



**TOWN OF HARTFORD
SELECTBOARD AGENDA**

Tuesday, May 21, 2019 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:

1. New Application for Revco LLC, Revolution, 26 North Main Street, White River Junction, VT 05001. (Second Class)

IV. Order of Agenda

V. Selectboard

1. Citizen, Selectboard Comments and Announcements:

2. Public Hearing:

- a. South Main Street Stormwater, Sewer Project Finding of No Significant Impact (motion required)

- b. Town of Hartford Town Plan

[Link to The Updated Town Plan](#)

- i. Consideration of Town Plan Amendments (motion required)

3. Appointments: N/A

4. Town Manager's Report: Significant Activity Report period ending May 21, 2019.

5. Board Reports, Motions & Ordinances

- a. Fire Department Ladder 1 Replacement (motion required)
- b. Community Solar Project – Fire Station (motion required)

- c. Scoured Slope Contract Award (motion required)
- d. Concrete Sidewalk/Sidewalk Ramp Contract Award (motion required)
- e. Abbey Lane Sewer Line Engineering Contract Award (motion required)
- f. Wastewater Generators Contract Award (motion required)
- g. Annual Financial Plan Town Highways (motion required)
- h. Affirmation of Selectboard Commitments (Information only)
- i. Initiation of 5th Charter Review Committee and Ratification of Charge (motion required)

6. Commission Meeting Reports: TBD

7. Consent Agenda (Motion Required):

Approve Payroll Ending: 5/18/2019

Approve Meeting Minutes of: 5/7/2019 and 5/8/2019

Approve A/P Manifest of: 5/17/2019 & 5/21/2019

Selectboard Meeting Dates of:

- Already Approved: 5/8/2019, 5/21/2019, 5/22/2019 (workshop)
6/4/2019 & 6/18/2019 and 6/11/2019 (workshop if needed)

8. Adjourn the Selectboard Meeting. (Motion Required)

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

5/21/2019



FIRST/SECOND CLASS LIQUOR LICENSE AND TOBACCO APPLICATION
LICENSE YEAR IS MAY 1ST THROUGH APRIL 30TH OF THE FOLLOWING YEAR

REVCO LLC

Print Name of Person, Partnership, Corp., Club or LLC

REVOLUTION

Doing Business as - Trade Name

26 NORTH MAIN STREET

Street

WHITE RIVER JUNCTION, VT 05001

Town or City & Zip Code

802-295-6487

Telephone Number

PO BOX 277, WRJ, VT 05001

Mailing Address (if different from above)

Email address info@shoptherev.com

Please check appropriate categories

FIRST CLASS

SECOND CLASS RETAIL DELIVERY PERMIT

TOBACCO TOBACCO ENDORSEMENT

Restaurant

Hotel

Club

Commercial Kitchen (a Liquor Control Commercial Caterer's License is needed with this license)

APPLICATION FEES:

FIRST CLASS LICENSE - \$115.00 to DLC and \$115.00 to Town/City

SECOND CLASS LICENSE - \$70.00 to DLC and \$70.00 to Town/City

SECOND CLASS RETAIL DELIVERY PERMIT - \$100.00 to DLC

TOBACCO LICENSE - (there is no application fee for tobacco if applying for second class)

TOBACCO ENDORSEMENT PERMIT - \$50.00 to DLC

*If applying for Tobacco only license, please use the Tobacco Only form.

TO THE CONTROL COMMISSIONERS OF THE TOWN/CITY OF HARTFORD

Application is hereby made for a license to sell malt and vinous beverages under and in accordance with Title 7, Vermont Statutes Annotated, as amended, and certify that all statements, information and answers to questions herein contained are true; and in consideration of such license being granted do promise and agree to comply with all local and state laws; and to comply with all regulations made and promulgated by the Liquor Control Board. Upon hearing, the Liquor Control Board may, in its discretion, suspend or revoke such license whenever it may determine that the law or any regulations of the Liquor Control Board have been violated, or that any statement, information or answers herein contained are false.

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

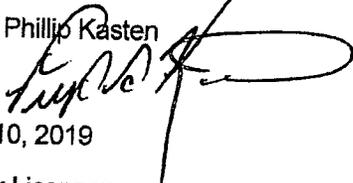
If this premise was previously licensed, please indicate name N/A

I/we are applying as: Please check one:

INDIVIDUAL LIMITED LIABILITY COMPANY PARTNERSHIP CORPORATION

Memo

To: Lisa O'Neil, Sherry West
From: Chief Phillip Kasten
Date: April 10, 2019
Re: Liquor Licenses



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

Revolution
26 North Main St

Kim Souza
Simran Johnston
Ann Elizabeth Johnson

Inspection Summary

Hartford Fire Department

Inspection 2733



Inspection

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

Scheduled 04/19/2019 00:00
Inspected On 04/19/2019 11:00
Finished At 04/19/2019 11:30
Next Inspection
Scheduled
Inspection Length 0.50

Occupant

Occupant Name Revolution
Building Name
Contact Name Kim Souza
Address 26 N MAIN ST
City, State and Zip White River Junction, VT 05001-
Phone 802-295-6487

Owner

Owner / Company Revolution
Contact Name Kim Souza
Address 26 N MAIN ST
City, State and Zip White River Junction, VT 05001-
Phone 802-295-6487

Comments

Violation Summary

Status	Violation	Location
Closed	- Stairs Add a hand rail to the basement stairs.	Basement
Closed	- Extension cords Remove all extension cords and add outlets as needed.	Store

Tickler History

Date	Type	Inspector	Narrative
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Signatures

Inspector

Handwritten signature of Michael Bedard.

Michael Bedard

Handwritten date 5/9/19.

Date

Please fill in name and address of individual, partners, directors or members.

LEGAL NAME KIM SOUZA STREET/CITY/STATE HARTFORD, VT

ANN JOHNSTON PO BOX 144745 COMMERCE Pt. 33114

Simran Johnston PO BOX 291 SO. WOODSTOCK VT 05077

Are all of the above citizens or lawful permanent residents of the UNITED STATES? Yes No

If naturalized citizen or lawful permanent resident of the United States, please provide a copy of the naturalization or lawful permanent resident documentation.

CORPORATE INFORMATION:

If you have checked the box marked CORPORATION, please fill out this information for stockholders (attach sheet if necessary).

LEGAL NAME _____ STREET/CITY/STATE _____

Date of incorporation _____ Is corporate charter now valid? _____

Corporate Federal Identification Number _____

Have you registered your corporation and/or trade name with the Town/City Clerk? _____ and/or Secretary of State? _____ (as required by VSA Title 11 § 1621, 1623 & 1625).

ALL APPLICANTS

HAVE ANY OF THE APPLICANTS EVER BEEN CONVICTED OR PLED GUILTY TO ANY CRIMINAL OR MOTOR VEHICLE OFFENSE IN ANY COURT OF LAW (INCLUDING TRAFFIC TICKETS) AT ANY TIME?

____ YES NO

If yes, please complete the following information: (attached sheet if necessary)

Name	Court/Traffic Bureau	Offense	Date

Do any of the applicants hold any elective or appointive state, county, city, village/town office in Vermont? (See VSA, T.7, Ch. 9, §223) YES NO If yes, please complete the following information:

Name KIM SOUZA Office SELECTBOARD Jurisdiction HARTFORD, VT

Please give name, title and date attended of manager, director, partner or individual who has attended a Liquor Control Licensee Education Seminar, as required by Education Regulation No. 3:

NAME: KIM SOUZA
TITLE: CO-OWNER
DATE: 3/31/2019

(If you have not attended an Education Seminar prior to making application, please visit www.liquorcontrol.vermont.gov and click on Seminar Schedule for a list of Seminars in your area)

FOR ALL APPLICANTS: DESCRIPTION /LOCATION OF PREMISES (Section 4)

Description of the premises to be licensed: 26 N. MAIN STREET, LOT 2
REVOLUTION - RETAIL LOCATION

Does applicant own the premises described? NO If not owned, does applicant lease the premises? YES
If leased, name and address of lessor who holds title to property: GATES BRIGGS CO.

Are you making this application for the benefit of any other party? NO

FIRST CLASS APPLICANTS ONLY: No first-class license may be issued without the following information.

HEALTH LICENSE #: Food _____ Lodging _____ (if licensed as a Hotel)

VERMONT TAX DEPARTMENT: Meals & Rooms Certificate/Business Account # _____

Please check one: Business is devoted primarily to:

 FOOD (restaurant) HOTEL CLUB COMMERCIAL CATERING

If you are considering Outside Consumption service on decks, porches, cabanas, etc. you must complete an Outside Consumption Permit. This form can be found on our website at www.liquorcontrol.vermont.gov and then click on licensing and then forms.

ALL APPLICANTS MUST COMPLETE AND SIGN BELOW

The applicant(s) understands and agrees that the Liquor Control Board may obtain criminal history record information from State and Federal repositories prior to acting on this application.

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

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

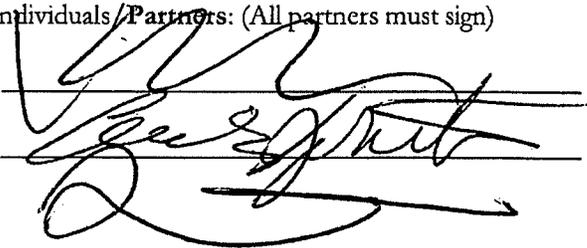
If applicant is applying as an **individual**: I hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or am in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, §795).

Dated at 3/31/19 in the County of WINDSOR and State of VT,

this 31st day of MARCH, 2019

Corporations/Clubs: Signature of Authorized Agent

Individuals/Partners: (All partners must sign)



TOWN/CITY APPROVAL/DISAPPROVAL

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

_____, Vermont, _____
Town/City Date

APPROVED

DISAPPROVED

Please check one: _____ Approved _____ Disapproved

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

Total Membership _____ Members present _____

Attest, _____
City or Town Clerk

TOWN OR CITY CLERK SHALL MAIL ONE APPLICATION DIRECTLY TO THE DEPARTMENT OF LIQUOR CONTROL, 13 Green Mountain Drive, Montpelier, VT 05602. If application is disapproved, local control commissioners shall notify the applicant by letter.

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

Please fill in for Individual, Partners, or Directors

Applicant/s Personal Information

Legal Name: KIM SOUZA Address: PO BOX 277 WRT, VT 05001
Date of Birth: [REDACTED] Place of Birth: NEWPORT, RI Sex: F SS#: [REDACTED]

Legal Name: SIMON JOHNSTON Address: PO BOX 291 SO. WOODSTOCK, VT 05071
Date of Birth: [REDACTED] Place of Birth: S. WOODSTOCK VT Sex: F SS#: [REDACTED]

Legal Name: ANNE ELIZABETH JOHNSTON Address: PO BOX 14445 CORAL GABLES FLORIDA 33114
Date of Birth: [REDACTED] Place of Birth: BATH MAINE Sex: F SS#: [REDACTED]

Legal Name: _____ Address: _____
Date of Birth _____ Place of Birth _____ Sex _____ SS# _____

Legal Name: _____ Address: _____
Date of Birth _____ Place of Birth _____ Sex _____ SS# _____

Legal Name: _____ Address: _____
Date of Birth _____ Place of Birth _____ Sex _____ SS# _____

Legal Name: _____ Address: _____
Date of Birth _____ Place of Birth _____ Sex _____ SS# _____

SECTION 5111 AND 5121 OF THE INTERNAL REVENUE CODE OF 1954 REQUIRE EVERY RETAIL DEALER IN ALCOHOLIC BEVERAGES TO FILE A FORM ANNUALLY AND PAY A SPECIAL TAX IN CONNECTION WITH SUCH SALES ACTIVITY. FOR FURTHER INFORMATION, CONTACT:

THE BUREAU OF ALCOHOL, TOBACCO & FIREARMS (TTB) (513) 684-2979
DEPARTMENT OF THE TREASURY
550 MAIN STREET, CINCINNATI, OH 45202

NOTICE: All new applications are investigated by the Enforcement and Licensing Division prior to approval/disapproval of the license by the Liquor Control Board. Please note that this process can take anywhere from 2 weeks to 6 weeks to complete once Liquor Control receives the application.



TOWN OF HARTFORD

MUNICIPAL OFFICES

171 Bridge Street

White River Junction, Vermont 05001

Telephone: 802/295-9353 • Fax: 802/295-6382

website: www.hartford-vt.org



Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

2019 LIQUOR LICENSE ADDITIONAL INFORMATION

PLEASE NOTE: ALL information must be completed.

Incomplete applications will be returned.

Date: 4/1/19 Applicant: REVCO LLC

Doing Business As: REVOLUTION

Mailing Address: PO BOX 277, WHITE RIVER JCT., VT 05001

Telephone Number(s): 802-295-6487

Other Contact Name :(if applicable) KIM SOUZA

Please list and attach copies of ALL PAST-PRESENT violations any licensee, director, owner, stockholder has been charged with. *If no violations, please answer "None".*

NONE

ALL Liquor/Tobacco License Violations PAST – PRESENT (including violations taking place on licensee's premises and/or charges against employee, etc.): Obtain and submit a copy of violations report from DLC. If no violations, please answer "None"

NONE

ALL INDIVIDUALS LISTED ON THE LIQUOR LICENSE RENEWAL FORM NEEDS TO PROVIDE THEIR DOB'S FOR VERIFICATION. PLEASE ATTACH SHEET TO THE LICENSE RENWAL FORMS.

I/We certify, under pains and penalties of perjury, that the above information is true and complete, and that if after execution of this record any such violations do occur, the Town of Hartford will be duly notified.

[Signature]
Licensee's Signature

KIM SOUZA
Printed Name

4/1/19
Date



CERTIFICATE OF ACHIEVEMENT

AWARDED TO

Kim Souza

FOR COMPLETING

2nd class Seller Training Program

COMPLETION DATE

March 31, 2019

SCORE

100%

LANDLORD:
GATES-BRIGGS COMPANY
P.O. BOX 85
WHITE RIVER JCT., VT 05001

LEASEHOLD MEMORANDUM
DATED: May 18, 2016
retroactive to August 1, 2016
LOCATION: R1
Gates-Briggs Building
White River Jct., Vt 05001

TENANT:
REVCO, Inc.
26 North Main Street
White River Jct., VT 05001
1-802-295-6487
CONTACT: Kim Souza and Ann Johnston

(place to be officially notified)

TERM: Starts: August 1, 2016

Ends: July 31, 2019

USE OF SPACE: Retail Sales - Clothing

SIZE SQ. FT.: 1480 RATE(S): Base Rent \$9.77 /sf/yr
Triple Net \$3.81 /sf/yr

MONTHLY RENT DUE: \$1,675.00

Rent is due in the office of the Landlord on or before the first day of the monthly anniversary of the starting date of the term stated above. Tenant hereby agrees to pay late charges equal to .0493% of the monthly rent per day past the due date. Such charges shall be computed and become due as part of the rent for the following month(s). This charge equals 18% per year.

DEPOSIT REQUIRED: none

TRIPLE NET FACTOR: \$3.81 /sf/yr

This figure is agreed to as the subject location's prorata share of the building in terms of the costs of (1) real estate tax, (2) general liability and hazard insurance and (3) fuel oil.

RENEWAL AND RIGHT OF FIRST REFUSAL:

It is agreed that should the Landlord receive a proposal more than 90 days prior to the end of above Term from another party wishing to rent the subject space the Tenant will be notified and given the opportunity to match such qualified offer or to negotiate other mutually satisfactory arrangements. The Tenant otherwise agrees to notify the Landlord at least 90 days prior to the end of the above Term and declare whether or not it plans on renegotiating a new leasehold for the subject space. From that point of notice the Landlord agrees to negotiate timely with the Tenant to determine whether or not a mutually satisfactory renewal can be resolved.

SERVICES

Elect	Tenant	Custodial	Tenant
Heat	Landlord	Trash	Landlord
Water	Landlord	Ins	see Attachment A
Sewer	Landlord		

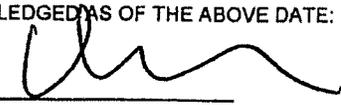
SPECIAL CONDITIONS:

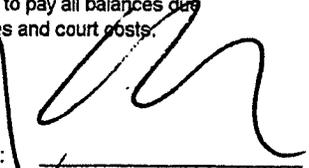
Alteration of Space - must have prior written approval of landlord
Change of Use - must have prior written approval of landlord
Sub Lease Rights - must have prior written approval of landlord
Option to Renew/Expand - see Attachment B

PERSONAL GUARANTEE:

The undersigned personally guarantees the Tenant's credit and agrees to pay all balances due including late charges, collection costs and/or reasonable attorney's fees and court costs.

ACKNOWLEDGED AS OF THE ABOVE DATE:

Landlord: 
Authorized Signature

Tenant: 
Authorized Signature



OGDEN UT 84201-0038

In reply refer to: 0458606491
June 15, 2018 LTR 147C 0
20-8314493 000000 00
00005709
BODC: SB

REVCO LLC
REVOLUTION
% KIM SOUZA MBR
PO BOX 277
WHITE RIV JCT VT 05001-0277



044523

Employer identification number: 20-8314493

Dear Taxpayer:

Thank you for your inquiry on June 06, 2018.

Your employer identification number (EIN) is 20-8314493. Please keep this letter in your permanent records. Enter your name and EIN on all federal business tax returns and on related correspondence.

You can get any of the forms or publications mentioned in this letter by visiting our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, you can call us at 800-829-0115.

If you prefer, you can write to us at the address at the top of the first page of this letter.

When you write, include a copy of this letter, and provide your telephone number and the hours we can reach you in the spaces below.

Telephone number () _____ Hours _____

Keep a copy of this letter for your records.

Thank you for your cooperation.

STATE OF VERMONT
OFFICE OF SECRETARY OF STATE

The Office of Secretary of State hereby grants a

Certificate of Organization

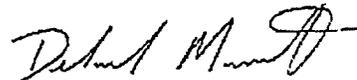
to

REVCO, LLC

a Vermont domestic limited liability company effective on January 30, 2007

January 31, 2007

**Given under my hand and the seal
of the State of Vermont, at
Montpelier, the State Capital**



**Deborah Markowitz
Secretary of State**



STATE OF VERMONT
OFFICE OF SECRETARY OF STATE
Certificate of Trade Name Registration

I, James C. Condos, Vermont Secretary of State hereby certify that

REVOLUTION

was registered on August 06, 2012 per copy attached.

August 07, 2012

Given under my hand and the seal
of the State of Vermont, at
Montpelier, the State Capital

James C. Condos

James C. Condos
Secretary of State

This trade name expires 5 years from the date of registration/renewal



Vermont Department of Taxes

133 State Street PO Box 547 Montpelier, VT 05601-0547

SALES AND USE TAX LICENSE

This License is hereby issued to REVCO, LLC in accordance with the provisions of Chapter 233 of Title 32, V.S.A., to operate an establishment known as REVOLUTION located at 26 N MAIN ST, WHITE RIV JCT, VT

00153

REVCO, LLC
REVOLUTION
PO BOX 277
WHITE RIVER JUNCTION, VT 05001-0277


Commissioner of Taxes

This license is issued effective Feb-18-2007 to Vermont business tax account number SUT-10042524-001. It is not transferable, and must be surrendered upon sale, transfer, merger, termination of business, or revocation of the license.

Display this license in a prominent place at the business location.





AGENDA MEMORANDUM

May 21, 2019

Town Selectboard Meeting Item: 2.a

Submitted by: Hannah Tyler, Director of Public Works

Subject: Public Hearing – South Main Street Stormwater & Sewer Project – Finding of No Significant Impact

Background: The Town has proposed to replace existing water mains, rehabilitate or replace gravity sewer collection lines, and replace stormwater collection systems along South Main Street, Gates Street, and a portion of North Main Street. These improvements also include service connections and appurtenant structures. Further, the Town proposes to construct bio-retention and bio-filtration cells as green stormwater infrastructure and install additional catch basins. Finally, the Town plans to restore the affected road surfaces.

Discussion: The Department of Environmental Conservation, Facilities Engineering Division, has reviewed this proposed project in accordance with Department's Environmental Review Procedures for projects funded through the Vermont/EPA Revolving Loan Program. Consistent with those procedures, the Department intends to issue a Finding of No Significant Impact (FONSI) for the proposed South Main, North Main, and Gates Street Water, Sewer, and Stormwater Improvements Project.

A requirement of the FONSI is to hold a public hearing to obtain comments. This public hearing was warned in the Valley News and posted. There is no requirement for Selectboard action.

A copy of the FONSI is attached for review.

**Financial
Impact:**

There is no direct financial impact.

Recommendation: No action required.



Town Manager

Attachment: Finding of No Significant Impact



APPENDIX B

ENVIRONMENTAL REPORT

Drinking Water and Groundwater Protection Division

Environmental Report

Water System Name Hartford Water and Sewer System WSID No. 5319

State Assigned Loan Number _____ Date 9/10/2018

I.) Please provide below a brief description of the project including the purpose and need as detailed in the Preliminary Engineering Report.

The project area includes South Main Street (from Nutt Lane north to No. Main Street), Gates Street (to Church Street), and North Main Street (from So. Main Street west to Bridge Street).

The sewer collection system improvements consist mainly of rehabilitation efforts to existing sewer manholes and sewerlines through South Main, North Main, and Gates Street. Manhole rehabilitation will consist of replacing frames, covers, risers, and inverts as well as providing a cementitious interior lining in the structure. Sewerline rehabilitation will consist of installing a cured-in-place pipe lining in the sewerlines.

The stormwater collection system improvements consist mainly of replacement efforts to select storm drains, storm drain manholes, and catch basins on South Main, North Main, and Gates Street. In several areas, additional catch basins are added to better collect surface runoff based on existing topography. Green stormwater infrastructure will be constructed in the street right-of-way at select locations.

The waterline improvements will replace existing 8" waterlines with approximately:
2,200 linear feet of 12" ductile iron waterline on South Main Street
220 linear feet of 12" ductile iron waterline on North Main Street
920 linear feet of 12" ductile iron waterline on Gates Street

The new waterline will provide both domestic and fire flow. New valves, hydrants, and services up to the edge of right-of-way will be included with the waterline improvements.

The level of detail and the amount of information provided in this environmental report should be commensurate with the magnitude of construction activities and their potential impact on environmental and historical resources. If, for example, a project is likely to have no or very minimal effects, the project representative needs to formally request a Categorical Exclusion in Section V, make simple statements in the spaces provided in Section VI, and attach any additional information like a qualified consultant assessment or determination letters and permits from regulatory authorities. Projects limited to the existing footprint of a building (e.g., a UV disinfection project) will not need to submit an environmental report at all (not applicable to USDA funding).

A more involved and complex project will go through the same review checklist but there will need to be more analysis, explanation, and documentation provided before DWSRF staff can issue a Categorical Exclusion or a Finding of No Significant Impact (FNSI). Please note that if the project doesn't meet the Categorical Exclusion criteria mentioned in VII.d.1 of the State Environmental Review Process the project representative shall describe the consequences of a specific activity on a specific resource and establish and discuss any mitigation measure(s) necessary to avoid or minimize any adverse impacts to an environmental or historical resource (see Section VII of this report).

Even though applicants are required to integrate and consider environmental and historical values during a proposed project's planning and design, it is the DWSRF's ultimate responsibility to independently evaluate and verify accuracy of information supplied in this environmental report. The DWSRF takes final responsibility for the scope and content of this environmental report. In order to expedite the application process and DWSRF review and approval of a proposed project, applicants are strongly encouraged to consult early and frequently with our staff to ensure that all environmental issues are described, evaluated, and impacts appropriately considered. If a determination is made that an Environmental Impact Statement is required, the DWSRF will be responsible for initiating the preparation of this document by a third-party.

Through a memorandum of understanding between United States Department of Agriculture-Rural Development and the Vermont Agency of Natural Resources this environmental report format is acceptable to both funding agencies. However, please note that Categorical Exclusion eligibility, public comment, and public notice requirements may differ between the two funding agencies.

II.) Will the project expand capacity to serve more than 500 additional users or a 30% increase in the existing population, whichever is greater? YES No

III.) Will the project take place in an area designated by the Environmental Protection Agency as a Sole Source Aquifer? YES No

IV.) Does the project call for a new withdrawal of groundwater or surface water? YES No

V.) Will the project result in a 30% increase in groundwater or surface water withdrawal at an existing site? YES No

VI.) Do you believe your project qualifies for a Categorical Exclusion in accordance with the Environmental Review Procedures for projects funded through the Vermont/EPA Drinking Water Revolving Loan Program based on the following environmental information and documentation?
 YES No

If yes, please fill out only Section VI below. If no, you must fill out Sections VI and VII for all affected environmental and historical considerations (essentially if you answer "yes" in Section VI you will need to follow-up with mitigation measures or an alternative action plan in Section VII)

VI.) Environmental and Archeological Checklist

Considerations	Yes or No	*Basis for Determination and Documentation
A.) <u>Wetlands/Water Resources</u> Will there be construction in Class II or III wetlands?	NO	<p><i>A qualified consultant's assessment and/or the regulatory authority's determination must be attached for any construction in wetlands. For any new construction please provide the wetlands classification/delineation.</i></p> <p>PRINTED MATERIAL: A review of the State of Vermont Natural Resources Atlas yielded no class II or III wetlands within or adjacent to the project area.</p>

<p>B.) <u>Floodplains</u> Will the project involve construction in a floodplain or impact floodplain development?</p>	<p>None</p>	<p><i>A detailed description of floodplain construction and a qualified consultant's assessment and/or the regulatory authority's determination must be attached. Show locations of all utility infrastructure on the Flood Insurance Rate Map (FIRM).</i></p> <p>FIELD OBSERVATIONS/PRINTED MATERIAL: There will be no floodplain construction related activity associated with this project. A review of the State of Vermont Natural Resources Atlas yielded no floodplains within the project area.</p>
<p>C.) <u>Stream Alterations</u> Will the project involve construction in a stream?</p>	<p>None</p>	<p><i>A qualified consultant's assessment and/or the regulatory authority's determination must be attached for construction in streams.</i></p> <p>FIELD OBSERVATIONS: The proposed project does not involve any stream crossings as all of the proposed work occurs within existing Town streets.</p>
<p>D.) <u>Endangered Species</u> Is the project likely to adversely affect an endangered or threatened species?</p>	<p>None</p>	<p><i>A qualified consultant's assessment and/or the regulatory authority's determination must be attached demonstrating compliance with US Fish & Wildlife guidance.</i> <i>(http://www.fws.gov/newengland/EndangeredSpec-Consultation.htm)</i></p> <p>PRINTED MATERIAL: There are no endangered or threatened species identified that will be impacted within the project area.</p>
<p>E.) <u>Historic Preservation</u> Will the project adversely affect cultural resources such as archeological or historic sites?</p>	<p>None</p>	<p><i>A qualified consultant's assessment and/or the State Historic Preservation Officer's determination must be attached. Please include copies of archeological reports and subsequent phases as needed.</i></p> <p>PERSONAL CONTACT: All disturbance and waterline replacement will be within the existing right-of-way, which currently has existing underground infrastructure. Correspondence was received from Ashly Lucht representing FED that the 30 day notice period has elapsed without comment from the State Historic Preservation Officer. Therefore, the need for further archeological resource assessment is not needed.</p>

<p>F.) <u>Wild and Scenic Recreational Rivers</u> Is the project within a quarter-mile of a river on the National Park Service's Nationwide Rivers Inventory? Will the project impact a wild, scenic or recreational river area and create conditions inconsistent with the character of the river?</p>	<p>NO</p>	<p><i>For a listing of rivers on the Nationwide Rivers Inventory please visit the following website: http://www.nps.gov/ncrc/programs/rtca/nri/states/vt.html)</i></p> <p>CONTRIBUTOR EXPERIENCE: The project location is not within a quarter mile of a river segment on the National Park Service's Nationwide Rivers inventory. Therefore, this criterion is not applicable.</p>
<p>G.) <u>Public Lands</u> Will the project adversely impact formally-classified local, state, and federal lands (e.g., parks, natural areas, wildlife management areas, and wilderness areas)?</p>	<p>NO</p>	<p>CONTRIBUTOR EXPERIENCE: This project will not effect public lands as all the work is performed within existing Town streets.</p>
<p>H.) <u>Farmland</u> Will the project convert Agricultural Soils to non-agricultural uses?</p>	<p>NO</p>	<p><i>Projects that convert Agricultural soils will require a determination by both the Vermont State Department of Agriculture and the Natural Resource Conservation Service (Farmland Protection Policy Act; please reference the AD-1006 Farmland Conversion Impact Rating).</i></p> <p>CONTRIBUTOR EXPERIENCE: The project will be completed within the existing Town streets so this consideration is not applicable.</p>
<p>I.) <u>NEPA</u> Is there a controversy with respect to environmental effects of the project based on reasonable and substantial issues?</p>	<p>NO</p>	<p>CONTRIBUTOR EXPERIENCE: There is no controversy regarding the environmental effects of the proposed project, and this project will ultimately protect public and environmental health by improving the water, sewer, and stormwater infrastructure.</p>

J.) <u>NEPA</u> Is the project significantly greater in scope than normal projects for the area?	NO	CONTRIBUTOR EXPERIENCE: The project is not greater in scope than other waterline replacement or sewerline rehabilitation projects.
K.) <u>NEPA</u> Does the project have significant unusual characteristics?	NO	CONTRIBUTOR EXPERIENCE: This project does not have any significantly unusual characteristics.
L.) <u>NEPA</u> Does the project establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental effects (cumulative impact based on current information)?	NO	CONTRIBUTOR EXPERIENCE: This project does not establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental impacts.
M.) <u>NEPA</u> Does the project have significant adverse direct or indirect effects on parkland, other public lands, or areas of recognized scenic or recreational value?	NO	CONTRIBUTOR EXPERIENCE: This project has no significant adverse direct or indirect effects on parklands, other public lands, or areas of recognized scenic or recreational value.
N.) Will the project provide new water facilities to serve populations of over 2000 persons?	NO	CONTRIBUTOR EXPERIENCE: This project will not provide new water facilities to serve populations over 2000 persons.

