget.
3. Identify ways to repurpose existing operating funds. Providing the resources for sustainable maintenance for Level -1 Parks.
4. LISTENING – Patrons and staff. How are we doing, what is working, what can we do better.

Assessment of the Department Operations: 30,000 ft. View

1. Review and update CIP (Capital Improvement Plan).
2. Tabulate recent Needs Assessment and utilize data for future decisions.
3. Explore year-round usage opportunities for parks and facilities.
4. How to manage increased demand of parks and facilities.

The Parks and Recreation was underfunded this year. They are making the best of it for now. Scott Hausler believes that with proper planning and reorganization, the department can run with one less employee. Selectboard Chair, Dick Grassi wants to make sure that the current employees are not overworked which can lead to "burn out."

b. Tax Sale Authorization. (Mot. Req.)

Purpose: To Gain Selectboard Authorization for the Delinquent Tax Collector to Conduct Tax Sales for the 22 Properties Briefed.

Background: The list of proposed properties date delinquent from 2014 and 2015 tax years. The Tax Sale, if authorized, would attempt to recoup any taxes owed before, during, and/or after those tax years. We are looking at using an attorney who does tax sales as a practice. There will be no hourly fees.

The attorney charges \$25.00 for the demand letter, town pays if taxes are paid by the property owner prior to tax sale; otherwise, recouped as part of fees charged to the purchaser of the property. He will also charge 15% on top of the delinquent taxes, similar to a buyers' fee at an auction. This is paid by the winning bidder.

The attorney, retained by the Town, does all the work:

- Sends the demand letter.
- Prepares warrants, notice of tax sale and levy letters.
- Publishes notices in newspaper the town uses.
- Completes title searches.

- Collects payments generated by the demand letters.

The Town can bid; but is not recommended this time around.

Next Steps, if Authorized: Notify Attorney of Selectboard Authorization.

The Attorney Sends Demand Letters.

30 days to Reply

If No Reply, Attorney Completes Title Search.

The Attorney Prepares Warrants, Notice of Tax Sale and Levy Letters for Delinquent Tax Collector Signature. Certified Letters Sent.

Notice of Tax Sale Published:

Once Weekly, Three Consecutive Weeks, In Newspaper the Town Uses.

Must Wait 10 Days After Date of Last Notice Publication.

Usually Add a Couple of Days to Be Safe.

Tax Sale Can Now Happen.

The Process Takes about 60 Days from Demand Letter to Tax Sale.

Selectboard Vice Chair, Dennis Brown made the motion:

That the Selectboard Authorize the Town Manager, in his Capacity as the Delinquent Tax Collector, to Conduct a Tax Sale in the Manner Briefed for the 22 Properties Briefed.

Selectboard Clerk, Sandra Mariotti seconded the motion. All were in favor and the motion passed.

c. May 2017 Budget Update

<u>May 2017:</u>	<u>Budget Update Expenditures</u>	<u>Glide Path</u>
Budget:	16,401,595.00	16,401,595.00
Expended:	13,853,555.12	15,034,795.42
Encumbered:	144,494.95	
Available:	1,765,553.32	1,366,799.58
% Expended:	89.23%	91.67%

5. Commission Meeting Reports:

Selectboard Vice Chair, Denis Brown reported that he had attended the Racial Inequality Committee meeting. This was their third meeting and they are doing some work on some issues. He believes they will progress further as the time goes on.

Selectboard member, Simon Dennis reported on the Hartford 2nd annual Resilience Week. The dates are August 18 to the 25th. The committee is now trying to get the word out to people. There will be a variety of workshops and events.

Selectboard Chair, Dick Grassi reported that the Parks and Recreation Commission worked on getting out a new brochure. They also worked on the new rates.

Mr. Grassi also spoke about Tom Lyman's retirement and shared that Police chief, Kasten did a good job putting the recognition together.

6. Consent Agenda (Mot. Req.):

- a. Approve Payroll Ending 7/15/2017
Selectboard Clerk, Sandi Mariotti made the motion to approve the Payroll ending 7/15/2017. Selectboard member, Simon Dennis seconded the motion. All were in favor and the motion passed.
- b. Approve Meeting Minutes of 6/20/2017 & 7/11/2017
Selectboard member, Alan Johnson made the motion to accept the minutes of 6/20/2017. Selectboard Vice Chair, Dennis Brown seconded the motion. All were in favor and the motion passed.

Selectboard Vice Chair, Dennis Brown made the motion to accept the 7/11/2017 minutes. Selectboard member, Mike Morris seconded the motion. 5 were in favor and 1 (Sandi Mariotti) abstained. The motion passed.
- c. Approve A/P Manifest of 7/14/2017 & 7/18/2017
Selectboard member, Simon Dennis made the motion to accept the AP Manifests of 7/14/2017 and 7/18/2017. Selectboard member, Alan Johnson seconded the motion. All were in favor and the motion passed.
- d. Selectboard Meeting Dates of:
 - Already Approved: 8/1/2017, 8/15/2017 & 8/29/2017
 - Needs Approval: 7/25/2017Selectboard Clerk, Sandi Mariotti made the motion to approve the 7/25/2017 Selectboard Special Meeting. Selectboard member, Simon Dennis seconded the motion. All were in favor and the motion passed.

7. Executive Session: None

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

Selectboard Member, Mike Morris made the motion to Close the Selectboard Meeting at 8:00 P.M. Selectboard member, Alan Johnson seconded the motion. All were in favor, the motion passed.

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

Sandra Mariotti, Selectboard Clerk

Selectboard Meeting Minutes of 7/25/17

In attendance: Alan Johnson, Rebecca White, Simon Dennis, Dennis Brown, Dick Grassi, via telecom, Mike Morris

Absent: Sandra Marriotti

At 6:04, Dennis Brown moved **“to go into executive session in accordance with the open meeting law for the purpose of discussing an evaluation of a public employee under the provisions of Title 1, Section 313 a (3) of the Vermont Statutes. Simon seconded. and the motion passed unanimously.”**

The board proceeded in executive session.

At 7:50 pm, Alan Johnson moves to come out of executive session. Mike Morris seconded it. The motion passed unanimously.

Simon moved the following motion: **“Based on an outstanding performance review, the board moves a one-time allocation 80 hours of sick leave into the sick leave account of the Town Manager effective July 12th.”** Rebecca White seconded it.

Mike Morris moved to close the meeting at 7:55. Dennis Brown seconded it. The motion passed unanimously. And the meeting is closed.

Report Date: 7/28/17
12:03PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 7/28/2017 - 7/28/2017

Page: 1
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
FUND 1 0	GENERAL FUND - MASCOMA				
000835	ADAMS, KRISTINNAH	KRISTINNAH ADAMS	7/28/2017		58557
PO#1728	Reimburse '18 clothing allowance	0.00	\$123.96	0.00	123.96
Desc: Reimburse clothing allowance '18		Acct: 10-211-326-0000	PURCHASE UNIFORMS & CLEANING		
Vendor Total:			123.96	0.00	123.96
001170	AIRGAS, INC.	AIRGAS USA, LLC	7/28/2017		58558
9065655127	Carbon Dioxide @ Pool	0.00	\$405.24	0.00	405.24
Desc: Carbon Dioxide @ Pool		Acct: 10-512-323-0000	MATERIAL & SUPPLIES		
9945649916	Acetylene/Oxygen	47.80	\$47.80	0.00	47.80
Desc: Acetylene/Oxygen		Acct: 65-963-320-0100	EQUIP OPERATION/MAINT-GENERAL		
Vendor Total:			453.04	0.00	453.04
001475	ALICE PECK DAY HOSPITAL		7/28/2017		58559
4083	Pre-employment Physical&DrugScreen	0.00	\$160.00	0.00	160.00
Desc: Pre-employment Physical&DrugScreen		Acct: 10-511-315-0000	RECRUITMENT & TRAINING		
4107	Pre-employment Physical&DrugScreen	0.00	\$160.00	0.00	160.00
Desc: Pre-employment Physical&DrugScreen		Acct: 10-511-315-0000	RECRUITMENT & TRAINING		
4197	Pre-employment Kenison C	0.00	\$160.00	0.00	160.00
Desc: Pre-employment Kenison C		Acct: 10-511-315-0000	RECRUITMENT & TRAINING		
Vendor Total:			480.00	0.00	480.00
002620	ANYTHING PRINTED, LLC		7/28/2017		58560
35867	Banner Quechee Bridge	0.00	\$160.00	0.00	160.00
Desc: Banner Quechee Bridge		Acct: 10-007-100-0000	DUE FROM OTHER FUNDS		
Vendor Total:			160.00	0.00	160.00
004854	BENISTAR/HARTFORD		7/28/2017		58561
08012017	5 Retirees Health Ins Aug'17	0.00	\$1,828.60	0.00	1,828.60
Desc: August 2017		Acct: 10-811-418-0100	Retire insurance costs		
Vendor Total:			1,828.60	0.00	1,828.60
004870	BENSON'S CHEVROLET, INC		7/28/2017		58562
080317	Truck 35000 Chev 2017 White	0.00	\$49,220.00	0.00	49,220.00
Desc: Truck 35000 Chev 2017 White		Acct: 10-921-544-0321	TRANSFER - HIGHWAY RESERVE		
Vendor Total:			49,220.00	0.00	49,220.00
005800	BLAKTOP INC		7/28/2017		58563
22875	Asphalt	1,142.10	\$1,270.10	0.00	1,270.10
Desc: Asphalt		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Desc: Asphalt		Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			1,270.10	0.00	1,270.10
005850	BLODGETT SUPPLY CO INC		7/28/2017		58564
1475973	Vaccum Breaker for Wash Sink	0.00	\$27.00	0.00	27.00
Desc: Vaccum Breaker for Wash Sink		Acct: 10-321-321-0100	REPAIRS & MAINT-BUILDING		

