TOWN OF HARTFORD SELECTBOARD AGENDA
Tuesday, April 4, 2023, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting will be conducted in person at Town Hall
The meeting will also be available on Zoom https://zoom.us/j/549799933 -
Please mute your microphone. youtube.com/catv810 – click “live now”. If you're calling in from phone dial:(415) 762-9988 Type in the Room ID: 549-799-933 followed by # Press # a second time and Press *9 to raise your hand for public comment

I. Call to Order the Selectboard Meeting
II. Pledge of Allegiance
III. Local Liquor Control Board
   New:
      a. Fontinalis, LLC d/b/a Fontinalis: 2nd Class
   Renewals:
      a. Quechee Pizza Chef: 1st Class. Outside Consumption Permit renewals
      b. Global Montello Group Corp dba Jiffy Mart #439: 2nd Class, Tobacco, Tobacco Substitute Endorsement
      c. Vural Oktay, Inc. d/b/a Tucker Box: 1st Class, 3rd Class, Outdoor Consumption Permits
      d. Jake’s Quechee Market, Inc. d/b/a Jake’s Quechee Market: 2nd Class, Tobacco, Tobacco Substitute Endorsement

IV. Local Cannabis Control Board: None

V. Order of Agenda
VI. Selectboard
   1. Public Comment
   2. Selectboard Comments and Announcements
   3. Appointments:
      a. Consider the appointment of Jennifer Kravitz to the Committee on Housing and Homelessness for a two-year term beginning April 4, 2023
      b. Consider the appointment of Sandra Mariotti to the Committee on Housing and Homelessness for a two-year term beginning April 4, 2023
      c. Consider the re-appointment of Sara Campbell to the Hartford Committee on Racial Equity and Inclusion for a two-year term beginning April 4, 2023

   4. Town Manager and Significant Activity Report
      Staffing levels, Gates Street Paving, EV Chargers

   5. Board Reports, Motions & Ordinances
      a. Acceptance of revised TIF District FY 2022 Annual Report and Certification
      b. Kubota Skid Steer Award to Vendor
VII. Commission Reports
VIII. Consent Agenda

Approve Payroll Ending: 4/1/2023
Approve Meeting Minutes of: 3/21/2023, 3/9/2023
Approve A/P Manifest of: 3/31/2023 and 4/1/2023
Approve Selectboard Meetings: 5/2/2023, 5/16/2023, 5/30/2023
Already Approved: 4/18/2023

IX. Executive Session: That in accordance with Vermont's Open Meeting Law 1 V.S.A. § 313, I move that the Selectboard enter into Executive Session: To discuss the appointment or employment or evaluation of a public officer or employee.

X. Adjourn the Selectboard Meeting

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 5pm on the Tuesday two weeks prior to the meeting date. Requests received after that date will be addressed at the discretion of the Chair.

Individuals wishing to address the board should do so during the Public Comment period.

Please Note: The Hartford Selectboard offers public viewing of meetings live at Town Hall, and additionally as a courtesy generally on YouTube, Channel 1085, and Zoom. If a member of the public has technical difficulties accessing this meeting remotely, please alert us by emailing Selectboard@hartford-vt.org.
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

HARTFORD LIQUOR/TOBACCO LICENSE - ADDITIONAL INFORMATION
ALL information must be completed (use separate sheet, if necessary).
Incomplete applications will cause delays in processing

Date: 3·8·23 Applicant: FONTINALIS LLC
Doing Business As: FONTINALIS
Mailing Address: 
Telephone Number(s): E-mail: Other Contact Name: (if applicable)

Please list below ALL licensees, directors, owners, stockholders name & dates of
birth:
MAXWELL OVERSTROM-COLEMAN

Please list violations for the past THREE years any licensee, director, owner,
stockholder has been charged with (See Hartford Liquor Policy for Details). If no
violations, please answer "None".

NONE

Liquor/Tobacco License Violations for the past THREE Years (See Hartford Liquor
Policy for Details) including violations taking place on licensee’s premises and/or
charges against employee, etc.: If unsure of violations, contact DLL and obtain your
records of violations. If no violations, please answer "None".

NONE

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.

Max Overstrom Coleman 3·8·23
Licensee’s Signature Printed Name Date
Application
DLL - Application - 20743

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 20743

Business Entity Name
Fontinalis LLC

Phone number:

Applicant Email
max@fontinalisyt.com (mailto:max@fontinalisyt.com)

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
70

Business Entity Phone
8036851330

Physical Location Name
Fontinalis

Physical Location Street 1
27 North Main St

Physical Location Street 2/Unit/Suite
Suite 10

Created By
Max Overstrom-Coleman (/DLL License Management /profile/0058e00000xiptpAAA), 3/6/2023 6:29 PM

RELATED INFORMATION

External Status
Application sent to municipality

Town Clerk/ Municipal Jurisdiction
Hartford

Historical Id
SECN

Application Type
License

Application For
Second Class License

Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver

Physical Location City/Town
White River Junction

Physical Location State
Vermont

Physical Location Zip
05001
VERMONT
DEPARTMENT OF LIQUOR AND LOTTERY

TRAINING CERTIFICATE

Student Name: Max Overstrom-Coleman

Course Name: First Class (On Premise)

Date Completed: January 7, 2022

Expiration Date: January 7, 2024

Training Method: DLC Online Training

Transferable?: YES

By signing below, I am confirming the above training completion information is true and accurate.