O.) Is the project known or expected to have a significant negative effect on the quality of the human environment? Is there potential for significant changes to the socio-economic make-up of the area? Is the project cost-effective?	NO	CONTRIBUTOR EXPERIENCE: This project will ultimately protect public and environmental health by improving existing infrastructure and the project is cost effective. There will be a minor socio-economic impact due to project cost, however this impact is not expected to have a significant negative effect on the quality of the human environment.
P.) Is additional Land Use and Development Act (Act 250) review and approval necessary?	NO	<p><i>A copy of the District Environmental Commission determination on Act 250 permit requirements must be attached.</i></p> <p>PRINTED MATERIALS: This project is not anticipated to require an Act 250 permit or minor amendment but information has submitted to obtain a written determination.</p>
Q.) Will the project cause other significant environmental impacts?	NO	CONTRIBUTOR EXPERIENCE: This project will not cause other significant environmental impacts.

VII.) Mitigation Measures and/or Alternative Plans of Action (if applicable, in order to minimize adverse effects)

<u>Affected Environmental or Archeological Resources</u>	<u>Mitigation Measures or Alternative Plan of Action</u>
A.) Not applicable	None

B.) Not applicable	None
C.) Not applicable	None
D.) Not applicable	None
E.) Not applicable	None

<i>Hugh A. Elliott</i>	September 7, 2018	Aldrich + Elliott, President
Prepared By	Date	Title
<i>Hannah Tuttle</i>	<i>9/17/18</i>	<i>Town of Hartford</i>
Reviewed By	Date	Authorized Representative

*Basis for Determination and Documentation

The basis for determination and documentation information must be traceable and establish the factual data to support the response to each question. Any environmental concerns that are raised by federal, state, or local agencies or the public must be addressed as completely as possible and resolved before the environmental report will be considered complete. All supporting documentation (e.g., correspondence and exhibits) should be attached and easily cross-referenced back into the main body of the environmental report. Types of information to be included in this column are outlined below.

1. **FIELD OBSERVATION:** A site visit that does not usually involve any testing or measurements. FIELD OBSERVATION is an important method for initial screening of the issues, but for some of the categories it may be inadequate for final evaluation. Support documentation should include date of the site visit and by whom.
2. **PERSONAL CONTACT:** Personal contacts are useful when the individual contacted is an accepted authority on the subject(s) and the interview is documented. Supporting documentation should include the name, organization, and title of the person contacted and the date of the conversation. *Copies of written site inspection reports and determinations by regulatory authorities on applicability of regulations and permit requirements should be attached.*
3. **PRINTED MATERIALS:** These are useful sources of detailed information, materials such as comprehensive land use plans, maps, statistical surveys, and studies. Information must be current, i.e., not so old that changing conditions make them irrelevant and must represent accepted methodologies. Citations for the material should include enough information so that an outside reviewer can locate the specific reference.
4. **SPECIAL STUDY:** This is a study conducted for an individual factor or resource, and should be performed by a qualified person using accepted methodologies. Some tests are relatively simple to perform but others may require elaborate equipment or personnel with additional expertise. The preparer is responsible for obtaining assistance from others in order to have the appropriate test or studies conducted. Copy of the study must be appended or referenced as for Printed Materials.
5. **CONTRIBUTOR EXPERIENCE:** The professional judgment of the persons contributing to this environmental report can be useful provided their expertise is relevant. The contributor may have previous knowledge from familiarity with the area, or may have professional background to make judgments about a specific factor. Provide information of the person's qualification in addition to name, organization and position.

Honorable Peter Shumlin, Governor Deb Markowitz, ANR Secretary David Mears, DEC Commissioner

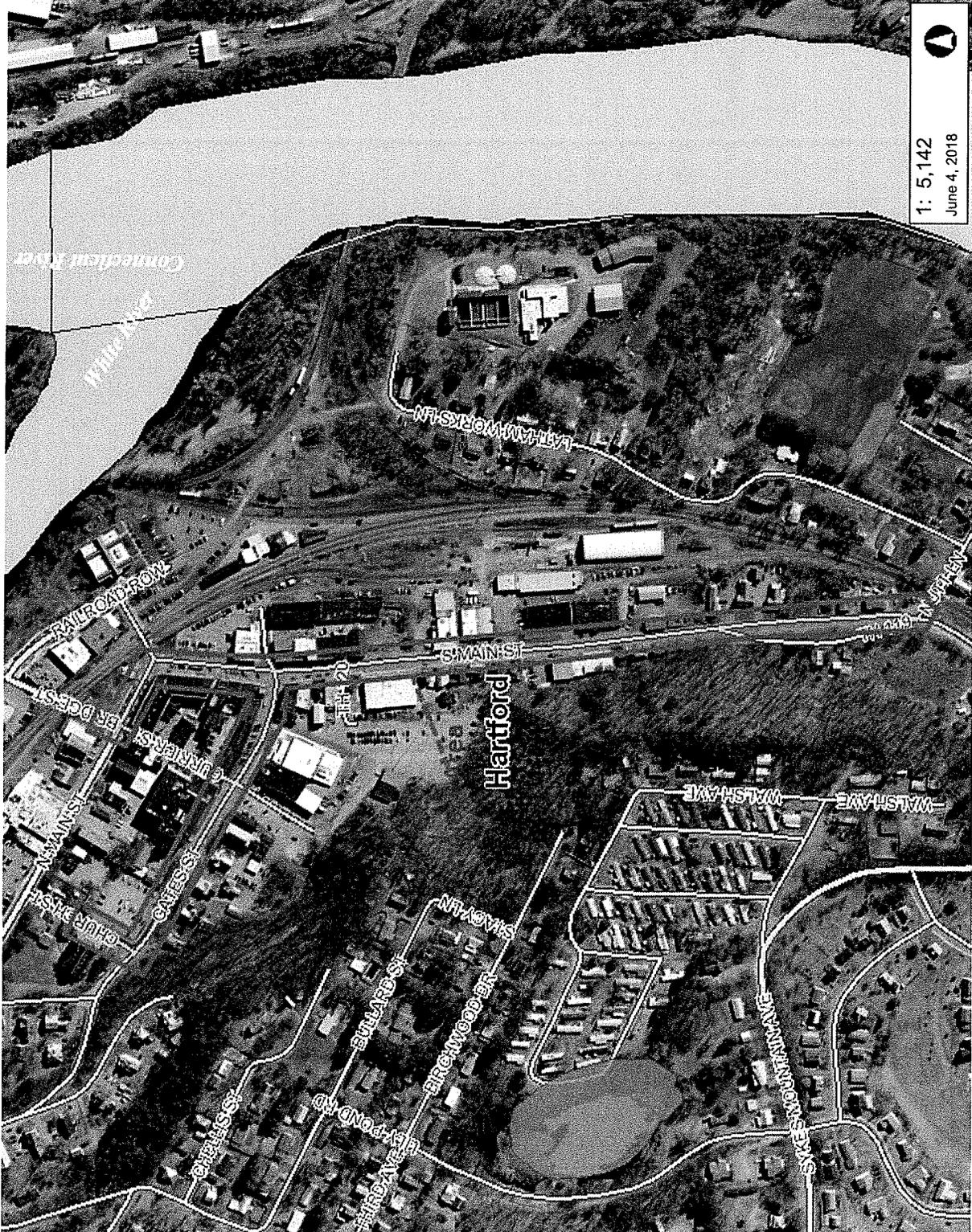
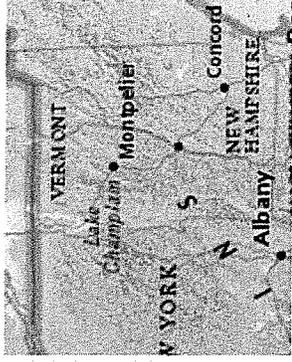
This guidance and related environmental information are available electronically via the internet. For information visit us through the Vermont Homepage at <http://www.vermont.gov> or visit VT WSD directly at <http://www.vermontdrinkingwater.org>

Drinking Water and Groundwater Protection Division
1 National Life Dr. Main floor 2
Montpelier, VT 05620-3521
Toll free 1-800-823-6500
Fax 1-802-828-1541



Wetlands
Vermont Agency of Natural Resources

vermont.gov



1: 5,142
June 4, 2018

LEGEND

Wetland - VSWI
 Class 1 Wetland
 Class 2 Wetland
 Buffer

Roads
 Interstate
 Principal Arterial
 Minor Arterial
 Major Collector
 Minor Collector
 Local

Not part of function Classification S

Waterbody
 Stream
 Town Boundary

NOTES
Map created using ANR's Natural Resources Atlas

261.0 0 130.00 261.0 Meters

1" = 428 Ft 1cm = 51 Meters

THIS MAP IS NOT TO BE USED FOR NAVIGATION

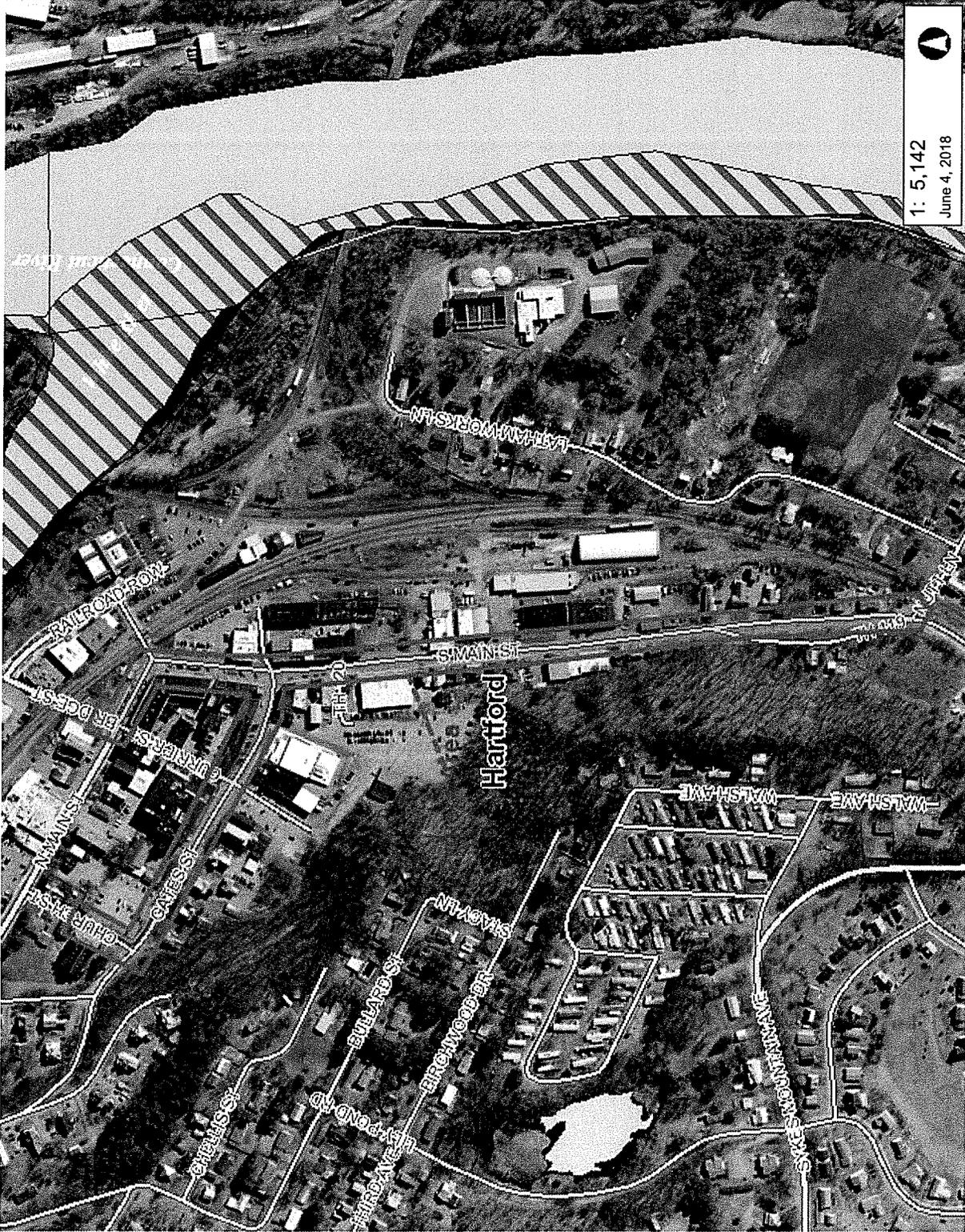
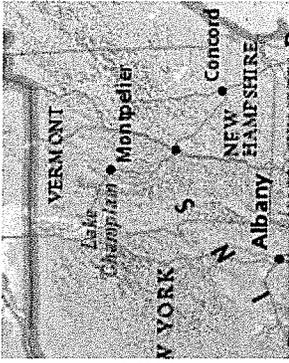
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Floodways
Vermont Agency of Natural Resources

vermont.gov



LEGEND

- DFIRM Floodways
- Roads**
 - Interstate
 - Principal Arterial
 - Minor Arterial
 - Major Collector
 - Minor Collector
 - Local
 - Not part of function Classification S
- Waterbody
- Stream
- Town Boundary

NOTES

Map created using ANR's Natural Resources Atlas

1: 5,142
June 4, 2018

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VERMONT



Threatened / Endangered Species

Vermont Agency of Natural Resources

vermont.gov

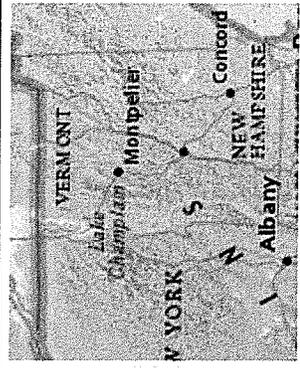


1: 5,142
June 4, 2018

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LEGEND

- Rare Threatened Endangered
- Threatened or Endangered
- Rare
- Roads
 - Interstate
 - Principal Arterial
 - Minor Arterial
 - Major Collector
 - Minor Collector
 - Local
 - Not part of function Classification S
- Waterbody
- Stream
- Town Boundary

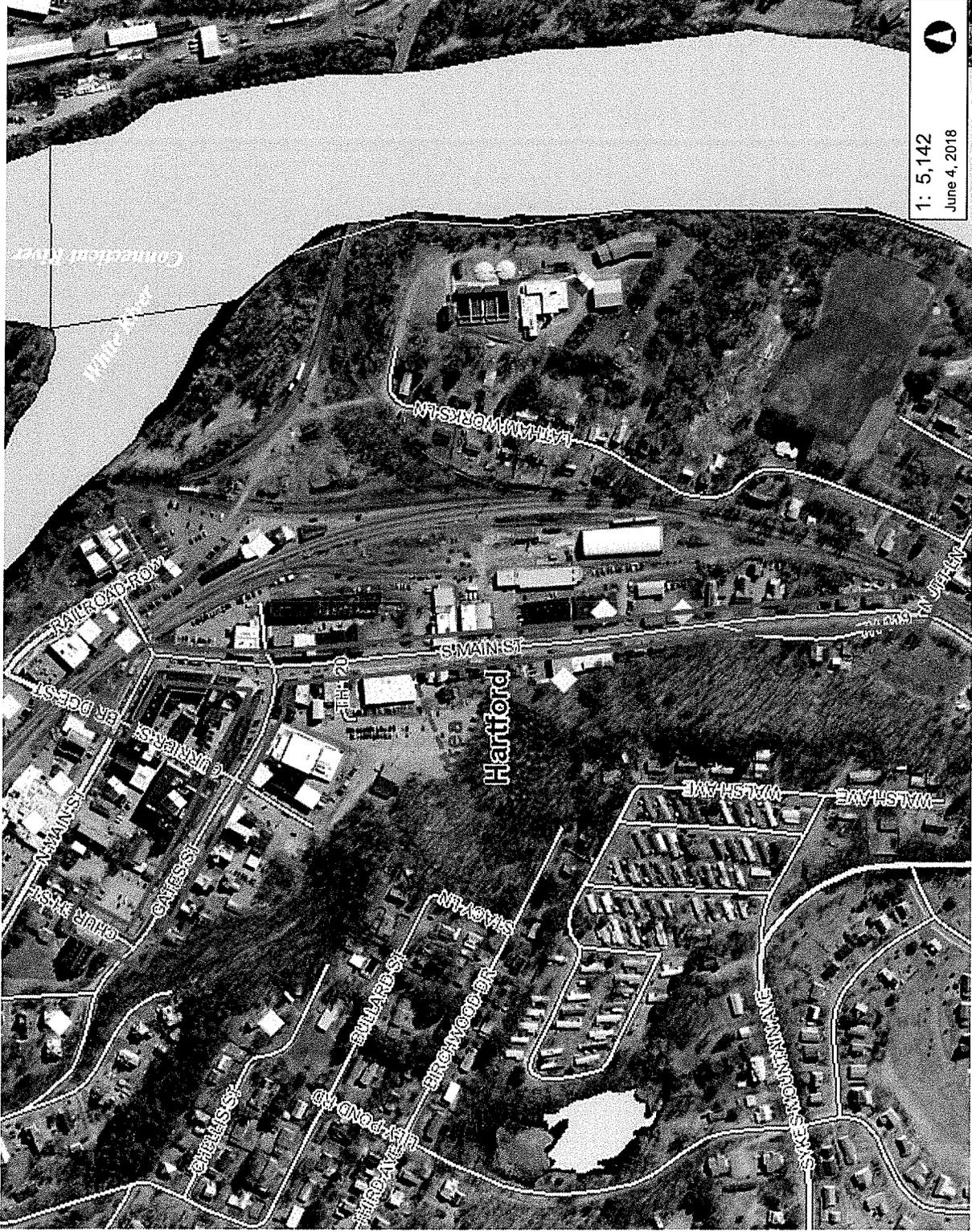
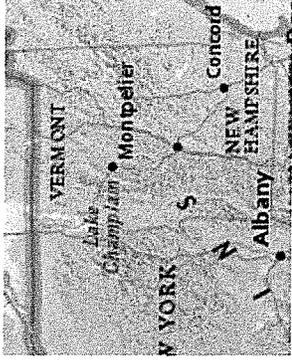
NOTES

Map created using ANR's Natural Resources Atlas



Hazardous Waste Sites
Vermont Agency of Natural Resources

vermont.gov



1: 5,142
June 4, 2018

LEGEND

- Hazardous Site
- Hazardous Waste Generators
- Roads
 - Interstate
 - Principal Arterial
 - Minor Arterial
 - Major Collector
 - Minor Collector
 - Local
 - Not part of function Classification S
- Waterbody
- Stream
- Town Boundary

NOTES

Map created using ANR's Natural Resources Atlas

261.0 0 130.00 261.0 Meters

1" = 428 Ft. 1cm = 51 Meters

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AGENDA MEMORANDUM

May 21, 2019

Town Selectboard Public Hearing Item: 2b and 2.b.1

Submitted by: Lori Hirshfield, Director, Department of Planning & Development
and Matt Osborn, Planner, Department of Planning & Development

Subject: 2.b 2019 Town Plan Amendments: 1st Selectboard Public Hearing
2.b.1 Consideration of Town Plan Amendments

Purpose: The May 21st Selectboard meeting will serve as the first public hearing for the 2019 Draft Town Plan. A minimum of two Selectboard public hearings are required. The second public hearing is scheduled for June 4th.

Background: This memorandum follows the memorandum sent to the Selectboard on April 5, 2019 and the May 7th agenda memorandum regarding the 2019 Town Plan Amendments. The 2019 Draft Town Plan, dated April 5, 2019 was approved by the Hartford Planning Commission on April 1st. Also included with the Draft Town Plan was the Planning Commission Report on the Draft Plan. Please refer to and bring these documents to the May 21st and June 4th public hearings.

Town Plan Adoption Process

In accordance with 24 VSA Ch. 117, the Selectboard should take the following steps to consider amendments/re-adoption of the Hartford Town Plan.

1. The Selectboard must hold a minimum of two public hearings not less than 30 days, nor more than 120 days from the date following submittal of the Planning Commission's approved Draft Town Plan; this was submitted to the Selectboard on April 5, 2019. Two public hearings have been scheduled for May 21 and June 4, 2019. A legal notice for the public hearings appeared in the Valley News on May 3, 2019. A second public hearing notice will appear in the Valley News on May 17, 2019. This will meet the 15-day legal warning period before each public hearing. Notices also have been posted on the Town website, Bugbee Senior Center, Hartford Library, Quechee Library, Wilder Library, Planning Office and the Town Clerk's office. Postings also have been made on the Hartford List Serve.
2. At the public hearing on May 21, 2019, staff will make a brief presentation. To meet the state requirements for completion of the first public hearing, the Selectboard will need to receive public comment and close the public hearing. The Selectboard may make minor, non-substantive changes. If substantive changes are made at the May 21st Selectboard hearing, the final public hearing must be rescheduled to June 5, 2019

or later to meet the required minimum 15-day notice prior to the final public hearing. The next regular Selectboard meeting would be June 18, 2019.

3. If substantive changes are made at the May 21st public hearing, the Selectboard must file a copy of the changed proposal with the clerk of the municipality, the Planning Commission and any individual or organization requesting a copy. The Planning Commission also must submit to the Selectboard at or prior to the 2nd public hearing, a report that analyzes the extent to which the changed proposal, when taken together with the rest of the plan, is consistent with the legislative goals established in Section 4302 of Chapter 117 of Title 24 of the Vermont Municipal and Regional Planning and Development Act.
4. If no substantive changes are made at the May 21st public hearing, then the Selectboard may proceed with the second public hearing on June 4th. If substantive changes are made at the May 21st public hearing, the final public hearing must be rescheduled to June 5, 2019 or later to meet the required minimum 15-day notice prior to the final public hearing. The next regular Selectboard meeting would be June 18, 2019.
5. The Town Plan must be adopted by a majority of the members of the Selectboard at a meeting which is held after the final public hearing. The meeting can be on the same day as the final public hearing.
6. The Plan becomes effective upon adoption.

Discussion: At the May 7th Selectboard meeting, the Selectboard made a number of comments, inquiries and suggestions which staff has reviewed in more depth. Attached are staff's responses, dated May 15, 2019, of how they can be incorporated into the current Draft Town Plan or in the future update of the Plan.

Financial

Impact: There is no direct financial impact.

Recommendation: To meet the state requirements for completion of the first public hearing, receive public comment and close the public hearing. Accept staff's responses and non-substantial changes to the Draft Town Plan noted in the attached May 15, 2019 document, and agree on any other changes.



Town Manager

Attachments: Summary of 5/7/19 Selectboard Comments and Staff Responses

<https://www.hartford-vt.org/DocumentCenter/View/1990/2019-Hartford-Town-Plan-4-5-19-draft-w-Plng-Cover-memo-5-15-2019-staff-memo>

2019 Hartford Town Plan Update Proposed Amendments/Readoption 4/5/2019 Draft Plan

On April 1, 2019, the Planning Commission approved the Draft Town Plan, the Planning Commission Report, and forwarding these to the Hartford Selectboard to proceed with the adoption process. These were submitted to the Selectboard on April 5, 2019, and public hearings have been scheduled for May 21, 2019 and June 4, 2019.

At the May 7, 2019 Selectboard overview of the draft Plan, there were comments, inquiries and suggestions. Attached are staff responses, dated May 15, 2019, of how these items are reflected in the April 5, 2019 Draft Plan, are technical corrections/non-substantial changes to the April 5, 2019 Draft Plan, or could be considered in a future update of the Plan.

Note: “Technical Corrections”

If adopted by the Selectboard, technical corrections (updates) will be made to the April 5, 2019 Draft Hartford Town Plan as necessary to incorporate any adopted amendments within the current Plan. These technical corrections will not affect the intent, concept, meaning or extent of the Plan. These include but are not limited to the following:

- Update Table of Contents
- Replace/update terms, statutory references, acronyms throughout the document
- Provide or correct definitions
- Provide consistency in terminology
- Update figures, tables, and referencing amended sections
- Renumber subsections and pages
- Spelling corrections and formatting
- Nonsubstantial changes noted in the May 15, 2019 staff response to items identified at the May 7, 2019 Selectboard meeting
- Nonsubstantial changes approved at the Selectboard public hearings.

Dated May 17, 2019

**May 7, 2019 Hartford Selectboard
Discussion of Hartford Town Plan Update**

Staff Responses to Comments - May 15, 2019

Selectboard Members: Simon Dennis (Chair), Dick Grassi (Vice Chair), Dennis Brown, Jameson Davis, Dan Fraser, Alan Johnson, and Kim Souza.

Staff: Brannon Godfrey, Town Manager, Lori Hirshfield, Planning and Development Department Director, Geoff Martin, Energy Coordinator and Matt Osborn, Town Planner.

Public Comments: Bruce Riddle, Planning Commission Chair and Eric Kraus, Energy Commission Chair.

Selectboard Comments

1. Dennis Brown: He requested that staff post the PowerPoint presentation on the Town website.

Staff Response: The PowerPoint presentation was posted on the website on May 9th.

2. Kim Souza: Is the intent to replace “Master Plan” with “Town Plan” throughout the entire Plan?

Staff Response: Yes. Staff will replace any reference to “Master Plan” with “Town Plan”.

3. Alan Johnson: Noted one of the common themes throughout the 2018 community forums was mixed-use development and inquired how this is reflected in the Draft Plan.

Staff Response: Mixed-use development is a concept that appears throughout the current Town Plan and is encouraged. There is a link between housing, economic development and land use. This fall, staff will begin work on the update of the housing and economic development chapters which will include more community engagement about mixed-use development.

4. Jameson Davis: According to the Conservation Law Foundation, there is a link between environmental justice and climate change where the impact on rural and low-income areas can be greater. Suggested using the current term “environmental justice” in the Town Plan to reflect this situation. Also noted the importance of providing access to community resources to all residents. Regarding the commercial siting of renewable energy facilities, suggested taking into account who lives there. Often, it can be lower income communities who are impacted the most. He cautioned that using a cost/benefit analysis is not always the best approach.

Staff Response: The Energy Chapter includes equity and inclusion as key objectives throughout. Regarding renewable energy in particular, the Chapter makes the following statement:

- “promote equity, self-sufficiency, and a culture of energy awareness by involving a majority of residents and businesses in achieving the State goal of 90% renewable by 2050 and the GHG Emission Reduction mandate” (p. 15)

This statement is backed by a goal of achieving 90% participation by 2030, meaning that 90% of residents are benefiting from renewable energy either through direct ownership or participation in a community solar array.

Goal RE2, Strategy 2, also calls for supporting equitable carbon pollution fees that “promote the goals of Hartford’s Strategic Vision”. (p. 19)

The chapter also supports assistance to low-income residents specifically by recommending capital be available to income qualified residents for renewable energy projects.

Additionally, the introduction to the Renewable Energy section of the Energy Chapter includes the following statement:

- “with broad participation, no one part of the community bears the burden of having ‘all the renewable generation in their backyard’” (p. 15)

The intent of this statement is to highlight the importance of having generation sited as close to load as possible; to spread the benefits across diverse populations in town; and to consider these objectives when siting systems. The statement also is intended to emphasize the importance of not siting renewable development in rural areas for the benefit of major population centers.

Given the above are examples of environmental justice, we believe we can add the following language to the narrative section on page 15 of the Energy Chapter as an editorial function to state and define a recognized term for what is already stated in the Draft Plan, without altering the Plan’s meaning or intent.