Report Date: 7/28/17
12:03PM

Payment Manifest
by Vendor ID
Town of Hartford
Check Date: 7/28/2017 - 7/28/2017

Page: 2
User: florentina
ReportAPINHDPmtByDate

Bank ID	Bank Name				
Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			27.00	0.00	27.00
005951	BLUE CROSS BLUE SHIELD VT	BC/BS OF VERMONT		7/28/2017	58565
1700041370001360	Health Insurance - Aug'17	14,491.71	\$93,310.15	0.00	93,310.15
Desc: August 2017		Acct: 10-811-220-0000	Health Insurance		
Desc: August 2017		Acct: 10-811-418-0100	Retire insurance costs		
Desc: August 2017		Acct: 30-971-220-0000	BC/BS		
Desc: August 2017		Acct: 30-975-220-0000	BC/BS		
Desc: August 2017		Acct: 50-954-220-0000	BC/BS		
Desc: August 2017		Acct: 50-955-220-0000	BC/BS		
Desc: August 2017		Acct: 55-954-220-0000	BC/BS		
Desc: August 2017		Acct: 55-955-220-0000	BC/BS		
Desc: August 2017		Acct: 60-961-220-0000	BC/BS		
Desc: August 2017		Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
Desc: August 2017		Acct: 60-965-220-0000	BC/BS		
Desc: August 2017		Acct: 65-963-220-0000	BC/BS		
Desc: August 2017		Acct: 65-963-418-0100	RETIRE HEAL INSURANCE		
Desc: August 2017		Acct: 65-965-220-0000	BC/BS		
Vendor Total:			93,310.15	0.00	93,310.15
006100	BMO FINANCIAL GROUP			7/28/2017	58566
Hammond 06/28-30/17	Hammond, Everett - DPW	98.98	\$138.98	0.00	138.98
Desc: HarborFreightTools-1"Impact Drive		Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES		
Desc: HarborFreightTools-1"Impact Drive		Acct: 55-954-321-0000	REPAIRS & MAINT - VEHICLES		
Desc: HarborFreightTools-1"Impact Drive		Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
Desc: HarborFreightTools-1"Impact Drive		Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
Desc: HarborFreightTools-1"Impact Drive		Acct: 10-321-331-0000	DEPARTMENT EQUIPMENT		
Desc: HarborFreightTools-1"Impact Drive		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Desc: HarborFreightTools-1"Impact Drive		Acct: 30-971-321-0000	REPAIRS & MAINT-VEHICLES		
Hausler 06/28-30/17	Hausler, Scott - P&R	0.00	\$26.99	0.00	26.99
Desc: SixFlagsNewEngland-Parking		Acct: 10-514-318-0000	CONTRACTED SERVICES		
James 06/28-30/17	Gerjevic, James - IT	0.00	\$617.00	0.00	617.00
Desc: Amazon-HP M501 Printer Town Clerk		Acct: 10-985-151-0200	Town Clerk Digital Imaging		
Desc: Amazon-TonerM501 Printer Town Clerk		Acct: 10-985-151-0200	Town Clerk Digital Imaging		
Jay 06/28-30/17	McDonough, Jay - P&R	0.00	\$387.97	0.00	387.97
Desc: ClaremontCinemaCtr-Filed Trip		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Desc: Walmart-Supplies		Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
LeBrun 06/28-30/17	LeBrun, Eliza - Admin	0.00	\$290.40	0.00	290.40
Desc: UnionLeader-IT Job Ad		Acct: 10-121-312-0000	ADVERTISING		
Lori 06/28-30/17	Hirshfield, Lori - P&D	0.00	\$50.00	0.00	50.00
Desc: AVCC-Annual Dues		Acct: 10-622-313-0000	MEMBERSHIP DUES		
Smith 06/28-30/17	Smith, Scott - PD	0.00	\$41.00	0.00	41.00
Desc: EbTerminalAgency-TAC Training		Acct: 10-271-315-0000	RECRUITMENT & TRAINING		
Bedard 06/28-30/17	Bedard, Michael - FD	0.00	\$8.99	0.00	8.99
Desc: Fogg's - Battery		Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
Cooney 06/28-30/17	Cooney, Scott - FD	0.00	\$55.90	0.00	55.90
Desc: Amazon-Honda Carburetor		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Dube 06/28-30/17	Dube, Christopher - FD	0.00	\$71.63	0.00	71.63
Desc: batteryMart-Fire Alarm Radio Battry		Acct: 10-221-331-0400	ALARM SYSTEM/EXTINGUISHER MAIL		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			1,688.86	0.00	1,688.86
006310	ARCHERY IN MOTION, LLC		7/28/2017		58567
467	Achery Summer Session	0.00	\$840.00	0.00	840.00
Desc: Achery Summer Session		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			840.00	0.00	840.00
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC	7/28/2017		58568
82554732	MEDICAL SUPPLIES	0.00	\$488.21	0.00	488.21
Desc: MEDICAL SUPPLIES		Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			488.21	0.00	488.21
007201	BRODART CO.		7/28/2017		58569
B5053951	Hardcovers/Audio CDs	0.00	\$279.82	0.00	279.82
Desc: Hardcovers/Audio CDs		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5058099	Hardcovers	0.00	\$21.98	0.00	21.98
Desc: Hardcovers		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5058101	Hardcovers	0.00	\$38.67	0.00	38.67
Desc: Hardcovers		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5061587	Hardcover	0.00	\$9.34	0.00	9.34
Desc: Hardcover		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5061588	Hardcover/Audio CD/Trade Paper	0.00	\$51.02	0.00	51.02
Desc: Hardcover/Audio CD/Trade Paper		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			400.83	0.00	400.83
008038	BUTLER'S BUS SERVICE		7/28/2017		58570
103-004837	Ventures Camp Bus Trips-June'17	0.00	\$780.00	0.00	780.00
Desc: Ventures Bus Trips		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			780.00	0.00	780.00
009380	CHAMPAGNE, DANIEL	DANIEL CHAMPAGNE	7/28/2017		58571
205971	Refund Overpayment State Paymnt Aug	0.00	\$143.49	0.00	143.49
Desc: Refund Overpayment State Paymnt Aug		Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			143.49	0.00	143.49
009550	CHAPMAN, KRISTEN	KRISTEN CHAPMAN	7/28/2017		58572
PO#1760	Hartford Performing Arts Camp Instr	0.00	\$772.50	0.00	772.50
Desc: Hartford Performing Arts Camp Instr		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			772.50	0.00	772.50
009737	CHIPPERS, INC		7/28/2017		58573
80719	Trees Removal Quechee Covered Bridg	0.00	\$400.00	0.00	400.00
Desc: Trees Removal Quechee Covered Bridg		Acct: 10-007-100-0000	DUE FROM OTHER FUNDS		
Vendor Total:			400.00	0.00	400.00
010009	CLARK'S TRUCK CENTER	CLARK'S TRUCK CENTER	7/28/2017		58574
391832	H-7 Service Filters	0.00	\$150.93	0.00	150.93

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	Desc: H-7 Service Filters	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
391834	H-8 Service Filters	0.00	\$199.12	0.00	199.12
	Desc: H-8 Service Filters	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			350.05	0.00	350.05
011599	COTA & COTA, INC.		7/28/2017		58575
570421	Final payment for plumbing	0.00	\$1,620.00	0.00	1,620.00
	Desc: Final payment for plumbing	Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			1,620.00	0.00	1,620.00
012114	CRYSTAL ROCK LLC		7/28/2017		58576
1001035June'17	Bottled water	0.00	\$35.90	0.00	35.90
	Desc: Bottled water	Acct: 10-271-323-0000	MATERIAL & SUPPLIES		
50111940Jun'17	Bottle Water	25.63	\$25.63	0.00	25.63
	Desc: Bottle Water	Acct: 30-974-328-0000	WATER		
Vendor Total:			61.53	0.00	61.53
012665	DANIELS, WANDA	WANDA DANIELS	7/28/2017		58577
Aug'17	Aug'17 Reimburs. Ret.Insurance-PD	0.00	\$229.16	0.00	229.16
	Desc: Aug'17 Reimburs. Ret.Insurance-PD	Acct: 10-811-418-0100	Retire insurance costs		
Vendor Total:			229.16	0.00	229.16
012870	DARTMOUTH HITCHCOCK MEDICAL CENTE	BRIAN SIDLER	7/28/2017		58578
7-17-2017	CPR CARDS 7-17-17	0.00	\$40.00	0.00	40.00
	Desc: CPR CARDS 7-17-17	Acct: 10-221-323-0110	Materials - CPR (10-060-231-0110)		
Vendor Total:			40.00	0.00	40.00
013680	GARTH BROOKS	DESORCIE EMERGENCY PRODUCTS LLC	7/28/2017		58579
13685	Bulb/Socket	0.00	\$67.65	0.00	67.65
	Desc: Bulb/Socket	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			67.65	0.00	67.65
014660	DUO-SAFETY LADDER CORPORATION		7/28/2017		58580
461471-00	LADDER HEAT SENSOR LABELS	0.00	\$28.45	0.00	28.45
	Desc: LADDER HEAT SENSOR LABELS	Acct: 10-221-331-0100	FIRE SUPPRESSION EQUIPMENT		
Vendor Total:			28.45	0.00	28.45
015150	EASTERN SYSTEMS GROUP	EASTERN SALES, INC.	7/28/2017		58581
00156549	6000 Tax Bill Paper	0.00	\$296.58	0.00	296.58
	Desc: 6000 Tax Bill Paper	Acct: 10-171-318-0100	TREASURER'S EXPENSE		
Vendor Total:			296.58	0.00	296.58
015300	EDSON, TREVOR P	TEDDY'S LAWN CARE & LANDSCAPTING SV	7/28/2017		58582
1032	Mowing @ Dog Park June'17	0.00	\$200.00	0.00	200.00
	Desc: Mowing @ Dog Park June'17	Acct: 10-007-100-0000	DUE FROM OTHER FUNDS		
Vendor Total:			200.00	0.00	200.00

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
015500	ENDYNE, INC			7/28/2017	58583
231582	WRJ Weekly Analysis	65.00	\$65.00	0.00	65.00
Desc: WRJ Weekly Analysis		Acct: 60-961-318-0000	CONTRACTED SERVICES		
237341	WRJ Monthly Analysis	145.00	\$145.00	0.00	145.00
Desc: WRJ Monthly Analysis		Acct: 60-961-318-0000	CONTRACTED SERVICES		
237493	Quechee WW Analysis	130.00	\$130.00	0.00	130.00
Desc: Quechee WW Analysis		Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:			340.00	0.00	340.00
015815	EVANS MOTOR FUELS	EVANS GROUP INC.		7/28/2017	58584
614844	Gas 6000Gals @\$1.653	0.00	\$11,763.12	0.00	11,763.12
Desc: Gas 6000Gals @\$1.653		Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
614845	Diesel 2000 Gals@\$1.74085	0.00	\$3,507.98	0.00	3,507.98
Desc: Diesel 2000 Gals@\$1.74085		Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
615648	Diesel 6000 Gals@\$1.72975	0.00	\$10,457.34	0.00	10,457.34
Desc: Diesel 6000 Gals@\$1.72975		Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
Vendor Total:			25,728.44	0.00	25,728.44
016080	FAIRPOINT COMMUNICATIONS			7/28/2017	58585
11546793396Jun'17	EOC/Quechee Phone June 2017	0.00	\$84.72	0.00	84.72
Desc: EOC/Quechee Phone June 2017		Acct: 10-221-324-0000	TELEPHONE		
11833807752Jun'17	WRJ Water Tanks	283.42	\$283.42	0.00	283.42
Desc: WRJ Water Tanks		Acct: 50-954-324-0000	TELEPHONE		
13444320594Jun'17	Hartford Radio Circuits - June 2017	0.00	\$428.55	0.00	428.55
Desc: Hartford Radio Circuits - June 2017		Acct: 10-211-324-0000	TELEPHONE		
Desc: Hartford Radio Circuits - June 2017		Acct: 10-271-324-0000	TELEPHONE		
Desc: Hartford Radio Circuits - June 2017		Acct: 10-221-324-0000	TELEPHONE		
14091736024Jul'17	Telephone July'17 - WABA	0.00	\$192.00	0.00	192.00
Desc: Telephone July'17 - WABA		Acct: 10-511-324-0000	TELEPHONE		
18661625378Jul'17	Telephone July'17 - WHTFD Library	0.00	\$73.94	0.00	73.94
Desc: Telephone July'17 - WHTFD Library		Acct: 10-524-324-0000	TELEPHONE		
Vendor Total:			1,062.63	0.00	1,062.63
016390	FASTENAL COMPANY			7/28/2017	58586
NHWES68466	Materials & Supplies	0.00	\$279.96	0.00	279.96
Desc: Materials & Supplies		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
NHWES68477	NUTTS/BOLTS	0.00	\$38.19	0.00	38.19
Desc: NUTTS/BOLTS		Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			318.15	0.00	318.15
016540	FERGUSON WATER WORKS	FERGUSON WATERWORKS #576		7/28/2017	58587
0763106	Pipe	0.00	\$408.40	0.00	408.40
Desc: Pipe		Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
0765729	Parts	375.30	\$375.30	0.00	375.30
Desc: Parts		Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:			783.70	0.00	783.70