Student Signature __________________________ Date Signed ________

Vermont Department of Liquor and Lottery 1311 US Route 302, Suite 100, Barre, VT 05641 liquorcontrol.vermont.gov
(802) 828-2339 (p) (802) 828-1031 (f) DLL.DLCEduTeam@vermont.gov
Memo

To: Lisa O’Neil, Sherry West
From: Chief of Police Greg Sheldon
CC:
Date: March 17, 2023
Re: Liquor Licenses

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

Fontinalis LLC
27 North Main Street

Maxwell Overstrom-Coleman
Inspection Summary
Hartford Fire Department

Inspection 8769

Inspection
Type: Liquor License Inspection
Status: Completed/Closed
Inspector: Thomas Peltier
Unit Number: HFM3
Shift: FM

Scheduled: 03/22/2023 12:00
Inspected On: 03/22/2023 12:00
Finished At: 03/22/2023 12:30
Inspection Length: 0.50

Occupant
Occupant Name: Fontinalis LLC
Building Name: Mecantile Occupancy
Contact Name: Max Overstrom-Coleman
Address: 27 N MAIN ST
City, State and Zip: White River Junction, VT 05001-
Phone: 802-685-1330

Owner
Owner / Company: RAILROAD ROW LLC
Contact Name: Bill Bittinger
Address: PO BOX 267
City, State and Zip: HANOVER, NH 03755-
Phone: 603-208-8610

Comments
Liquor License Fire Inspection:

Initial Inspection: 03/22/2023
Final Inspection: TBD (Active Construction Permit)
Occupancy Type: Mercantile
Occupancy Status: Active Construction Permit - Not Occupied

Final Inspection Notes:
- HFD Construction permit has been issued for the noted mercantile occupancy. Certificate of Occupancy will be issued upon completion of work and approval from the Hartford Fire Marshal.

Violation Summary
Status: Violation: Location

Tickler History
Date: Type: Inspector: Narrative

Signatures
Date: 03/22/2023
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

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HARTFORD LIQUOR/TOBACCO LICENSE -ADDITIONAL INFORMATION

ALL information must be completed (use separate sheet, if necessary).
Incomplete applications will cause delays in processing

Date: 3/1/2023 Applicant: Nick Tsouknaiki's
Doing Business As: Quechee Bar & Cafe
Mailing Address: [redacted]
Telephone Number(s): [redacted] E-mail [redacted]
Other Contact Name: [if applicable]

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:

Nick Tsouknaiki's

Please list violations for the past THREE years any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). If no violations, please answer "None".

No

Liquor/Toabacco License Violations for the past THREE Years (See Hartford Liquor Policy for Details) including violations taking place on licensee's premises and/or charges against employee, etc.: If unsure of violations, contact DLL and obtain your records of violations. If no violations, please answer "None".

No

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]
Nick Tsouknaiki 3/1/2023

Licensee's Signature Printed Name Date

Licensee's Signature Printed Name Date
Application
DLL - Application - 20463

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 20463
Business Entity Name
Quechee Pizza Chef, Inc.
Phone number:

Applicant Email
fiveye@gmail.com (mailto:fiveye@gmail.com)
Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
115
Business Entity Phone
8022966669

Physical Location Name
Quechee Pizza Chef
Physical Location Street 1
5893 Woodstock Road
Physical Location Street 2/Unit/Suite

Created By
Nick Tsouknakis (DLLLicenseManagement/profile/0058200000xMaFAA(U)
, 3/3/2023 11:03 AM

RELATED INFORMATION

External Status
Application sent to municipality

Town Clerk/ Municipal Jurisdiction
Hartford

Historical Id
1RST

Application Type
License

Application For
First Class Restaurant/Bar License

Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver

Physical Location City/Town
Hartford

Physical Location State
Vermont

Physical Location Zip
05059
<table>
<thead>
<tr>
<th>APPLICATION DETAILS</th>
<th>RELATED INFORMATION</th>
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</thead>
<tbody>
<tr>
<td>Primary Phone No</td>
<td>Primary Contact Person</td>
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<tr>
<td>DLL - Application Id</td>
<td>Internal Status</td>
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<tr>
<td>DLL - Application - 20462</td>
<td>Application sent to municipality</td>
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<tr>
<td>Business Entity Name</td>
<td>External Status</td>
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<tr>
<td>Quechee Pizza Chef, Inc.</td>
<td>Application sent to municipality</td>
</tr>
<tr>
<td>Business Entity Phone</td>
<td>Historical Id</td>
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<tr>
<td>8022966669</td>
<td>OUTC</td>
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<tr>
<td>Foundational License</td>
<td>Application Type</td>
</tr>
<tr>
<td>LP-013607//DLLLicenseManagement/s/detail</td>
<td>Permit</td>
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<tr>
<td></td>
<td>Application Category</td>
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<tr>
<td></td>
<td>OCP</td>
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<tr>
<td></td>
<td>Application For</td>
</tr>
<tr>
<td>Renewal Application</td>
<td>Outside Consumption Permit</td>
</tr>
<tr>
<td>Town User Approval/Rejection Comments</td>
<td>Applicant Name:</td>
</tr>
<tr>
<td>Contact Engagement</td>
<td><a href="mailto:fiveye@gmail.com">fiveye@gmail.com</a> (<a href="mailto:fiveye@gmail.com">mailto:fiveye@gmail.com</a>)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Start date of event</th>
<th>End date of event</th>
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</thead>
<tbody>
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<td>Physical Location Street 1</td>
<td>Physical Location Name</td>
</tr>
<tr>
<td>5893 Woodstock Road</td>
<td>Quechee Pizza Chef</td>
</tr>
<tr>
<td>Physical Location Street 2/Unit/Suite</td>
<td>Physical Location State</td>
</tr>
<tr>
<td></td>
<td>Vermont</td>
</tr>
<tr>
<td>Town Clerk/ Municipal Jurisdiction</td>
<td>Outside Side Consumption End time</td>
</tr>
<tr>
<td>Hartford</td>
<td>Outside Side Consumption Hours Requested</td>
</tr>
<tr>
<td>Physical Location City/Town</td>
<td>Business Location</td>
</tr>
<tr>
<td>Quechee</td>
<td>Approximate Number of Persons Expected:</td>
</tr>
</tbody>
</table>
Physical Location Zip
05059