An important component of increasing the awareness and involvement of the Hartford community in energy issues and opportunities, is understanding and promoting “Environmental Justice.” According to the federal Department of Energy, environmental justice “is the fair treatment and meaningful involvement of all people—regardless of race, ethnicity, income, or education level—in environmental decision making.” To achieve this, it is important to have programs that are “designed to build and sustain community capacity for meaningful participation for all stakeholders”.

5. Simon Dennis: Commented on tracking greenhouse gas emission goals and developing tools for measuring progress.

Staff Response: Reduction of greenhouse gas (GHG) emissions is a major theme of the Energy Chapter. Also, under multiple goals in the chapter there is a strategy to “Evaluate, Publicize, and Revise Plan” with an action item to “Evaluate progress against goal annually and revise plan as needed.” Suggest adding the following additional action item to these strategies:

Establish annual targets to reduce GHG emissions, method(s) to evaluate annual progress in meeting GHG emission goal, and revise plan as needed.

Since reducing GHG Emissions is a major theme throughout the Energy Chapter, we see this addition as editorial and not a substantial change to the Draft Town Plan.

6. Simon Dennis: Expressed concern about culvert sizing and that the VTrans 25-year storm design standard is inadequate given climate change. He stated that Hanover has gone to a 500-year event for culvert sizing. He thinks Hartford should consider moving to that standard.

Staff Response: During the next update, staff will work with the RPC and state to gather information on this topic for further discussion by the Selectboard.

7. Simon Dennis: Noted that the Resilient Hartford has identified other resilience risks that should be mentioned in the Flood Resilience chapter including interruptions to supply lines, food security, communications security and energy security.

Staff Response: The Flood Resilience chapter is a specific state requirement for a Town Plan. The Town's adopted Hazard Mitigation Plan (HMP) is much broader in scope and addresses many other resilience areas. The HMP is in the process of being updated, and the Selectboard will be considering the update and re-adoption shortly. The updated HMP can be included by reference in the next Town Plan update.

8. Alan Johnson: Suggested using 2-D pie charts only, as 3-D pie charts can be misleading.

Staff Response: The pie charts will be changed. This is not considered a substantial change to the Draft Town Plan.

9. Kim Souza: Asked about formatting.

Staff Response: The current version of the Draft Plan focuses on content. Given that formatting is not a substantial change, staff recommending the Draft Plan be adopted, and authorizing staff to complete the formatting after adoption.

10. Simon Dennis: Noted the connection between land use/zoning and emissions.

Staff Response: We would include this discussion in the next Town Plan update that would begin this Fall.

11. Alan Johnson: Noted that autonomous vehicles are coming sooner than we think.

Staff Response: We can include discussion on this in the next Town Plan update.

12. Dick Grassi: Asked when we can begin the discussion about mixed-use development and siting?

Staff Response: We would include this discussion in the next Town Plan update that would begin this Fall.

13. Simon Dennis: Goal #4 in the Flood Resilience Chapter states: "Ensure no net loss of flood storage capacity in an effort to minimize potential impacts from flooding." He suggested adding a strategy or action that identifies soil biology, mulching and composting as methods to reduce potential impacts of flooding as well as reducing impervious surfaces.

Staff Response: The suggested addition seems be addressed under the Chapter's Goal #3, which outlines a process to identify and put in place procedures, policies and regulations to reduce flooding and fluvial erosion.

"Encourage the protection and restoration of floodplains and upland forest areas to attenuate and moderate flooding and fluvial erosion.

Strategy 1: Mitigate impact of flooding in riverbanks, wetlands, riparian buffers, farms, forest and other open land through better management and protection of watersheds and sensitive natural resources in and around these areas.

Actions:

- a. Assemble working group and identify sensitive areas and opportunities for protection.
- b. Develop draft policies and recommendations.
- c. Finalize policies/recommendations and initiate implementation.
- d. Update stormwater management, sediment and erosion control regulations to comprehensively address fluvial and other erosion, steep slopes and stream buffers.
- e. Investigate developing a town-wide program to collect, map and address accurate fluvial geomorphic data for the river corridors.

14. Kim Souza: Expressed concern about including the Capital Improvements Program (CIP) list of priority projects in the Town Plan since it is a work in progress. The Selectboard is trying to be objective and is currently developing a matrix, but it hasn't been completed.

Staff Response: Including the CIP in the Town Plan is a requirement of the Two Rivers- Ottawaquechee Regional Commission. Staff will add language stating that it is a work in progress. This is not considered a substantial change to the Draft Town Plan.

Public Comments

1. Erik Kraus: Stated that the next version of the Flood Resilience chapter needs to address the risks of climate change and the need for deep adaptation strategies in the next 3-5 years.

Staff Response: Will review suggestion in the next Plan update process.



AGENDA MEMORANDUM

May 7, 2019

Town Selectboard Meeting Item: 4c

**Submitted by: Lori Hirshfield, Planning & Development Director
and Matt Osborn, Planner**

Subject: Presentation and Discussion of the 2019 Town Plan Amendments

Purpose: The May 7th Selectboard meeting will be a presentation and discussion to introduce the Draft Town Plan. The two required Selectboard public hearings will be held on May 21 and June 4.

Background: This memorandum follows the memo sent to the Selectboard on April 5, 2019, along with the 2019 Draft Town Plan, dated April 5, 2019 and approved by the Hartford Planning Commission on April 1st. Also included was the Planning Commission Report on the Draft Plan. Please refer to and bring these documents to the May 7th meeting and the public hearings on the Draft Town Plan.

Town Plan Adoption Process

In accordance with 24 VSA Ch. 117, the Selectboard should take the following steps to consider amendments/re-adoption of the Hartford Town Plan.

1. The Selectboard must hold a minimum of two public hearings not less than 30 days, nor more than 120 days from the date following submittal of the Planning Commission's approved Draft Town Plan; this was submitted to the Selectboard on April 5, 2019. Two public hearings have been scheduled for May 21 and June 4, 2019. A legal notice for the public hearings appeared in the Valley News on May 3, 2019. A second public hearing notice will appear in the Valley News on May 17, 2019. This will meet the 15-day legal warning period before each public hearing. Notices also have been posted on the Town website, Bugbee Senior Center, Hartford Library, Quechee Library, Wilder Library, Planning Office and the Town Clerk's office. Postings also have been made on the Hartford List Serve.
2. At the public hearing on May 21, 2019, staff will make a brief presentation. To meet the state requirements for completion of the first public hearing, the Selectboard will need to receive public comment and close the public hearing. The Selectboard may make minor, non-substantive changes. If substantive changes are made at the May 21st Selectboard hearing, the final public hearing must be rescheduled to June 5, 2019 or later to meet the required minimum 15-day notice prior to the final public hearing. The next regular Selectboard meeting would be June 18, 2019.

3. If substantive changes are made at the May 21st public hearing, the Selectboard must file a copy of the changed proposal with the clerk of the municipality, the Planning Commission and any individual or organization requesting a copy. The Planning Commission also must submit to the Selectboard at or prior to the 2nd public hearing, a report that analyzes the extent to which the changed proposal, when taken together with the rest of the plan, is consistent with the legislative goals established in Section 4302 of Chapter 117 of Title 24 of the Vermont Municipal and Regional Planning and Development Act.
4. If no substantive changes are made at the May 21st public hearing, then the Selectboard may proceed with the second public hearing on June 4th. If substantive changes are made at the May 21st public hearing, the final public hearing must be rescheduled to June 5, 2019 or later to meet the required minimum 15-day notice prior to the final public hearing. The next regular Selectboard meeting would be June 18, 2019.
5. The Town Plan must be adopted by a majority of the members of the Selectboard at a meeting which is held after the final public hearing. The meeting can be on the same day as the final public hearing.
6. The Plan becomes effective upon adoption.

**Financial
Impact:**

There is no direct financial impact.

Recommendation: For information and discussion only. No motion required.

Town Manager

MEMORANDUM

April 5, 2019

TO: Hartford Selectboard
Brannon Godfrey, Town Manager

FROM: Lori Hirshfield, Director, and Matt Osborn, AICP, Planner
Department of Planning and Development Services

SUBJECT: 2019 Hartford Town Plan Amendments/Readoption
Statutory Notice to the Selectboard for its May Town Plan Public Hearings

In Vermont, State Statute requires that the Municipal Plan be updated or readopted every five years. The Municipal Plan for Hartford has been referred to as the “Town of Hartford Master Plan”, and was last amended/adopted by the Selectboard on May 27, 2014. In an effort to be more in line with Vermont communities, staff and the Planning Commission propose renaming it the “Hartford Town Plan” with the present update.

Over the past year, staff, the Planning Commission and the Town Plan Steering Committee have been holding workshops on the Plan update. Last summer, a series of five Community Forums were held in June and July. The Community Forums provided a wealth of information and public input. In many instances, these are reflective of current activities and aspirations. In other instances, new directions and approaches were suggested. We recognize the community forums are the beginning of a process to further explore these new ideas within the Hartford community, and would take more time than available for the current update of the Town Plan. A summary of the outcomes of the community forums is included in this update as an appendix to recognize their importance and the commitment to further discussion.

On March 25th and April 1st, 2019, the Planning Commission held public hearings on the Draft Plan, and on April 1st voted to approve the Town Plan amendments/readoption, and submit it to the Selectboard for consideration. The current draft Plan is focused on content. Formatting, layout and graphics will be incorporated into the document after Selectboard adoption. All of the chapters have been updated except housing and economic development, and a new chapter, flood resilience, was added to meet a recent statutory requirement (See below for summary of changes by chapter). The housing and economic development chapters will undergo a major update beginning in the fall, including identifying additional opportunities to reduce the amount of information provided in the Plan, and updates for 2020 Census information.

Public hearings with the Selectboard have been scheduled for the regular May 7th and May 21st meetings. The action for consideration before the Selectboard will be to adopt the proposed amendments to the Town Plan and readopt the housing and economic development chapters. This memo and packet fulfill the state required notification.

The following materials are for your review:

1. The current 2014 Master Plan in its entirety on the Town Website <https://www.hartford-vt.org/DocumentCenter/View/176/Hartford-Master-Plan-2014-PDF>

2. The current 2019 Draft Town Plan in hard copy or Town Website <https://www.hartford-vt.org/2394/2019-Town-Plan-Revision>
3. The Planning Commission Report on the Draft Town Plan dated February 20, 2019 (attached).
4. Planning Commission Minutes of the March 25th and April 1st public hearings on the Draft Town Plan (attached).

Additional information on the Town Plan adoption process will be provided prior to the May 7th Public Hearing.

The following is a summary of the Plan changes:

Introduction - Updated, added sections on Hartford's geography, Hartford's assets, guiding principles and town planning goals.

Chapter 1, Historic Resources - Updated, some minor reorganization, shortened chapter, added sections on threats to historic resources, cemeteries, a timeline and developed goals, strategies and actions.

Chapter 2, Land Use – Given major update in 2014, this draft includes basic updating, eliminated section on the 2003 build-out analysis, converted recommendations to goals, strategies and actions.

Chapter 3, Population - Updated, shortened chapter, reduced the number of tables, added a section on race and developed goals, strategies and actions.

Chapter 4, Housing - No changes. The Chapter will undergo a major update within the next two years.

Chapter 5, Economic Development - No changes. The Chapter will undergo a major update within the next two years.

Chapter 6, Community Facilities and Services - Updated, added Capital Improvements Program information, and converted recommendations to goals, strategies and actions. Added new sections on the DPW facility, adult vocational training and higher education.

Chapter 7, Utilities - Updated, converted recommendations to goals, strategies and actions.

Chapter 8, Transportation - Updated, converted recommendations to goals, strategies and actions.

Chapter 9, Natural Resources - Updated and shortened chapter, added section on forest blocks and critical wildlife habitat and working landscapes, and converted recommendations to goals, strategies and actions.

Chapter 10, Energy - Major overhaul of previous Energy Chapter. The Chapter is separated into three sections (transportation, building integrity, and renewable energy) to better align with the State's and Regional Commission's Comprehensive Energy Plans. The focus is on pursuing greater energy conservation, efficiency, and use of renewable energy for municipal operations, residents, and businesses; public education; and providing greater access to financing for energy

efficiency and renewable energy technologies. Specific recommendations include stricter standards to achieve net-zero new construction by 2030; increased use of the State's ridesharing program; increased funding for public transportation; and siting criteria for commercial renewable energy facilities.

Chapter 11, Flood Resilience – A new chapter that incorporates information from the Hartford Hazard Mitigation Plan.

Chapter 12, Relationship of Plan to Development Trends and Plans for Adjacent Towns and Region – (Previously Chapter 11) Updated.

Planning Commission Reporting Form For Municipal Plan Amendments

Town of Hartford

Town Plan Amendments and Re-Adoption

Approved by the Hartford Planning Commission February 20, 2019

Background: The Municipal Plan for Hartford is entitled the Hartford Town Plan. It was last amended on May 27, 2014 and was known as the Hartford Master Plan. The 2014 Master Plan was a re-adoption and followed the 2007 Master Plan with updates to the Population, Housing and Land Use chapters, a change in the Energy Goals, and the addition of a new Child Care section. The 2007 Master Plan was a comprehensive overhaul of the previous Plan. In 2008, many of the recommendations in the Master Plan were implemented through the adoption of amendments to the Zoning Regulations.

The Hartford Planning Commission and the Town Plan Steering Committee have been working for the past year to update the Town Plan. The Plan amendments consist of modest updates to all chapters except Housing and Economic Development chapters which will be a re-adoption of the existing chapter and the Energy Chapter which was a major overhaul of the previous version. In the summer of 2018, five community forums were held to solicit public input for the Plan update. The comments have been incorporated into each of the revised chapters.

This report is in accordance with 24 V.S.A. §4384(c) which states:

*“When considering an amendment to a plan, the planning commission shall prepare a written report on the proposal. **The report shall address the extent to which the plan, as amended, is consistent with the goals established in §4302 of this title.**”*

The Hartford Town Plan continues to be consistent with the goals established in 24 V.S.A. §4302 as demonstrated throughout the Town Plan and particularly in the Land Use Chapter.

If the proposal would alter the designation of any land area, the report should cover the following points: Not applicable. The Town Plan does not alter the designation of any land from the 2014 Plan.

1. *The probable impact on the surrounding area, including the effect of any resulting increase in traffic, and the probable impact on the overall pattern of land use.*
2. *The long-term cost or benefit to the municipality, based consideration of the probable impact on:*
 - (A) *the municipal tax base; and*
 - (B) *the need for public facilities;*
3. *The amount of vacant land which is:*
 - (A) *already subject to the proposed new designation; and*

- (B) actually available for that purpose, and the need for additional land for that purpose.*
4. *The suitability of the area in question for the proposed purpose, after consideration of:
(A) appropriate alternative locations;
(B) alternative uses for the area under consideration; and
(C) the probable impact of the proposed change on other areas similarly designated*
 5. *The appropriateness of the size and boundaries of the area proposed for change, with respect to the area required for the proposed use, land capability and existing development in the area.”*

Please Note:

- ❖ The planning commission must hold at least one public hearing within the municipality after public notice on any proposed plan or amendment.
- ❖ At least **30** days prior to the first hearing, a copy of the proposed plan or amendment and the written report must be delivered with proof of the receipt, or mailed by certified mail, return receipt requested, to each of the following:
 1. the chairperson of the planning commission of each abutting municipality, or in the absence of any planning commission in an abutting municipality, to the clerk of that municipality;
 2. the executive director of the regional planning commission of the area in which the municipality is located;
 3. the Department of Housing and Community Affairs within the Agency of Commerce and Community Development; and
 4. business, conservation, low income advocacy and other community or interest groups or organizations that have requested notice in writing prior to the date the hearing is warned.
- ❖ The planning commission may make revisions to the proposed plan or amendment and to any written report, and must thereafter submit the proposed plan or amendment and any written report to the legislative body of the municipality.
- ❖ If the legislative body changes any part of the proposed plan, the planning commission must submit to the legislative body, at or prior to the public hearing, a report that analyzes the extent to which the changed proposal, when taken together with the rest of the plan, is consistent with the legislative goals established in 24 V.S.A. §4302.
- ❖ Simultaneously with the submission, the planning commission must file with the clerk of the municipality a copy of the proposed plan or amendment, and any written report, for public review.

**Approved Minutes of the
Hartford Planning Commission
Public Hearing on the
Hartford Town Plan Update
4/1/19**

Attendance: The following individuals attended the public hearing on the Hartford Town Plan which was held at the Hartford Town Hall on Monday, April 1, 2019. The public hearing was continued from March 25th.

Planning Commission Members: Toby Dayman, Jacques Harlow, Robin Adair Logan, Peter Merrill, Dave Sherman and chair Bruce Riddle.

Staff: Lori Hirshfield, Department of Planning and Development Services Director, Geoff Martin, Energy Coordinator and Matt Osborn, Town Planner.

Others: None.

Chair Bruce Riddle opened the public hearing to order at 5:43 p.m.

Matt Osborn reported the following changes to the Community Facilities and Services Chapter of the Town Plan since the March 25th public hearing. Copies were provided.

- A revised results of Community Forums section;
- A revised Solid Waste section;
- A new section on the DPW Facility;
- A new section on Adult Vocational Training required by the Two Rivers-Ottawaquechee Regional Commission (TRORC);
- A new section on Higher Education; and
- Completed Goals, Strategies and Actions.

Matt Osborn noted that the TRORC also requested rewriting of the agricultural and forestry sections of the Natural Resources Chapter of the Town Plan. Copies were provided. Matt noted that the section is titled “working landscape”. Matt also noted that TRORC requested changes to the section on earth resources. Copies were provided at the March 25th Planning Commission public hearing.

Matt Osborn reported that the TRORC suggested the Town prepare a flood resilience section just in case the Hartford Hazard Mitigation Plan expires in June before the TRORC review of the Town Plan. Staff prepared a Flood Resilience Chapter and noted that much of it comes from the 2014 Hartford Hazard Mitigation Plan. Copies were provided. Lori Hirshfield noted that there are some good graphics from the Hazard Mitigation Plan that will be added to the chapter.

Regarding the earth resources section, Bruce Riddle noted a worldwide sand shortage. Matt Osborn responded that he tried to emphasize the importance of this local resource. Lori Hirshfield noted that sand and gravel operations are a balancing act. It is important that it be done sustainably and to be a good neighbor.

Matt Osborn noted that the Selectboard will hold two public hearings on May 7th and May 21st prior to considering adoption. If adopted, the Town Plan must be approved by the Regional Planning Commission (TRORC). Matt noted that work will commence on the next Town Plan update this fall.

Peter Merrill made a motion to approve the Draft Town Plan comprised of the following components: allow staff to make minor editorial, non-substantive changes, and authorize submittal to the Hartford Selectboard for public hearings and consideration of adoption.

- Draft Town Plan, dated March 11, 2019;
- Updated 2019 Town Plan Maps, distributed 3/25/19;
- Draft Cemeteries section of the Community Facilities and Services Chapter, dated 3/25/19;
- Draft Earth Resources section of the Natural Resources Chapter, dated 3/25/19;
- Draft Community Facilities and Services Chapter, dated 3/29/19 which includes new sections on the DPW Facility, Adult Vocational Education and Higher Education, and updated Goals, Strategies and Actions;
- Draft Working Landscapes section of the Natural Resources Chapter, dated 3/29/19; and
- Draft Flood Resilience Chapter, dated 3/31/19.

The motion was seconded by Robin Adair Logan and approved by a 6 to 0 vote.

Peter Merrill made a motion to close the public hearing. The motion was seconded by Robin Adair Logan and approved by a 6 to 0 vote.

Peter Merrill made a motion to adjourn. The motion was seconded by Robin Adair Logan and approved. The meeting was adjourned at 6:06 p.m.

**Approved Minutes of the
Hartford Planning Commission
Public Hearing on the
Hartford Town Plan Update
3/25/19**

Attendance: The following individuals attended the public hearing on the Hartford Town Plan which was held at the Hartford Town Hall on Monday, March 25, 2019.

Planning Commission Members: Toby Dayman, Jacques Harlow, Robin Adair Logan, Peter Merrill, Dave Sherman and chair Bruce Riddle.

Others: Lynn Bohi, Erik Krauss, Martha McDaniel and Cathy Melocik.

Staff: Lori Hirshfield, Department of Planning and Development Services Director, Geoff Martin, Energy Coordinator and Matt Osborn, Town Planner.

Chair Bruce Riddle opened the public hearing to order at 6:36 p.m.

Planner Matt Osborn gave an overview of a Town Plan:

- It looks at where we have been in the past, where we are today and where we want to be in 5-20 years.
- It serves as a road map for a community, what is important about the Town, and what to do to meet the community's needs going into the future.
- It is broken into chapters reflective of aspects of the community, with many of these topics required by State Statute. It includes historic resources, land use, population, housing, economic development, community facilities and services, utilities, transportation, natural resources, flood resilience, energy and relationship of Plan to development trends and plans for adjacent towns and region.
- The Plan is required to be updated every five years. Following this Plan adoption, the Plan will be required to be updated every eight years. It may be updated more frequently.
- The Plan was last updated in May, 2014.
- Following adoption by the Selectboard, the Plan must be approved by the Regional Planning Commission, Two Rivers-Ottawaquechee Regional Commission.

Department of Planning and Development Services Director Lori Hirshfield noted that staff has been working on the Town Plan update with the Town Plan Steering Committee since last April. The Steering Committee consists of the entire Planning Commission and representatives from Town boards and commissions as well as the Hartford Area Chamber of Commerce. Lori noted that the update objectives are:

- Meet new statutory requirements since last update.
 - Energy
 - Natural Resources (forest blocks and wildlife)
- Update other chapters as time allowed and information available.
- Make more user friendly, visually engaging, and consolidate format. Current draft primarily focusses on content with format continuing with subsequent drafts.
- Community wide discussions on Town goals, needs, future direction, and how to get there - began with Community forums. Five community forums were held last summer.
- The Community Forums provided a wealth of information and public input. In many instances these are reflective of current activities and aspirations. In other instances, new directions and approaches are suggested. Lori noted that we recognize the community forums

were the beginning of a process to further explore these new ideas within the Hartford community, and would take more time than available for the current update of the Town Plan. A summary of the outcomes of the community forums is included in this update as an appendix to recognize their importance and the commitment to further discussion.

Matt Osborn provided a chapter by chapter review of the proposed changes.

Introduction: Updated, added sections on Hartford's geography, Hartford's assets, guiding principles and town planning goals.

Chapter 1, Historic Resources: Updated, some minor reorganization, shortened chapter, added sections on threats to historic resources, cemeteries, a history timeline and developed goals, strategies and actions. Matt also noted that since the February 22nd Draft Plan, goals were moved from the front of the chapter to the rear with the strategies and actions. He noted that there is a duplicate paragraph on page 1 that should be removed.

Chapter 2 Land Use: A major update was completed in 2014. Updated information on recent housing and non-housing development from 2013-2018 with narratives, eliminated section on the 2003 build-out analysis and converted recommendations to goals, strategies and actions.

Chapter 3 Population: Minor updating, shortened chapter, reduced the number of tables, updated population projections, added a section on race and developed goals, strategies and actions.

Chapter 4 Housing and Chapter 5 Economic Development: No changes. Work started on these chapters, but it was recognized that more time was needed to do a thorough job.

Chapter 6 Community Facilities and Services: Basic updating, added Capital Improvements Program information and converted recommendations to goals, strategies and actions. Since the February 22nd Draft Plan, Police and Fire Department goals were moved to the rear of the chapter with the other goals, strategies and actions. The cemetery section and the goals, strategies and actions were updated (copies provided). Staff is working on revisions to the solid waste section and will be sent out to the Planning Commission later this week. In addition, in an informal review of the Draft Plan, the Two Rivers-Ottawaquechee Regional Commission requested expanding the section on vocational training opportunities.

Chapter 7 Utilities: Basic updating, added results from the community forums and converted recommendations to goals, strategies and actions.

Chapter 8 Transportation: Basic updating, added results from the community forums and converted recommendations to goals, strategies and actions.

Chapter 9 Natural Resources: Updated and shortened chapter, added section on forest blocks and critical wildlife habitat required by Statute and converted recommendations to goals, strategies and actions. Also, an informal review of the Draft Plan, the Two Rivers-Ottawaquechee Regional Commission requested expanding the section on earth resources and agriculture and forest products. The earth resources revisions have been completed (copies provided). Staff is working on revisions to the agriculture and forest products. The changes will be e-mailed to the Planning Commission prior to the 4/1 public hearing.

Chapter 10 Energy: Energy Coordinator Geoff Martin reported that the Energy Chapter was a major overhaul of the previous Energy Chapter. The Chapter is separated into three sections

(transportation, building integrity, and renewable energy) to better align with the State's and Regional Commission's Comprehensive Energy Plans. The focus is on pursuing greater energy conservation, efficiency, and use of renewable energy for municipal operations, residents, and businesses; public education; and providing greater access to financing for energy efficiency and renewable energy technologies. Specific recommendations include stricter standards to achieve net-zero new construction by 2030; increased use of the State's ridesharing program; increased funding for public transportation; and siting criteria for commercial renewable energy facilities.

Chapter 11 Relationship of Plan to Development Trends and Plans for Adjacent Towns and Region: Matt Osborn reported that this chapter had minor updating.

Flood Resilience Element: Flood Resilience is a required element for a Town Plan in Vermont. A Local Hazard Mitigation Plan (HMP) may be adopted by reference in place of a flood resilience element. In 2014, Hartford adopted an updated HMP. The HMP will expire on 6/24/19. The Town seeks to incorporate sections of the HM Plan and will provide those sections at the 4/1/19 Planning Commission Public Hearing.

Town Plan Adoption Schedule: Matt Osborn noted that the Planning Commission will hold a second public hearing on Monday, April 1st at 5:30 PM, and decide if the Plan will be forwarded to the Selectboard for consideration. The Selectboard will hold two public hearings on May 7th & May 21st and consider adoption. If adopted, the Town Plan must be approved by the Regional Planning Commission (Two Rivers-Ottawaquechee Regional Commission)

This fall, work will commence on the next Town Plan update.

Public Comments: Chair Bruce Riddle opened the hearing to questions and comments.

Jacques Harlow asked about renewable energy. Geoff Martin responded that the focus of the Hartford Energy Commission has been on solar energy. There is an existing large hydroelectric facility on the Connecticut River in Wilder and two smaller facilities on the Ottawaquechee River in Quechee. Based on a regional evaluation on wind power, Hartford does not have the conditions necessary for efficient wind power.

Peter Merrill asked about biomass as an alternative energy. Geoff Martin responded that there is a great deal of energy loss with biomass with current technologies, but may change in the future.

Eric Krauss stated that the Energy Commission delved into the question how much sustainable energy can the region support. He noted that they did not come up with an answer in the Energy Chapter.

Jacques Harlow asked about locations for solar energy. Geoff Martin responded that the priority of the Energy Commission is to locate solar panels on roof tops of residential and commercial properties. They typically avoid identifying specific parcels. Geoff noted that in the past few years, the focus has been on building insulation. He did note that the Energy Chapter identifies an action of developing a revolving loan fund for energy improvements. Robin Adair Logan noted that in the building industry, there are a lot of technical innovations. It is an exciting time.

Cathy Melocik asked what the deadline is for comments on the Draft Plan. Lori Hirshfield responded that it would be helpful to have the comments to staff for the April 1, 2019 Planning Commission public hearing.

Cathy Melocik asked if Two Rivers-Ottauquechee Regional Commission (TRORC) approval of the Town Plan is likely. Lori Hirshfield responded that staff has had close communications with the TRORC throughout the update process, including review and input at various stages.

Cathy Melocik asked if there is a way of ensuring that the monetary benefits from solar facilities sited on Town property go to Hartford tax payers. Geoff Martin responded that as long as the solar facility is on Town property, the Town could require that all benefits be available to Hartford residents. One of the recommendations in the Energy Chapter is for the Town to host solar arrays on Town property, and make the net-metering credits available to Hartford residents, particularly income-qualified residents. If the facility is on private property and privately developed, however, the Town would not have a say in who can participate in the benefits of the array.

Peter Merrill made a motion to continue the public hearing to Monday, April 1st at 5:30 p.m. The motion was seconded by Jacques Harlow and approved by a 6 to 0 vote.

Peter Merrill made a motion to adjourn the meeting. The motion was seconded by Robin Adair Logan and approved by a 6 to 0 vote. The meeting was adjourned at 7:33 p.m.