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017242	FLINT, CLARENCE	FLINT APPLIANCE SERVICE		7/28/2017		58588
W10300022	REPAIRED ICE MAKER	0.00	\$256.00	0.00		256.00
Desc: REPAIRED ICE MAKER		Acct: 10-221-321-0100		REPAIRS & MAINT-BUILDING		
Vendor Total:			256.00	0.00		256.00
017300	FOGG'S HARDWARE & BUILDING			7/28/2017		58589
803939	Cloth Hdw24	15.29	\$15.29	0.00		15.29
Desc: Cloth Hdw24		Acct: 50-952-321-0100		REPAIRS & MAINT-BUILDING		
Desc: Discount		Acct: 50-952-321-0100		REPAIRS & MAINT-BUILDING		
804253	Concrete for 2Benches@Kilowatt S.	0.00	\$52.40	0.00		52.40
Desc: Concrete for 2Benches@Kilowatt S.		Acct: 10-521-323-0000		MATERIAL & SUPPLIES		
804545	Y-hose for faucet	0.00	\$8.09	0.00		8.09
Desc: Y-hose for faucet		Acct: 10-211-323-0000		MATERIAL & SUPPLIES		
Desc: Discount		Acct: 10-211-323-0000		MATERIAL & SUPPLIES		
804645	Tarp	0.00	\$15.29	0.00		15.29
Desc: Tarp		Acct: 10-521-323-0000		MATERIAL & SUPPLIES		
Desc: Discount		Acct: 10-521-323-0000		MATERIAL & SUPPLIES		
803787	Drain Inside Fit PVC	2.69	\$2.69	0.00		2.69
Desc: Drain Inside Fit PVC		Acct: 60-961-323-0000		MATERIAL & SUPPLIES		
Desc: Discount		Acct: 60-961-323-0000		MATERIAL & SUPPLIES		
803844	Light Bulbs	24.25	\$24.25	0.00		24.25
Desc: Light Bulbs		Acct: 60-961-323-0000		MATERIAL & SUPPLIES		
Desc: Discount		Acct: 60-961-323-0000		MATERIAL & SUPPLIES		
803881	Pressure treated	0.00	\$39.69	0.00		39.69
Desc: Pressure treated		Acct: 10-521-321-0000		REPAIRS & MAINT - VEHICLES		
Vendor Total:			157.70	0.00		157.70
017330	BUXTON, CATHERINE D	FOOD SYSTEMS CONSULTING LLC		7/28/2017		58590
2067	Coordination for Riverwalk Trail	345.00	\$345.00	0.00		345.00
Desc: Coordination for Riverwalk Trail		Acct: 73-516-318-0110		HARTFORD RIVER WALK TRAIL- LATI		
Vendor Total:			345.00	0.00		345.00
017630	ALLTEX UNIFORM RENTAL COMPANY	G & K SERVICES INC		7/28/2017		58591
6291607962	Uniforms/Hndclnr	63.47	\$63.47	0.00		63.47
Desc: Uniforms/Hndclnr		Acct: 65-963-326-0000		UNIFORMS PURCHASE/LEASE		
6291608646	Uniforms/Mats/Shoptwls/Hndclnr	0.00	\$198.35	0.00		198.35
Desc: Uniforms/Mats/Shoptwls/Hndclnr		Acct: 10-325-326-0000		UNIFORMS		
6291611167	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		
6291611168	Uniforms/Hndclnr	62.76	\$62.76	0.00		62.76
Desc: Uniforms/Hndclnr		Acct: 65-963-326-0000		UNIFORMS PURCHASE/LEASE		
6291611838	Uniforms/Shoptwls/Hndclnr	80.81	\$80.81	0.00		80.81
Desc: Uniforms/Shoptwls/Hndclnr		Acct: 60-961-326-0000		UNIFORMS-PURCHASE/LEASE/CLEAN		
6291611839	Uniforms/Shoptwls	59.23	\$59.23	0.00		59.23
Desc: Uniforms/Shoptwls		Acct: 50-954-326-0000		UNIFORMS-PURCHASE/LEASE/CLEAN		
6291611840	Uniforms/Mats/Shoptwls/Hndclnr	0.00	\$198.35	0.00		198.35
Desc: Uniforms/Mats/Shoptwls/Hndclnr		Acct: 10-325-326-0000		UNIFORMS		

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6291614357	Uniforms	16.07	\$16.07	0.00	16.07
Desc: Uniforms		Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
Desc: Uniforms		Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
6291614358	Uniforms/Mats/Hndclnr	62.76	\$62.76	0.00	62.76
Desc: Uniforms/Mats/Hndclnr		Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
6291615033	Uniforms/Mats/Shoptwls/Hndclnr	84.90	\$84.90	0.00	84.90
Desc: Uniforms/Mats/Shoptwls/Hndclnr		Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
6291615034	Uniforms/Shoptwls	59.23	\$59.23	0.00	59.23
Desc: Uniforms/Shoptwls		Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEAR		
6291615035	Uniforms/Mats/Shoptwls/Hndclnr	0.00	\$213.61	0.00	213.61
Desc: Uniforms/Mats/Shoptwls/Hndclnr		Acct: 10-325-326-0000	UNIFORMS		
Vendor Total:			1,115.61	0.00	1,115.61
018100	GATEWAY MOTORS INC			7/28/2017	58592
66560	New Cruiser	0.00	\$29,957.00	0.00	29,957.00
Desc: New Cruiser - SUV		Acct: 10-211-331-0000	DEPARTMENT EQUIPMENT		
66561	New Cruiser	0.00	\$28,127.00	0.00	28,127.00
Desc: New Cruiser - Sedan		Acct: 10-211-331-0000	DEPARTMENT EQUIPMENT		
Vendor Total:			58,084.00	0.00	58,084.00
019552	GREATER UPPER VALLEY SOLID	GREATER UPPER VALLEY SOLID		7/28/2017	58593
TH-HHWJun17	96 Residents participating @ HHW	5,556.48	\$5,556.48	0.00	5,556.48
Desc: 96 Residents participating @ HHW		Acct: 72-361-361-0020	SOLID WASTE IMPLENTATION PLAN I		
Desc: 96 Residents participating @ HHW		Acct: 30-971-318-0100	CONTRACTED SERVICES - HHW		
Vendor Total:			5,556.48	0.00	5,556.48
019800	GREEN MOUNTAIN LIBRARY CONSORTIUM			7/28/2017	58594
V17-2066	Vokal:2018 VOKAL Library Catalogue	0.00	\$350.00	0.00	350.00
Desc: Vokal:2018 VOKAL Library Catalogue		Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			350.00	0.00	350.00
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP		7/28/2017	58595
04832000006Jun'17	S Main St Pump Stn-WW	69.93	\$69.93	0.00	69.93
Desc: S Main St Pump Stn-WW		Acct: 60-964-329-0000	ELECTRICITY		
09832000005Jun'17	Briggs Park-Main St-Rec	0.00	\$20.52	0.00	20.52
Desc: Briggs Park-Main St-Rec		Acct: 10-521-329-0000	ELECTRICITY		
13611000004Jun'17	Hartford Village Stlgt-Hwy	0.00	\$75.61	0.00	75.61
Desc: Hartford Village Stlgt-Hwy		Acct: 10-314-329-0000	ELECTRICITY		
15631100003Jun'17	173 Airport Rd Public Wks Facility	0.00	\$580.35	0.00	580.35
Desc: 173 Airport Rd Public Wks Facility		Acct: 10-321-329-0000	ELECTRICITY		
27762000001Jun'17	262 N Main St-Senior Ctr	0.00	\$1,243.95	0.00	1,243.95
Desc: 262 N Main St-Senior Ctr		Acct: 10-421-329-0000	ELECTRICITY / GAS		
33490000008Jun'17	Depot St Sidewalk Lgts-Hwy	0.00	\$45.01	0.00	45.01
Desc: Depot St Sidewalk Lgts-Hwy		Acct: 10-314-329-0000	ELECTRICITY		
34591000004Jun'17	Radio Tower	0.00	\$119.57	0.00	119.57
Desc: Radio Tower		Acct: 10-271-329-0000	ELECTRICITY		
34926000000Jun'17	Park/Lehman Bridge Lgts-Hwy	0.00	\$105.44	0.00	105.44
Desc: Park/Lehman Bridge Lgts-Hwy		Acct: 10-314-329-0000	ELECTRICITY		

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37762000000Jun'17	N Main St Traffic Light-Hwy	0.00	\$38.08	0.00	38.08
Desc: N Main St Traffic Light-Hwy		Acct: 10-314-329-0000	ELECTRICITY		
44390000006Jun'17	Billings Farm Rd Lights-Hwy	0.00	\$42.97	0.00	42.97
Desc: Billings Farm Rd Lights-Hwy		Acct: 10-314-329-0000	ELECTRICITY		
49762000005Jun'17	Bridge St Pump Station-WW	92.00	\$92.00	0.00	92.00
Desc: Bridge St Pump Station-WW		Acct: 60-964-329-0000	ELECTRICITY		
67700100000Jun'17	Rt 5 Pole 95-Hwy	0.00	\$24.35	0.00	24.35
Desc: Rt 5 Pole 95-Hwy		Acct: 10-314-329-0000	ELECTRICITY		
77700100009Jun'17	Pole 1 Pleasantview Terr-Hwy	0.00	\$35.08	0.00	35.08
Desc: Pole 1 Pleasantview Terr-Hwy		Acct: 10-314-329-0000	ELECTRICITY		
78840100008Jun'17	Railrd Row-Engine 494 Lgts-Rec	0.00	\$54.16	0.00	54.16
Desc: Railrd Row-Engine 494 Lgts-Rec		Acct: 10-521-329-0000	ELECTRICITY		
87700100008Jun'17	Christian St Pole 72-50-Hwy	0.00	\$25.97	0.00	25.97
Desc: Christian St Pole 72-50-Hwy		Acct: 10-314-329-0000	ELECTRICITY		
97762000004Jun'17	N Main Street Lights-Hwy	0.00	\$38.86	0.00	38.86
Desc: N Main Street Lights-Hwy		Acct: 10-314-329-0000	ELECTRICITY		
Vendor Total:			2,611.85	0.00	2,611.85
020212	GUARINO'S SWIMMING POOL SERVICE INC			7/28/2017	58596
0363727-IN	Filter Perlite	0.00	\$430.50	0.00	430.50
Desc: Filter Perlite		Acct: 10-512-320-0000	EQUIPMENT OPERATION/MAINT		
Vendor Total:			430.50	0.00	430.50
020556	HAMPSHIRE FIRE PROTECT CO, INC			7/28/2017	58597
162332	Service @ Fire Supp System in Kitch	0.00	\$369.00	0.00	369.00
Desc: Service @ Fire Supp System in Kitch		Acct: 10-421-318-0000	CONTRACTED SERVICES		
Vendor Total:			369.00	0.00	369.00
020557	HAMMOND, FC & SON LUMBER CO INC	FC HAMMOND & SON LUMBER CO INC		7/28/2017	58598
C7916	C&D Hartford Landfill July'17	3,166.00	\$3,166.00	0.00	3,166.00
Desc: C&D Hartford Landfill July'17		Acct: 30-973-318-0000	CONTRACTED SERVICES		
Vendor Total:			3,166.00	0.00	3,166.00
020650	HANOVER CONSUMER CO-OP			7/28/2017	58599
C0318Jul'17	Supplies	0.00	\$18.35	0.00	18.35
Desc: Supplies		Acct: 10-512-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			18.35	0.00	18.35
020701	HANOVER, TOWN OF	TOWN OF HANOVER		7/28/2017	58600
5024	Elan Phone Lines May30-June29 2017	0.00	\$265.30	0.00	265.30
Desc: Elan Phone Lines May30-June29 2017		Acct: 10-211-324-0000	TELEPHONE		
Desc: Elan Phone Lines May30-June29 2017		Acct: 10-221-324-0000	TELEPHONE		
Vendor Total:			265.30	0.00	265.30
020773	HARTFORD AREA CHAMBER OF COMMERC			7/28/2017	58601
87	Non-profit Membership	0.00	\$200.00	0.00	200.00
Desc: Non-profit Membership		Acct: 10-121-313-0000	MEMBERSHIP DUES		