Location
LN:016703//@LLicenseManagement/s/detail/a0At0000002ZMhHEAQ
Outside Side Consumption Days Requested

Describe the type of event/ OCP Area
Beer Garden Barriers
Days or specific bingo date(s)

Created By
Memo

To: Lisa O'Neil, Sherry West
From: Lt Tom Howell
CC:
Date: March 3, 2023
Re: Liquor Licenses

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

Quechee Pizza Chef
5893 Woodstock Rd

Nick Tsouknakis
Inspection Summary
Hartford Fire Department

Inspection 8656

Inspection
Type: Liquor License Inspection
Status: Completed/Closed
Inspector: Alan Beebe
Unit Number: HFM3
Shift: DFM
Scheduled: 03/06/2023 12:00
Inspected On: 03/08/2023 13:00
Finished At: 03/08/2023 14:00
Scheduled: Beebe
Inspection Length: 1.00

Occupant
Occupant Name: Pizza Chef of Quechee
Building Name: 
Contact Name: Nick Tsouknakis
Address: 5893 WOODSTOCK RD
City, State and Zip: Quechee, VT 05059
Phone: 802-296-6669

Owner
Owner/Company: Nick and Alexis Tsouknakis
Contact Name: 
Address: PO Box 175
City, State and Zip: Quechee, 
Phone: 

Comments
As we spoke about, the excess combustible material that is stored in the closet needs to be eliminated to reduce the fire load in the specific area.

All noted violations shall be properly addressed and completed within a limited but reasonable time. Immediate life safety hazards shall be addressed and corrected IMMEDIATELY. A response with a plan of action is REQUIRED within 30 days of receipt of this fire inspection report - A final inspection shall be completed before a clear fire inspection report can be obtained. Please contact me by phone 603-359-6418 or by email at abeebe@hartford-vt.org when violations are completed and or a plan of corrective action is ready for review

Violation Summary
<table>
<thead>
<tr>
<th>Status</th>
<th>Violation</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Closed</td>
<td>10.11.1 - Premises Identification</td>
<td></td>
</tr>
<tr>
<td></td>
<td>New and existing buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property.</td>
<td></td>
</tr>
</tbody>
</table>

Vermont Fire Code  Code Information Sheet  April 2022  Address Numbers "numbers should be the minimum of 4" high and on a contrasting background"

Date: 3/15/2023
Comments: New and existing buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. Address identification noted as not visible from road.

Required Action: Building shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. Address number SHALL NOT be less than 4" in size.

Building number is 5893 Woodstock Road

Closed 31.3.5.13 - Portable Fire Extinguishers
Portable fire extinguishers inside individual apartment or condo units shall be permitted to be 2-1/2 pound dry chemical capacity. All other occupancy types or locations shall be provided with fire extinguishers in accordance with NFPA 1:13.6.

Comments: Mounted extinguishers required in each Unit, out of a potentially hazardous area

Some extinguishers noted to be on the floor

Last annual inspection/service was January, 2022

Required Action: Unit shall have an all purpose fire extinguisher (ABC) Dry Chemical installed. The bottom of the extinguisher needs to be at least 4in off the ground and the top not more than 5ft from the ground.

Closed 11.1.8 - Covers (Electrical)
All panelboard and switchboards, pull boxes, junction boxes, switches, receptacles, and conduit bodies shall be provided with covers compatible with the box or conduit body construction and suitable for the conditions of use.

Comments: Covers noted to be missing or damaged in these areas:
- Next to Coca-Cola cooler
- Near ice machine

Required Action: Replace/repair noted covers

Closed 4.4.3.1 - Unobstructed Egress
In every occupied building or structure, means of egress from all parts of the building shall be maintained free and unobstructed.

Comments: Back door partially obstructed with boxes and noted as not being able to open completely due to snow build up

Required Action: Remove obstructing objects for at least 36"
Remove snow from exterior to allow egress.

Closed 110.26 - Spaces About Electrical Equipment
Access and working space shall be provided and maintained about all electrical equipment to permit ready and safe operation and maintenance of such equipment.

Comments: - Electrical panels must have a minimum of 36 inches of clearance in front of the panel
- A minimum clearance width of 30-inches or the width of the equipment, whichever is greater.
- The clearance space must allow the electrical panel door to open at a 90-degree angle.

Required Action: Remove obstructing objects. Add a sign or mark the floor to prevent from happening in the future.

Closed 4.4.5 - Vertical Openings
Every vertical opening between the floors of a building shall be suitably enclosed or protected, as necessary, to provide the following:
(1) Reasonable safety to occupants while using the means of egress by preventing spread of fire, smoke, or fumes through vertical openings from floor to floor to allow occupants to complete their use of the means of egress
(2) Limitation of damage to the buildings and its contents

Comments: Every vertical opening between the floors of a building shall be suitably enclosed or protected, as necessary, to provide the following:
(1) Reasonable safety to occupants while using the means of egress by preventing spread of fire, smoke, or fumes through vertical openings from floor to floor to allow occupants to complete their use of the means of egress
(2) Limitation of damage to the buildings and its contents

Required Action: Close vertical openings with sheet rock/fire foam/fire caulk

Tickler History

Date       Type          Inspector     Narrative
03/09/2023  Emailed Notice Beebe, Alan emailed the report to Nick

Signatures

Inspector

__________________________   _________________________
Alan Beebe                   Date
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

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HARTFORD LIQUOR/TOBACCO LICENSE - ADDITIONAL INFORMATION

ALL information must be completed (use separate sheet, if necessary).
Incomplete applications will cause delays in processing

Date: __________ Applicant: Global Montello Group Corp.
Doing Business As: Jiffy Mart #439
Mailing Address:

Telephone Number(s): ___________________ E-mail: ___________________
Other Contact Name: (if applicable)

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:

Eric Slifka, Director - Date: __________

Please list violations for the past THREE years any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). If no violations, please answer “None”.