AGENDA MEMORANDUM
May 21, 2019
Town Selectboard Meeting Item: 5.a
Submitted by: Scott Cooney, Fire Chief

Subject: **Fire Department Ladder 1 Replacement**

Background: On April 29, 2019, a crack in the frame was discovered during a routine maintenance inspection of the Fire Department 75-foot ladder truck. The ladder truck (Ladder 1) was immediately taken out of service. As it is an essential specialized emergency vehicle, the Town Manager, Fire Chief and Finance Director have been reviewing options for replacement.

Discussion: The 2001 E-One Ladder 1 was planned for replacement in FY25, and therefore the staff has reviewed the current value and repaired value of the vehicle. The staff does not recommend repairing Ladder 1, and has investigated replacement and funding options for an emergency purchase of a ladder truck in production that can be delivered in January 2020. The purchase amount of the E-One 100-foot ladder is \$968,000. It is offered with a capital lease option of 3.59% with 10 annual payments of \$116,922.25 beginning May 2020 and ending May 2029. Staff has also explored options to procure an aerial apparatus for the 7-month interim period before the new vehicle is delivered in January 2020. The E-One distributor has an aerial apparatus available to rent for an estimated \$60,000-\$70,000.

Financial Impact: Funding to replace fire vehicles has been programmed in the CIP. If authorized, the \$116,922.25 first payment of the financed apparatus would occur from the Fire Reserve account in FY20. The interim apparatus rental fees would be funded through encumbrances, reduced Fire Reserve deposit and/or insurance settlement. In future years, the \$116,922.25 payment would be appropriated in the operating budget.

Recommendation Motion: I move to authorize the Town Manager to enter into a financing agreement for an emergency purchase of a ladder truck from E-ONE manufacturing. Further, I move that the purchasing policy of the Town of Hartford be waived for the sole purchase of the ladder truck.

Town Manager

Attachments: REV Financing Agreement
Ladder Replacement PPT



Hartford Ladder 1 Replacement



History



For the last 70 years the Town of Hartford has maintained a ladder truck for fire protection.

- 1948 Purchased a Maxim 65 foot ladder truck, stationed on Bridge Street
- 1980 Purchased a 100 foot Thibault ladder truck
- 2001 Purchased a 75 foot E-ONE Quint



Why have a ladder truck?



Residential/Commercial Insurance Ratings

- Public Protection Class Rating (PPC)
 - Travel Times
 - Distance
 - Equipment
 - Training
 - Water System
 - Access to buildings, 3 stories or more (35 feet)
- Affects cost of insurance
- Hartford meets the requirement for at least one ladder company



Why have a ladder truck?



Utilization in Rescue Situations

- Ground ladders are beneficial until you reach the three story level or where geography makes using them impractical.
- Far more stable platform to work
- Elevated anchor points for rescue situations





Why have a ladder truck?



Firefighting and Exposure Protection

- We operate (2) ladders on any first alarm in the hydrant district
- Increased access to buildings
- Elevated large quantities of water (500-1000 GPM)





Why have a ladder truck?



Relying on mutual aid lessens our effectiveness

- Early stages of a fire apparatus placement is a high priority
- Once apparatus arrives on scene and is connected to hydrants they cannot be moved easily
- Relying on a limited number of apparatus can be problematic if assigned elsewhere.
- If not setup and positioned early can lead to a disastrous outcome



Ladder 1



- Purchased in 2001, 75 foot E-ONE Quint, 2000 GPM pump, 500 gal. water
- Functions as a Engine and/or Ladder
- Deployed to all building fires in the hydrant district / chimney fires etc.
- Responds in special rescue situations
- Responded to 213 incidents 1/1/2014-12/31/2018, 3 percent of incidents
- Like all specialized equipment, it only needs to be used once to justify its existence, but potentially disastrous if needed and not available.



Planned Replacement



FY 20-25 CAPITAL IMPROVEMENT PLANNING

Fire Equipment Replacement

Implementation: FY 2020-2028

Reserve Fund

Builds reserve to replace an ambulance every 12 years, pumper and tanker every 20 years, and administrative vehicle every 8 years. **\$227,000** put into reserve fund every year.

Basis for Priority Rating 1

- Maintains current level of service as new development completed.
- Replaces broken or unserviceable equipment.
- Improves efficiency.
- Lowers maintenance cost.
- Provides for public and employee safety.
- Needed to meet state, federal or other legal requirements.
- Conforms to Town Master Plan.
- Prepares for future growth.

Replacement was planned for end of FY 25 with \$950,000 planned in the Reserve fund. Lifespan 25 years. Recommended 15-20 years by NFPA.



Why now?



On April 29th during a routine quarterly inspection the Town Mechanic found a crack in the main frame rail of Ladder 1 and the unit was placed out of service.





Repair Quote from Vendor



Subject: E-One HP75 Ladder - Frame

It is our pleasure to quote the following Equipment to the Hartford Fire Department:

Description	Price
Frame Rail Assembly Replacement (disassemble as needed)	\$131,557
Replace Jack Box Weldments	\$10,983
Flat Bed Transportation to E-One, Inc. (FL)	\$6480
Drive Away Transportation for Vehicle Return	\$2980
Customer Inspection	\$2500
Total Repair Estimate	\$154,500



Current Values



Factory Repair to 2001 Ladder	\$154,500
Out of Service Condition Value	\$20,000
<u>Repaired</u> Whole Sale Value Estimate	\$100,000

Repair Cost \$54,500 more than Whole Sale Value of the Vehicle



VLCT Claim



On November 17, 2018 Ladder 1 was involved in a accident on I-91. The Ladder Truck encountered icy bridge conditions and made contact with a concrete bridge abutment.

- Claim was filed and paid by VLCT to replace tires and rims
- No other damage was noted at that time.





VLCT Claim



Due to the limited number of responses (12) of the vehicle since the accident, a claim was filed with VLCT attributing the cracked frame to this incident.

- The claim is pending, an adjuster has inspected the vehicle and we are awaiting a response from VLCT
- It is assumed if totaled due to the repair costs that the payout would be for its whole sale value.



Replacement Options



Do Not Replace

- Reduces effectiveness in emergencies
- Exposes Firefighters to increased risk by operating from ground ladders
- Exposes civilians requiring evacuation via ladder to increased risk due to response time
- Will have an unknown affect on insurance ratings
- Relies on mutual aid communities having a unit available at the time of the emergency
- Places difficult restrictions on the fire ground to limit access to areas of the building until a ladder arrives with a greater response time.
- **Not recommended**



Replacement Options



Replace Immediately

As Planned for FY 25

- Custom Replacement: Staff designs 100 foot ladder with manufacturer, prepares custom spec through the RFP process and receives bids.
- MSRP \$1.1-1.5 Million
- Delivery time including RFP Process 15-18 months
- Ladder Rental cost during build time: \$6000-\$12,000 delivery charge plus \$250 per day. **\$135,000**



Replacement Options



Replace Immediately

Purchase existing demo vehicle or one in production

E-ONE has offered three vehicles:

- HP 78 Foot Demo Available now: MSRP \$801,660 discounted to \$749,425
- HP 75 Foot Demo slated for build in December available in January: MSRP \$ 894,110 discounted to \$796,818.
- HR 100 Demo slated for build in December available in January: MSRP \$1,110,760 discounted to \$967,946.



Replacement Recommendation



Replace Immediately

Purchase existing demo vehicle or one in production

E-ONE has offered three vehicles:

- ~~HP 78 Foot Demo Available now: MSRP \$801,660 discounted to \$749,425~~
- ~~HP 75 Foot Demo slated for build in December available in January: MSRP \$ 894,110 discounted to \$796,818.~~
- **HR 100 Demo slated for build in December available in January: MSRP \$1,110,760 discounted to \$967,946.**

Building sizes in the community have already exceeded the reach of our current 75 foot ladder. A vehicle with 100 foot reach is needed during the next 20 year lifespan



Replacement Cost



E-ONE Financing Municipal Government Lease

- Financed Amount of \$968,000 over 10 years at 3.59%
- Total paid \$1,169,222.50 Interest paid: \$201,222.50
- First payment of \$116,922.25 due 5/15/2020

10 year Sample Payment Table		
Assumes Contract Acceptance & Funding on 5/15/19		
Please note the dates on the table		
Year	Date	Payment
1	5/15/2020	\$ 116,922.25
2	5/15/2021	\$ 116,922.25
3	5/15/2022	\$ 116,922.25
4	5/15/2023	\$ 116,922.25
5	5/15/2024	\$ 116,922.25
6	5/15/2025	\$ 116,922.25
7	5/15/2026	\$ 116,922.25
8	5/15/2027	\$ 116,922.25
9	5/15/2028	\$ 116,922.25
10	5/15/2029	\$ 116,922.25



Replacement Cost



Assuming a rental ladder truck during the period of construction:

\$6000-\$12,000 Delivery charge plus \$250 per day till delivery

- \$60,000-\$70,000 Rental Fees
- First Payment in May 2020 \$116,992.25
- Estimated Total: \$186,992.25 due in FY 20



Funding Option



Utilize the current CIP Fire Vehicle Reserve Schedule Plan to fund the purchase

Fire Equipment Replacement
Implementation: FY 2020-2028

Reserve Fund

Builds reserve to replace an ambulance every 12 years, pumper and tanker every 20 years, and administrative vehicle every 8 years. **\$227,000** put into reserve fund every year.

Removing the intended Ladder Truck Purchase in FY 25 from the schedule reduces the Fire Reserve Fund deposit to \$110,007.



Current Reserve Fund Schedule



7/1/2018	Replace Car 1	\$ (42,955.50)	\$ 110,688.75
6/30/2019	Deposit	\$ 102,000.00	\$ 212,688.75
7/1/2019	Deposit LOT	\$ 227,000.00	\$ 439,688.75
7/1/2019	New Ambulance 3	\$ (280,000.00)	\$ 159,688.75
6/30/2021	Deposit	\$ 227,000.00	\$ 386,688.75
7/1/2021	Replacement Car 2	\$ (32,000.00)	\$ 354,688.75
6/30/2022	Deposit	\$ 227,000.00	\$ 581,688.75
7/1/2022	Replace Car 3	\$ (32,000.00)	\$ 549,688.75
6/30/2023	Deposit	\$ 227,000.00	\$ 776,688.75
7/1/2023	Ambulance 2	\$ (290,000.00)	\$ 486,688.75
6/30/2024	Deposit	\$ 227,000.00	\$ 713,688.75
6/30/2025	Deposit	\$ 227,000.00	\$ 940,688.75
7/1/2025	Ladder 1	\$ (950,000.00)	\$ (9,311.25)
6/30/2026	Deposit	\$ 227,000.00	\$ 217,688.75
7/1/2026	Engine 3	\$ (470,000.00)	\$ (252,311.25)
6/30/2027	Deposit	\$ 227,000.00	\$ (25,311.25)
7/1/2027	Ambulance 1	\$ (290,000.00)	\$ (315,311.25)





Funding Option



\$186,992.25 Due in FY 20 for 1st Payment and Rental Fee

\$116,993 Financing Payment paid from Fire Reserve

\$69,999.25 remaining funded by encumbrances, reduced reserve fund deposit in FY 20 or any settlement from the VLCT claim (Only applicable in FY 20)

- FY 21 Budget would show the \$116,993 financing payment and a separate \$110,007 contribution to the Fire Reserve Fund. Planned expenditure remains \$227,000.



New Reserve Schedule



7/1/2018	Replace Car 1	\$ (42,955.50)	\$ 110,688.75
6/30/2019	Deposit	\$ 102,000.00	\$ 212,688.75
7/1/2019	New Ambulance 3 \$227,000 Paid by LOT (\$280,000)	\$ (53,000.00)	\$ 159,688.75
5/15/2020	1st Financing Payment	\$ (116,993.00)	\$ 42,695.75
6/30/2021	Deposit	\$ 110,007.00	\$ 152,702.75
7/1/2021	Replacement Car 2	\$ (32,000.00)	\$ 120,702.75
6/30/2022	Deposit	\$ 110,007.00	\$ 230,709.75
7/1/2022	Replace Car 3	\$ (32,000.00)	\$ 198,709.75
6/30/2023	Deposit	\$ 110,007.00	\$ 308,716.75
7/1/2023	Ambulance 2	\$ (280,000.00)	\$ 28,716.75
6/30/2024	Deposit	\$ 110,007.00	\$ 138,723.75
6/30/2025	Deposit	\$ 110,007.00	\$ 248,730.75
6/30/2026	Deposit	\$ 110,007.00	\$ 358,737.75
7/1/2026	Engine 3	\$ (470,000.00)	\$ (111,262.25)
6/30/2027	Deposit	\$ 103,837.00	\$ (7,425.25)
7/1/2027	Ambulance 1	\$ (290,000.00)	\$ (297,425.25)



Questions ?



April 10, 2019

RE – Hartford, VT - Town of Fire Department – Municipal Finance Quote

REV Financial Services is pleased to present the following proposal for the transaction described below:

PROPOSAL:

LESSEE:	Hartford, VT - Town of						
PROPERTY:	E-One HR100 Ladder Truck						
EXPIRATION:	May 30, 2019						
INDEX:	INDEXED TO Like Term SWAP Rate – Rates subject to change						
FINANCE QUOTE:	Finance Amount	Rate	Payments	Factor	Pmts / Year	Term	Adv. / Arr.
\$0 Payments Down	\$968,000.00	3.59%	\$116,922.25	0.12078745	1	10 years	Arrears
No Pays for 2 years	\$968,000.00	3.87%	\$123,163.37	0.1272349	1	11 years, 10 Pmts	Arrears

*****Please see page 2 for sample payment tables**

FINANCING: This is a tax-exempt, municipal government lease purchase with the title to the property passing to Lessee. This is a net lease under which, all costs, including insurance, maintenance and taxes, are paid by Lessee for the term of the lease. Rates assume municipal/bank qualified.

NOTES: There is a \$400.00 documentation fee due at closing.

APPROVAL: This proposal, until credit approved, serves as a quotation, not a commitment by Lessor to provide credit or property. Lessor acceptance of this Proposal is subject to credit; collateral and essential use review and approval by Lessor. The interest rate quoted herein assumes that the interest component of the Payments is exempt from federal income tax. Lessor will provide a taxable financing proposal if it is determined that the financing will not qualify for tax-exempt interest rates. The financing contemplated by this proposal is subject to the execution and delivery of all appropriate documents (in form and substance satisfactory to Lessor), including without limitation, to the extent applicable, the Master Lease Agreement, any Schedule, financing statements, legal opinion or other documents or agreements reasonably required by Lessor. The quoted interest rate assumes the Lessee designates the Lease as "bank-qualified" pursuant to Section 265(b) of the Code.

Thank you for the opportunity to present this proposal. If you have any questions, please contact me at my number or e-mail address below.

Sincerely,

Todd Stevenson
 National Sales Manager
 (303) 254-6350
todd.stevenson@revgroup.com
www.REVgroup.com

Proposal Acceptance:

Option: 10 / 11 years (please circle)

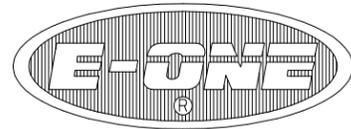
Signed: _____

Name: _____

Title: _____

Date: _____

10 year Sample Payment Table			11 year / 10 pays Sample Payment Table		
Assumes Contract Acceptance & Funding on 5/15/19			Assumes Contract Acceptance & Funding on 5/15/19		
Please note the dates on the table			Please note the dates on the table		
Year	Date	Payment	Year	Date	Payment
1	5/15/2020	\$ 116,922.25	1	5/15/2020	\$ -
2	5/15/2021	\$ 116,922.25	2	5/15/2021	\$ 123,163.37
3	5/15/2022	\$ 116,922.25	3	5/15/2022	\$ 123,163.37
4	5/15/2023	\$ 116,922.25	4	5/15/2023	\$ 123,163.37
5	5/15/2024	\$ 116,922.25	5	5/15/2024	\$ 123,163.37
6	5/15/2025	\$ 116,922.25	6	5/15/2025	\$ 123,163.37
7	5/15/2026	\$ 116,922.25	7	5/15/2026	\$ 123,163.37
8	5/15/2027	\$ 116,922.25	8	5/15/2027	\$ 123,163.37
9	5/15/2028	\$ 116,922.25	9	5/15/2028	\$ 123,163.37
10	5/15/2029	\$ 116,922.25	10	5/15/2029	\$ 123,163.37
			11	5/15/2030	\$ 123,163.37



E-ONE DEMO OCALA, FL

142713/Q93712

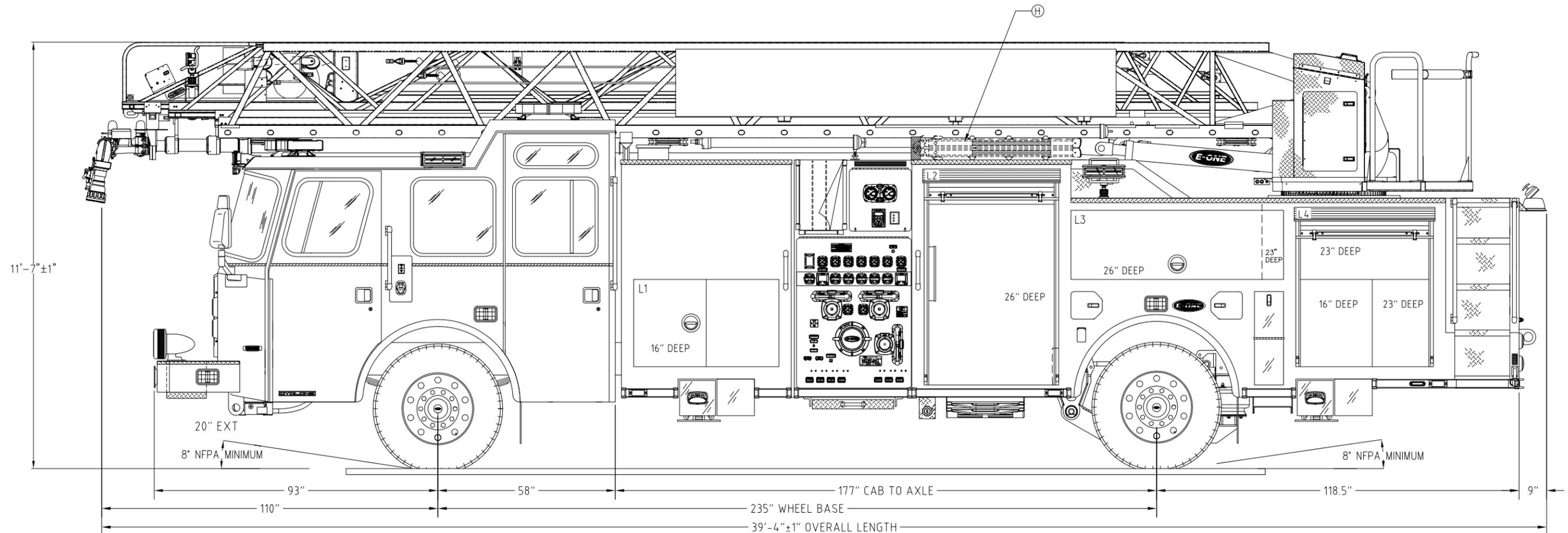
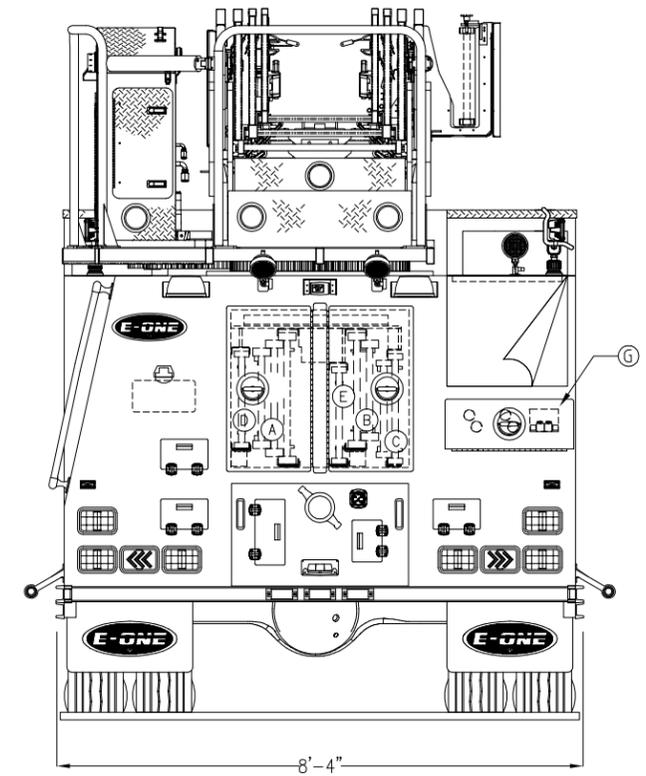
AERIAL BODY W/ SIDE STACKER HOSEBED
CYCLONE II X CHASSIS
HR100 LADDER

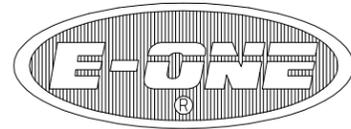
THIS DRAWING IS FOR REFERENCE PURPOSES. ALL DIMENSIONS ARE
SUBJECT TO MINOR VARIATIONS DUE TO MANUFACTURING PROCESSES.

APPROVED FOR PRODUCTION

DESIGNER: GABRIEL CRET JR. DATE: 2018-SEPT-13

COMPT.		OPENING		INTERIOR DIMENSION		
1750 GPM WATEROUS S100C20 PUMP 500 GALLON WATER TANK				HOSE LOAD: NFPA COMPLIANT		
L1	47W	28H	47W	28H	16D	
R1	29W	28H	29W	28H	16D	
L2	42W	60H	44W	10H 59H	21D 26D	UPPER LOWER
R2	44W	30H	44W	30H	26D	
L3	69W	23H	69W	23H	NOTED	
R3	25W	24H	25W	24H	16D	
L4	43W	42H	45W	23H 28H	23D NOTED	UPPER LOWER
R4	40W	27H	40W	27H	23D	
OS1	14W	63H	14W	63H	23D	
GROUND LADDERS						
ITEM	LADDER LENGTH	MODEL NUMBER	QTY			
A	35' 3-SECT.	PEL3-35	1			
B	28' 2-SECT.	PEL-28	1			
C	24' 2-SECT.	PEL-24	1			
D	16' ROOF	PRL-16	1			
E	14' ROOF	PRL-14	1			
F	12' ROOF	PRL-12	1			
G	10' FOLDING	FL-10	1			
H	LITTLE GIANT	MODEL-17	1			

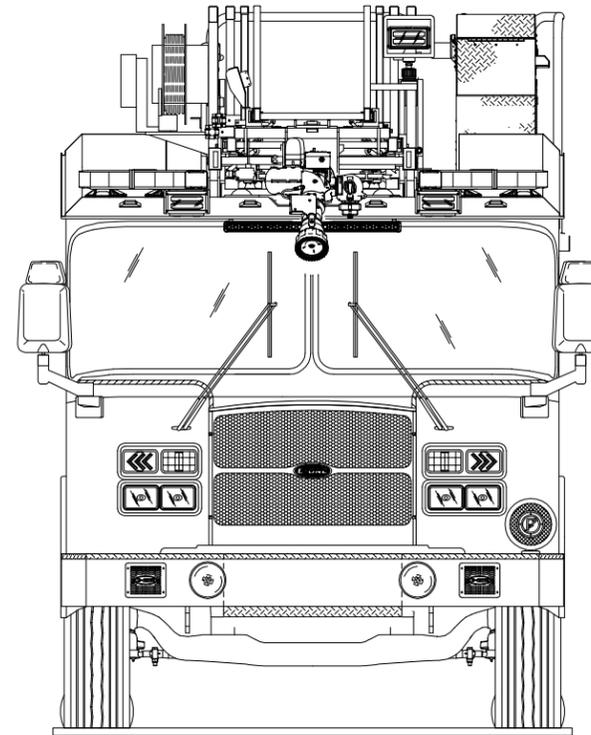




E-ONE DEMO OCALA, FL

142713/Q93712

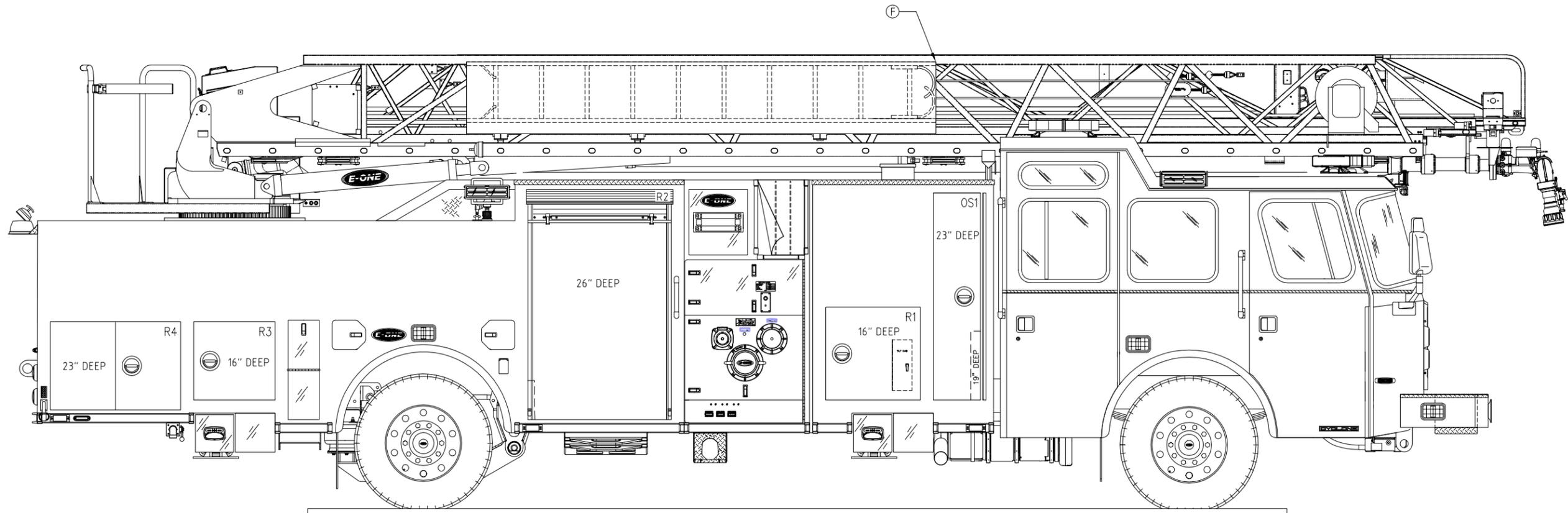
AERIAL BODY W/ SIDE STACKER HOSEBED
CYCLONE II X CHASSIS
HR100 LADDER



THIS DRAWING IS FOR REFERENCE PURPOSES. ALL DIMENSIONS ARE
SUBJECT TO MINOR VARIATIONS DUE TO MANUFACTURING PROCESSES.

APPROVED FOR PRODUCTION

DESIGNER: GABRIEL CRET JR. DATE: 2018-SEPT-13





AGENDA MEMORANDUM

May 21, 2019

Town Selectboard Meeting Item: 5b

Submitted by: Geoff Martin, Energy Coordinator

Lori Hirshfield, Director, Department of Planning & Development

Subject: Community Solar Project – Public Safety Building

Background: In July of 2018, the Selectboard approved the Hartford School District's request to allow a third party to install a solar array on a portion of the Public Safety Building (PSB) roof to offset the School's electricity consumption. After going through an RFP process, the Hartford School District selected Norwich Technologies to own and develop the array. Norwich Technologies applied for Certificates of Public Good (CPGs) for many locations throughout Hartford, including the PSB roof. While the Vermont Public Utility Commission awarded Norwich Technologies a CPG for the PSB, the School District chose not to use it. The approved CPG still exists but the Town cannot use it because the Town already has reached the 500-kW net-metering cap allowed for municipalities. As a result, there is an opportunity for the Town to host the array for the benefit of Hartford residents.

The program would be designed similarly to the program at the Wilder Well. First, the Town would enter into a 25-year lease agreement with Norwich Technologies to host the array on the PSB roof. Norwich Technologies would contract directly with one of the two non-profit housing agencies in Hartford, Twin Pines Housing Trust or the Vermont State Housing Authority. The array would generate around \$3,000 per year in savings for the agency.

Discussion: The Town's participation in community solar projects brings together two objectives in Hartford's updated Town Plan: support of housing options for a variety of income groups, and providing opportunities for all Hartford residents to have access to the benefits of renewable energy. Despite declining costs, renewable energy is not affordable to all Hartford residents, and typically is not an option for residents that rent their homes. Hartford can help address this challenge by facilitating projects that lead to a more equitable distribution of the benefits of renewable energy.