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Vendor Total:			200.00	0.00	200.00
021325	HARTFORD, TOWN OF	TOWN OF HARTFORD	7/28/2017		58602
PO#1787	12 Six Flags Tickets	0.00	\$468.00	0.00	468.00
Desc: 12 Six Flag Tickets		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			468.00	0.00	468.00
021450	HARTFORD, TOWN OF	TOWN OF HARTFORD	7/28/2017		58603
112780,00267288	173 Airport Road	0.00	\$313.97	0.00	313.97
Desc: 173 Airport Road		Acct: 10-321-328-0000	WATER		
Vendor Total:			313.97	0.00	313.97
021713	HARTIGAN COMPANY		7/28/2017		58604
121071	Vactor Service	0.00	\$1,950.00	0.00	1,950.00
Desc: Summer St. Storm Water Cleaning		Acct: 10-311-318-0000	CONTRACTED SERVICES		
121186	Commercial Pumping	1,200.00	\$1,200.00	0.00	1,200.00
Desc: pumping of leach fields		Acct: 60-964-318-0000	CONTRACTED SERVICES		
121189	Vactor Service	0.00	\$1,401.56	0.00	1,401.56
Desc: Summer St. Storm Water Cleaning		Acct: 10-311-318-0000	CONTRACTED SERVICES		
121382	Pumping of tanks at leachfields	1,200.00	\$1,200.00	0.00	1,200.00
Desc: Pumping of tanks at leachfields		Acct: 60-964-318-0000	CONTRACTED SERVICES		
121453	24000 Tons Sludge Hauling	870.00	\$870.00	0.00	870.00
Desc: Trucking of Biosolids from quechee		Acct: 65-963-318-0000	CONTRACTED SERVICES		
Desc: Pumping of leach field tank		Acct: 65-964-318-0000	CONTRACTED SERVICES		
Vendor Total:			6,621.56	0.00	6,621.56
021764	HATHORN, LEE	LEE HATHORN	7/28/2017		58605
PO#1804	Dog park materials and supplies	0.00	\$140.72	0.00	140.72
Desc: Dog park materials and supplies		Acct: 10-007-100-0000	DUE FROM OTHER FUNDS		
Vendor Total:			140.72	0.00	140.72
021782	HAUN WELDING SUPPLY INC		7/28/2017		58606
5047872	MEDICAL O2	0.00	\$16.09	0.00	16.09
Desc: MEDICAL O2		Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			16.09	0.00	16.09
022025	HEALTHERQUITY, INC.		7/28/2017		58607
HCRA 07-17-17	RA Replenishment for HCRA 2017	0.00	\$87.47	0.00	87.47
Desc: RA Replenishment for HCRA 2017		Acct: 10-811-225-0000	HRA expenses		
HCRA 07-24-17	RA Replenishment for HCRA 2017	322.90	\$472.53	0.00	472.53
Desc: RA Replenishment for HCRA 2017		Acct: 10-811-225-0000	HRA expenses		
Desc: RA Replenishment for HCRA 2017		Acct: 65-963-225-0000	HRA/CHOICECARE CARD		
HRA 07-24-17	RA Replenishment for HRA 2017	-194.72	\$1,744.79	0.00	1,744.79
Desc: RA Replenishment for HRA 2017		Acct: 10-811-225-0000	HRA expenses		
Desc: RA Replenishment for HRA 2017		Acct: 10-811-418-0100	Retire insurance costs		
Desc: RA Replenishment for HRA 2017		Acct: 50-954-225-0000	HRA/CHOICECARE CARD		
Desc: RA Replenishment for HRA 2017		Acct: 65-963-225-0000	HRA/CHOICECARE CARD		

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Vendor Total:			2,304.79	0.00	2,304.79
022952	HOLLISTER, CHAD	CHAD HOLLISTER	7/28/2017		58608
080217	Summer Concert - Quechee Green Park	0.00	\$400.00	0.00	400.00
Desc:	Summer Concert - Quechee Green Park	Acct: 10-516-318-0000	CONTRACTED SERVICES		
Vendor Total:			400.00	0.00	400.00
024290	IRVING ENERGY		7/28/2017		58609
433045	KITCHEN PROPANE	0.00	\$67.21	0.00	67.21
Desc:	KITCHEN PROPANE	Acct: 10-221-327-0000	BUILDING HEAT		
515435,457662	Propane 172.3Gals@\$1.3 WABA	0.00	\$223.99	0.00	223.99
Desc:	Propane 172.3Gals@\$1.3 WABA	Acct: 10-530-327-0000	BUILDING HEAT		
Vendor Total:			291.20	0.00	291.20
024555	JASMIN AUTO SALES INC		7/28/2017		58610
23192	Repair damaged cruiser	0.00	\$924.22	0.00	924.22
Desc:	Repair of damaged cruiser	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			924.22	0.00	924.22
024800	JOE'S EQUIPMENT SERVICE		7/28/2017		58611
1-700912-01	Clutch Kit	0.00	\$315.00	0.00	315.00
Desc:	Clutch Kit	Acct: 10-521-320-0000	EQUIP OPERATION & MAINT		
1-700919-01	Fuel Solenoid	0.00	\$365.26	0.00	365.26
Desc:	Fuel Solenoid	Acct: 10-521-320-0000	EQUIP OPERATION & MAINT		
26086-01	HUSKY PARTS	0.00	\$91.85	0.00	91.85
Desc:	HUSKY PARTS	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			772.11	0.00	772.11
024935	JOHNSON, RONALD E.	RONALD E. JOHNSON	7/28/2017		58612
071917	Youth Baseball Spring/Summer 2017	0.00	\$70.00	0.00	70.00
Desc:	Youth Baseball Spring/Summer 2017	Acct: 10-515-318-0000	CONTRACTED SERVICES		
Vendor Total:			70.00	0.00	70.00
025175	K&K AUTO PARTS	K&K AUTO PARTS	7/28/2017		58613
971005	AMB. PARTS	0.00	\$287.55	0.00	287.55
Desc:	AMB. PARTS	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
971004	Shop Solve	0.00	\$119.76	0.00	119.76
Desc:	Shop Solve	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			407.31	0.00	407.31
026051	KOLOSKI PLUMBING & HEATING, LLC		7/28/2017		58614
2376	Materials & Repair Broken Pipe	0.00	\$197.75	0.00	197.75
Desc:	Materials Broken Pipe	Acct: 10-527-323-0000	MATERIAL & SUPPLIES		
Desc:	Labor Repair Broken Pipe	Acct: 10-527-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			197.75	0.00	197.75
027100	LAVALLEY BUILDING SUPPLY, INC		7/28/2017		58615

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WL3911805-01	Materials@Jay Hill Pump	103.81	\$103.81	0.00	103.81
Desc: Materials@Jay Hill Pump		Acct: 65-964-320-0200	EQUIPMENT OPERATION - JOURNAL		
WL3911813-01	Headlock	18.66	\$18.66	0.00	18.66
Desc: Headlock		Acct: 65-964-320-0200	EQUIPMENT OPERATION - JOURNAL		
WL3914015-01	Weight Letters	29.29	\$29.29	0.00	29.29
Desc: Weight Letters		Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			151.76	0.00	151.76
027700	DE LAGE LANDEN	DE LAGE LANDEN	7/28/2017		58616
55360376	Copier lease August'17	0.00	\$180.40	0.00	180.40
Desc: Copier lease August'17		Acct: 10-171-318-0000	CONTRACTED SERVICES		
Vendor Total:			180.40	0.00	180.40
027755	LEONARD, TIMOTHY A	TIMOTHY A. LEONARD	7/28/2017		58617
PO#1771	Youth Baseball Umpiring	0.00	\$410.00	0.00	410.00
Desc: Youth Baseball Umpiring		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			410.00	0.00	410.00
027850	LEWIS, WILLIAM J	WILLIAM LEWIS ELECTRICAL LLC	7/28/2017		58618
17/59	Install outlet box in pantry room	0.00	\$93.00	0.00	93.00
Desc: Electrical Supplies		Acct: 10-421-321-0100	REPAIRS & MAINT-BUILD & GROUND		
Desc: Install outlet box in pantry room		Acct: 10-421-321-0100	REPAIRS & MAINT-BUILD & GROUND		
Vendor Total:			93.00	0.00	93.00
028026	LINCOLN NATIONAL LIFE INSURANCE CO	LINCOLN NATIONAL LIFE INSURANCE CO	7/28/2017		58619
Aug'17	Life Insurance August 2017	400.41	\$2,343.81	0.00	2,343.81
Desc: Life Insurance August 2017		Acct: 10-811-240-0000	Life Insurance		
Desc: Life Insurance August 2017		Acct: 10-811-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 30-971-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 30-971-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 30-974-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 30-974-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 30-975-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 30-975-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 50-954-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 50-954-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 50-955-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 50-955-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 55-955-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 55-955-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 60-961-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 60-961-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 60-965-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 60-965-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 65-963-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 65-963-270-0000	AD&D		
Desc: Life Insurance August 2017		Acct: 65-965-240-0000	LIFE INSURANCE		
Desc: Life Insurance August 2017		Acct: 65-965-270-0000	AD&D		