None

Liquor/Tobacco License Violations for the past THREE Years (See Hartford Liquor Policy for Details) including violations taking place on licensee's premises and/or charges against employee, etc.: If unsure of violations, contact DLL and obtain your records of violations. If no violations, please answer "None".

None

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.

Global Montello Group Corp.

______________________________
Licensee's Signature

______________________________
By: Sean T. Geary, Chief Legal Officer
Printed Name: Date: 1/1/23

______________________________
Licensee's Signature

______________________________
Printed Name
Date
Application
DLL - Application - 17252

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 17252

Business Entity Name
Global Montello Group, Corp.

Phone number:

Applicant Email
mpetz@globalp.com

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
70

Business Entity Phone
781-398-4419

Physical Location Name
Jiffy Mart #439

Physical Location Street 1
6800 Woodstock Road

Physical Location Street 2/Unit/Suite

Related Information

External Status
Application sent to municipality
Town Clerk/Municipal Jurisdiction
Hartford
Historical Id
SECN
Application Type
License
Application For
Second Class License
Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver

Created By
Global Montello Group Corp.  (DLLLicenseManagement/s/profile/005i000000088rGrAAJ), 1/23/2023 11:00 AM
### Application Details

**Application Information**
- DLL - Application Id: DLL - Application - 18901
- Business Entity Name: Global Montello Group, Corp.
- Phone number: [Email to: rpetz@globalp.com](mailto: rpetz@globalp.com)
- Applicant Email: rpetz@globalp.com
- Renewal Application

**License/Permit Location Description**
- Town Fee: 0
- Business Entity Phone: 781-398-4419

**Location Details**
- Physical Location Name: Jiffy Mart #439
- Physical Location Street 1: 6800 Woodstock Road
- Physical Location Street 2/Unit/Suite:

### Related Information

- External Status: Application sent to municipality
- Town Clerk/ Municipal Jurisdiction: Hartford
- Historical Id: TOBC
- Application Type: License
- Application For: Tobacco License
- Town User Approval/Rejection Comments:
- Eligibility of Tobacco Fee waiver: Yes
- Created By: Global Montello Group Corp, DLLicenseManagment/s/profile/005t000000BBrGrAJ
Application
DLL - Application - 19060

APPLICATION DETAILS

Primary Phone No

DLL - Application Id
DLL - Application - 19060

Business Entity Name
Global Montello Group, Corp.

Business Entity Phone
781-398-4419

Foundational License
LP-020506 (DLLLicenseManagement/s/detail/454100000C0mREAS)

Renewal Application

Town User Approval/Rejection Comments

Contact Engagement

RELATIVE INFORMATION

Primary Contact Person

Internal Status
Application sent to municipality

External Status
Application sent to municipality

Historical Id
TSEP

Application Type
Permit

Application Category
Tobacco

Application For
Tobacco Substitute Endorsement

Applicant Email
mpetz@globalp.com (mailto:mpetz@globalp.com)

Applicant Name:

Applicant Action Comments

License/Permit Location Description

Start date of event

Physical Location Street 1
6800 Woodstock Road

Physical Location Street 2/Unit/Suite

Town Clerk/ Municipal Jurisdiction
Hartford

Physical Location City/Town
Quechee

Landlord Name

Outside Side Consumption Start time

End date of event

Physical Location Name
Jiffy Mart #439

Physical Location State
Vermont

Outside Side Consumption End time

Outside Side Consumption Hours Requested

Business Location

Approximate Number of Persons Expected:
Physical Location Zip
05701

Location
LN-021732 /DLLLicenseManagement/s/detail/a9At0000002ZOOFEAW

Outside Side Consumption Days Requested

Describe the type of event/ OCP Area

Days or specific bingo date(s)

Created By
Global Montello Group Corp. /DLLLicenseManagement/s/profile/005t000000B8rGrAAJ

2/14/2023 3:02 PM
CERTIFICATE OF ACHIEVEMENT

AWARDED TO
Amanda Sweeney

FOR COMPLETING
2nd Class Seller Training Program 2022
(Final Exam)

COMPLETION DATE
January 7, 2022

SCORE
95%
To: Lisa O'Neil, Sherry West
From: Chief of Police Greg Sheldon
CC:
Date: February 14, 2023
Re: Liquor Licenses

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

Jiffy Mart #439
6800 Woodstock Rd

Eric Slifka
# Inspection Summary

**Hartford Fire Department**

**Inspection**

- **Type**: FINAL Inspection  
- **Status**: Completed/Closed  
- **Inspector**: Thomas Peltier
- **Unit Number**: HFM3  
- **Shift**: FM  
- **Scheduled**: 03/24/2023 14:30  
- **Inspected On**: 03/24/2023 14:30  
- **Finished At**: 03/24/2023 15:00  
- **Inspection Length**: 0.50

**Occupant**

- **Occupant Name**: Jiffy Mart  
- **Building Name**: Mercantile Occupancy  
- **Contact Name**: Merideth Petz  
- **Address**: 6800 WOODSTOCK RD  
- **City, State and Zip**: Quechee, VT 05059-  
- **Phone**: 781-398-4419

**Owner**

- **Owner / Company**: Global Montello Group  
- **Contact Name**: Merideth Petz  
- **Address**: 15 NORTHEAST INDUSTRIAL ROAD  
- **City, State and Zip**: BRADFORD, CT 06405-  
- **Phone**: 781-398-4419

**Comments**

- Liquor License Fire Inspection:
  - Initial Inspection: 02/14/2023  
  - Final Inspection: 03/24/2023  
  - Occupancy Type: Mercantile Occupancy  
  - Occupancy Status: GRANTED

- Final Inspection Notes:
  - No violations were noted at the time of the final inspection. All previously noted violations have been corrected.