The Town has an opportunity to build upon the community solar pilot project at the Wilder Well, and use a similar model to lower housing costs for low-income Hartford residents. The Town could host an array on the PSB roof for one of the two non-profit housing agencies in town, either Twin Pines Housing Trust or the Vermont State Housing Authority. Over the past several years, the Town has actively worked with both of these entities to develop new and rehabilitate existing affordable multifamily housing for people at various income levels through receipt of Vermont Community Development Program (VCDP) funds. The net-metering credits would be allocated to one or more of their Hartford affordable housing properties, lowering

electricity costs for the property and keeping the housing affordable for its residents. Using a community solar project to support the long-term affordability of housing projects to which the Town already has made a long-term commitment, is an opportunity to meet both Town Plan objectives.

According to Fire Chief Cooney, the roof is in need of replacement within the next 3-5 years. Norwich Technologies has agreed to remove and then reinstall the array in order to replace the roof at no cost to the Town. Norwich Technologies will also obtain written certification from the parties issuing the roof warranty that the installation of the array will not nullify the warranty, and will bear all costs of repair to the roof, should the repair be required as a result of the installation of the array.

Financial

Impact:

No Town investment required.

Recommendation:

Authorize the Town Manager to sign a lease agreement with Norwich Technologies for the use of the roof of the Public Safety Building to host a community solar array, provided that the array be used for the benefit of a Twin Pines or Vermont State Housing Authority affordable housing property located in Hartford.


Town Manager



Community Solar Project – Public Safety Building

**May 21, 2019
Selectboard Meeting**

FROM: Geoff Martin, Energy Coordinator, Department of Planning & Development

Lori Hirshfield, Director, Department of Planning & Development



Background



- In July of 2018, the Selectboard approved the Hartford School District's request to allow installation of a solar array on a portion of the Public Safety Building (PSB) roof to offset the School's electricity consumption
- Norwich Technologies has a Certificate of Public Good (CPG) for the rooftop array, but the Schools no longer need it, and the Town cannot use it
- The CPG is for a 72 kW AC array (88,000 kWh annual production)
- Project must be completed by 8/2/2019



Background



- The Town has the opportunity to lease the Public Safety Building (PSB) roof, hosting the array for the benefit of Hartford residents (i.e. community solar)
- Estimated annual benefit = \$3,000



Community Solar Design



- Town enters into 25-year lease agreement with Norwich Technologies for use of PSB roof to host array
- Norwich Technologies contracts with one of the two non-profit housing organizations in Hartford (through Twin Pines Housing Trust or Vermont State Housing Authority)
- The housing agency receives net-metering credits, lowering its electricity bills and keeping its housing affordable



Why Community Solar?



- Brings together two objectives in Hartford's updated Town Plan: support of housing options for a variety of income groups, and providing opportunities for all Hartford residents to have access to the benefits of renewable energy
- Given the net-metering cap, community solar is a direct, no-cost way the Town can continue to support solar and its renewable goals
- Builds off the model created at the Wilder Well
- Hartford continues to be a leader in energy innovation and equity



Other Considerations



- The PSB roof estimated to need replacement within 5 years – Norwich Technologies will remove and replace array at no cost to Town
- Norwich Technologies will ensure roof warranties are not voided as a result of solar installation



Recommendation



Authorize the Town Manager to sign a lease agreement with Norwich Technologies to use the roof of the Public Safety Building to host a community solar array, provided that the array be used for the benefit of a Twin Pines Housing Trust or Vermont State Housing Authority affordable housing property located in Hartford



Questions?



AGENDA MEMORANDUM
May 21, 2019
Town Selectboard Meeting Item: 5.c
Submitted by: Hannah Tyler, Director of Public Works

Subject: **Repair of Scoured Roadway Slope at Maple Street (VT Rte. 14) & I-91 Culvert Outlet**

Background: In the Spring of 2018, the Town was notified of erosion at the above referenced culvert outlet. During 2018, the Town was assisted by VTrans with developing a plan to repair the slope, obtained permits for the repair from the River Management Division of the Department of Environmental Conservation, and sought emergency funding sources to assist with the cost. The Town was unsuccessful in attempts to obtain financial assistance and subsequent efforts to arrange for an in-house repair of the slope due to equipment limitations.

During 2018 and 2019 the Town continued to monitor the slope for continued damage. In the Spring of 2019, the Town prepared a request for proposals (RFP2019-06) to repair the erosion in accordance with the plans prepared by VTrans and received interest from four parties.

During the pre-bid walk through it was discovered that the bottom half of the headwall broke off and fell down the slope within the week since it had last been reviewed. This delayed the process as a new plan had to be prepared.

Discussion: The Town received one bid from Nott Excavating for \$32,784. The pre-bid estimate was \$30,000. The freeze/thaw cycle this Spring exacerbated the conditions, thus increasing the construction costs (\$26,284) from last year's budget estimate. In addition to construction costs, the bid includes required traffic control measures and services to MUTCD standards totaling \$6,500.

DPW believes the lack of interest is likely compounded by contractors schedules being filled with larger jobs, size of the job, larger stone required to repair the slope, and the associated difficulties with trucking and placing the stone.

Financial Impact: \$30,000 was encumbered from FY18 for this project. If approved, the additional \$2,784 required will be charged to the FY19 contract services line item to complete the work.

Recommendation

Motion: Authorize the Town Manager to execute a contract with Nott Excavating in the amount of \$32,784 for the Repair of Scoured Roadway Slope at Maple Street (VT Rte. 14) & I-91 Culvert Outlet.



Town Manager



AGENDA MEMORANDUM

May 21, 2019

Town Selectboard Meeting Item: 5.d

Submitted by: Hannah Tyler, Director of Public Works

Subject: Concrete Sidewalk/Sidewalk Ramp Contract Award

Background: The FY19 Budget includes \$79,000 for sidewalk and sidewalk ramp replacements. The Department of Public Works began to develop a sidewalk assessment and inventory form this Spring which is intended to identify sidewalk segments requiring repair or replacement in an objective manner.

Until such time that the inventory assessment is complete the Department of Public Works has developed a list of sidewalks that clearly are in a current condition of failure and requiring major repairs or replacement. From this list DPW has identified segments not requiring permitting or engineering services that qualify for immediate replacement. Other segments needing repair or replacement may require community input, engineering, permitting, or may be part of a project scheduled for the near future.

The Town requested unit pricing for per linear foot and square footages of involved items in keeping with the format many communities use to select a contractor(s) and schedule repairs or replacements. RFP 2019-09 requires individual contracts for segments and allows for more than one contractor to be selected for sidewalk work in Town.

Discussion: One bid from Nott Excavating of Hartford was received with the requested unit cost pricing. DPW believes by off the record verbal testimony that the lack of interest is caused by the fact that sidewalk projects are typically performed by subcontractors who install the concrete and curbing and with limited direct work by the general contractor. Further, there are only two local concrete curb construction contractors who are reportedly scheduled for the season and will not participate in unit cost bidding.

Nott's pricing included high end estimates from the previous year. They are willing to negotiate lower pricing for concrete and curb work with the sub-contractors.

Impact: There are sufficient funds (\$79,000) in the FY19 Budget line item for the concrete sidewalk and sidewalk ramp contract work at the unit cost price bid.

Recommendation

Motion: Authorize the Town Manager to execute a contract with Nott Excavating for unit cost amounts not to exceed the amounts bid and within the available funds budgeted.

Town Manager

Attachment: Bid Pricing Sheet



Town of Hartford, Vermont
Department of Public Works
Sidewalk & Sidewalk Ramp Replacements
HVT DPW RFP No. 2019-09
March 29, 2019

EXHIBIT A – LETTER OF TRANSMITTAL

The undersigned hereby certifies that items furnished as a result of this proposal will be in full accordance with the applicable specifications applying thereto unless exceptions stated in the RFP.

The Proposer's name and address exactly as it would appear in a contract:

Entity Name: Nott's Excavating, Inc.

Street Address: 185 Equestrian Way

Town, State, Zip: White River Junction, VT 05001

Proposer's Phone Number: 802-295-2734

Proposer's Fax Number: 802-295-0950

Proposer's E-mail Address: Nottexcavating@comcast.net

Form of Ownership Sole Proprietorship Franchise Partnership Corporation
 Joint Venture LLC Other (Specify) _____

If a corporation, state of incorporation: Vermont

Federal Identification Number (or SSN for sole proprietorship): 03-0360348

Please include your IRS Form W9 with your proposal.

I certify the proposing entity complies with State of Vermont Title 21: Labor, Chapter 5: Employment practices, Sub-Chapter 6: Fair Employment Practices, §495. Unlawful employment practice. Yes No

SIGNATURE: *Ray S. Nott II*

PRINTED NAME AND TITLE: Raymond S. Nott II, Vice President

By signing this page, you state that you are an authorized representative, and have reviewed and are presenting this proposal on behalf of your business entity. Please continue completing this exhibit on the next page.

EXHIBIT A – LETTER OF TRANSMITTAL (continued)
COMPANY PROFILE AND BACKGROUND

Name of Proposing Company: Nott's Excavating, Inc.

Company's Primary Business :

State the proposer's primary business, the number of years in the industry, and the number of employees assigned to these related activities in the spaces below:

Primary Business	# of Years	# of Employees Assigned
sitework	52	30 employees; project crew size of 3

Current Pending Lawsuits:

Please provide any and all suits either with the Town of Hartford or any other Municipalities and Government Agencies; including, but not limited to Federal, State, Local or other Municipalities and Governmental Agencies in the space below:

None

Local Office of Proposer: Office in/nearest to Hartford, Vermont: physical address: 2589 Route 14, WRJct

EXHIBIT A – LETTER OF TRANSMITTAL (continued)
COMPANY PROFILE AND BACKGROUND

Name of Proposing Company: Nott's Excavating, Inc.

Key Personnel: Name	Title	Contact Information: Mailing address, telephone number, fax number and email address	Designated as Primary Contact for the Town of Hartford YES / NO
Raymond S. Nott II	Vice President	185 Equestrian Way	Yes
Marcy A. Nott	Office	White River Junction, VT 05001	Yes
Jason Nott	Foreman	802-295-2734	No
Reggie Robinson	Foreman	802-295-0950 fax	No
Ben Griggs	Foreman	Nottexcavating@comcast.net	No
Greg Valley	Foreman		No



Town of Hartford, Vermont
Department of Public Works
Sidewalk & Sidewalk Ramp Replacements
HVT DPW RFP No. 2019-09
March 29, 2019

EXHIBIT B – REFERENCES FOR PROPOSING COMPANY

Name of Proposing Company: Nott's Excavating, Inc.

List company names, addresses, and telephone numbers for at least three references presently or previously served by your Company for HVT DPW RFP No. 2019-09. Do not use the Town of Hartford as a reference.

Company Name: Town of Norwich	
Address: PO Box 376, Norwich, VT 05055	
Contact Person: Herbert Durfee, Town Manager	
Telephone Number: 802-649-1419 x102	Fax Number: 802-649-0213
Email Address: hdurfee@norwich.vt.us	
Company Name: Otter Creek Engineering	
Address: 110 Merchants Row 4th Floor, Suite 15 Rutland, VT 05701	
Contact Person: Craig Jewett	
Telephone Number: 802-747-3080 x216	Fax Number: 802-747-4820
Email Address: jewett@ottercrk.com	

Pathways Consulting
240 Mechanic Street, Suite 100, Lebanon, NH 03766
Jeff Durell
603-448-2200; Fax 603-448-1221
jeff.durell@pathwaysconsult.com

Advanced Geomatics and Design
105 Bank Street, Lebanon, NH 03766
Dan Nash
603-448-6295
advancedgeomatics@comcast.net



Town of Hartford, Vermont
Department of Public Works
Sidewalk & Sidewalk Ramp Replacements
HVT DPW RFP No. 2019-09
March 29, 2019

EXHIBIT C – Fixed Unit Price Bid Form

BIDDER'S NAME: Nott's Excavating, Inc.

LEGAL ADDRESS: 1870 Jericho Street, White River Junction, VT ZIP CODE: 05001

MAILING ADDRESS (IF DIFFERENT FROM ABOVE): _____
185 Equestrian Way, White River Junction, VT ZIP CODE: 05001

TELEPHONE AREA CODE: 802 NUMBER: 295-2734

FAX PHONE AREA CODE: 802 NUMBER: 295-0950

EMAIL ADDRESS Nottexcavating@comcast.net

DATE: May 3, 2019

PROJECT: HVT DPW RFP 2019-09, Replacement and Repair of Sidewalks

RECEIPT OF BIDS: 2:00 PM, LOCAL TIME, FRIDAY, MAY 3rd, 2019

ADDRESSED TO: Hartford Town Manager's Office
HVT DPW RFP No. 2019-09 – Sidewalk & Sidewalk Ramp Replacements
c/o Hannah Tyler, Director of Public Works
171 Bridge Street
White River Junction, VT 05001
Telephone: (802) 295-3622
Fax: (802) 295-7051
E-Mail: htyler@hartford-vt.org

EXHIBIT C – Fixed Unit Price Bid Form (Continued)

The undersigned, having carefully examined and thoroughly perused specifications for the above named project; and become fully familiar with all conditions affecting the work required by those specification, including the scopes of work, hereby proposes to provide all materials, labor, services, etc., required thereby for the following fixed price bid amounts for each item.

Item #	Description	Unit	Fixed Unit Price (\$)
1a	5' Wide, 5" Thick Concrete Sidewalk with New Granite Curbing	L.F.	<u>\$142</u>
1b	5' Wide, 5" Thick Concrete Sidewalk with Reset Granite Curbing	L.F.	<u>\$130</u>
1c	5' Wide, 5" Thick Concrete Sidewalk without Curbing	L.F.	<u>\$102</u>
1d	5' Wide, 8" Thick Concrete Sidewalk with New Granite Curbing	L.F.	<u>\$146</u>
1e	5' Wide, 8" Thick Concrete Sidewalk with Reset Granite Curbing	L.F.	<u>\$134</u>
1f	5' Wide, 8" Thick Concrete Sidewalk without Curbing	L.F.	<u>\$106</u>
2a	5' Wide, 4" Thick Bituminous Concrete Sidewalk with New Granite Curbing	L.F.	<u>\$138</u>
2b	5' Wide, 4" Thick Bituminous Concrete Sidewalk with Reset Granite Curbing	L.F.	<u>\$126</u>
2c	5' Wide, 4" Thick Bituminous Concrete Sidewalk without Curbing	L.F.	<u>\$ 98</u>
3a	4" Thick Bituminous Concrete Asphalt Driveway Apron	S.Y.	<u>\$76</u>
4a	ADA Compliant Concrete Ramp with New Granite Curbing (25 S.F. Min.)	S.F.	<u>\$28.40</u>
4b	ADA Compliant Concrete Ramp with Reset Granite Curbing (25 S.F. Min.)	S.F.	<u>\$26</u>
4c	ADA Compliant Concrete Ramp without Curbing (25 S.F. Min.)	S.F.	<u>\$20.40</u>
4d	ADA Compliant Cast Iron Detectable Warning Pad	Each	<u>\$60 per SF</u>
5a	Adjustment of Catch Basin Grates and Frames	Each	<u>\$1,000</u>
5b	Adjustment of Manhole Covers and Frames	Each	<u>\$1,000</u>
5c	Adjustment of Water Valve Box Risers and Covers	Each	<u>\$150</u>

1. Unit price bid includes all necessary items and task including but not limited to mobilization, saw cutting, excavation, disposal of waste materials, preparation of base, stone bedding, concrete forms, concrete, expansion material, backfill, topsoil, seed, mulch, all appurtenances and labor required, and all applicable Vermont taxes, permits, bonds, and fees required by all legal authorities at the location to complete the work.
2. Unit price bid for all items shall include all water quality, erosion and traffic control measures inclusive of permits to comply with local, state and federal requirements.
3. Unit price bid shall include furnishing a performance and payment bond for each project based on the contract price associated with each work order as security for the faithful performance and payment of all the contractor's obligations under the contract documents. Bond cost is the contractor's responsibility and should be included in the fixed unit price bid amounts. All bonds shall remain in effect at least until one year after the date when final payment becomes due, except where otherwise provided by Law or regulation or by the Contract Documents. All bonds signed by an agent must be accompanied by a certified copy of the authority to act. If the surety on any Bond furnished by contractor is declared a bankrupt or becomes insolvent or it's right to do business is terminated in any state where any part of the Project is located or it ceases to meet the requirements of the preceding paragraph. Contractor shall within five days thereafter substitute another Bond and Surety, both of which must be acceptable to the Town.



AGENDA MEMORANDUM

May 21, 2019

Town Selectboard Meeting Item: 5.e

Submitted by: Hannah Tyler, Director of Public Works

Subject: Abbey Road and Adjacent Sewer Main Design

Background: The Town is seeking design services to replace existing wastewater mains and services as needed within Abbey Road, Garland Row and Town Highway 110. This portion of the system is aging, not constructed to current standards, lacks adequate manholes and requires a disproportional amount of maintenance and repairs. Emphasis is being placed on the survey and evaluation task to determine ownership and properly guide the layout, methodology and potential phasing. The general locations of known lines requiring replacement or improvements are shown in Figure 2 on the following page.

In 2018 the Town attempted to map and determine a fix in-house. Given the large amount of unknowns and the complexity of the project these efforts were terminated and a request for proposals from professional engineers developed.

Discussion: In response to RFP 2019-01, the Town received bids from Otter Creek Engineering, Dufresne Group, Dubois & King, Tata & Howard, and from Pathways Consulting, LLC. The selection committee comprised of stakeholders and the Director reviewed the proposals and scored them on nine criteria.

The selection committee selected Dufresne Group based on all 9 criteria. Their cost was coincidentally relatively close to the average cost of all bids adding a comfort level to the selection.

Impact: The cost of the design and permitting services is \$31,015.00. The budget for the overall project is \$40,000. A new budget based on the engineer's estimate of cost will need to be developed as the \$40,000 budget was unrealistic. By approving the contract with Dufresne Group, design services may proceed immediately and will allow for proper budgeting and timing of construction. In the meantime, a rigorous maintenance schedule will be maintained.

Recommendation

Motion: Authorize the Town Manager to execute an engineering services contract with Dufresne Group in the amount of \$31,015 for the Abbey Road area sewer main design.


Town Manager

Figure 2: Approximate Wastewater Mains To Be Replaced (shown in green)





AGENDA MEMORANDUM
May 21, 2019
Town Selectboard Meeting Item: 5.f
Submitted by: Hannah Tyler, Director of Public Work

Subject: **Quechee Wastewater Generator & Automatic Switches Contract Award**

Background: The Town proposes to install a generator and automatic transfer switch at the Mill Run wastewater pump station, and to replace a manual transfer switch with an automatic switch at the Whitman Brook wastewater pump station in Quechee. The infrastructure will reduce down time caused by power outages and reduce the risk of overflows.

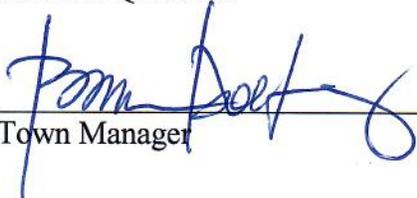
Previous efforts failed to identify the need for an Act 250 Permit. That work is currently under way and the improvements will commence once a permit is in hand.

Discussion: The Town solicited proposals (RFP 2019-04) and received complete proposals from Richard Electric, Schaal Electric, and Brook Field Services. The selection committee conducted interviews, reviewed and ranked the proposals. The selection committee recommends Brook Field Services based on the six criteria. Their proposal was also the one at the lowest cost.

Impact: The cost of the services is \$29,041. The FY19 budget for the overall project is \$105,000. A portion of the remaining budget will be needed for tree removal, erosion control, fencing, a possible crane and other miscellaneous work.

Recommendation

Motion: Authorize the Town Manager to execute a contract with Brook Field Services in the amount of \$29,041 to install a generator and automatic transfer switch at the Mill Run pump station, and to replace a manual transfer switch with an automatic switch at the Whitman Brook pump station in Quechee.



Town Manager



AGENDA MEMORANDUM

May 21, 2019

Town Selectboard Meeting Item: 5.g

Submitted by: Hannah Tyler, Director of Public Works

- Subject:** Town Highways Annual Financial Plan (Vermont TA-60)
- Background:** The TA-60 is a form that the State requires completion and submittal on an annual basis and establishes a budget for activities in the municipality for the year (19 VSA §306). It demonstrates the town is raising appropriate funds to support infrastructure.
- Discussion:** Town staff, with the assistance of Rita Seto (Two Rivers – Ottauquechee Regional Planning Commission) and Vermont Agency of Transportation staff completed this form with approved FY 20 budgeted amounts. The form assists the State in determining grant amounts (regular state funds, infrastructure grants, and emergency grants).
- Financial Impact:** N/A
- Recommended Motion:** I move approval of the Annual Financial Plan, Vermont TA-60 as presented.
- 

Town Manager
- Attachments:** Annual Financial Plan – Town Highways TA-60

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS
19 V.S.A. § 306(j)

TA-60

Town of HARTFORD Fiscal Year 2020 Begin 7/1/19 End 6/30/20

INCOME

DESCRIPTION	ESTIMATED
State Funds - 19 V.S.A. Section 306(a):	
Class 1 1.714	\$ 19,143.19
Class 2 19.625	\$ 80,436.59
Class 3 108.560	\$ 165,196.27
Town Tax Funds – 19 V.S.A. Section 307	\$ 1,881,894.30
Special Funds (e.g., bonds or earmarks):	
a.	\$
b.	\$
c.	\$
TOTAL	\$

EXPENSES

DESCRIPTION	ESTIMATED
Winter Maintenance	\$ 735,537.60
Non-Winter Maintenance	\$ 1,146,356.70
Major Construction Projects	
a. Contracted Services	\$ 765,000.00
b.	\$
c.	\$
TOTAL	\$ 2,646,894.30

Comments:

This form shall be signed by the appropriate town officials and forwarded to the District Transportation Administrator.

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS

TA-60

19 V.S.A. § 306(j)
(page 2)

We, the Legislative Body of the Municipality of **HARTFORD** _____ certify
that funds raised by municipal taxes are equivalent to or greater than a sum of at least **\$300.00**
per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)

_____ Date: _____

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

_____ Date: _____

District Transportation Administrator



AGENDA MEMORANDUM

May 21, 2019

Town Selectboard Meeting Item: 5.h

Submitted by: Brannon Godfrey, Town Manager

Subject: Affirmation of Selectboard Commitments

Background: At the May 7 meeting, there was a brief discussion about opening the meeting with a statement of the Selectboard in addition to the Pledge of Allegiance.

Discussion: The statement will contain an affirmation of the Selectboard's commitment to our citizens.

Financial Impact: N/A

Recommended Motion: For discussion.



Town Manager



AGENDA MEMORANDUM

May 21, 2019

Town Selectboard Meeting Item: 5.i

Submitted by: Brannon Godfrey, Town Manager

Subject: Initiation of the 5th Charter Review Committee

Background: Approximately one year ago, the Selectboard considered a process to update the Town Charter for approval by the General Assembly. This would be the fifth revision to the Charter. The Selectboard ultimately deferred action on this matter for a number of more pressing priorities.

Discussion: The present time is appropriate to revisit the Charter revision by appointing the Review Committee and ratifying the charge to the Committee.

The 5th Charter Review Committee will be advisory and comprised of seven citizen members, as follows: one member of the Selectboard, one member of the School Board, two members appointed by the Selectboard, two members appointed by the School Board and one member appointed jointly by the Selectboard and the School Board. Each member shall have equal weight in discussion and voting.

The issues that were presented for consideration last year are in the attached presentation from May 22, 2018 as information. The Committee will be generally charged with providing regular updates to the Selectboard and School Board over the next year in person or in writing.

To move the process forward, the next steps will be to work with School Board to approve a Charge for the Committee, to solicit interest from citizens to apply for appointment to the Committee, and to appoint the Committee

Financial

Impact: There is no direct financial impact.

Recommended

Motion: For discussion.



Town Manager

Attachments: May 22, 2018 Presentation on Charter Review



5th Charter Commission Charge

MAY 22, 2018



Purpose



To Provide the Selectboard Topics for Consideration and Approval for the 5th Charter Commission Charge.



Committee Charge



- Term:
 - The term of this commission shall end upon completion of the charge; not later than March 5, 2019.
- Constitution:
 - This joint advisory committee will be constituted of seven citizen members. There shall be one member of the Selectboard, one member of the School Board, two members appointed by the Selectboard, two members appointed by the School Board and one member appointed jointly by the Selectboard and the School Board. Each member shall have equal weight in discussion and voting.



Committee Charge Cont.



- Charge:
 - To consider topics and areas of concern within the Charter for revision and/or update and provide recommendations, in the form of a revised Charter, to both the Hartford School Board and Selectboard no later than November 30, 2018.
 - Primary areas of focus include, but are not limited to:
 - Petition Language
 - Town Manager's Duties/Responsibilities/Authorities
 - Elected Officials Section Cleanup
 - Commissions/Committee Section Cleanup
 - Clerk Section Cleanup
 - Recall Vote Process
 - Board Member Absence Clarification
 - Quorum Language
 - Cleanup Internal Conflicts
 - Agreement with Open Meeting Law and State Statute
 - Clarify Floor Meeting and Australian Ballot Topics
 - Clarify Budget Revote Process
 - Clarify Tied Election Process



Committee Charge Cont.



- Charge:
 - To provide regular updates to the Selectboard and School Board in person or in writing.



Next Steps



- Work with School Board to Approve/Amend Charge
- Publicize Committee/Solicit Interest
- Review Volunteers/Select Committee



Guidance?



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, May 7, 2019 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

Present: Simon Dennis, Selectboard Chair; Richard Grassi, Selectboard Vice Chair; Dennis Brown, Selectboard Clerk; Dan Fraser, Selectboard Member; Alan Johnson, Selectboard Member; Jameson Davis, Selectboard Member; Kim Souza, Selectboard Member; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant; Todd Sumner; Van Chestnut; Laura Stone; Scott Robertson; Matt Osborn; Lori Hirshfield; Geoff Martin; Erik Krauss; Matt Colburn; Bruce Bergeron; Bruce Riddle; Nancy Russell; Hannah Tyler; Roy Black; William & Carolyn Wittik.

<http://catv.cablecast.tv/CablecastPublicSite/show/8456?channel=1>

- I. Call to Order the Selectboard Meeting:** Selectboard Chair, Simon Dennis called the meeting to order at 6:00 P.M.
- II. Pledge of Allegiance:** Selectboard Member, Dan Fraser led the Pledge of Allegiance.
- III. Local Liquor Control Board: N/A**
- IV. Order of Agenda:** 4.b. VTrans Roundabout Project Update will be presented before 4.a. VTrans Roundabout Project Update.

4.d. CWSRF Loan Application will be presented before 4.c. Town Plan Presentation

V. Selectboard

1. Citizen, Selectboard Comments and Announcements:

There were no Citizen Comments.
There were no Selectboard Comments.

2. Appointments:

- a. Reappointment of Sara Campbell, John Hall and Allene Swienckowski to the Hartford Committee on Racial Equity & Inclusion for 2 year terms beginning 5/7/2019 and ending 5/6/2021.

Selectboard Vice Chair, Dick Grassi made the motion to reappoint Sara Campbell, John Hall and Allene Swienckowski to the Hartford Committee on Racial Equity & Inclusion for 2 year terms beginning 5/7/2019 and ending 5/6/2021. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report: Significant Activity Report period ending May 7, 2019.

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/158>

Highlights:

Energy Coordinator Geoff Martin is working on the development of a community solar project opportunity for the roof of the Fire Station. The array would serve a low-income, non-profit housing agency in Hartford in order to lower their energy costs and make their housing more affordable. Similar to the project at the Wilder Well, the Town would host the array.

DPW Director Hannah Tyler and our VTrans engineers are finalizing the Sykes Mountain Rd. Roundabout right-of-way acquisition. A Public Information meeting with design boards and visualizations is scheduled for 6pm Tuesday, May 14 in the conference room at the Comfort Inn on Ralph Lehman Dr. This will be a drop-in format with an opportunity for direct interaction with staff and project engineers.

4. Board Reports, Motions & Ordinances

a. VTrans Roundabout Project Update: VA Cutoff Bridge

Background: The Town-owned VA Cutoff Bridge spans the White River and connects VA Cutoff Road to Maple Street (VT 14). The current condition of the 1929/1973 structure warrants planning and consideration of repair or replacement alternatives. At the March 12 Selectboard meeting, Laura Stone from the Vermont Agency of Transportation (VTrans) presented information on bridge conditions and estimated costs for replacement alternatives. Following the presentation, the Selectboard agreed that the option for full bridge replacement was most cost effective, as it will provide a complete streets design and a 75-year design life. On March 26, with the recommendation of the Hartford Historic Preservation Commission, the Selectboard approved the Statement of Purpose and Need for the full bridge replacement.