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Vendor Total:			2,343.81	0.00	2,343.81
028128	CONERTY, DANIELLE	DANIELLE CONERTY	7/28/2017		58620
PO#1761	Hartford Performing Arts Camp	0.00	\$1,382.50	0.00	1,382.50
Desc:	Hartford Performing Arts Camp	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,382.50	0.00	1,382.50
028130	CONERTY, MICHAEL	MICHAEL CONERTY	7/28/2017		58621
PO#1764	Hartford Performing Arts Camp	0.00	\$1,382.50	0.00	1,382.50
Desc:	Hartford Performing Arts Camp	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,382.50	0.00	1,382.50
028850	MAGEE OFFICE PLUS		7/28/2017		58622
C-01935772	Savin C9120 - Ctr July'17-June'18	0.00	\$636.00	0.00	636.00
Desc:	Savin C9120 - Contract Period 7/1/1	Acct: 10-622-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc:	Savin C9120 - Contract Period 7/1/1	Acct: 10-174-320-0000	EQUIP OPERATION/MAINT-OFFICE		
C-01936041	Contract Copier 7/29-10/29/17	238.00	\$298.25	0.00	298.25
Desc:	Contract Copier 7/29-10/29/17	Acct: 10-325-318-0000	CONTRACT SERVICES		
Desc:	Contract Copier 7/29-10/29/17	Acct: 50-955-318-0000	CONTRACTED SERVICES		
Desc:	Contract Copier 7/29-10/29/17	Acct: 55-955-318-0000	CONTRACTED SERVICES		
Desc:	Contract Copier 7/29-10/29/17	Acct: 60-965-318-0000	CONTRACTED SERVICES		
Desc:	Contract Copier 7/29-10/29/17	Acct: 65-965-318-0000	CONTRACTED SERVICES		
C-01940080	Wide Copier Ctr Aug23-Nov23'17 T.C.	0.00	\$207.00	0.00	207.00
Desc:	Wide Copier Ctr Aug23-Nov23'17 T.C.	Acct: 10-985-151-0200	Town Clerk Digital Imaging		
Vendor Total:			1,141.25	0.00	1,141.25
029096	MANBY, C ROBERT JR, PC	LAW OFFICE OF C ROBERT MANBY JR PC	7/28/2017		58623
3888	Citizens/Co-op 37-14	0.00	\$115.00	0.00	115.00
Desc:	Citizens/Co-op 37-14	Acct: 10-141-318-0000	CONTRACTED SERVICES		
3889	Barrett Ch. 11 80-17	0.00	\$69.00	0.00	69.00
Desc:	Barrett Ch. 11 80-17	Acct: 10-175-318-0000	CONTRACTED SERVICES		
3890	Miller Silver 158-16	0.00	\$230.00	0.00	230.00
Desc:	Miller Silver 158-16	Acct: 10-141-318-0000	CONTRACTED SERVICES		
3891	Pearce Stairs Easement 50	0.00	\$529.00	0.00	529.00
Desc:	Pearce Stairs Easement 50	Acct: 10-141-318-0000	CONTRACTED SERVICES		
3892	Stormwater Ease Downtown-Jun'17	0.00	\$23.00	0.00	23.00
Desc:	Stormwater Ease Downtown-Jun'17	Acct: 10-325-318-0000	CONTRACT SERVICES		
3893	World of Discovery 78-17	0.00	\$943.00	0.00	943.00
Desc:	World of Discovery 78-17	Acct: 10-175-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,909.00	0.00	1,909.00
029670	MARTIN, JAMES	MARTIN'S MECHANICAL P&H, LLC	7/28/2017		58624
13151	Service call for leaking pipe	0.00	\$95.00	0.00	95.00
Desc:	Service call for leaking pipe	Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			95.00	0.00	95.00
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC	7/28/2017		58625
I45883682	Mailing Tape&Adhesive	0.00	\$28.79	0.00	28.79

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	Desc: Mailing Tape&Adhesive	Acct: 10-511-323-0000	MATERIAL & SUPPLIES		
CR4405409	Return Mailing Tape&Adhesive	0.00	\$-28.79	0.00	-28.79
	Desc: Return Mailing Tape&Adhesive	Acct: 10-511-323-0000	MATERIAL & SUPPLIES		
I45543287	Bookcases-Major,Sgt Dett	0.00	\$309.00	0.00	309.00
	Desc: Bookcases-Major,Sgt Det	Acct: 10-211-330-0000	OFFICE EQUIPMENT		
I45613345	Trash bags,towels, pens	0.00	\$110.66	0.00	110.66
	Desc: Trash bags,towels, pens	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
	Desc: Trash bags,towels	Acct: 10-271-323-0000	MATERIAL & SUPPLIES		
I45707271	Toner	0.00	\$81.49	0.00	81.49
	Desc: Toner	Acct: 10-174-323-0000	MATERIAL & SUPPLIES		
I45796313	Paper,dvd,battery,cleaner	0.00	\$89.48	0.00	89.48
	Desc: Paper,dvd,battery,cleaner	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
I45797522	Office Supplies	0.00	\$152.01	0.00	152.01
	Desc: Office Supplies	Acct: 10-511-323-0000	MATERIAL & SUPPLIES		
I45799889	Office Supplies	88.60	\$195.07	0.00	195.07
	Desc: Office Supplies	Acct: 10-325-323-0000	MATERIAL & SUPPLIES		
	Desc: Office Supplies	Acct: 50-955-323-0000	MATERIAL & SUPPLIES		
	Desc: Office Supplies	Acct: 55-955-323-0000	MATERIALS & SUPPLIES		
	Desc: Office Supplies	Acct: 60-965-323-0000	MATERIAL & SUPPLIES		
	Desc: Office Supplies	Acct: 65-965-323-0000	MATERIALS & SUPPLIES		
I45799923	Cleaning Supplies	54.98	\$54.98	0.00	54.98
	Desc: Cleaning Supplies	Acct: 30-971-323-0000	MATERIAL & SUPPLIES		
I45883026	Paper	19.99	\$19.99	0.00	19.99
	Desc: Paper	Acct: 30-975-323-0000	MATERIAL & SUPPLIES		
I45883667	Sharpie Markers	0.00	\$5.88	0.00	5.88
	Desc: Sharpie Markers	Acct: 10-511-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Vendor Total:			1,018.56	0.00	1,018.56
029886	MAYFIELD, WILLIAM BRETT	WILLIAM BRETT MAYFIELD	7/28/2017		58626
072117	Youth Karate Program Instructor	0.00	\$220.50	0.00	220.50
	Desc: Youth Karate Program Instructor	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			220.50	0.00	220.50
030255	MCNEIL LEDDY & SHEAHAN, P.C.	MCNEIL LEDDY & SHEAHAN	7/28/2017		58627
28922	Mttr#00001 Miscellaneous	0.00	\$16.25	0.00	16.25
	Desc: Mttr#00001 Miscellaneous	Acct: 10-141-318-0000	CONTRACTED SERVICES		
28922a	Mttr#00005 Wood 10/06 Amendment App	0.00	\$297.42	0.00	297.42
	Desc: Mttr#00005 Wood 10/06 Amendment App	Acct: 10-621-318-0000	CONTRACTED SERVICES		
	Desc: Disbursements	Acct: 10-621-318-0000	CONTRACTED SERVICES		
28922b	Mttr#00016 Wood-Rule 75 Appeal	0.00	\$48.00	0.00	48.00
	Desc: Mttr#00016 Wood-Rule 75 Appeal	Acct: 10-621-318-0000	CONTRACTED SERVICES		
28923	Mttr#00029 Re: In Re: L.R.	0.00	\$577.60	0.00	577.60
	Desc: Mttr#00029 Re: In Re: L.R.	Acct: 10-141-318-0000	CONTRACTED SERVICES		
29040	Mttr#00018 Insubordination - FC	0.00	\$848.00	0.00	848.00
	Desc: Mttr#00018 Insubordination - FC	Acct: 10-141-318-0000	CONTRACTED SERVICES		
29040a	Mttr#00017 Re:Complaint - TN	0.00	\$134.30	0.00	134.30
	Desc: Mttr#00017 Re:Complaint - TN	Acct: 10-141-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,921.57	0.00	1,921.57

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031875	MOTOROLA SOLUTIONS, INC	MOTOROLA SOLUTIONS, INC	7/28/2017		58628
13170796	Portable radios	0.00	\$41,726.56	0.00	41,726.56
Desc: 8 Portable Radios		Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
Vendor Total:			41,726.56	0.00	41,726.56
032101	MVP HEALTH CARE, INC	MVP HEALTH CARE, INC	7/28/2017		58629
000009246387	Health Insurance Retirees - Aug'17	2,189.40	\$7,298.00	0.00	7,298.00
Desc: August 2017		Acct: 10-811-418-0100	Retire insurance costs		
Desc: August 2017		Acct: 30-975-418-0100	RETIREE HEALTH INSURANCE		
Desc: August 2017		Acct: 50-954-418-0100	RETIREE HEALTH INSURANCE		
Desc: August 2017		Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			7,298.00	0.00	7,298.00
032235	NARDONE, ANDREA	ANDREA NARDONE	7/28/2017		58630
PO#1799	HPAC Instructor	0.00	\$1,142.50	0.00	1,142.50
Desc: HPAC Instructor		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,142.50	0.00	1,142.50
032976	NEOPOST INC	NEOPOST USA INC	7/28/2017		58631
54942667	Equipment rental 20Jul'17-19Oct'17	68.00	\$89.85	0.00	89.85
Desc: Equipment rental 20Jul'17-19Oct'17		Acct: 10-325-318-0000	CONTRACT SERVICES		
Desc: Equipment rental 20Jul'17-19Oct'17		Acct: 50-955-318-0000	CONTRACTED SERVICES		
Desc: Equipment rental 20Jul'17-19Oct'17		Acct: 55-955-318-0000	CONTRACTED SERVICES		
Desc: Equipment rental 20Jul'17-19Oct'17		Acct: 60-965-318-0000	CONTRACTED SERVICES		
Desc: Equipment rental 20Jul'17-19Oct'17		Acct: 65-965-318-0000	CONTRACTED SERVICES		
Vendor Total:			89.85	0.00	89.85
034650	NORTH COUNTRY AUTO RENTAL LLC		7/28/2017		58632
256	Van Rental 15 Passenger 7/13-14/17	0.00	\$99.00	0.00	99.00
Desc: Van Rental 15 Passenger 7/13-14/17		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			99.00	0.00	99.00
034800	NORTHEAST DELTA DENTAL		7/28/2017		58633
Aug'17	Dental Insurance August 2017	1,604.73	\$8,836.59	0.00	8,836.59
Desc: August 2017		Acct: 10-811-230-0000	Dental insurance		
Desc: August 2017		Acct: 10-811-418-0100	Retire insurance costs		
Desc: August 2017		Acct: 30-971-230-0000	DENTAL		
Desc: August 2017		Acct: 30-974-230-0000	DENTAL		
Desc: August 2017		Acct: 30-975-230-0000	DENTAL		
Desc: August 2017		Acct: 50-954-230-0000	DENTAL		
Desc: August 2017		Acct: 50-955-230-0000	DENTAL		
Desc: August 2017		Acct: 50-954-230-0000	DENTAL		
Desc: August 2017		Acct: 55-955-230-0000	DENTAL		
Desc: August 2017		Acct: 60-961-230-0000	DENTAL		
Desc: August 2017		Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
Desc: August 2017		Acct: 60-965-230-0000	DENTAL		
Desc: August 2017		Acct: 65-963-230-0000	DENTAL		
Desc: August 2017		Acct: 65-965-230-0000	DENTAL		