## Violation Summary

<table>
<thead>
<tr>
<th>Status</th>
<th>Violation</th>
<th>Location</th>
</tr>
</thead>
</table>

## Tickler History

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Inspector</th>
<th>Narrative</th>
</tr>
</thead>
</table>

## Signatures

**Date:** 3/24/2023
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

HARTFORD LIQUOR/TOBACCO LICENSE -ADDITIONAL INFORMATION
ALL information must be completed (use separate sheet, if necessary).
Incomplete applications will cause delays in processing

Date: 2/3/23  Applicant: Vural Oktay  INC
Doing Business As: Tucker Box
Mailing Address: ___________________________
Telephone Number(s): ___________________________  E-mail ___________________________
Other Contact Name: (if applicable) ___________________________

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:
Vural Oktay
Hasan Oktay
Jacqueline Oktay

Please list violations for the past THREE years any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). If no violations, please answer "None".

Hasan Oktay - driving while under influence #1 - June 11, 202

Liquor/Tobacco License Violations for the past THREE Years (See Hartford Liquor Policy for Details) including violations taking place on licensee's premises and/or charges against employee, etc.: If unsure of violations, contact DLL and obtain your records of violations. If no violations, please answer "None".

None

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.

Licenses's Signature: ___________________________  Printed Name: Vural Oktay  Date: 2/3/23

Licenses's Signature: ___________________________  Printed Name: Hasan Oktay  Date: 2/3/23

Licenses's Signature: ___________________________  Printed Name: Jacqueline Oktay  Date: 02/03/23
Application
DLL - Application - 18097

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 18097
Business Entity Name
Vural Oktay, Inc
Phone number:

Applicant Email

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
115
Business Entity Phone

Physical Location Name
Tucker Box
Physical Location Street 1
1 South Main Street
Physical Location Street 2/Unit/Suite

Related Information

External Status
Application sent to municipalty
Town Clerk/ Municipal Jurisdiction
Hartford
Historical Id
1RST
Application Type
License
Application For
First Class Restaurant/Bar License
Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver

Created By
Vural Oktay: //DLLLicenseManagement/s/profile/9058z000000vFkJAAU)
, 2/3/2023 5:33 PM

Physical Location City/Town
White River Jct
Physical Location State
Vermont
Physical Location Zip
05001

2/8/2023, 11:07 AM
Application
DLL - Application - 18098

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 18098

Business Entity Name
Vural Oktay, Inc

Phone number:

Applicant Email

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
0

Business Entity Phone

Physical Location Name
Tucker Box

Physical Location Street 1
1 South Main Street

Physical Location Street 2/Unit/Suite

Created By

Vural Oktay (DLLLicenseManagement/s/profile/005800000Q0vKJAAU)
, 2/3/2023 6:19 PM

RELATED INFORMATION

External Status
Application sent to municipality

Town Clerk/ Municipal Jurisdiction
Hartford

Historical Id
3RST

Application Type
License

Application For
Third Class Restaurant/Bar License

Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver

Physical Location City/Town
White River Jct

Physical Location State
Vermont

Physical Location Zip
05001
<table>
<thead>
<tr>
<th>APPLICATION DETAILS</th>
<th>RELATED INFORMATION</th>
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<tr>
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<td>Contact Engagement</td>
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<td>Application For Outside Consumption Permit</td>
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<td>Applicant Action Comments</td>
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<td>Start date of event</td>
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<tr>
<td>Physical Location Street 2/Unit/Suite</td>
<td>Physical Location State</td>
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<td>Vermont</td>
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<tr>
<td>Town Clerk/ Municipal Jurisdiction</td>
<td>Outside Side Consumption End time</td>
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<tr>
<td>Hartford</td>
<td>Outside Side Consumption Hours Requested</td>
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<tr>
<td>Physical Location City/Town</td>
<td>Business Location</td>
</tr>
<tr>
<td>White River Jct</td>
<td>Approximate Number of Persons Expected:</td>
</tr>
<tr>
<td>Landlord Name</td>
<td></td>
</tr>
<tr>
<td>Outside Side Consumption Start time</td>
<td></td>
</tr>
</tbody>
</table>
Physical Location Zip
05001

Location
LN-019809 (IDILLicenseManagement/s/detail/aQAI000000ZDNVNEA4)
Outside Side Consumption Days Requested

Describe the type of event/ OCP Area
Sidewalk outside of Tuckerbox including the corner section of sidewalk and both sidewalks on North main and South main. Also, if the town approves we would like to have outdoor seating on the first two parking spaces as they have approved in the past. We use a movable fencing for a physical barrier surrounding the entire outdoor seating.

Days or specific bingo date(s)
CERTIFICATE OF ACHIEVEMENT

AWARDED TO

Vural Oktay

FOR COMPLETING

1st Class Server Training Program 2023
(Final Exam)

COMPLETION DATE
February 3, 2023

SCORE
95%
AND PENALTIES.

BE ISSUED FOR YOUR ARREST AND YOU MAY BE SUBJECT TO ADDITIONAL CHARGES

IF YOU DO NOT APPEAR AT THE TIME AND PLACE ORDERED, A WARRANT WILL

An Information charging you with this offense will be presented at the time of your appearance.