Discussion: The next stage of project development is to review refined alternatives for full replacement. Town staff mailed notifications of this presentation to stakeholders, including emergency services, adjacent property owners, local schools, and other interested parties. Laura Stone will lead the Alternatives

Presentation to discuss site constraints, the options considered in the scoping report, and development of full replacement alternatives including off-alignment options.

Laura Stone, from VTrans, presented the options to the Board for moving forward on this project. Selectboard Member, Alan Johnson requested looking at the Christian Street alignment more closely. Ms. Stone said that VTrans can do a traffic study for that option. The next steps will be reviewing the traffic study and weighing the pros and cons of the different options to make an informed decision as timely as possible.

b. VTrans Roundabout Project Update

Background: For over two decades, the Town of Hartford, in partnership with VTrans has worked through the scoping, permitting and design process for the construction of two roundabouts on Sykes Mountain Avenue to improve safety and traffic flow. At this time we are in the right-of-way acquisition phase.

A public meeting with informational materials and visualizations staffed by several members of the project team will be held on May 14th at 6:00 pm at the Comfort Inn on Ralph Lehman Drive in White River Junction, Vermont.

c. Town Plan Presentation

Purpose: The May 7th Selectboard meeting will be a presentation and discussion to introduce the Draft Town Plan. The two required Selectboard public hearings will be held on May 21 and June 4.

The Selectboard must hold a minimum of two public hearings not less than 30 days, nor more than 120 days from the date following submittal of the Planning Commission's approved Draft Town Plan; this was submitted to the Selectboard on April 5, 2019. Two public hearings have been scheduled for May 21 and June 4, 2019.

The Town Plan must be adopted by a majority of the members of the Selectboard at a meeting which is held after the final public hearing. The meeting can be on the same day as the final public hearing.

The Plan becomes effective upon adoption.

d. CWSRF Loan Application: State CWSRF Loan Application - Engineering for South Main/North Main/ Gates Streets Stormwater/Sewer Improvements.

Background: The \$111,800 loan application is to the Vermont Clean Water Revolving Loan Fund for the Step 1 (Feasibility & Planning) and Step II (Final Design/ Engineering/Bid Process) stages of

engineering for the South Main, North Main and Gates Streets stormwater and sewer TIP project. This is the first phase of a broader two phased implementation project. The engineering phase is a 2017 voter approved TIP project, and the construction phase is a 2019 voter approved TIP project.

The loan program requires separate applications for each phase of the project. The Town would apply now to complete the engineering phase. This would enable the Town to be ready to apply to the CWSRF program for the construction phase in November/December of 2019 for construction in 2020. If the construction application is approved, engineering and construction can be rolled into one loan for both phases.

The state already has approved the Town's existing engineering services agreement and scope of work with Aldrich and Elliot Engineering for this project, a prerequisite for the loan application.

Use of the state's lower interest rate RLF loan program and loan forgiveness program was discussed most recently at Selectboard meetings and public hearings on the 2019 TIP projects as one of the financing options to reduce the overall costs of the project.

Currently the State CWSRF Revolving Loan Fund loan terms are: 2% interest rate, 20-year term period. Loan repayment begins a year after the improvements are completed which helps with cash flow. The loan application takes 6-8 weeks to process. To keep the project on track for a 2020 construction season, the application is coming before the Selectboard now.

CWSRF loan terms are more favorable than the VT Bond Bank, which currently is around 3.5% interest rate for 20-years and bond payments that begin within a few months of floating the bond, before improvements are completed and downtown property owners, businesses and residents can benefit.

Selectboard Member, Jameson Davis made the motion to Authorize the Town Manager to sign all necessary documents to apply for a CWSRF \$111,800 loan for the engineering and bid process phase of this project. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

e. Adoption of Selectboard Rules of Procedure:

The Selectboard has been updating its Rules of Procedure over the last several months.

On April 9, the Selectboard prepared the final draft. At that point, the

only unresolved question related to the Section "Selectboard Officers; Organizational Meeting" with regard to the timing of taking office. A question was raised in reference to previous erroneous advice that a newly-elected Selectboard member could not act to revise a failed budget developed by a predecessor Selectboard. The Vermont League of Cities and Towns advises that newly-elected Selectboard members have full authority to participate and act as members of the Selectboard upon election, even on the revision of a failed budget.

The document was updated with the final adjustments made.

Selectboard Member, Alan Johnson made the motion to approve the Selectboard Rules of Procedure as amended. Selectboard Member, Dan Fraser seconded the motion. All were in favor and the motion passed.

5. Commission Meeting Reports:

Selectboard Clerk, Dennis Brown attended the Zoning Board meeting. There was one application and it was approved.

Selectboard Member, Kim Souza reported that at the Planning Commission level there is little going on however there are a lot of applications coming in. Ms. Souza also reported that there is a useful video on the Assessor's page of the Town website. It is basic and easy to understand what the Assessor's office does. Kim will put it on the Facebook page.

Selectboard Member, Dan Fraser reported that the Tree Board had a successful sale. Mr. Fraser also attended the School Board meeting. There were department presentations and there was also a Sister City Committee presentation.

Selectboard Member, Alan Johnson reported that the Hartford Conservation Commission has new officers: Tom Kahl, Chair; Dana Hazen, Vice Chair and Jon Bouton, Treasurer. Mr. Johnson reported that Dana Hazen, as part of the Flood Resilience, is laying trees in streams. By doing this, it will increase the habitat and especially Brook Trout. Green up day was successful. It is still on going for a couple of weeks.

Selectboard Vice Chair, Dick Grassi reported that there is trouble at the Maxfield fields. They are too wet to be used in April and May. Something has got to be done to fix this. He will work on getting people together to address the Selectboard on this.

Selectboard Chair, Simon Dennis reported that Resilience Hartford will be presenting "Thinking Like a Watershed." This will be at the Bugbee Senior Center on May 31st at 6:30 PM. The workshop that is scheduled for May 8th is at The Village at WRJ at 6:00 PM.

6. Consent Agenda: Selectboard Member, Dan Fraser made the motion to approve the Consent Agenda as listed. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 5/4/2019

Approve Meeting Minutes of: 4/23/2019

Approve A/P Manifest of: 5/3/2019 & 5/7/2019

Selectboard Meeting Dates of:

- Already Approved: 5/8/2019, 5/21/2019 & 5/22/2019
- Needs Approval: 6/4/2019 & 6/18/2019
- Keep June 11th Open if another workshop is needed

7. Adjourn the Selectboard Meeting:

Selectboard Clerk, Dennis Brown made the motion to Adjourn the meeting at 9:50 P.M. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

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



**TOWN OF HARTFORD
SELECTBOARD AGENDA**

Wednesday, May 8, 2019 at 6:00 pm
The Villages at White River Junction

Present: Simon Dennis, Selectboard Chair; Richard Grassi, Selectboard Vice Chair; Dennis Brown, Selectboard Clerk; Dan Fraser, Selectboard Member; Alan Johnson, Selectboard Member; Jameson Davis, Selectboard Member; Kim Souza, Selectboard Member; Brannon Godfrey, Town Manager; Delia Clark.

I. Call to Order the Selectboard Meeting

Selectboard Chair, Simon Dennis called the meeting to order at 6:04 P.M.

II. Selectboard

1. Strategic Priorities

V. Adjourn the Selectboard Meeting (Motion Required)

Selectboard Vice Chair, Dick Grassi made the motion to adjourn the meeting at 8:54 P.M.

Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.

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

Dennis Brown, Clerk

Report Date: 5/16/19
10:48AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 1
User: florentina
Report: APINHD_PmtByDate

Check Date: 5/17/2019 - 5/17/2019

Bank ID	Bank Name	Vendor ID	Vendor Name	Payee Name	Check Date	Check No.
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
25-8050	Town Office Renovation					
052370	WELD-TEK, INC				5/17/2019	1001
21140	RAILING @ TOWN HALL	0.00	\$1,425.00	0.00		1,425.00
	Desc: RAILING @ TOWN HALL	Acct: 25-985-100-8050	Town Office Renovation			
	Vendor Total:		1,425.00	0.00		1,425.00
25-8050	Water Capital Reserve		Bank Total:			1,425.00
50-0100	Water Capital Reserve					
036187	OTTER CREEK ENGINEERING INC				5/17/2019	1001
16034	Nutt Lane - Subsurface Exploration	0.00	\$2,255.45	0.00		2,255.45
	Desc: Nutt Lane - Subsurface Exploration	Acct: 50-954-543-0000	CAPITAL OUTLAY			
16094	DESIGN SPECIAL SERVICES	0.00	\$320.00	0.00		320.00
	Desc: Design Special Services	Acct: 50-954-543-0000	CAPITAL OUTLAY			
16098	FINAL DESIGN - NUTT HARRISON&LAT	0.00	\$1,050.00	0.00		1,050.00
	Desc: FINAL DESIGN - NUTT HARRISON&LATHAM	Acct: 50-954-543-0000	CAPITAL OUTLAY			
16058	Nutt Lane Final Design	0.00	\$1,050.00	0.00		1,050.00
	Desc: Nutt Lane Final Design	Acct: 50-954-543-0000	CAPITAL OUTLAY			
16183	Nutt Lane Final Design	0.00	\$1,050.00	0.00		1,050.00
	Desc: Nutt Lane Final Design	Acct: 50-954-543-0000	CAPITAL OUTLAY			
	Vendor Total:		5,725.45	0.00		5,725.45
50-0100	Quechee Garden Project		Bank Total:			5,725.45
73-0100	Quechee Garden Project					
022145	HENDERSON'S TREE SERVICE, LLC	JAMES HENDERSON			5/17/2019	1002
81157	2019 PHC PLAN	0.00	\$550.00	0.00		550.00
	Desc: Fertilizer for gardens	Acct: 73-516-318-0100	QUECHEE GARDEN PROJECT			
81156	2019 PRUNING	0.00	\$165.00	0.00		165.00
	Desc: 2019 PRUNING	Acct: 73-516-318-0100	QUECHEE GARDEN PROJECT			
	Vendor Total:		715.00	0.00		715.00
73-0100	Trees Matter		Bank Total:			715.00
73-7304	Trees Matter					
035050	NORTHERN NURSERIES INC				5/17/2019	1004
M5062200024535	Trees Matter Arbor Day Sale	0.00	\$1,155.00	0.00		1,155.00
	Desc: Trees Matter Arbor Day Sale	Acct: 73-511-318-7304	CONTRACTED SERVICES(TREES MA			
	Vendor Total:		1,155.00	0.00		1,155.00
73-7304	GENERAL FUND - MASCOMA		Bank Total:			1,155.00
FUND 1 0	GENERAL FUND - MASCOMA					
001170	AIRGAS, INC.	AIRGAS USA, LLC			5/17/2019	65539
9088076615	OXYGEN	0.00	\$9.65	0.00		9.65
	Desc: OXYGEN	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES			
9088299594	OXYGEN	0.00	\$11.95	0.00		11.95
	Desc: OXYGEN	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES			

Report Date: 5/16/19
10:48AM

Payment Manifest
by Vendor ID
Town of Hartford

Page: 2
User: florentina
ReportAPINHDPmtByDate

Check Date: 5/17/2019 - 5/17/2019

Bank ID	Bank Name	Payee Name	Check Date	Check No.	
Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			21.60	0.00	21.60
001303	ALDRICH + ELLIOTT, PC		5/17/2019	65540	
18017,78377	S MAIN ST STORMWATER PER	821.65	\$821.65	0.00	821.65
	Desc: South Main/North Main/Gates Streets	Acct: 13-921-360-0000	South Main St - Infrastructure Engineerir		
Vendor Total:			821.65	0.00	821.65
001475	ALICE PECK DAY HOSPITAL		5/17/2019	65541	
8701	DOT EXAM BROCK S	116.00	\$116.00	0.00	116.00
	Desc: DOT EXAM BROCK S	Acct: 60-961-318-0000	CONTRACTED SERVICES		
8753	PRE-EMPLOYMENT ROBERTS J	0.00	\$160.00	0.00	160.00
	Desc: PRE-EMPLOYMENT ROBERTS J	Acct: 10-325-318-0000	CONTRACT SERVICES		
8772	DOT EXAM BEEBE TRAVIS	0.00	\$116.00	0.00	116.00
	Desc: DOT EXAM BEEBE TRAVIS	Acct: 10-325-318-0000	CONTRACT SERVICES		
8786	DOT EXAM EASTMAN KAI	116.00	\$116.00	0.00	116.00
	Desc: DOT EXAM EASTMAN KAI	Acct: 50-954-315-0000	RECRUITMENT & TRAINING		
8804	PRE-EMPLOYMENT MULHALL J	0.00	\$160.00	0.00	160.00
	Desc: PRE-EMPLOYMENT MULHALL J	Acct: 10-511-315-0000	RECRUITMENT & TRAINING		
8833	DOT EXAM MABEY THOMAS	116.00	\$116.00	0.00	116.00
	Desc: DOT EXAM MABEY THOMAS	Acct: 30-971-315-0000	RECRUITMENT & TRAINING		
8684	MMR - ROWLEE D	0.00	\$130.00	0.00	130.00
	Desc: MMR - ROWLEE D	Acct: 10-221-318-0000	CONTRACTED SERVICES		
8685	DOT EXAM WHITMARSH C	116.00	\$116.00	0.00	116.00
	Desc: DOT EXAM WHITMARSH C	Acct: 60-961-318-0000	CONTRACTED SERVICES		
8697	DOT CARD EXTENSION - ECCHER EVA	73.16	\$73.16	0.00	73.16
	Desc: DOT CARD EXTENSION - ECCHER EVAN	Acct: 50-954-315-0000	RECRUITMENT & TRAINING		
Vendor Total:			1,103.16	0.00	1,103.16
001650	ALLEN ENGINEERING POOLS AND SPAS		5/17/2019	65542	
111-515882-01	LIQUID CHLORINE	1,331.56	\$1,331.56	0.00	1,331.56
	Desc: LIQUID CHLORINE	Acct: 50-952-340-0000	CHEMICALS		
	Desc: LIQUID CHLORINE	Acct: 55-953-340-0000	CHEMICALS		
111-515897-01	Polymer for WRJ plant	3,979.00	\$3,979.00	0.00	3,979.00
	Desc: Polymer for WRJ plant	Acct: 60-961-340-0000	CHEMICALS		
Vendor Total:			5,310.56	0.00	5,310.56
002180	AMERICAN RETROWORKS INC	GOOD POINT RECYCLING	5/17/2019	65543	
75575	NON-COVERED ELECTRONICS	83.25	\$83.25	0.00	83.25
	Desc: NON-COVERED ELECTRONICS	Acct: 30-971-318-0000	CONTRACTED SERVICES		
Vendor Total:			83.25	0.00	83.25
004854	BENISTAR/HARTFORD		5/17/2019	65544	
JUN'19	RETIRES HEALTH INS - JUN 2019	0.00	\$1,951.45	0.00	1,951.45
	Desc: Express Scripts for Retirees	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Express Scripts for Retirees	Acct: 10-271-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Express Scripts for Retirees	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			1,951.45	0.00	1,951.45

Report Date: 5/16/19
10:48AM

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
005951	BLUE CROSS BLUE SHIELD VT	BC/BS OF VERMONT	5/17/2019	65545	
JUN'19	HEALTH INS JUNE 2019	23,688.88	\$108,676.39	0.00	108,676.39
	Desc: Health Insurance	Acct: 10-121-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-121-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 10-151-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-171-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-171-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 10-174-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-175-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-181-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-211-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 10-221-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 10-271-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-311-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-321-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-325-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 10-511-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-521-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 10-521-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 10-622-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 30-971-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 30-975-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 30-975-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 50-954-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 50-955-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 55-955-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 60-961-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 60-961-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 60-965-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
	Desc: Health Insurance	Acct: 65-963-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 65-965-220-0000	BC/BS		
	Desc: Health Insurance	Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			108,676.39	0.00	108,676.39
006100	BMO FINANCIAL GROUP		5/17/2019	65546	
Vail 04/28-30/19	Vail, Brad - PD	0.00	\$660.00	0.00	660.00
	Desc: SigSauer-Breach instructor Taining	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
Cooney 04/28-30/19	Cooney, Scott - FD	0.00	\$-65.76	0.00	-65.76
	Desc: Return - Books	Acct: 10-221-314-0000	BOOKS & PERIODICALS		
Hausler 04/28-30/19	Hausler, Scott - REC	0.00	\$146.21	0.00	146.21
	Desc: PriceChopper-Supplies Welcome Ctr	Acct: 10-121-318-0510	WELCOME CENTER - INVENTORY PU		
Jay 04/28-30/19	McDonough, Jay - REC	0.00	\$54.96	0.00	54.96
	Desc: Amazon-Baseballs	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
Kasten 04/28-30/19	Kasten, Phil - PD	0.00	\$651.60	0.00	651.60

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	Desc: Enterprise - Detective car lease	Acct: 10-211-331-0000	DEPARTMENT EQUIPMENT		
	Perry 04/28-30/19 Perry, Diane - PD	0.00	\$747.98	0.00	747.98
	Desc: Amazon-Monitors	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Vendor Total:		2,194.99	0.00	2,194.99
006700	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC	5/17/2019		65547
83186286	MEDICAL SUPPLIES	0.00	\$616.52	0.00	616.52
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
83195734	MEDICAL SUPPLIES	0.00	\$600.01	0.00	600.01
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
	Vendor Total:		1,216.53	0.00	1,216.53
007020	BRENNTAG NORTH AMERICA		5/17/2019		65548
6399441	MATERIALS	0.00	\$131.10	0.00	131.10
	Desc: MATERIALS	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
	Vendor Total:		131.10	0.00	131.10
007201	BRODART CO.		5/17/2019		65549
B5620543	HARDCOVERS	0.00	\$15.11	0.00	15.11
	Desc: HARDCOVERS	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5620545	HARDCOVERS	0.00	\$88.87	0.00	88.87
	Desc: HARDCOVERS	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5624566	HARDCOVERS	0.00	\$42.26	0.00	42.26
	Desc: HARDCOVERS	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
B5624810	HARDCOVERS	0.00	\$14.57	0.00	14.57
	Desc: HARDCOVERS	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
	Vendor Total:		160.81	0.00	160.81
007450	BROWN'S, CHARLIE	CHARLIE BROWN'S	5/17/2019		65550
42774	GAS	0.00	\$20.95	0.00	20.95
	Desc: GAS	Acct: 10-321-319-0000	EQUIPMENT OPERATION-GAS		
	Vendor Total:		20.95	0.00	20.95
007760	BURLINGTON COMMUNICATIONS		5/17/2019		65551
BCS3014	RADIO SERVICE CTR	0.00	\$140.00	0.00	140.00
	Desc: RADIO SERVICE CTR	Acct: 10-271-318-0000	CONTRACTED SERVICES		
007760	BURLINGTON COMMUNICATIONS		5/17/2019		65552
BCS3013	CONTRACT RATE - MAY 2019	450.00	\$450.00	0.00	450.00
	Desc: CONTRACT RATE - MAY 2019	Acct: 72-271-318-7003	COMMUNICATIONS GRANT #202		
	Vendor Total:		590.00	0.00	590.00
009140	CENTRAL VERMONT PROPERTIES		5/17/2019		65553
9500198403	PIPE CROSSING - JUN'19-MAY'20	50.00	\$50.00	0.00	50.00
	Desc: PIPE CROSSING - JUN'19-MAY'20	Acct: 50-955-317-0000	PERMITS & LICENSES		
9500198437	PIPE CROSSING - JUN'19-MAY'20	15.00	\$15.00	0.00	15.00
	Desc: PIPE CROSSING - JUN'19-MAY'20	Acct: 50-955-317-0000	PERMITS & LICENSES		

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Vendor Total:			65.00	0.00	65.00
009818	CINTAS CORPORATION NO. 2	CINTAS LOC. #68M, 71M	5/17/2019		65554
4018547386	UNIFORMS	15.56	\$15.56	0.00	15.56
	Desc: UNIFORMS	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4018955202	UNIFORMS	15.56	\$15.56	0.00	15.56
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
	Desc: UNIFORMS	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4020623503	UNIFORMS	15.56	\$15.56	0.00	15.56
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
	Desc: UNIFORMS	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4021045724	UNIFORMS	18.85	\$18.85	0.00	18.85
	Desc: UNIFORMS	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4021045757	UNIFORMS	72.41	\$72.41	0.00	72.41
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4021125801	UNIFORMS	115.33	\$115.33	0.00	115.33
	Desc: UNIFORMS	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4021125831	UNIFORMS	72.15	\$72.15	0.00	72.15
	Desc: UNIFORMS	Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4021125973	UNIFORMS	0.00	\$254.87	0.00	254.87
	Desc: UNIFORMS	Acct: 10-325-326-0000	UNIFORMS		
4021508004	UNIFORMS	18.85	\$18.85	0.00	18.85
	Desc: UNIFORMS	Acct: 30-971-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
	Desc: UNIFORMS	Acct: 30-974-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4021508043	UNIFORMS	72.41	\$72.41	0.00	72.41
	Desc: UNIFORMS	Acct: 65-963-326-0000	UNIFORMS PURCHASE/LEASE		
4021566948	UNIFORMS	72.15	\$72.15	0.00	72.15
	Desc: UNIFORMS	Acct: 50-954-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4021566959	UNIFORMS	115.33	\$115.33	0.00	115.33
	Desc: UNIFORMS	Acct: 60-961-326-0000	UNIFORMS-PURCHASE/LEASE/CLEA		
4021567008	UNIFORMS	0.00	\$254.87	0.00	254.87
	Desc: UNIFORMS	Acct: 10-325-326-0000	UNIFORMS		
Vendor Total:			1,113.90	0.00	1,113.90
010832	COMCAST		5/17/2019		65555
0134242MAY'19	2590 N HARTLAND RD - LF	86.90	\$86.90	0.00	86.90
	Desc: 2590 N HARTLAND RD - LF	Acct: 30-975-318-0000	CONTRACTED SERVICES		
Vendor Total:			86.90	0.00	86.90
011200	CED-TWIN STATE-WHITE RIVER JCT	CED - NEWPORT	5/17/2019		65556
9433-789902	BATTERY FOR ALARM SYSTEM	26.54	\$26.54	0.00	26.54
	Desc: BATTERY FOR ALARM SYSTEM	Acct: 50-952-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			26.54	0.00	26.54
012114	CRYSTAL ROCK		5/17/2019		65557
17708442APR'19	WATER	0.00	\$73.51	0.00	73.51

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	Desc: WATER	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY			
	Vendor Total:		73.51	0.00	73.51	
014415	DUBE, CHRISTOPHER	CHRISTOPHER DUBE	5/17/2019		65558	
	MAY'19	UVAC MAY'19 - REIMBURSEMENT	0.00	\$28.00	0.00	28.00
	Desc: UVAC MAY'19 - REIMBURSEMENT	Acct: 10-221-318-0000	CONTRACTED SERVICES			
	Vendor Total:		28.00	0.00	28.00	
015070	EAST COAST SIGNALS, INC.		5/17/2019		65559	
	6111-201829	ADA PUSH BUTTONS @ TRAFFIC LIGH	0.00	\$4,500.00	0.00	4,500.00
	Desc: ADA PUSH BUTTONS @ TRAFFIC LIGHT	Acct: 10-315-318-0000	CONTRACTED SERVICES			
	Vendor Total:		4,500.00	0.00	4,500.00	
015500	ENDYNE, INC		5/17/2019		65560	
	295739	WRJ WEEKLY ANALYSIS	65.00	\$65.00	0.00	65.00
	Desc: WRJ WEEKLY ANALYSIS	Acct: 60-961-318-0000	CONTRACTED SERVICES			
	296310	HARTFORD SAF - SPRING GW	1,889.00	\$1,889.00	0.00	1,889.00
	Desc: HARTFORD SAF - SPRING GW	Acct: 60-961-318-0000	CONTRACTED SERVICES			
	296312	WSID 5320 QUECHEE CENTRAL TC	17.50	\$17.50	0.00	17.50
	Desc: WSID 5320 QUECHEE CENTRAL TC	Acct: 55-954-318-0000	CONTRACTED SERVICES			
	296313	WSID 5319 HARTFORD WATER TC	70.00	\$70.00	0.00	70.00
	Desc: WSID 5319 HARTFORD WATER TC	Acct: 50-954-318-0000	CONTRACTED SERVICES			
	296585	WSID 5320 QUECHEE CENTRAL TC	17.50	\$17.50	0.00	17.50
	Desc: WSID 5320 QUECHEE CENTRAL TC	Acct: 55-954-318-0000	CONTRACTED SERVICES			
	296586	WSID 5319 HARTFORD WATER TC	35.00	\$35.00	0.00	35.00
	Desc: WSID 5319 HARTFORD WATER TC	Acct: 50-954-318-0000	CONTRACTED SERVICES			
	296587	WSID 5319 HARTFORD WATER TC	35.00	\$35.00	0.00	35.00
	Desc: WSID 5319 HARTFORD WATER TC	Acct: 50-954-318-0000	CONTRACTED SERVICES			
	296664	WRJ WEEKLY ANALYSIS	65.00	\$65.00	0.00	65.00
	Desc: WRJ WEEKLY ANALYSIS	Acct: 60-961-318-0000	CONTRACTED SERVICES			
	297135	HARTFORD SAF - Spring Soils	900.00	\$900.00	0.00	900.00
	Desc: HARTFORD SAF - Spring Soils	Acct: 60-961-318-0000	CONTRACTED SERVICES			
015500	ENDYNE, INC		5/17/2019		65561	
	296311	WSID 21296 MAXFIELD CMLPX	0.00	\$17.50	0.00	17.50
	Desc: WSID 21296 MAXFIELD CMLPX	Acct: 10-528-318-0000	CONTRACTED SERVICES			
015500	ENDYNE, INC		5/17/2019		65560	
	293747	WRJ WEEKLY ANALYSIS	65.00	\$65.00	0.00	65.00
	Desc: WRJ WEEKLY ANALYSIS	Acct: 60-961-318-0000	CONTRACTED SERVICES			
	Vendor Total:		3,176.50	0.00	3,176.50	
016080	CONSOLIDATED COMMUNICATIONS		5/17/2019		65562	
	11546793396APR'19	TELEPHONE	0.00	\$88.60	0.00	88.60
	Desc: TELEPHONE	Acct: 10-221-324-0000	TELEPHONE			
	11833807752APR'19	WRJ WATER TANKS	286.66	\$286.66	0.00	286.66
	Desc: WRJ WATER TANKS	Acct: 50-952-324-0000	TELEPHONE			
	12615510982APR'19	QUECHEE WATER	77.41	\$77.41	0.00	77.41
	Desc: QUECHEE WATER	Acct: 55-953-324-0000	TELEPHONE			

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13444320594APR'19	RADIO CIRCUITS	0.00	\$428.55	0.00	428.55
	Desc: RADIO CIRCUITS	Acct: 10-271-320-0100	EQUIP OPERATION-COMMUNICATIO		
	Vendor Total:		881.22	0.00	881.22
016540	FERGUSON ENTERPRISES, INC	FERGUSON WATERWORKS #576	5/17/2019		65563
0884003	MATERIALS	36.95	\$36.95	0.00	36.95
	Desc: MATERIALS	Acct: 65-964-320-0100	EQUIP OPERATION/MAINT-GENERAL		
0884488	Replace culvert on Center of Town R	0.00	\$919.80	0.00	919.80
	Desc: Replace culvert on Center of Town R	Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		956.75	0.00	956.75
016640	FILEONQ INC	FILEONQ INC	5/17/2019		65564
7678	FileOnQ Software Maintenance	0.00	\$1,257.06	0.00	1,257.06
	Desc: FileOnQ Software Maintenance	Acct: 10-211-314-0000	BOOKS & PERIODICALS		
	Vendor Total:		1,257.06	0.00	1,257.06
017155	FLAGS USA, LLC		5/17/2019		65565
74089	FLAGS	0.00	\$475.00	0.00	475.00
	Desc: FLAGS	Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		475.00	0.00	475.00
017300	FOGG'S HARDWARE & BUILDING		5/17/2019		65566
853525	PAINT	0.00	\$17.96	0.00	17.96
	Desc: PAINT	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
	Desc: DISCOUNT	Acct: 10-211-315-0000	RECRUITMENT & TRAINING		
853660	MATERIALS	0.00	\$10.90	0.00	10.90
	Desc: MATERIALS	Acct: 10-528-321-0100	REPAIRS & MAINT-BUILD & GROUND		
853677	RULE TAPE	8.99	\$8.99	0.00	8.99
	Desc: RULE TAPE	Acct: 60-964-323-0000	MATERIAL & SUPPLIES		
	Desc: DISCOUNT	Acct: 60-964-323-0000	MATERIAL & SUPPLIES		
854025	MATERIALS	17.41	\$17.41	0.00	17.41
	Desc: MATERIALS	Acct: 50-954-323-0000	MATERIAL & SUPPLIES		
	Desc: MATERIALS	Acct: 50-952-323-0000	MATERIAL & SUPPLIES		
	Desc: DISCOUNT	Acct: 50-954-323-0000	MATERIAL & SUPPLIES		
	Desc: DISCOUNT	Acct: 50-952-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		55.26	0.00	55.26
018990	GORHAM SAVINGS LEASING GROUP LLC	GORHAM LEASING GROUP, LLC	5/17/2019		65567
04.25.2019	Morpho Trak Fingerprint Machine	0.00	\$5,051.28	0.00	5,051.28
	Desc: Morpho Trak Fingerprint Machine	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATIO		
	Vendor Total:		5,051.28	0.00	5,051.28
019390	GRAINGER		5/17/2019		65568
9162626494	MATERIALS	33.86	\$33.86	0.00	33.86
	Desc: MATERIALS	Acct: 65-963-320-0100	EQUIP OPERATION/MAINT-GENERAL		
9170625355	BATTERIES	15.03	\$15.03	0.00	15.03
	Desc: BATTERIES	Acct: 65-963-323-0000	MATERIALS & SUPPLIES		