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Vendor Total:			8,836.59	0.00	8,836.59
034820	NORTHEAST HANDLING SYSTEMS, INC		7/28/2017		58634
4870	Annual Inspection Crane/Hoist 2017	350.00	\$350.00	0.00	350.00
Desc: Annual Inspection Crane/Hoist 2017		Acct: 60-961-318-0000	CONTRACTED SERVICES		
Vendor Total:			350.00	0.00	350.00
034875	NORTHEAST MAILING SYSTEMS, LLC		7/28/2017		58635
351525	2 Ink Cartridges for Postage Meter	0.00	\$292.39	0.00	292.39
Desc: 2 Ink Cartridges for Postage Meter		Acct: 10-121-322-0000	POSTAGE		
Vendor Total:			292.39	0.00	292.39
034925	NORTHEAST RESOURCE RECOVERY ASSC		7/28/2017		58636
57944	June'17 Hauling Fees	316.62	\$316.62	0.00	316.62
Desc: June'17 Hauling Fees		Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:			316.62	0.00	316.62
035550	NUNEZ, JOHN T	JOHN T NUNEZ	7/28/2017		58637
PO#1624	August Retiree Stipend for Alt Ins	0.00	\$229.17	0.00	229.17
Desc: August Retiree Stipend for Alt Ins		Acct: 10-811-418-0100	Retire insurance costs		
Vendor Total:			229.17	0.00	229.17
035865	CANON SOLUTIONS AMERICA	CANON SOLUTIONS AMERICA	7/28/2017		58638
4023077751	Maintenance Copier	0.00	\$154.75	0.00	154.75
Desc: Maintenance Copier		Acct: 10-211-330-0000	OFFICE EQUIPMENT		
Vendor Total:			154.75	0.00	154.75
036697	PARSONS ENVIRONMENT	JP MORGAN CHASE	7/28/2017		58639
3731	June 2017 - Inspection Stickers	0.00	\$17.68	0.00	17.68
Desc: June 2017 - Inspection Stickers		Acct: 10-321-318-0000	CONTRACTED SERVICES		
Vendor Total:			17.68	0.00	17.68
036745	PAULSON, SCOTT H.	SCOTT H. PAULSON	7/28/2017		58640
081617	Summer Concert-Quechee Green Park	0.00	\$400.00	0.00	400.00
Desc: Summer Concert-Quechee Green Park		Acct: 10-516-318-0000	CONTRACTED SERVICES		
Vendor Total:			400.00	0.00	400.00
036770	PECK ELECTRIC COMPANY	PECK ELECTRIC COMPANY	7/28/2017		58641
043331	Solar Credits June 2017	5,090.67	\$5,090.67	0.00	5,090.67
Desc: Solar Credits June 2017		Acct: 65-963-329-0000	ELECTRICITY		
Vendor Total:			5,090.67	0.00	5,090.67
037046	LUCE, KIMBER L	KIMBER LUCE	7/28/2017		58642
202494	Refund Overpayment State Paymnt Aug	0.00	\$489.89	0.00	489.89
Desc: Refund Overpayment State Paymnt Aug		Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			489.89	0.00	489.89

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037276	PETE'S TIRE BARNS, INC			7/28/2017	58643
250160	UTILITY MOUNT/BALANCE	0.00	\$19.45	0.00	19.45
Desc: UTILITY MOUNT/BALANCE	Acct: 10-221-321-0000		REPAIRS & MAINT-VEHICLES		
Vendor Total:			19.45	0.00	19.45
037450	PIKE INDUSTRIES INC			7/28/2017	58644
928530	VT 3" DGBM	0.00	\$927.48	0.00	927.48
Desc: Material for Road Repairs	Acct: 10-311-323-0000		MATERIAL & SUPPLIES		
928508	3/4" Crushed Stone Base/VT 3" DGBM	0.00	\$1,708.25	0.00	1,708.25
Desc: Material for storm damage	Acct: 10-311-323-0000		MATERIAL & SUPPLIES		
Vendor Total:			2,635.73	0.00	2,635.73
037551	PITNEY BOWES INC	PURCHASE POWER		7/28/2017	58645
June'17	Postage June 2017	145.75	\$1,005.00	0.00	1,005.00
Desc: June 2017	Acct: 10-121-322-0000		POSTAGE		
Desc: June 2017	Acct: 10-171-322-0000		POSTAGE		
Desc: June 2017	Acct: 10-151-322-0000		POSTAGE		
Desc: June 2017	Acct: 10-511-322-0000		POSTAGE		
Desc: June 2017	Acct: 10-622-322-0000		POSTAGE		
Desc: June 2017	Acct: 10-175-322-0000		POSTAGE		
Desc: June 2017	Acct: 10-174-322-0000		POSTAGE		
Desc: June 2017	Acct: 50-955-322-0000		POSTAGE		
Desc: June 2017	Acct: 30-975-322-0000		POSTAGE		
Vendor Total:			1,005.00	0.00	1,005.00
037670	POLLARDWATER	POLLARDWATER		7/28/2017	58646
0082164	Indu Fire Hose Assy	107.70	\$107.70	0.00	107.70
Desc: Indu Fire Hose Assy	Acct: 50-954-331-0000		DEPARTMENT EQUIPMENT		
Vendor Total:			107.70	0.00	107.70
038188	LL POTWIN SERVICES	L.L. POTWIN SERVICES		7/28/2017	58647
5966	June 2017 Cleaning@West HTFD Libr	0.00	\$180.00	0.00	180.00
Desc: June 2017 Cleaning@West HTFD Libr	Acct: 10-524-318-0000		CONTRACTED SERVICES		
5967	July 2017 Cleaning @ West Hrtfd Lib	0.00	\$180.00	0.00	180.00
Desc: July 2017 Cleaning @ West Hrtfd Lib	Acct: 10-524-318-0000		CONTRACTED SERVICES		
5964	Cleaning July 2017 - Town Hall	0.00	\$2,504.02	0.00	2,504.02
Desc: Cleaning July 2017 - Town Hall	Acct: 10-161-318-0000		CONTRACTED SERVICES		
Vendor Total:			2,864.02	0.00	2,864.02
038247	POWERSTREAM TECHNOLOGY, INC			7/28/2017	58648
56431	SHIPPING	0.00	\$35.66	0.00	35.66
Desc: SHIPPING	Acct: 10-221-322-0000		POSTAGE		
Vendor Total:			35.66	0.00	35.66
038249	POWER WASHER SALES			7/28/2017	58649
168414	Annual Lift Inspections	0.00	\$985.00	0.00	985.00
Desc: Annual Lift Inspections	Acct: 10-321-318-0000		CONTRACTED SERVICES		
168388	Power Washer Repair	0.00	\$199.68	0.00	199.68

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	Desc: Power Washer Repair	Acct: 10-321-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,184.68	0.00	1,184.68
038341	PREMIER COACH COMPANY, INC		7/28/2017		58650
38845	Boston Red Sox Trip	0.00	\$1,650.00	0.00	1,650.00
	Desc: Boston Red Sox Trip	Acct: 10-516-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,650.00	0.00	1,650.00
038940	QUECHEE LAKES LANDOWNERS ASSOC		7/28/2017		58651
PO#1759	Teen Rec Program	0.00	\$700.00	0.00	700.00
	Desc: Teen Rec Program	Acct: 10-514-318-0000	CONTRACTED SERVICES		
	Vendor Total:		700.00	0.00	700.00
039250	RADIO NORTH GROUP INC		7/28/2017		58652
24138537	Radio carry holder	0.00	\$44.00	0.00	44.00
	Desc: Radio carry holder	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		44.00	0.00	44.00
040375	RICKER, ALLYN	ALLYN RICKER	7/28/2017		58653
PO#1745	Safety shoes Reimbursement	0.00	\$109.99	0.00	109.99
	Desc: Safety shoes Reimbursement	Acct: 10-325-326-0000	UNIFORMS		
	Vendor Total:		109.99	0.00	109.99
040765	ROLLINS, FLORENTINA N		7/28/2017		58654
PO#1777	Mileage Reimbursement	0.00	\$56.71	0.00	56.71
	Desc: Mileage Reimbursement	Acct: 10-171-311-0000	TRAVEL & MEETINGS		
	Vendor Total:		56.71	0.00	56.71
041450	SABIL & SONS, INC	SABIL & SONS, INC	7/28/2017		58655
30326	Light Repair Items	0.00	\$185.49	0.00	185.49
	Desc: Light Repair Items	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
30342	H-5 Radiator Repairs	0.00	\$368.94	0.00	368.94
	Desc: H-5 Radiator Repairs	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		554.43	0.00	554.43
041600	SANEL AUTO PARTS CO	SANEL AUTO PARTS CO	7/28/2017		58656
05AG3789	H4 Dexron 3 Mercon Qts	0.00	\$30.50	0.61	29.89
	Desc: H4 Dexron 3 Mercon Qts	Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
05AG1114	W-9 Air&Oil Filter	19.96	\$20.37	0.41	19.96
	Desc: W-9 Air&Oil Filter	Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
05ZS2830	Return W-11 Alarm	-92.30	\$-94.18	-1.88	-92.30
	Desc: Return W-11 Alarm	Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
05AE3165	Returned Parts	0.00	\$-636.59	-12.73	-623.86
	Desc: Returned Parts	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
05AC9550	Air/Oil Filters - PD9	0.00	\$25.07	0.50	24.57
	Desc: Air/Oil Filters - PD9	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
05AI8606	Shop-Band Clamp	0.00	\$20.90	0.42	20.48

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	Desc: Shop-Band Clamp	Acct: 10-321-323-0000	MATERIAL & SUPPLIES			
05AO3726	Return Warranty on Tool	0.00	\$-2.76	-0.06		-2.70
	Desc: Return Warranty on Tool	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES			
05AM7734	311 - Fuel Filter	0.00	\$10.03	0.20		9.83
	Desc: 311 - Fuel Filter	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES			
05AP4230	430-F Cable Ties	19.00	\$19.39	0.39		19.00
	Desc: 430-F Cable Ties	Acct: 50-954-321-0000	REPAIRS & MAINT-VEHICLES			
	Desc: 430-F Cable Ties	Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES			
05AO5859	Stock-Cabin Air Filter	0.00	\$31.50	0.63		30.87
	Desc: Stock-Cabin Air Filter	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES			
05AT5209	Return- Core Deka Premium	0.00	\$-15.00	-0.30		-14.70
	Desc: Return- Core Deka Premium	Acct: 10-521-320-0000	EQUIP OPERATION & MAINT			
05AR7314	XMARK-Deka Premium HZ - 540	0.00	\$87.66	1.75		85.91
	Desc: XMARK-Deka Premium HZ - 540	Acct: 10-521-320-0000	EQUIP OPERATION & MAINT			
05AM6691	Retrun Oil Filter	0.00	\$-4.70	-0.09		-4.61
	Desc: Retrun Oil Filter	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES			
05AM7638	Brake rotor front - PD7	0.00	\$190.46	3.81		186.65
	Desc: Brake rotor front - PD7	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES			
05AK8536	Jetter - Fuel Filter	0.00	\$2.39	0.05		2.34
	Desc: Jetter - Fuel Filter	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES			
05AS4932	Shop-Speedy Dry	0.00	\$129.99	2.60		127.39
	Desc: Shop-Speedy Dry	Acct: 10-321-323-0000	MATERIAL & SUPPLIES			
05AC9584	5,000 Mile service - PD2	0.00	\$25.07	0.50		24.57
	Desc: 5,000 Mile service - PD2	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES			
05AC8364	Air/Oil Filters - PD10	0.00	\$25.07	0.50		24.57
	Desc: Air/Oil Filters - PD10	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES			
05AC8423	Air/Oil Filters - PD11	0.00	\$24.17	0.48		23.69
	Desc: Air/Oil Filters - PD11	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES			
05AC9529	Air/oil filtes - PD7	0.00	\$25.07	0.50		24.57
	Desc: Air/oil filtes - PD7	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES			
05AE4881	Grease	0.00	\$37.90	0.76		37.14
	Desc: Grease	Acct: 10-521-321-0000	REPAIRS & MAINT - VEHICLES			
05AE9020	Hydrants-Fluid Film	43.45	\$44.34	0.89		43.45
	Desc: Hydrants-Fluid Film	Acct: 50-954-321-0200	REPAIRS & MAINT-MAINS & APPUR			
05AF3409	Rear pads & rotors - PD10	0.00	\$86.77	1.74		85.03
	Desc: Rear pads & rotors - PD10	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES			
05AF8435	H4 Suction Hose@PowersteeringPump	0.00	\$36.60	0.73		35.87
	Desc: H4 Suction Hose@PowersteeringPump	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES			
05AC9546	Air/oil filters - PD4	0.00	\$25.07	0.50		24.57
	Desc: Air/oil filters - PD4	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES			
05AL0663	HOMATRO CLAMP KIT	0.00	\$6.59	0.13		6.46
	Desc: HOMATRO CLAMP KIT	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES			
05AM2121	H-9 - Led Beacon:Pulse II	0.00	\$90.04	1.80		88.24
	Desc: H-9 - Led Beacon:Pulse II	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES			
05AM6686	CREDIT	0.00	\$-29.47	-0.59		-28.88
	Desc: CREDIT	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES			
05AO6196	Shop Towel Box	69.74	\$71.16	1.42		69.74
	Desc: Shop Towel Box	Acct: 65-964-323-0000	MATERIALS & SUPPLIES			