To answer to the charge of

Judicial Officer at the Superior Court of Vermont, Criminal Division at the following time and place:

BY THE AUTHORITY OF THE STATE OF VERMONT, you are hereby ordered to appear before a

CITATION

Phone #: 802-259-6474
DOB: 01/01/90
First. Middle. Last: John Smith
To: [Address]
NOTICE OF INTENTION TO SUSPEND AND/OR DISQUALIFY DRIVER'S LICENSE OR PRIVILEGE TO OPERATE
(pursuant to Sections 1205, 1218 and/or 4116 of Title 23 of the Vermont Statutes)

STATE OF VERMONT
SUPERIOR COURT CRIMINAL DIVISION

Unit: Chittenden
Department: ESS17 P
Incident Date: 6/10/22
Incident Time: 00:38 AM

Name: HASAN OLLAY
Street: Kessex St
Town: West Rutland
City: VT
State: VT
Zip Code: 05777

DOB: 8/10/22
Place of Birth: Turkey

CDL?: Yes No

Driving a Commercial Vehicle?: Yes No

Hazardous Materials?: Yes No

Social Security Number: 035259
US DOT #: 000-359

License #: 424,30709

This is your first violation of 23 V.S.A. section 1201: Effective date of suspension is set forth below unless a hearing is requested.

☐ This is your 2nd or subsequent violation of 23 V.S.A. section 1201 or 2nd or subsequent suspension under 23 V.S.A. section 1205 after July 1, 1991: Effective date of suspension is set forth below, even if you request a hearing.

☐ You operated a motor vehicle with a blood alcohol concentration (BAC) of 0.02% or more after previous conviction within the preceding three years with a BAC for the second or subsequent was proven to be 0.16% or greater pursuant to 23 V.S.A. 1201(d)(2).

☐ You refused to submit to the breath or blood test (license suspension of at least six months).

☐ The results of the breath or blood test show that your alcohol concentration was ___ or more, equal to or more than 0.08%, or 0.02% if operating a school bus or after previous conviction of 0.16% or greater (license suspension of at least 90 days).

☐ You operated a commercial vehicle and refused to submit to the breath or blood test.

☐ You operated a commercial vehicle and submitted to a breath or blood test which shows your alcohol concentration was ___ or more while operating a commercial vehicle, equal to or more than 0.04%.

THEREFORE, the Commissioner of Motor Vehicles will be notified to:

☐ SUSPEND your driver's license or privilege to operate a motor vehicle.

☐ DISQUALIFY you as a commercial driver for a period of at least one year (if first offense) or for your lifetime (if this is your second or subsequent offense) and until all requirements are met for license reinstatement.

UNLESS YOU REQUEST A HEARING to argue that your license should not be suspended or disqualified, YOUR DRIVER'S LICENSE, COMMERCIAL DRIVER'S LICENSE AND/OR YOUR PRIVILEGE TO OPERATE A MOTOR VEHICLE IS SUSPENDED AND/OR DISQUALIFIED BEGINNING:

Date: June 21st, 2022

IF THIS IS YOUR FIRST VIOLATION OF 23 V.S.A. SECTION 1201 AND YOU DO NOT REQUEST A HEARING, YOUR LICENSE WILL BE SUSPENDED AS PROVIDED IN THIS NOTICE. IF AFTER JULY 1, 1991, YOU WERE CONVICTED OF A VIOLATION OF 23 V.S.A. SECTION 1201 OR HAD YOUR LICENSE SUSPENDED PURSUANT TO 23 V.S.A. SECTION 1205, YOUR LICENSE WILL BE SUSPENDED ON THE 11TH DAY AFTER YOU RECEIVE THIS NOTICE, WHETHER OR NOT YOU REQUEST A HEARING. IT IS A CRIME TO OPERATE, ATTEMPT TO OPERATE OR BE IN ACTUAL PHYSICAL CONTROL OF A VEHICLE WHILE YOUR PRIVILEGE TO OPERATE IS SUSPENDED.

1) YOU HAVE THE RIGHT TO ASK FOR A HEARING BEFORE THE COURT TO CONTEST THE SUSPENSION AND/OR DISQUALIFICATION OF YOUR OPERATOR'S LICENSE. IF JUDGMENT IS ENTERED AGAINST YOU IN THIS PROCEEDING, YOU WILL BE ASSESSED COURT COSTS OF $80.00

2) If you do not request a hearing, your license will be suspended and/or disqualified as provided in this notice.

3) If you wish to request a hearing before the Court, you must mail or deliver your request for a hearing to the Commissioner of Motor Vehicles by:
   Date Request Due: June 21st, 2022

4) If your request for a hearing is not mailed or delivered to the Commissioner of Motor Vehicles by
   you waive your right to a hearing and your license will be suspended and/or disqualified as provided in this notice.

5) In order to request a hearing, sign the section of this form and mail or deliver the form to the Commissioner of Motor Vehicles at 120 State Street, Montpelier, VT 05603.

6) If you request a hearing, you or your attorney must appear at a preliminary hearing at the Court in:
   SELECT COUNTY:
   Circuit/County: "Burlington, VT 05402"
   Court Address:
   Date: June 30, 2022
   Time: 08:30 AM

   (This hearing will be scheduled to take place within 21 days from the date of the offense.)

   Date Issued: 6/11/22
   An affidavit describing the reasons the breath test was requested by the officer: ❌ was given or mailed to the defendant with this notice.
   ✗ will be mailed at a later date.