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Vendor Total:			48.89	0.00	48.89	
019552	GREATER UPPER VALLEY SOLID	GREATER UPPER VALLEY SOLID	5/17/2019		65569	
APR'19	C&D/MSW/COUPONS - APR'19		6,367.07	\$6,367.07	0.00	6,367.07
	Desc: 5.75 Tons C&D April'19-LF	Acct: 30-973-313-0200		WASTE GENERATION FEE		
	Desc: .74 Tons MSW April'19-LF	Acct: 30-974-313-0200		WASTE GENERATION FEE		
	Desc: District Coupons Sold April'19-LF	Acct: 30-013-100-0000		EXCHANGES PAYABLE		
Vendor Total:			6,367.07	0.00	6,367.07	
019810	GREEN MOUNTAIN MESSENGER	GREEN MOUNTAIN MESSENGER	5/17/2019		65570	
73025	CURRIER SERVICES		0.00	\$75.00	0.00	75.00
	Desc: CURRIER SERVICES	Acct: 10-712-316-0500		APPROP - W. HARTFORD LIBRARY		
Vendor Total:			75.00	0.00	75.00	
019850	GREEN MOUNTAIN POWER CORP	GREEN MOUNTAIN POWER CORP	5/17/2019		65571	
04832000006APR'19	S MAIN ST PUMP STN - WW		88.75	\$88.75	0.00	88.75
	Desc: S MAIN ST PUMP STN - WW	Acct: 60-964-329-0000		ELECTRICITY		
09832000005APR'19	BRIGGS PARK - MAIN ST - REC		0.00	\$18.46	0.00	18.46
	Desc: BRIGGS PARK - MAIN ST - REC	Acct: 10-521-329-0000		ELECTRICITY		
13611000004APR'19	HARTFORD VILLAGE STLGT - HWY		0.00	\$53.76	0.00	53.76
	Desc: HARTFORD VILLAGE STLGT - HWY	Acct: 10-314-329-0000		ELECTRICITY		
20822960512APR'19	1732 QUECHEE MAIN ST		0.00	\$25.12	0.00	25.12
	Desc: 1732 QUECHEE MAIN ST	Acct: 10-521-329-0000		ELECTRICITY		
33490000008APR'19	DEPOT ST SIDEWALK LGTS		0.00	\$51.28	0.00	51.28
	Desc: DEPOT ST SIDEWALK LGTS	Acct: 10-314-329-0000		ELECTRICITY		
34591000004APR'19	RADIO TOWER		0.00	\$170.82	0.00	170.82
	Desc: RADIO TOWER	Acct: 10-271-329-0000		ELECTRICITY		
34926000000APR'19	PARK/LEHMAN BRIDGE LGTS		0.00	\$108.58	0.00	108.58
	Desc: PARK/LEHMAN BRIDGE LGTS	Acct: 10-314-329-0000		ELECTRICITY		
36340000003APR'19	FROST PARK - A STREET		0.00	\$25.62	0.00	25.62
	Desc: FROST PARK - A STREET	Acct: 10-521-329-0000		ELECTRICITY		
37762000000APR'19	N MAIN ST - TRAFFIC LIGHT - HWY		0.00	\$36.61	0.00	36.61
	Desc: N MAIN ST - TRAFFIC LIGHT - HWY	Acct: 10-314-329-0000		ELECTRICITY		
44390000006APR'19	BILLINGS FARM RD LIGHTS		0.00	\$53.48	0.00	53.48
	Desc: BILLINGS FARM RD LIGHTS	Acct: 10-314-329-0000		ELECTRICITY		
44390000006MAR'19	BILLINGS FARM RD LIGHTS		0.00	\$54.18	0.00	54.18
	Desc: BILLINGS FARM RD LIGHTS	Acct: 10-314-329-0000		ELECTRICITY		
49762000005APR'19	BRIDGE ST PUMP STN - WW		303.27	\$303.27	0.00	303.27
	Desc: BRIDGE ST PUMP STN - WW	Acct: 60-964-329-0000		ELECTRICITY		
59511000008APR'19	CAMPBELL ST - PUMP STN - WTR		69.59	\$69.59	0.00	69.59
	Desc: CAMPBELL ST - PUMP STN - WTR	Acct: 50-954-329-0000		ELECTRICITY		
67700100000APR'19	RT 5 POLE 95		0.00	\$26.96	0.00	26.96
	Desc: RT 5 POLE 95	Acct: 10-314-329-0000		ELECTRICITY		
77700100009APR'19	POLE 1 PLEASANT VIEW TERR		0.00	\$41.77	0.00	41.77
	Desc: POLE 1 PLEASANT VIEW TERR	Acct: 10-314-329-0000		ELECTRICITY		
78840100008APR'19	RAILRD ROW -ENGINE 494 LGTS-REC		0.00	\$63.76	0.00	63.76
	Desc: RAILRD ROW -ENGINE 494 LGTS-REC	Acct: 10-521-329-0000		ELECTRICITY		
87700100008APR'19	CHRISTIAN ST POLE 72-50 HWY		0.00	\$23.12	0.00	23.12

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	Desc: CHRISTIAN ST POLE 72-50 HWY	Acct: 10-314-329-0000	ELECTRICITY		
8929000002APR'19	HEMLOCK RIDGE VAULT - WATER	41.44	\$41.44	0.00	41.44
	Desc: HEMLOCK RIDGE VAULT - WATER	Acct: 50-954-329-0000	ELECTRICITY		
91611000000APR'19	FERRY RD - SEWER PUMP	366.05	\$366.05	0.00	366.05
	Desc: FERRY RD - SEWER PUMP	Acct: 60-964-329-0000	ELECTRICITY		
97762000004APR'19	N MAIN STREET LIGHTS - HWY	0.00	\$43.52	0.00	43.52
	Desc: N MAIN STREET LIGHTS - HWY	Acct: 10-314-329-0000	ELECTRICITY		
98340000003APR'19	A ST PUMP STN - WW	27.95	\$27.95	0.00	27.95
	Desc: A ST PUMP STN - WW	Acct: 60-964-329-0000	ELECTRICITY		
98490000001APR'19	ELM/GILLETTE ST - PUMP	95.40	\$95.40	0.00	95.40
	Desc: ELM/GILLETTE ST - PUMP	Acct: 60-964-329-0000	ELECTRICITY		
Vendor Total:			1,789.49	0.00	1,789.49
019901	GREEN MOUNTAIN POWER CORP		5/17/2019	65572	
511240	STREET LIGHTS APR-JUN 2019	0.00	\$1,272.00	0.00	1,272.00
	Desc: STREET LIGHTS APR-JUN 2019	Acct: 10-314-329-0000	ELECTRICITY		
Vendor Total:			1,272.00	0.00	1,272.00
020650	HANOVER CONSUMER CO-OP		5/17/2019	65573	
APR'19	ACT#10000625 FOOD SUPPLIES	0.00	\$72.31	0.00	72.31
	Desc: APPLES	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
	Desc: APPLES	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
	Desc: FOOD SUPPLIES	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			72.31	0.00	72.31
020965	HARTFORD SIGN COMPANY	HARTFORD SIGN COMPANY	5/17/2019	65574	
7948	CAR LETTERING	0.00	\$45.00	0.00	45.00
	Desc: CAR LETTERING	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
7949	CONCERT SIGNS	0.00	\$95.00	0.00	95.00
	Desc: CONCERT SIGNS	Acct: 10-516-323-0000	MATERIAL & SUPPLIES		
7950	SIGNS	0.00	\$180.00	0.00	180.00
	Desc: SIGNS	Acct: 10-528-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			320.00	0.00	320.00
021450	HARTFORD, TOWN OF	TOWN OF HARTFORD	5/17/2019	65575	
312650,00310096	812 VA CUTOFF ROAD	0.00	\$1,066.97	0.00	1,066.97
	Desc: 812 VA CUTOFF ROAD	Acct: 10-221-328-0000	WATER		
	Desc: 812 VA CUTOFF ROAD	Acct: 10-211-328-0000	WATER		
	Desc: 812 VA CUTOFF ROAD	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
410265,00310785	131 WILLARD RD	0.00	\$192.53	0.00	192.53
	Desc: 131 WILLARD RD	Acct: 10-221-328-0000	WATER		
411270,00310782	142 IZZO PLACE	86.70	\$86.70	0.00	86.70
	Desc: 142 IZZO PLACE	Acct: 65-963-328-0000	WATER		
Vendor Total:			1,346.20	0.00	1,346.20
021940	HD SUPPLY CONSTRUCTION &		5/17/2019	65576	
10010483538	PARTS	0.00	\$8.89	0.00	8.89
	Desc: PARTS	Acct: 10-325-323-0000	MATERIAL & SUPPLIES		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Vendor Total:			8.89	0.00	8.89
022025	HEALTH EQUITY, INC.		5/17/2019		65577
1X7WCSG	HRA 2019	1,764.96	\$3,771.86	0.00	3,771.86
	Desc: RA Replenish HRA 2019	Acct: 10-171-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 10-174-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 10-211-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 10-221-418-0100	RETIREE HEALTH INSURANCE		
	Desc: RA Replenish HRA 2019	Acct: 10-271-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 10-321-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 10-325-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 10-325-418-0100	RETIREE HEALTH INSURANCE		
	Desc: RA Replenish HRA 2019	Acct: 50-954-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 50-955-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 55-955-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 60-965-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 65-963-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish HRA 2019	Acct: 65-965-225-0000	HRA/CHOICECARE CARD		
78A51T1	HCRA 2019	0.00	\$2,164.69	0.00	2,164.69
	Desc: RA Replenish HCRA 2019	Acct: 10-012-200-0510	SECTION 125 HEALTH CARE ACCT		
8EDE0SQ	HRA 2019	350.54	\$4,240.82	0.00	4,240.82
	Desc: RA Replenish for HRA 2019	Acct: 10-121-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 10-121-418-0100	RETIREE HEALTH INSURANCE		
	Desc: RA Replenish for HRA 2019	Acct: 10-174-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 10-175-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 10-211-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE		
	Desc: RA Replenish for HRA 2019	Acct: 10-311-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 10-321-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 10-622-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 30-971-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 30-975-418-0100	RETIREE HEALTH INSURANCE		
	Desc: RA Replenish for HRA 2019	Acct: 50-954-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
	Desc: RA Replenish for HRA 2019	Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
	Desc: RA Replenish for HRA 2019	Acct: 60-961-225-0000	HRA/CHOICECARE CARD		
	Desc: RA Replenish for HRA 2019	Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
	Desc: RA Replenish for HRA 2019	Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
KEXSC9B	HCRA 2019	0.00	\$387.34	0.00	387.34
	Desc: HCRA 2019	Acct: 10-012-200-0510	SECTION 125 HEALTH CARE ACCT		
MAY'19	MONTHLY FEES - MAY 2019	3.95	\$11.85	0.00	11.85
	Desc: MONTHLY FEES - MAY 2019	Acct: 50-955-418-0100	RETIREE HEALTH INSURANCE		
	Desc: MONTHLY FEES - MAY 2019	Acct: 55-955-418-0100	RETIREE HEALTH INSURANCE		
	Desc: MONTHLY FEES - MAY 2019	Acct: 60-965-418-0100	RETIREE HEALTH INSURANCE		
	Desc: MONTHLY FEES - MAY 2019	Acct: 65-965-418-0100	RETIREE HEALTH INSURANCE		
	Desc: MONTHLY FEES - MAY 2019	Acct: 10-171-418-0100	RETIREE HEALTH INSURANCE		
	Desc: MONTHLY FEES - MAY 2019	Acct: 10-211-418-0100	RETIREE HEALTH INSURANCE		
Vendor Total:			10,576.56	0.00	10,576.56
022145	HENDERSON'S TREE SERVICE, LLC	JAMES HENDERSON	5/17/2019		65578

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81175	2019 POCKET PARK MULCH	0.00	\$1,059.00	0.00	1,059.00
	Desc: 2019 POCKET PARK MULCH	Acct: 10-521-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,059.00	0.00	1,059.00
023464	INDUSTRIAL PROTECTION SERVICES LLC			5/17/2019	65579
156443-00	O2 SENSOR	0.00	\$209.60	0.00	209.60
	Desc: O2 SENSOR	Acct: 10-221-331-0300	HAZMAT EQUIPMENT		
	Vendor Total:		209.60	0.00	209.60
024175	INTERNATIONAL PUBLIC MANAGEMENT			5/17/2019	65580
INV-44893-S1R9L9	TESTING MATERIALS	0.00	\$422.00	0.00	422.00
	Desc: TESTING MATERIALS	Acct: 10-221-315-0000	RECRUITMENT & TRAINING		
	Vendor Total:		422.00	0.00	422.00
025075	JORDAN EQUIPMENT CO			5/17/2019	65581
P39257	Spring brooms for sweeper	0.00	\$2,371.20	0.00	2,371.20
	Desc: Spring brooms for sweeper	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		2,371.20	0.00	2,371.20
025175	SANEL NAPA WEST LEBANON	SANEL NAPA - WEST LEBANON		5/17/2019	65582
55062,018015	RETURN CORE DEPOSIT	0.00	\$-18.00	-0.36	-17.64
	Desc: RETURN CORE DEPOSIT	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
55062,018709	CORE DEPOSIT	0.00	\$18.00	0.36	17.64
	Desc: CORE DEPOSIT	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
55412,018901	PD-10 PARTS	0.00	\$13.99	0.28	13.71
	Desc: PD-10 PARTS	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
55062,019295	CAR3-PARTS	0.00	\$3.25	0.07	3.18
	Desc: CAR3-PARTS	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
55062,019346	CAR3-PARTS	0.00	\$5.68	0.11	5.57
	Desc: CAR3-PARTS	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
55062,019403	R-1 MATERIALS	0.00	\$14.38	0.29	14.09
	Desc: R-1 MATERIALS	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
55062,019486	AMB1-PARTS	0.00	\$4.98	0.10	4.88
	Desc: AMB1-PARTS	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
55062,019592	ENGINE3-PARTS	0.00	\$51.61	1.03	50.58
	Desc: ENGINE3-PARTS	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
55062,019595	ENGINE3-PARTS	0.00	\$403.82	8.08	395.74
	Desc: ENGINE3-PARTS	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
55168,018792	LF303-PARTS	0.00	\$13.68	0.27	13.41
	Desc: LF303-PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
55168,019204	H-4 PARTS	0.00	\$39.88	0.80	39.08
	Desc: H-4 PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
55412,018710	PD 3 - PARTS	0.00	\$-18.00	-0.36	-17.64
	Desc: PD 3 - PARTS	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
55412,018838	PD-10 SHOCK ABSORBER	0.00	\$114.64	2.29	112.35
	Desc: PD-10 SHOCK ABSORBER	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
55412,018910	PD-10 OIL & OIL FILTER	0.00	\$11.01	0.22	10.79
	Desc: PD-10 OIL & OIL FILTER	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		

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55473,019750	R-4 LICENSE BRACKET	0.00	\$7.33	0.15	7.18
	Desc: R-4 LICENSE BRACKET	Acct: 10-521-321-0000	REPAIRS & MAINT - VEHICLES		
55534,019166	PARTS	76.87	\$78.44	1.57	76.87
	Desc: PARTS	Acct: 65-963-321-0000	REPAIRS & MAINT-VEHICLES		
55534,019351	LAWNMOWER -OIL FILTER/BATTERY	19.58	\$19.98	0.40	19.58
	Desc: LAWMOWER -OIL FILTER/BATTERY	Acct: 60-964-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			764.67	15.30	749.37
026051	KOLOSKI PLUMBING & HEATING, LLC		5/17/2019	65583	
1245	TOILETS/URINALS REPAIRS @ PAVILL	0.00	\$202.85	0.00	202.85
	Desc: TOILETS/URINALS REPAIRS - PARTS	Acct: 10-528-318-0000	CONTRACTED SERVICES		
	Desc: TOILETS/URINALS REPAIRS - LABOR	Acct: 10-528-318-0000	CONTRACTED SERVICES		
Vendor Total:			202.85	0.00	202.85
026775	LAMOUREUX, ERIC J	ERIC J LAMOUREUX	5/17/2019	65584	
FEB-APR'19	UVAC REIMBURSEMENT FEB-APR'19	84.00	\$84.00	0.00	84.00
	Desc: February UVAC membership	Acct: 65-963-313-0000	MEMBERSHIP DUES		
	Desc: March UVAC membership	Acct: 65-963-313-0000	MEMBERSHIP DUES		
	Desc: April UVAC membership	Acct: 65-963-313-0000	MEMBERSHIP DUES		
Vendor Total:			84.00	0.00	84.00
027380	LEBANON FORD		5/17/2019	65585	
CMFOW75358	RETURN - H-11 PARTS	0.00	\$-41.00	0.00	-41.00
	Desc: RETURN - H-11 PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
FOW75358	H-11 PARTS	0.00	\$243.23	0.00	243.23
	Desc: H-11 PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
FOW75500	PD-10 PARTS	0.00	\$54.08	0.00	54.08
	Desc: PD-10 PARTS	Acct: 10-211-321-0000	REPAIRS & MAINT-VEHICLES		
FOCS180618	SERVICE CALL	0.00	\$174.95	0.00	174.95
	Desc: SERVICE CALL	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
Vendor Total:			431.26	0.00	431.26
027400	LEBANON, CITY OF	CITY OF LEBANON	5/17/2019	65586	
APR'19	SW Tipping Fees April'19-LF	4,701.14	\$4,701.14	0.00	4,701.14
	Desc: SW Tipping Fees April'19-LF	Acct: 30-974-318-0000	CONTRACTED SERVICES		
APR'19 WW	April Bio solids disposal	5,263.65	\$5,263.65	0.00	5,263.65
	Desc: April Bio solids disposal	Acct: 60-964-318-0000	CONTRACTED SERVICES		
Vendor Total:			9,964.79	0.00	9,964.79
027700	DE LAGE LANDEN	DE LAGE LANDEN	5/17/2019	65587	
63254962	LEASE COPIER MAY'19- LF	37.81	\$37.81	0.00	37.81
	Desc: LEASE COPIER MAY'19- LF	Acct: 30-975-318-0000	CONTRACTED SERVICES		
Vendor Total:			37.81	0.00	37.81
027750	DEAD RIVER COMPANY	DEAD RIVER COMPANY	5/17/2019	65588	
4484213,24580	#2OIL 1000G@\$2.749 319 LATHAM WK:	2,759.00	\$2,759.00	0.00	2,759.00
	Desc: #2OIL 1000G@\$2.749 319 LATHAM WKS L	Acct: 60-961-327-0000	BUILDING HEAT		
4484213,84473	#2OIL 2219.4G@\$2.749 173 AIRPORT F	0.00	\$6,123.32	0.00	6,123.32

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	Desc: #2OIL 2219.4G@\$2.749 173 AIRPORT RD	Acct: 10-321-327-0000	BUILDING HEAT		
	Vendor Total:		8,882.32	0.00	8,882.32
028850	MAGEE OFFICE PLUS		5/17/2019		65589
030676	OFFICE SUPPLIES	0.00	\$163.87	0.00	163.87
	Desc: OFFICE SUPPLIES	Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
	Vendor Total:		163.87	0.00	163.87
029096	MANBY, C ROBERT JR, PC	LAW OFFICE OF C ROBERT MANBY JR PC	5/17/2019		65590
4367	CITIZENS/CO-OP 37-14	0.00	\$137.50	0.00	137.50
	Desc: CITIZENS/CO-OP 37-14	Acct: 10-141-318-0000	CONTRACTED SERVICES		
4368	Cyr/Division St. TAX SALE 43-19	0.00	\$550.00	0.00	550.00
	Desc: Cyr/Division St. TAX SALE 43-19	Acct: 10-141-318-0000	CONTRACTED SERVICES		
029096	MANBY, C ROBERT JR, PC	LAW OFFICE OF C ROBERT MANBY JR PC	5/17/2019		65591
4370	VILLAGES AT WRJ 145-18	0.00	\$400.00	0.00	400.00
	Desc: VILLAGES AT WRJ 145-18	Acct: 10-622-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,087.50	0.00	1,087.50
029815	MASON, W.B. COMPANY, INC	W.B. MASON COMPANY, INC	5/17/2019		65592
165713326	WATER	9.98	\$9.98	0.00	9.98
	Desc: WATER	Acct: 30-971-328-0000	WATER		
	Desc: WATER	Acct: 30-975-328-0000	WATER		
165861243	HEATER	0.00	\$50.19	0.00	50.19
	Desc: HEATER	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
165916235	OFFICE SUPPLIES	0.00	\$22.39	0.00	22.39
	Desc: OFFICE SUPPLIES	Acct: 10-121-323-0000	MATERIAL & SUPPLIES		
165916544	WATER	13.08	\$13.08	0.00	13.08
	Desc: WATER	Acct: 30-971-328-0000	WATER		
	Desc: WATER	Acct: 30-975-328-0000	WATER		
166020828	OFFICE SUPPLIES	443.33	\$443.33	0.00	443.33
	Desc: OFFICE SUPPLIES	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
	Desc: OFFICE SUPPLIES	Acct: 60-965-330-0000	OFFICE EQUIPMENT		
166139891	WELCOME CTR SUPPLIES	0.00	\$45.96	0.00	45.96
	Desc: WELCOME CTR SUPPLIES	Acct: 10-121-318-0510	WELCOME CENTER - INVENTORY PU		
166143624	OFFICE SUPPLIES	0.00	\$14.32	0.00	14.32
	Desc: OFFICE SUPPLIES	Acct: 10-121-323-0000	MATERIAL & SUPPLIES		
166020658	OFFICE SUPPLIES	145.78	\$145.78	0.00	145.78
	Desc: OFFICE SUPPLIES	Acct: 30-971-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		745.03	0.00	745.03
030048	MCFARLAND-JOHNSON, INC		5/17/2019		65593
44-2	Sykes Ave local match	0.00	\$592.85	0.00	592.85
	Desc: Sykes Ave local match	Acct: 10-311-318-0000	CONTRACTED SERVICES		
44-1	Sykes Ave state share of engr cost	9,287.90	\$9,287.90	0.00	9,287.90
	Desc: Sykes Ave state share of engr cost	Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5		
	Vendor Total:		9,880.75	0.00	9,880.75
030255	MCNEIL LEDDY & SHEAHAN, P.C.	MCNEIL LEDDY & SHEAHAN	5/17/2019		65594

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Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
300120APR'19	FIRE DEPARTMENT - INV#32058	0.00	\$224.00	0.00	224.00
	Desc: MTTR#00010 GRIEVANCE-GPS	Acct: 10-141-318-0000	CONTRACTED SERVICES		
030255	MCNEIL LEDDY & SHEAHAN, P.C.	MCNEIL LEDDY & SHEAHAN	5/17/2019		65595
300100APR'19	COLLECTIVE BARGAINING - INV#32058	0.00	\$96.00	0.00	96.00
	Desc: MTTR#00034 FIRE NEGOTIATIONS 2018	Acct: 10-141-318-0000	CONTRACTED SERVICES		
030255	MCNEIL LEDDY & SHEAHAN, P.C.	MCNEIL LEDDY & SHEAHAN	5/17/2019		65596
300105APR'19	PLANNING&ZONING - INV#32057	0.00	\$256.00	0.00	256.00
	Desc: PLANNING&ZONING - INV#32057	Acct: 10-621-318-0000	CONTRACTED SERVICES		
	Vendor Total:		576.00	0.00	576.00
031320	MISSION COMMUNICATIONS, LLC		5/17/2019		65597
1029028	ANNUAL SERVICE FEE	347.40	\$347.40	0.00	347.40
	Desc: Mill run service	Acct: 65-964-318-0000	CONTRACTED SERVICES		
1029029	ANNUAL SERVICE FEE	694.80	\$694.80	0.00	694.80
	Desc: Service for A street, Olcott	Acct: 60-964-318-0000	CONTRACTED SERVICES		
	Vendor Total:		1,042.20	0.00	1,042.20
031390	MODERN CLEANERS & TAILORS INC		5/17/2019		65598
APR'19	DRYCLEANING	0.00	\$428.25	0.00	428.25
	Desc: DRYCLEANING	Acct: 10-211-326-0000	PURCHASE UNIFORMS & CLEANING		
	Desc: DRYCLEANING	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
	Vendor Total:		428.25	0.00	428.25
031435	MOMAR, INC.	MOMAR, INC.	5/17/2019		65599
PSI285269	CLEANER	197.67	\$197.67	0.00	197.67
	Desc: CLEANER	Acct: 60-964-323-0000	MATERIAL & SUPPLIES		
PSI287712	MATERIALS	200.89	\$200.89	0.00	200.89
	Desc: MATERIALS	Acct: 60-961-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		398.56	0.00	398.56
031955	MUNICIPAL EMERGENCY SERVICES,INC	MUNICIPAL EMERGENCY SERVICES,INC	5/17/2019		65600
IN1335067	UNIFORMS	0.00	\$209.25	0.00	209.25
	Desc: UNIFORMS	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
IN1335672	SHORTS	0.00	\$44.94	0.00	44.94
	Desc: SHORTS	Acct: 10-221-326-0000	PURCHASE/RENTAL UNIFORMS		
	Vendor Total:		254.19	0.00	254.19
033400	NEW ENGLAND INSTRUMENT		5/17/2019		65601
24982	SERVICE CALL	358.50	\$358.50	0.00	358.50
	Desc: SERVICE CALL	Acct: 65-963-318-0000	CONTRACTED SERVICES		
	Vendor Total:		358.50	0.00	358.50
035000	NORTHEAST WASTE SERVICES	CASELLA WASTE SYSTEMS	5/17/2019		65602
0483346	MSW/RECYCLING - APR 2019	3,048.07	\$3,048.07	0.00	3,048.07
	Desc: MSW Transport April'19-LF	Acct: 30-974-318-0000	CONTRACTED SERVICES		
	Desc: Recycling Processing April'19-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		
	Desc: Recycliing Transport April'19-LF	Acct: 30-971-318-0000	CONTRACTED SERVICES		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
0483413	CURBSIDE RECYCLING-APR'19	16,902.23	\$16,902.23	0.00	16,902.23	
	Desc: Curbside Recyc Monthly Charges Apri	Acct: 30-931-318-0000	CONTRACTED SERVICES			
	Desc: Curbside Recyc Disposal Zero Sort-L	Acct: 30-931-318-0000	CONTRACTED SERVICES			
	Vendor Total:		19,950.30	0.00	19,950.30	
035002	CASELLA WASTE MANAGEMENT, INC	CASELLA WASTE SERVICES		5/17/2019	65603	
9600306162APR'19	TRASH PICK-UP APR'19 - MAXFILED	0.00	\$70.08	0.00	70.08	
	Desc: TRASH PICK-UP APR'19 - MAXFILED	Acct: 10-527-318-0000	CONTRACTED SERVICES			
9600004155APR'19	TRASH PICK-UP APR'19	0.00	\$178.33	0.00	178.33	
	Desc: TRASH PICK-UP APR'19	Acct: 10-221-318-0000	CONTRACTED SERVICES			
	Desc: TRASH PICK-UP APR'19	Acct: 10-211-318-0000	CONTRACTED SERVICES			
	Desc: TRASH PICK-UP APR'19	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE			
9600291752APR'19	TRASH PICK-UP APR'19 - WABA	0.00	\$236.53	0.00	236.53	
	Desc: TRASH PICK-UP APR'19 - WABA	Acct: 10-530-318-0000	CONTRACTED SERVICES			
	Vendor Total:		484.94	0.00	484.94	
035050	NORTHERN NURSERIES INC			5/17/2019	65604	
M5062200024447	MULCH	0.00	\$540.00	0.00	540.00	
	Desc: MULCH	Acct: 10-527-323-0000	MATERIAL & SUPPLIES			
M5062200024489	MUCLH	0.00	\$360.00	0.00	360.00	
	Desc: MUCLH	Acct: 10-527-323-0000	MATERIAL & SUPPLIES			
M5062200024823	MULCH	0.00	\$72.00	0.00	72.00	
	Desc: MULCH	Acct: 10-521-323-0000	MATERIAL & SUPPLIES			
	Vendor Total:		972.00	0.00	972.00	
035350	K.R. NOTT TRUCKING & SNOW REMOVAL	K. R. NOTT TRUCKING		5/17/2019	65605	
209	March Plowing Quechee Visitor Cente	0.00	\$795.00	0.00	795.00	
	Desc: March Plowing Quechee Visitor Cente	Acct: 10-312-318-0000	CONTRACTED SERVICES			
206	March Plowing Legion Lot	0.00	\$1,265.00	0.00	1,265.00	
	Desc: March Plowing Legion Lot	Acct: 10-312-318-0000	CONTRACTED SERVICES			
207	March Plowing Municipal Building	0.00	\$780.00	0.00	780.00	
	Desc: March Plowing Municipal Building	Acct: 10-312-318-0000	CONTRACTED SERVICES			
208	SNOW REMOVAL MARCH STORM	0.00	\$630.00	0.00	630.00	
	Desc: SNOW REMOVAL MARCH STORM	Acct: 10-421-318-0000	CONTRACTED SERVICES			
	Vendor Total:		3,470.00	0.00	3,470.00	
036220	OUR COURTS TENNIS CLUB			5/17/2019	65606	
JAN-APR'19	PICKLEBALL PLAY COURT RENTAL	0.00	\$960.00	0.00	960.00	
	Desc: PICKLEBALL PLAY COURT RENTAL	Acct: 10-515-318-0000	CONTRACTED SERVICES			
	Vendor Total:		960.00	0.00	960.00	
036697	PARSONS ENVIRONMENT	JP MORGAN CHASE		5/17/2019	65607	
30450	INSPECTIONS - APR 2019	0.00	\$13.26	0.00	13.26	
	Desc: INSPECTIONS - APR 2019	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES			
	Vendor Total:		13.26	0.00	13.26	
037040	PEOPLE'S UNITED BANK			5/17/2019	65609	
HT02-050619	2004 RF3-069 WILDER WELL LOAN	180,152.35	\$180,152.35	0.00	180,152.35	