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05AM9046	Fuel Pumps - Fuel Filters	0.00	\$84.56	1.69	82.87
Desc: Fuel Pumps - Fuel Filters		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
05AM9316	Washer pump-PD2	0.00	\$28.69	0.57	28.12
Desc: Washer pump-PD2		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
05AN8205	Brakes PD4	0.00	\$523.57	10.47	513.10
Desc: Brakes for PD4		Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
05AO3728	Credit Inv#05AM2831	0.00	\$-3.79	-0.08	-3.71
Desc: Credit Inv#05AM2831		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
05AK8849	H4 - Headlight	0.00	\$38.69	0.77	37.92
Desc: H4 - Headlight		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
05AQ4212	Stock-Sealed Beam	0.00	\$40.68	0.81	39.87
Desc: Stock-Sealed Beam		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
05ZR0737	W-11 Alarm	92.30	\$94.18	1.88	92.30
Desc: W-11 Alarm		Acct: 60-961-321-0000	REPAIRS & MAINT-VEHICLES		
05AM2831	HOMATRO CLAMP	0.00	\$3.79	0.08	3.71
Desc: HOMATRO CLAMP		Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
05AM0786	H-3 - Hydraulic Hose	0.00	\$24.22	0.48	23.74
Desc: H-3 - Hydraulic Hose		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			1,118.00	22.34	1,095.66
041815	SCUDDER, HEATHER	HEATHER SCUDDER		7/28/2017	58657
PO#1769	Field Hockey Camp	0.00	\$546.00	0.00	546.00
Desc: Field Hockey Camp		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			546.00	0.00	546.00
041857	PITNEY BOWES GLOBAL FINANCIAL	PITNEY BOWES GLOBAL FINANCIAL		7/28/2017	58658
3303972156	May & June 2017	0.00	\$265.46	0.00	265.46
Desc: May & June 2017		Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE		
3303972156a	Leasing Postage July 2017	0.00	\$132.73	0.00	132.73
Desc: Leasing Postage July 2017		Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Vendor Total:			398.19	0.00	398.19
044906	SWANK MOTION PICTURES, INC			7/28/2017	58659
RG 2362217	SING DVD Usage 07/14/2017	0.00	\$413.00	0.00	413.00
Desc: SING DVD Usage 07/14/2017		Acct: 10-516-318-0000	CONTRACTED SERVICES		
Vendor Total:			413.00	0.00	413.00
045280	TARDY, JASON JOHN	JASON JOHN TARDY		7/28/2017	58660
PO#1758	High Energy Juggling Show Jul 21'17	0.00	\$500.00	0.00	500.00
Desc: High Energy Juggling Show Jul 21'17		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			500.00	0.00	500.00
047150	UNIFIRST CORPORATION			7/28/2017	58661
035-4159217	MATTS/RAGS	0.00	\$69.29	0.00	69.29
Desc: MATTS/RAGS		Acct: 10-221-318-0000	CONTRACTED SERVICES		
0354159216	Mats	0.00	\$66.70	0.00	66.70
Desc: Mats		Acct: 10-211-318-0000	CONTRACTED SERVICES		

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Vendor Total:			135.99	0.00	135.99
047190	USA BLUEBOOK	USA BLUEBOOK		7/28/2017	58662
312636	Parts @ Jay Hill P.S.	218.58	\$218.58	0.00	218.58
Desc: Parts @ Jay Hill P.S.		Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
312698	Parts @ Jay Hill P.S.	121.01	\$121.01	0.00	121.01
Desc: Parts @ Jay Hill P.S.		Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:			339.59	0.00	339.59
047410	UNIVERSITY OF NEW HAMPSHIRE			7/28/2017	58663
1574	Little Red Wagon Performance 6PM	0.00	\$400.00	0.00	400.00
Desc: Little Red Wagon Performance 6PM		Acct: 10-516-318-0000	CONTRACTED SERVICES		
1573	Little Red Wagon Performance 1PM	0.00	\$400.00	0.00	400.00
Desc: Little Red Wagon Performance 1PM		Acct: 10-516-318-0000	CONTRACTED SERVICES		
Vendor Total:			800.00	0.00	800.00
047497	UPPER VALLEY AQUATIC CENTER			7/28/2017	58664
2814	Membership June 2017	0.00	\$2,089.20	0.00	2,089.20
Desc: Membership June 2017		Acct: 10-811-318-0300	WELLNESS		
Vendor Total:			2,089.20	0.00	2,089.20
047715	UPPER VALLEY HUMANE SOCIETY			7/28/2017	58665
9427	Annual Contract FY '17-18	0.00	\$3,000.00	0.00	3,000.00
Desc: Annual Town Contract - '17/'18		Acct: 10-211-318-0000	CONTRACTED SERVICES		
Vendor Total:			3,000.00	0.00	3,000.00
048185	VALLEY IMAGING & AWARDS			7/28/2017	58666
20625	3000 Town Single Tickets	201.89	\$201.89	0.00	201.89
Desc: 3000 Town Single Tickets		Acct: 30-974-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			201.89	0.00	201.89
048249	VALLEY NEWS	VALLEY NEWS		7/28/2017	58667
599290716-0722'17	w/e 07/22/17 - Welcome Ctr	0.00	\$2.25	0.00	2.25
Desc: w/e 07/22/17 - Welcome Ctr		Acct: 10-121-318-0510	WELCOME CENTER - INVENTORY PU		
599290709-0715'17	w/e 07/15/17 - Welcome Ctr	0.00	\$2.25	0.00	2.25
Desc: w/e 07/15/17 - Welcome Ctr		Acct: 10-121-318-0510	WELCOME CENTER - INVENTORY PU		
Vendor Total:			4.50	0.00	4.50
048300	VALLEY NEWS	VALLEY NEWS		7/28/2017	58668
2959353DJun'17	Valley News Ads June 2017	40.89	\$40.89	0.00	40.89
Desc: Ad#264442 RFP Well Cleaning& Redev.		Acct: 50-952-318-0000	CONTRACTED SERVICES		
Vendor Total:			40.89	0.00	40.89
048380	HOLMES, TODD	VALLEY TURF SERVICES LLC		7/28/2017	58669
692	Fertilizer @ Maxfield	0.00	\$600.00	0.00	600.00
Desc: Infield material and spread of fert		Acct: 10-527-323-0000	MATERIAL & SUPPLIES		
Desc: Spread of fert at Maxfield		Acct: 10-527-318-0000	CONTRACTED SERVICES		

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Vendor Total:			600.00	0.00	600.00
048575	VERIZON WIRELESS		7/28/2017		58670
9788460037	June 2017 Verizon	111.60	\$1,463.03	0.00	1,463.03
Desc:	Jun 02 - Jul 01, 2017	Acct: 10-121-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 10-171-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 10-181-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 10-221-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
Desc:	Jun 02 - Jul 01, 2017	Acct: 10-271-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 10-325-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 10-511-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 50-955-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 55-955-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 60-965-324-0000	TELEPHONE		
Desc:	Jun 02 - Jul 01, 2017	Acct: 65-965-324-0000	TELEPHONE		
9788485629	Verizon Wireless June 2017	0.00	\$990.66	0.00	990.66
Desc:	Verizon Wireless June 2017	Acct: 10-221-324-0000	TELEPHONE		
Desc:	Verizon Wireless June 2017	Acct: 10-211-324-0000	TELEPHONE		
Desc:	Verizon Wireless June 2017	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
Desc:	Verizon Wireless June 2017	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
Vendor Total:			2,453.69	0.00	2,453.69
048600	VERMONT AGENCY OF TRANSPORTATION		7/28/2017		58671
B1807617	Welcome Ctr Lease Aug 2017	1,642.08	\$1,642.08	0.00	1,642.08
Desc:	Welcome Ctr Lease Aug 2017	Acct: 70-121-318-0580	Welcome Center - rent		
Vendor Total:			1,642.08	0.00	1,642.08
048619	VERMONT EMS DISTRICT 9		7/28/2017		58672
8-12-17-8-13-17	EMS TRAINING - HARVEY/LALIBERTY	0.00	\$300.00	0.00	300.00
Desc:	EMS TRAINING - HARVEY/LALIBERTY	Acct: 10-221-315-0000	RECRUITMENT & TRAINING		
Vendor Total:			300.00	0.00	300.00
049300	VERMONT DEPT OF LABOR	VERMONT DEPT OF LABOR	7/28/2017		58673
091 3064 Q2-17	Unemployment Benefits 2nd Qtr 2017	0.00	\$2,330.59	0.00	2,330.59
Desc:	Unemployment Benefits 2nd Qtr 2017	Acct: 10-811-318-0500	EXCISE & OTHER TAXES		
Vendor Total:			2,330.59	0.00	2,330.59
050510	VERMONT MECHANICAL INC		7/28/2017		58674
30323	STOP WATER LEAK	0.00	\$262.50	0.00	262.50
Desc:	STOP WATER LEAK	Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			262.50	0.00	262.50
050600	VERMONT OFFENDER WORK PROGRAMS		7/28/2017		58675
WC1541	Offender Work Days-DOC Supervised	0.00	\$495.00	0.00	495.00
Desc:	Offender Work Days-DOC Supervised	Acct: 10-524-318-0000	CONTRACTED SERVICES		
Desc:	Offender Work Days-DOC Supervised	Acct: 10-521-318-0000	CONTRACTED SERVICES		
Vendor Total:			495.00	0.00	495.00