   Office: 241
   Office No: 0149

   Signature of Law Enforcement Officer: ❌

Rev. 7/14 SML
Copy 1: Operator, to use to request hearing; Copy 2: Operator's Records; Copy 3: Department of Motor Vehicles; Copy 4: Officer
To: Lisa O'Neil, Sherry West
From: Chief of Police Greg Sheldon
CC:
Date: February 13, 2023
Re: Liquor Licenses

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

Tucker Box
1 South Main St

Vural Oktay
Jacqueline Oktay
Hasan Oktay
Inspection Summary
Hartford Fire Department

Inspection 8759

Scheduled 03/24/2023 09:30
Scheduled Peltier
Inspected On 03/24/2023 09:30
Finished At 03/24/2023 10:00
Next Inspection

Inspection
Type FINAL Inspection
Status Completed/Closed
Inspector Thomas Peltier
Unit Number HFM3
Shift FM

Occupant
Occupant Name Tuckerbox
Building Name Assembly Occupancy - Restaurant
Contact Name Jacqueline Oktay
Address 1 S MAIN ST
City, State and Zip White River Junction, VT 05001-
Phone 802-359-4041

Owner
Owner / Company GATES-BRIGGS BUILDING TRUST OF 2019
Contact Name BRIGGS DAVID, TRUSTEE
Address P O BOX 85
City, State and Zip WHITE RIVER JUNCTION, VT 05001-
Phone 802-683-5502

Comments
Liquor License Fire Inspection:

Initial Inspection: 02/14/2023
Final Inspection: 03/24/2023
Occupancy Type: Assembly Occupancy - Restaurant
Occupancy Status: GRANTED

Final Inspection Notes:
- No violations were noted at the time of the final inspection. All previously noted violations have been corrected.

Violation Summary

<table>
<thead>
<tr>
<th>Status</th>
<th>Violation</th>
<th>Location</th>
</tr>
</thead>
</table>

Tickler History

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Inspector</th>
<th>Narrative</th>
</tr>
</thead>
</table>

Signatures

Date: 3/24/2023
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

HARTFORD LIQUOR/TOBACCO LICENSE -ADDITIONAL INFORMATION

ALL information must be completed (use separate sheet, if necessary).
Incomplete applications will cause delays in processing

Date: 3/8/23 Applicant: Jake's Quechee Market, Inc.
Doing Business As: Jake's Quechee Market
Mailing Address:

Telephone Number(s): E-mail
Other Contact Name: (if applicable)

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:
James Kerrian
Ed Kerrian
Howard Myers

Please list violations for the past THREE years any licensee, director, owner, stockholder has been charged with (See Hartford Liquor Policy for Details). If no violations, please answer "None".

None

Liquor/Tobacco License Violations for the past THREE Years (See Hartford Liquor Policy for Details) including violations taking place on licensee's premises and/or charges against employee, etc.: If unsure of violations, contact DLL and obtain your records of violations. If no violations, please answer "None".

June 2020 - tobacco. Failed compliance check.

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

James Kerrian
Printed Name

3/8/2023
Date

Licensee’s Signature

Printed Name

Date
Application
DLL - Application - 20843

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 20843
Business Entity Name
Jake's Quechee Market
Phone number:

Applicant Email
jkerrigan@jakesmarket.com

Renewal Application
Applicant Action Comments

License/Permit Location Description

Town Fee
70
Business Entity Phone
18022919900

Physical Location Name
Jake's Quechee Market
Physical Location Street 1
7161 Woodstock Road
Physical Location Street 2/Unit/Suite

Created By
James Kerrigan (DLLLicenseManagement/s/profile
/0051000000AvinWAAR)
, 3/7/2023 4:16 PM

RELATED INFORMATION

External Status
Application sent to municipality
Town Clerk/Municipal Jurisdiction
Hartford
Historical Id
SECN
Application Type
License
Application For
Second Class License
Town User Approval/Rejection Comments

Eligibility of Tobacco Fee waiver

Physical Location City/Town
Quechee
Physical Location State
Vermont
Physical Location Zip
05059
# APPLICATION DETAILS

**DLL - Application Id**
DLL - Application - 20842

**Business Entity Name**
Jake's Quechee Market

**Phone number:**

**Applicant Email**
jkerrigan@jakesmarket.com

**Renewal Application**

**Applicant Action Comments**

**License/Permit Location Description**

**Town Fee**
0

**Business Entity Phone**
18022919900

**Physical Location Name**
Jake's Quechee Market

**Physical Location Street 1**
7161 Woodstock Road

**Physical Location Street 2/Unit/Suite**

**Created By**

James Kerrigan (/DLLLicenseManagement/profile/005t0000000AvinWAAR) , 3/7/2023 4:12 PM

# RELATED INFORMATION

**External Status**
Application sent to municipality

**Town Clerk/ Municipal Jurisdiction**
Hartford

**Historical Id**
TOBC

**Application Type**
License

**Application For**
Tobacco License

**Town User Approval/Rejection Comments**
Eligibility of Tobacco Fee waiver
<table>
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<tr>
<th>APPLICATION DETAILS</th>
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<td><a href="mailto:jkerrigan@jakesmarket.com">jkerrigan@jakesmarket.com</a></td>
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<td>Physical Location Street 2/Unit/Suite</td>
<td>Jake's Quechee Market</td>
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<td>Physical Location State</td>
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<td>Hartford</td>
<td>Vermont</td>
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<td>Physical Location City/Town</td>
<td>Outside Side Consumption End time</td>
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<td>Landlord Name</td>
<td>Outside Side Consumption Hours Requested</td>
</tr>
<tr>
<td></td>
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</tbody>
</table>
|                       | Approximate Number of Persons Expected:
Memo

To: Lisa O'Neil, Sherry West
From: Chief Greg Sheldon
Date: March 21, 2023
Re: Liquor Licenses

The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system as well as the Vermont Spillman RMS system. This check did not reveal any recent activity that would negatively impact their respective application.