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	Desc: RF3-069 Principal	Acct: 50-954-542-0101	DEBT SERVICE-PRINCIPAL		
	Desc: RF3-069 Interest	Acct: 50-954-542-0100	DEBT SERVICE-INTEREST		
	Desc: RF3-069 Interest	Acct: 50-954-542-0102	DEBT ADMIN FEE - WILDER WELL		
037040	PEOPLE'S UNITED BANK		5/17/2019	65608	
TH09-050619	AR1-099 WWTF REV LOAN	464,166.75	\$464,166.75	0.00	464,166.75
	Desc: AR1-099 Principal	Acct: 60-961-542-0100	DEBT SERVICE-I PRINCIPAL		
	Desc: AR1-099 Admin Fee	Acct: 60-961-542-0102	DEBT SERVICE-ADMIN FEES		
	Vendor Total:		644,319.10	0.00	644,319.10
037276	PETE'S TIRE BARN, INC		5/17/2019	65610	
258295	H-7 Tires	0.00	\$553.80	0.00	553.80
	Desc: H-7 Tires	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
258326	H-7 PARTS	0.00	\$55.00	0.00	55.00
	Desc: H-7 PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
258419	TIRE CHANGE	63.80	\$63.80	0.00	63.80
	Desc: TIRE CHANGE	Acct: 60-964-321-0000	REPAIRS & MAINT-VEHICLES		
258324	AMB1 - PARTS	0.00	\$33.00	0.00	33.00
	Desc: AMB1 - PARTS	Acct: 10-221-321-0200	REPAIRS & MAINT EMS VEHICLES		
	Vendor Total:		705.60	0.00	705.60
037380	PHYSIO-CONTROL, INC	PHYSIO-CONTROL, INC	5/17/2019	65611	
119032194	MEDICAL SUPPLIES	0.00	\$368.00	0.00	368.00
	Desc: MEDICAL SUPPLIES	Acct: 10-221-331-0500	MEDICAL EQUIPMENT & SUPPLIES		
	Vendor Total:		368.00	0.00	368.00
037450	PIKE INDUSTRIES INC		5/17/2019	65612	
1022358	Materials for South Main Street Par	339.77	\$339.77	0.00	339.77
	Desc: Materials for South Main Street Par	Acct: 13-921-316-8071	WRJ Parking Lot - Construction		
	Vendor Total:		339.77	0.00	339.77
037475	PINE STATE ELEVATOR CO		5/17/2019	65613	
90356654	Elevator Repair	0.00	\$1,581.50	0.00	1,581.50
	Desc: Elevator Repair	Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
	Desc: Elevator Repair	Acct: 10-211-321-0100	REPAIRS & MAINT-BUILDING		
	Vendor Total:		1,581.50	0.00	1,581.50
037551	PITNEY BOWES INC	PURCHASE POWER	5/17/2019	65614	
APR '19	POSTAGE	89.15	\$1,005.00	0.00	1,005.00
	Desc: postage	Acct: 10-121-322-0000	POSTAGE		
	Desc: postage	Acct: 10-171-322-0000	POSTAGE		
	Desc: postage	Acct: 10-151-322-0000	POSTAGE		
	Desc: postage	Acct: 10-511-322-0000	POSTAGE		
	Desc: postage	Acct: 10-622-322-0000	POSTAGE		
	Desc: postage	Acct: 10-175-322-0000	POSTAGE		
	Desc: postage	Acct: 10-174-322-0000	POSTAGE		
	Desc: postage	Acct: 50-955-322-0000	POSTAGE		
	Desc: postage	Acct: 30-975-322-0000	POSTAGE		

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Vendor ID	Vendor Name				
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Vendor Total:			1,005.00	0.00	1,005.00
038188	LL POTWIN SERVICES	L.L. POTWIN SERVICES	5/17/2019		65615
6756	Town Hall Cleaning - APR - MAY9'19	0.00	\$3,145.00	0.00	3,145.00
	Desc: Town Hall Cleaning - APR - MAY9'19	Acct: 10-161-318-0000	CONTRACTED SERVICES		
6753	CLEANING SERVICES APR-MAY 9 - LIE	0.00	\$450.00	0.00	450.00
	Desc: CLEANING SERVICES APR-MAY 9 - LIB	Acct: 10-524-318-0000	CONTRACTED SERVICES		
6754	Cleaning - APR - MAY9'19	0.00	\$1,679.00	0.00	1,679.00
	Desc: April 1- May 9 Janitorial Services	Acct: 10-211-318-0000	CONTRACTED SERVICES		
	Desc: April 1- May 9 Janitorial Services	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
6755	DPW Cleaning - APR - MAY9'19	0.00	\$1,740.00	0.00	1,740.00
	Desc: April Cleaning Service	Acct: 10-325-318-0000	CONTRACT SERVICES		
Vendor Total:			7,014.00	0.00	7,014.00
038341	PREMIER COACH COMPANY, INC		5/17/2019		65616
05.19.2019	RENTAL - Premier Bus for Red Sox	0.00	\$1,930.00	0.00	1,930.00
	Desc: RENTAL - Premier Bus for Red Sox	Acct: 10-516-318-0000	CONTRACTED SERVICES		
Vendor Total:			1,930.00	0.00	1,930.00
039503	RAYMOND, BRIAN	BRIAN RAYMOND	5/17/2019		65617
PO#4853	CDL renewal	0.00	\$49.00	0.00	49.00
	Desc: CDL renewal	Acct: 10-325-317-0000	PERMITS AND LICENSES		
Vendor Total:			49.00	0.00	49.00
039994	REXEL USA, INC.	REXEL OF AMERICA, LLC	5/17/2019		65618
S124560774.001	MATERIALS	0.00	\$54.33	0.00	54.33
	Desc: MATERIALS	Acct: 10-221-321-0100	REPAIRS & MAINT-BUILDING		
Vendor Total:			54.33	0.00	54.33
040250	RICHARD ELECTRIC, INC.		5/17/2019		65619
40552	SERVICE CALL	2,950.40	\$2,950.40	0.00	2,950.40
	Desc: Lighting for Quechee Wastewater Pla	Acct: 65-963-318-0000	CONTRACTED SERVICES		
Vendor Total:			2,950.40	0.00	2,950.40
040516	PERRY, DIANE	DIANE PERRY	5/17/2019		65620
PO#4913	PETTY CASH	0.00	\$97.79	0.00	97.79
	Desc: Postage	Acct: 10-211-322-0000	POSTAGE		
	Desc: Tolls, meal for prisoner	Acct: 10-211-311-0000	TRAVEL & MEETINGS		
	Desc: Sewing of Patches on hats	Acct: 10-211-326-0000	PURCHASE UNIFORMS & CLEANING		
Vendor Total:			97.79	0.00	97.79
041450	SABIL & SONS, INC	SABIL & SONS, INC	5/17/2019		65621
84621	SERVICE CALL	0.00	\$100.00	0.00	100.00
	Desc: SERVICE CALL	Acct: 10-321-318-0000	CONTRACTED SERVICES		
84614	SERVICE CALL	0.00	\$150.00	0.00	150.00
	Desc: SERVICE CALL	Acct: 10-321-318-0000	CONTRACTED SERVICES		
Vendor Total:			250.00	0.00	250.00

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043050	SMITH, SCOTT	SCOTT SMITH	5/17/2019		65622
PO#4863	Reimburse for HDMI and display port	0.00	\$99.96	0.00	99.96
	Desc: Reimburse for HDMI and display port	Acct: 10-271-331-0000	DEPARTMENT EQUIPMENT		
	Vendor Total:		99.96	0.00	99.96
043315	SOUTHEASTERN SECURITY CONSULTANT		5/17/2019		65623
142953	BACKGROUND CHECK	0.00	\$270.00	0.00	270.00
	Desc: BACKGROUND CHECK	Acct: 10-514-315-0000	RECRUITMENT & TRAINING		
	Vendor Total:		270.00	0.00	270.00
043400	MILTON CAT	SOUTHWORTH-MILTON, INC.	5/17/2019		65624
INV1611941	PARTS	0.00	\$598.60	0.00	598.60
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
INV1607614	PARTS	0.00	\$718.84	0.00	718.84
	Desc: PARTS	Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		1,317.44	0.00	1,317.44
044100	STATELINE SPORTS,LLC		5/17/2019		65625
5009	SOCCER BALLS/FP BATS	0.00	\$221.00	0.00	221.00
	Desc: SOCCER BALLS/FP BATS	Acct: 10-514-323-0000	MATERIAL & SUPPLIES		
5024	PLATE EXT/UMP INDICATORS	0.00	\$64.00	0.00	64.00
	Desc: PLATE EXT/UMP INDICATORS	Acct: 10-515-323-0000	MATERIAL & SUPPLIES		
	Vendor Total:		285.00	0.00	285.00
044204	STEARNS SEPTIC SERVICE, LLC		5/17/2019		65626
2019-197	Cleaning and Jetting in Wilder	2,180.00	\$2,180.00	0.00	2,180.00
	Desc: Cleaning and Jetting in Wilder	Acct: 60-964-321-0200	REPAIRS & MAINT-MAINS		
	Vendor Total:		2,180.00	0.00	2,180.00
045590	MAHER CORPORATION (THE)	THE MAHER CORPORATION	5/17/2019		65627
26138	UV Ballist Kit	961.12	\$961.12	0.00	961.12
	Desc: UV Ballist Kit	Acct: 65-963-320-0100	EQUIP OPERATION/MAINT-GENERAL		
	Vendor Total:		961.12	0.00	961.12
046600	TROTTIER & L F & SONS, INC	L F TROTTIER & SONS, INC	5/17/2019		65628
02-51361	REPAIRS AND PARTS - GATOR	0.00	\$1,152.88	0.00	1,152.88
	Desc: REPAIRS AND PARTS - GATOR	Acct: 10-221-321-0000	REPAIRS & MAINT-VEHICLES		
	Vendor Total:		1,152.88	0.00	1,152.88
046950	TWIN STATE SAND AND GRAVEL CO		5/17/2019		65629
88870	MATERIALS	0.00	\$41.55	0.00	41.55
	Desc: MATERIALS	Acct: 10-521-323-0000	MATERIAL & SUPPLIES		
88871	TWIN PACK	4,632.78	\$10,403.29	0.00	10,403.29
	Desc: Storm damage at various locations a	Acct: 10-311-323-0000	MATERIAL & SUPPLIES		
	Desc: South Main Street Parking Lot	Acct: 13-921-316-8071	WRJ Parking Lot - Construction		
88653	Muddy Roads Wildlife, Handy and Old	0.00	\$853.44	0.00	853.44
	Desc: Muddy Roads Wildlife, Handy and Old	Acct: 10-312-323-0000	MATERIAL & SUPPLIES		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
Vendor Total:				11,298.28	0.00	11,298.28
047150	UNIFIRST CORPORATION				5/17/2019	65630
0354371104	MATS	0.00	\$89.68	0.00		89.68
	Desc: MATS		Acct: 10-221-318-0000		CONTRACTED SERVICES	
Vendor Total:				89.68	0.00	89.68
047910	UPPER VALLEY TRAILS ALLIANCE			UVTA	5/17/2019	65631
05.08.2019	2019-2020 Annual Membership	0.00	\$100.00	0.00		100.00
	Desc: 2019-2020 Annual Membership		Acct: 10-611-313-0000		MEMBERSHIP DUES	
Vendor Total:				100.00	0.00	100.00
048185	VALLEY IMAGING & AWARDS				5/17/2019	65632
19558-2019	5X7 PLATE	0.00	\$42.25	0.00		42.25
	Desc: 5X7 PLATE		Acct: 10-161-323-0000		MATERIAL & SUPPLIES	
Vendor Total:				42.25	0.00	42.25
048249	VALLEY NEWS			VALLEY NEWS	5/17/2019	65633
604529	NEWSPAPERS - WELCOME CTR	0.00	\$2.25	0.00		2.25
	Desc: NEWSPAPERS - WELCOME CTR		Acct: 10-121-318-0510		WELCOME CENTER - INVENTORY PU	
596038	NEWSPAPERS - WELCOME CTR	0.00	\$2.25	0.00		2.25
	Desc: NEWSPAPERS - WELCOME CTR		Acct: 10-121-318-0510		WELCOME CENTER - INVENTORY PU	
Vendor Total:				4.50	0.00	4.50
048300	VALLEY NEWS			VALLEY NEWS	5/17/2019	65637
125978APR'19	VALLEY NEWS ADS - APR 2019	0.00	\$111.68	0.00		111.68
	Desc: Ad#26047 RFP-SIDEWALK&SIDEWALK RAMP		Acct: 10-325-312-0000		ADVERTISING	
	Desc: AD#27187 NOTICE OF PUBLIC MEETING		Acct: 10-325-312-0000		ADVERTISING	
048300	VALLEY NEWS			VALLEY NEWS	5/17/2019	65636
125977APR'19	VALLEY NEWS ADS - APR 2019	0.00	\$187.19	0.00		187.19
	Desc: AD#26952 MEETING NOTICE & AGENDA		Acct: 10-622-312-0000		ADVERTISING	
	Desc: AD#27046 TOWN PLAN		Acct: 10-622-312-0000		ADVERTISING	
048300	VALLEY NEWS			VALLEY NEWS	5/17/2019	65634
125717APR'19	VALLEY NEWS ADS - APR'19	0.00	\$40.90	0.00		40.90
	Desc: AD#26749 RFP		Acct: 10-221-312-0000		ADVERTISING	
048300	VALLEY NEWS			VALLEY NEWS	5/17/2019	65635
125911APR'19	VALLEY NEWS ADS - APR 2019	67.68	\$534.76	0.00		534.76
	Desc: AD#26565 SB AGENDA		Acct: 10-111-312-0000		ADVERTISING	
	Desc: AD#26957 ADMINISTRATIVE ASSIST DPW		Acct: 10-325-315-0000		RECRUITMENT & TRAINING	
	Desc: AD#26957 ADMINISTRATIVE ASSIST DPW		Acct: 50-955-315-0000		RECRUITMENT & TRAINING	
	Desc: AD#26957 ADMINISTRATIVE ASSIST DPW		Acct: 55-955-315-0000		RECRUITMENT & TRAINING	
	Desc: AD#26957 ADMINISTRATIVE ASSIST DPW		Acct: 60-965-315-0000		RECRUITMENT & TRAINING	
	Desc: AD#26957 ADMINISTRATIVE ASSIST DPW		Acct: 65-965-315-0000		RECRUITMENT & TRAINING	
	Desc: AD#27273 SB AGENDA		Acct: 10-111-312-0000		ADVERTISING	
	Desc: AD#27514 PUBLIC NOTICE		Acct: 10-121-312-0000		ADVERTISING	
	Desc: AD#27589 FINANCE ASSISTANT		Acct: 10-171-315-0000		RECRUITMENT & TRAINING	
Vendor Total:				874.53	0.00	874.53

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Vendor ID	Vendor Name				
Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
048575	VERIZON WIRELESS		5/17/2019	65638	
9829255483	CELL PHONES	138.25	\$1,315.93	0.00	1,315.93
	Desc: Cell phones	Acct: 10-121-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 10-171-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 10-181-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 10-221-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 10-211-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 10-271-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 10-325-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 73-511-318-7304	CONTRACTED SERVICES(TREES MA		
	Desc: Cell phones	Acct: 10-511-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 50-955-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 55-955-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 60-965-324-0000	TELEPHONE		
	Desc: Cell phones	Acct: 65-965-324-0000	TELEPHONE		
9829280510	INTERNET	0.00	\$1,113.73	0.00	1,113.73
	Desc: INTERNET	Acct: 10-221-324-0000	TELEPHONE		
	Desc: INTERNET	Acct: 10-211-320-0100	EQUIP OPERATION/COMMUNICATION		
	Desc: INTERNET	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
	Desc: INTERNET	Acct: 10-005-100-0000	DUE FROM OTHER GOVERNMENTS		
Vendor Total:			2,429.66	0.00	2,429.66
048577	VERIZON WIRELESS - VSAT		5/17/2019	65639	
190110904	SERVICE FEE - SMS 8022810803	0.00	\$50.00	0.00	50.00
	Desc: SERVICE FEE - SMS 8022810803	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			50.00	0.00	50.00
048600	VERMONT AGENCY OF TRANSPORTATION		5/17/2019	65640	
B1908760	WELCOME CENTER LEASE JUN'19	1,307.43	\$1,307.43	0.00	1,307.43
	Desc: WELCOME CENTER LEASE JUN'19	Acct: 70-121-318-0580	Welcome Center - rent		
Vendor Total:			1,307.43	0.00	1,307.43
049980	VHV COMPANY	VHV COMPANY	5/17/2019	65641	
7597	Spring Inspection Contract	0.00	\$3,487.00	0.00	3,487.00
	Desc: Spring Inspection Contract	Acct: 10-161-318-0000	CONTRACTED SERVICES		
Vendor Total:			3,487.00	0.00	3,487.00
050600	VERMONT OFFENDER WORK PROGRAMS		5/17/2019	65642	
WC2876	MOWING - FROST PARK	0.00	\$100.00	0.00	100.00
	Desc: MOWING - FROST PARK	Acct: 10-521-318-0000	CONTRACTED SERVICES		
PR7702	CUSTOM NCR FORMS	0.00	\$81.05	0.00	81.05
	Desc: CUSTOM NCR FORMS	Acct: 10-211-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			181.05	0.00	181.05
051375	VERMONT DEPT ENVIRONMENTAL CONS	STATE OF VERMONT	5/17/2019	65644	
8198-9040	TIRE 1 PERMIT FEE - MRGP TIRE 1	0.00	\$2,200.00	0.00	2,200.00
	Desc: Storm Water Permit 8198-9040	Acct: 10-325-317-0000	PERMITS AND LICENSES		
051375	VERMONT DEPT ENVIRONMENTAL CONS	STATE OF VERMONT	5/17/2019	65643	

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05.14.2019	APPLICATION FEE-STREAM ALTERATI	0.00	\$200.00	0.00	200.00
Desc:	APPLICATION FEE-STREAM ALTERATION P	Acct: 10-325-317-0000	PERMITS AND LICENSES		
Vendor Total:			2,400.00	0.00	2,400.00
052325	WEED CONCRETE PRODUCTS LLC		5/17/2019	65645	
20031410	SERVICE CALL	107.75	\$107.75	0.00	107.75
Desc:	SERVICE CALL	Acct: 65-964-321-0000	REPAIRS & MAINT - VEHICLES		
20031422	Materials for South Main Street Par	70.00	\$70.00	0.00	70.00
Desc:	Materials for South Main Street Par	Acct: 13-921-316-8071	WRJ Parking Lot - Construction		
Vendor Total:			177.75	0.00	177.75
053150	SWISH WHITE RIVER LTD		5/17/2019	65646	
W308022	CLEANING SUPPLIES	331.30	\$331.30	0.00	331.30
Desc:	CLEANING SUPPLIES	Acct: 60-961-321-0100	REPAIRS & MAINT-BUILDING		
W308185	CLEANING SUPPLIES	0.00	\$55.95	0.00	55.95
Desc:	CLEANING SUPPLIES	Acct: 10-421-323-0000	MATERIAL & SUPPLIES		
W308347	CLEANING SUPPLIES	0.00	\$76.38	0.00	76.38
Desc:	CLEANING SUPPLIES	Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
W308865	CLEANING SUPPLIES	0.00	\$95.00	0.00	95.00
Desc:	CLEANING SUPPLIES	Acct: 10-221-323-0000	MATERIAL & SUPPLIES		
W308348	SHIPPING	0.00	\$3.00	0.00	3.00
Desc:	SHIPPING	Acct: 10-221-322-0000	POSTAGE		
W309672	POWER CORD FOR VACCUM CLEANER	0.00	\$36.88	0.00	36.88
Desc:	POWER CORD FOR VACCUM CLEANER	Acct: 10-161-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			598.51	0.00	598.51
053175	WHITE RIVER PARTNERSHIP INC		5/17/2019	65647	
227	FY2019 Annual Membership	0.00	\$100.00	0.00	100.00
Desc:	FY2019 Annual Membership	Acct: 10-611-313-0000	MEMBERSHIP DUES		
Vendor Total:			100.00	0.00	100.00
059850	LEBANON YOUTH BASEBALL ASSOC.	LYBA	5/17/2019	65648	
05.09.2019	LEBANON YOUTH BASEBALL 3 PITCH	0.00	\$250.00	0.00	250.00
Desc:	LEBANON YOUTH BASEBALL 3 PITCH TOUR	Acct: 10-514-313-0000	MEMBERSHIP DUES		
Vendor Total:			250.00	0.00	250.00
059882	CARY, SANDRA	SANDRA CARY	5/17/2019	65649	
PO#4902	Reimbursement - Library Supplies	0.00	\$746.94	0.00	746.94
Desc:	Reimbursement - Library Supplies	Acct: 10-712-316-0500	APPROP - W. HARTFORD LIBRARY		
Vendor Total:			746.94	0.00	746.94
060110	NATIONAL BUSSINESS TECHNOLOGIES LL		5/17/2019	65650	
IN301170	METER COPIER - APR'19	0.00	\$26.27	0.00	26.27
Desc:	METER COPIER - APR'19	Acct: 10-211-318-0000	CONTRACTED SERVICES		
Desc:	METER COPIER - APR'19	Acct: 10-271-320-0000	EQUIP OPERATION/MAINT-OFFICE		
IN301166	METER COPIER APR'19 - LF	9.22	\$9.22	0.00	9.22
Desc:	METER COPIER APR'19 - LF	Acct: 30-975-318-0000	CONTRACTED SERVICES		
IN301169	METER - COPIER APR'19 - REC	0.00	\$67.19	0.00	67.19

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.
Desc: METER - COPIER APR'19 - REC		Acct: 10-511-318-0000	CONTRACTED SERVICES		
IN301168	METER - COPIER APR'19 FD	0.00	\$96.17	0.00	96.17
Desc: METER - COPIER APR'19 FD		Acct: 10-221-320-0000	EQUIP OPERATION/MAINT-OFFICE		
IN301171	METER COPIER - APR'19 TM	0.00	\$156.78	0.00	156.78
Desc: METER COPIER - APR'19 TM		Acct: 10-121-320-0000	EQUIP OPERATION/MAINT-OFFICE		
IN295274	METER - COPIER MAR'19 LF	10.48	\$10.48	0.00	10.48
Desc: METER - COPIER MAR'19 LF		Acct: 30-975-318-0000	CONTRACTED SERVICES		
IN301804	METER COPIER APR'19-DPW	50.79	\$63.48	0.00	63.48
Desc: METER COPIER APR'19-DPW		Acct: 10-325-320-0000	EQUIPMENT OPER/MAINT - OFFICE		
Desc: METER COPIER APR'19-DPW		Acct: 50-955-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: METER COPIER APR'19-DPW		Acct: 55-955-320-0000	EQUIP OPERATION/MAINT - OFFICE		
Desc: METER COPIER APR'19-DPW		Acct: 60-965-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: METER COPIER APR'19-DPW		Acct: 65-965-320-0000	EQUIP OPERATION/MAINT - OFFICE		
IN301167	METER COPIER APR'19	0.00	\$152.26	0.00	152.26
Desc: METER COPIER APR'1-VAL		Acct: 10-174-320-0000	EQUIP OPERATION/MAINT-OFFICE		
Desc: METER COPIER APR'19-PLANNING		Acct: 10-622-323-0000	MATERIAL & SUPPLIES		
Vendor Total:			581.85	0.00	581.85
500894	SECURSHRED	SECURSHRED	5/17/2019		65651
304472	SHREDDING SERVICES	0.00	\$20.00	0.00	20.00
Desc: SHREDDING SERVICES		Acct: 10-211-318-0000	CONTRACTED SERVICES		
304537	SHREDING SERVICES	0.00	\$20.00	0.00	20.00
Desc: SHREDING SERVICES		Acct: 10-161-318-0000	CONTRACTED SERVICES		
Vendor Total:			40.00	0.00	40.00
501936	VIKING-CIVES USA		5/17/2019		65652
4490482	PARTS	0.00	\$85.59	0.00	85.59
Desc: PARTS		Acct: 10-321-321-0000	REPAIRS & MAINT-VEHICLES		
Vendor Total:			85.59	0.00	85.59
502049	SCHREINER, BRI	BRI SCHREINER	5/17/2019		65653
1618098	REFUND - MYREC PAYMNT	0.00	\$18.00	0.00	18.00
Desc: REFUND - MYREC PAYMNT		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:			18.00	0.00	18.00
502350	JACOBS, P. RANDOLPH	RANDOLPH P. JACOBS	5/17/2019		65654
04.26.2019	ROW Acquisition for Jacobs Parcel	45,000.00	\$45,000.00	0.00	45,000.00
Desc: ROW Acquisition for Jacobs Parcel		Acct: 80-311-318-8001	CONTRACTED SERVICES(STP 0113(5		
Vendor Total:			45,000.00	0.00	45,000.00
502351	FOLSOM, MELISSA	MELISSA FOLSOM	5/17/2019		65655
838964	REFUND - CAMP VENTURES	0.00	\$130.00	0.00	130.00
Desc: REFUND - CAMP VENTURES		Acct: 10-514-325-0000	REFUNDS		
Vendor Total:			130.00	0.00	130.00
502352	WOOD, MIRIAM	MIRIAM WOOD	5/17/2019		65656
838948	REFUND - CAMP VENTURES	0.00	\$145.00	0.00	145.00
Desc: REFUND - CAMP VENTURES		Acct: 10-514-325-0000	REFUNDS		

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Detail: Invoice No.	Invoice Description	Cross Fund	Invoice Amt	Disc. Amt	Net Amt.	
Vendor Total:			145.00	0.00	145.00	

FUND 1 0

Bank Total: 964,174.23

	<u>Holdback Total</u>			973,194.68
Batch Totals:	0.00	792,095.78	15.30	1,765,305.76

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