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051943	VISION SERVICE PLAN	VISION SERVICE PLAN		7/28/2017	58676
Aug'17	74 Vision Insurance August 2017	0.00	\$1,948.61	0.00	1,948.61
Desc:	74 Vision Insurance August 2017	Acct: 10-012-300-0225	ACCRUED VISION INSURANCE PAYAI		
Vendor Total:			1,948.61	0.00	1,948.61
052000	VITAL COMMUNITIES			7/28/2017	58677
480	Transportation Management Dues	0.00	\$2,985.00	0.00	2,985.00
Desc:	Transportation Management Dues	Acct: 10-622-313-0000	MEMBERSHIP DUES		
Vendor Total:			2,985.00	0.00	2,985.00
052325	WEED CONCRETE PRODUCTS LLC			7/28/2017	58678
20026584	8 Heavy Mastic for Manholes	168.00	\$168.00	0.00	168.00
Desc:	8 Heavy Mastic for Manholes	Acct: 65-964-321-0200	REPAIRS & MAINT-MAINS & APPUR		
Vendor Total:			168.00	0.00	168.00
052650	WEST LEBANON SUPPLY			7/28/2017	58679
158425	Marking Lime 50#	0.00	\$70.09	0.00	70.09
Desc:	Marking Lime 50#	Acct: 10-527-323-0000	MATERIAL & SUPPLIES		
158289	Marking Lime 50#	0.00	\$23.36	0.00	23.36
Desc:	Marking Lime 50#	Acct: 10-527-323-0000	MATERIAL & SUPPLIES		
158499	Salt for Weed Killer Mixture	0.00	\$9.89	0.00	9.89
Desc:	Salt for Weed Killer Mixture	Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			103.34	0.00	103.34
053040	WHITE RIVER CAR WASH			7/28/2017	58680
700839	Cruiser Car Washes	0.00	\$190.00	0.00	190.00
Desc:	Cruiser Car Washes	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			190.00	0.00	190.00
053150	SWISH WHITE RIVER, LTD			7/28/2017	58681
W193265	Sanitizers/Toilet Tissue/Towels	0.00	\$117.50	0.00	117.50
Desc:	Sanitizers for Camp	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
Desc:	Toilet Tissue/Towels for Maxfield	Acct: 10-528-323-0100	MATERIAL & SUPPLIES - CUSTODIAL		
9031255	Credit original invoice W194256	0.00	\$-44.00	0.00	-44.00
Desc:	Credit original invoice W194256	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
w192164	Mop,floor cleaner	0.00	\$16.65	0.00	16.65
Desc:	Mop,floor cleaner	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
W193955	Cleaning Supplies	0.00	\$332.56	0.00	332.56
Desc:	Cleaning Supplies	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
Desc:	Cleaning Supplies	Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
Desc:	Cleaning Supplies	Acct: 10-528-323-0100	MATERIAL & SUPPLIES - CUSTODIAL		
W192969	Combination Floor Tool	0.00	\$28.90	0.00	28.90
Desc:	Combination Floor Tool	Acct: 10-421-323-0000	MATERIAL & SUPPLIES		
W194256	Cleaning supplies	0.00	\$173.37	0.00	173.37
Desc:	Cleaning supplies	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			624.98	0.00	624.98

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054815	WORKSAFE TCI INC		7/28/2017		58682
14438	Signs	0.00	\$772.10	0.00	772.10
Desc: Signs		Acct: 10-325-331-0000	DEPARTMENT EQUIPMENT		
Vendor Total:			772.10	0.00	772.10
058688	DARTMOUTH HITCHCOCK		7/28/2017		58683
20170617	Medical Supplies June 2017	0.00	\$23.65	0.00	23.65
Desc: Medical Supplies June 2017		Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
Vendor Total:			23.65	0.00	23.65
059680	LUNEAU, ILZE	ILZE LUNEAU	7/28/2017		58684
011017	Basketball Presentation July 20 '17	0.00	\$300.00	0.00	300.00
Desc: Basketball Presentation July 20 '17		Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			300.00	0.00	300.00
059847	COUTERMARSH, TOM	TOM COUTERMARSH	7/28/2017		58685
Aug'17	Aug'17 Reimburs. Ret. Insurance-DPW	365.72	\$365.72	0.00	365.72
Desc: August 2017		Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
Desc: August 2017		Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
Desc: August 2017		Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
Desc: August 2017		Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			365.72	0.00	365.72
059862	NORWICH REGIONAL ANIMAL HOSPITAL		7/28/2017		58686
38563	Vet visit Dozer	0.00	\$119.40	0.00	119.40
Desc: Vet visit Dozer		Acct: 10-211-318-0000	CONTRACTED SERVICES		
38638	Dozer Exam/vaccinations	0.00	\$266.50	0.00	266.50
Desc: Dozer Exam/vaccinations		Acct: 10-211-318-0000	CONTRACTED SERVICES		
Vendor Total:			385.90	0.00	385.90
500025	HOLMES, MARJORIE	MARJORIE HOLMES	7/28/2017		58687
203453	Refund Overpayment State Paymnt Aug	0.00	\$146.97	0.00	146.97
Desc: Refund Overpayment State Paymnt Aug		Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			146.97	0.00	146.97
500057	HASKINS, ANNA	ANNA HASKINS	7/28/2017		58688
203733	Refund Overpayment State Paymnt Aug	0.00	\$292.61	0.00	292.61
Desc: Refund Overpayment State Paymnt Aug		Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			292.61	0.00	292.61
500111	BLAKE, JILL	JILL BLAKE	7/28/2017		58689
203438	Refund Overpayment State Paymnt Aug	0.00	\$223.93	0.00	223.93
Desc: Refund Overpayment State Paymnt Aug		Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			223.93	0.00	223.93
500112	MAZZACCARO, VERA	VERA MAZZACCARO	7/28/2017		58690
203451	Refund Overpayment State Paymnt Aug	0.00	\$333.61	0.00	333.61

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	Desc: Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		333.61	0.00	333.61
500117	JOHNSON, GRACE M.	GRACE M. JOHNSON	7/28/2017		58691
207167	Refund Overpayment State Paymnt Aug	0.00	\$155.90	0.00	155.90
	Desc: Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		155.90	0.00	155.90
500121	REGIONE, JESSE	JESSE REGIONE	7/28/2017		58692
203731	Refund Overpayment State Paymnt Aug	0.00	\$233.00	0.00	233.00
	Desc: Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		233.00	0.00	233.00
500193	BOMHOWER, RAY	RAY BOMHOWER	7/28/2017		58693
204052	Refund Overpayment State Paymnt Aug	0.00	\$205.22	0.00	205.22
	Desc: Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		205.22	0.00	205.22
500811	WELCH, RONALD	RONALD WELCH	7/28/2017		58694
204069	Refund Overpayment State Paymnt Aug	0.00	\$233.00	0.00	233.00
	Desc: Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		233.00	0.00	233.00
500911	SPILLMAN TECHNOLOGIES, INC		7/28/2017		58695
35487T	Annual maintenance	0.00	\$620.88	0.00	620.88
	Desc: Aunnaul maintenance	Acct: 10-271-320-0200	EQUIPMENT MAINT - COMPUTER		
	Vendor Total:		620.88	0.00	620.88
500952	PRIMMER PIPER EGGLESTON & CRAMER P		7/28/2017		58696
B04982-00006-156315	Impact Fee Ordinance Revision	0.00	\$637.50	0.00	637.50
	Desc: Impact Fee Ordinance Revision	Acct: 10-141-318-0000	CONTRACTED SERVICES		
	Vendor Total:		637.50	0.00	637.50
501033	MIRAGLIA, DANIELLE	DANIELLE MIRAGLIA	7/28/2017		58697
080917	Summer Concert - Lyman Point Park	0.00	\$400.00	0.00	400.00
	Desc: Summer Concert - Lyman Point Park	Acct: 10-516-318-0000	CONTRACTED SERVICES		
	Vendor Total:		400.00	0.00	400.00
501915	YAHOUB, SAMUEL	SAMUEL YAHOUB	7/28/2017		58698
203413	Refund Overpayment State Paymnt Aug	0.00	\$204.09	0.00	204.09
	Desc: Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		204.09	0.00	204.09
501916	CZECH, JUSTYNA	JUSTYNA CZECH	7/28/2017		58699
830243	Refund Camp Ventures	0.00	\$125.00	0.00	125.00
	Desc: Refund Camp Ventures	Acct: 10-514-325-0000	REFUNDS		

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Vendor Total:			125.00	0.00	125.00
501924	WADLEIGH, LINDSAY L.	LINDSAY L. WADLEIGH	7/28/2017		58700
PO#1763	Hartford Performing Arts Camp	0.00	\$1,142.50	0.00	1,142.50
Desc:	Hartford Performing Arts Camp	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,142.50	0.00	1,142.50
501929	WEST, LANNI LUCE	LANNI LUCE WEST	7/28/2017		58701
PO#1762	Hartford Performing Arts Camp	0.00	\$1,192.50	0.00	1,192.50
Desc:	Hartford Performing Arts Camp	Acct: 10-514-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,192.50	0.00	1,192.50
502043	LYMAN JENNIFER	JENNIFER LYMAN	7/28/2017		58702
204761	Refund Overpayment State Paymnt Aug	0.00	\$150.29	0.00	150.29
Desc:	Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			150.29	0.00	150.29
502136	MCCRORY MICHAEL		7/28/2017		58703
829156	Refund Swimming Lessons-Session3&4	0.00	\$65.00	0.00	65.00
Desc:	Refund Swimming Lessons-Session3&4	Acct: 10-514-325-0000	REFUNDS		
Vendor Total:			65.00	0.00	65.00
502173	RADICIONI, WALTER A.	WALTER A. RADICIONI, JR.	7/28/2017		58704
PO#1788	Refund for sign permit for 2 Guys	0.00	\$45.00	0.00	45.00
Desc:	Refund for sign permit for 2 Guys	Acct: 10-622-325-0000	REFUNDS		
Vendor Total:			45.00	0.00	45.00
502174	METIVIER, AMANDA	AMANDA METIVIER	7/28/2017		58705
829167	Refund Camp Ventures	0.00	\$255.00	0.00	255.00
Desc:	Refund Camp Ventures	Acct: 10-514-325-0000	REFUNDS		
Vendor Total:			255.00	0.00	255.00
502175	BOMHOWER CHARLES	CHARLES BOMHOWER	7/28/2017		58706
206471	Refund Overpayment State Paymnt Aug	0.00	\$59.24	0.00	59.24
Desc:	Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			59.24	0.00	59.24
502176	CONNOR CHRISTOPHER	CHRISTOPHER CONNOR	7/28/2017		58707
203854	Refund Overpayment State Paymnt Aug	0.00	\$434.57	0.00	434.57
Desc:	Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			434.57	0.00	434.57
502177	STEVEN PETRUCELLI	PETRUCELLI, STEVEN	7/28/2017		58708
203754	Refund Overpayment State Paymnt Aug	0.00	\$123.87	0.00	123.87
Desc:	Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
Vendor Total:			123.87	0.00	123.87

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Vendor ID	Vendor Name	Payee Name		Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
502178	SMITH MINNIE B	MINNIE B SMITH		7/28/2017	58709
205562	Refund Overpayment State Paymnt Aug	0.00	\$28.31	0.00	28.31
Desc:	Refund Overpayment State Paymnt Aug	Acct: 10-003-100-0000	CURRENT TAXES RECEIVABLE		
	Vendor Total:		28.31	0.00	28.31
FUND 1 0			Bank Total:	391,941.54	
	Holdback Total			391,941.54	
Batch Totals:		0.00	43,828.59	22.34	435,792.47

RICHARD G GRASSI

DENNIS BROWN

SANDRA MARIOTTI

SIMON DENNIS

REBECCA WHITE

ALAN JOHNSON

MIKE MORRIS

LEO PULLAR

GAIL OSTROUT

JOHN J. CLERKIN