Jake's Quechee Market
7161 Woodstock Rd

James Kerrigan
Edward Kerrigan
Howard Myers
# Inspection Summary

**Hartford Fire Department**

**Inspection 8361**

## Inspection

- **Type**: Liquor License Inspection
- **Status**: Completed/Closed
- **Inspector**: Alan Beebe
- **Unit Number**: HFM3
- **Shift**: DFM
- **Scheduled**: 02/02/2023 11:30
- **Scheduled**: 02/02/2023 11:30
- **Finished At**: 02/02/2023 13:00
- **Inspected On**: 02/02/2023 11:30
- **Inspection Length**: 1.50

## Occupant

- **Occupant Name**: Jakes Market of Quechee
- **Building Name**:
- **Contact Name**:
- **Address**: 7161 WOODSTOCK RD
- **City, State and Zip**: Quechee, VT 05059-
- **Phone**: 802-291-9900

## Owner

- **Owner / Company**: ZERO WOODSTOCK LLC
- **Contact Name**:
- **Address**: 227 MECHANIC STREET
- **City, State and Zip**: LEBANON, NH 03766-
- **Phone**:

## Comments

All noted violations shall be properly addressed and completed within a limited but reasonable time. Immediate life safety hazards shall be addressed and corrected IMMEDIATELY. A response with a plan of action is REQUIRED within 30 days of receipt of this fire inspection report. A final inspection shall be completed before a clear fire inspection report can be obtained. Please contact me by phone 603-359-6418 or by email at abeebe@hartford-vt.org when violations are completed and or a plan of corrective action is ready for review.

## Violation Summary

<table>
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<th>Violation</th>
<th>Location</th>
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<tbody>
<tr>
<td>Closed</td>
<td>10.11.1 - Premises Identification</td>
<td>Front Entrance</td>
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</table>

**New and existing buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property.**

**Comments:**

New and existing buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. Address identification noted as not visible from road.

**Required Action:**

Building shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. Address number SHALL NOT be less than 4" in size.

Date: 3/22/2023
### 4.4.3.1 - Unobstructed Egress

In every occupied building or structure, means of egress from all parts of the building shall be maintained free and unobstructed.

**Comments:** Storage noted in stairway coming from the upstairs office.
Storage noted near the exit next to the loading dock.

**Required Action:** Remove all items to make egress easy and clear

### 110.26 - Spaces About Electrical Equipment

Access and working space shall be provided and maintained about all electrical equipment to permit ready and safe operation and maintenance of such equipment.

**Comments:** - Electrical panels must have a minimum of 36 inches of clearance in front of the panel
- A minimum clearance width of 30-inches or the width of the equipment, whichever is greater.
- The clearance space must allow the electrical panel door to open at a 90-degree angle.

Storage is not permissible in Sprinkler/Electrical Room

**Required Action:** Remove and obstructions to the electrical panel(s)
Remove storage in Sprinkler/Electrical room

### 12.4.1 - Fire Doors and Other Opening Protectives

The installation and maintenance of assemblies and devices used to protect openings in walls, floors, and ceilings against the spread of fire and smoke within, into, or out of buildings shall comply with Section 12.4 and NFPA 80, Standard for Fire Doors and Other Opening Protectives. [601.1.1]

**Comments:** Door noted to be open without a door closer.

**Required Action:** Add a door closer to the room

### 4.5 - Flexible Cords and Cables

Flexible cords and cables shall not be used as follows:
1. As a substitute for the fixed wiring of a structure
2. Where run through holes in walls, ceilings, or floors
3. Where run through doorways or windows, under carpets, and so forth
4. Where attached to building surfaces

Flexible cords or cables used as a substitute for fixed wiring to supply outlets in rooms or areas shall be removed and, where required, shall be replaced with permanently installed receptacles using an approved wiring method.

**Comments:** Extension cords are not to be used for permanent wiring
- Noted to be in a cabinet to a microwave and is being pinched in the door
- Noted to be at the ice cream freezer near the deli

**Required Action:** Remove all extension cords

### 11.18 - Covers (Electrical)

All panelboards and switchboards, pull boxes, junction boxes, switches, receptacles, and conduit bodies shall be provided with covers compatible with the box or conduit body construction and suitable for the conditions of use.

**Comments:** Electrical outlet near the floor in the deli has no cover
GFCI Electrical outlet on the side of the Skinny Pancake noted to be missing a weather-tight cover

**Required Action:** Replace missing cover(s)

---

### Tickler History

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Inspector</th>
<th>Narrative</th>
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</thead>
<tbody>
<tr>
<td>03/15/2023</td>
<td>Emailed Notice</td>
<td>Beebe, Alan</td>
<td>emailed report to jpm manager email. They are working on filing</td>
</tr>
</tbody>
</table>

**Date:** 3/22/2023 **Page:** 2
Signatures

Inspector

[Signature]

3/22/23

Alan Beebe

Date

Liquor license paperwork still

Date: 3/22/2023
TOWN OF HARTFORD
171 BRIDGE STREET
White River Jct., VT 05001
802-295-9353 (Tel.) 802-295-6382 (Fax)
PLEASE PRINT LEGIBLY OR TYPE

ADVISORY BOARD/COMMISSION APPLICATION

Application for ___ appointment(s) or ___ re-appointment to: Committee on Housing and Homelessness

I. APPLICANT DATA:

Name: Jennifer Kravitz
Address: 935 Do-Hum Rd
           White River Jct., VT 05001
Telephone: (Home) __________  (Work) __________  (Other) __________
Email Address: __________
How long have you been a Hartford resident? _______years
Are you a registered voter? ______________

II. EDUCATION:

High School: Southern Lehigh HS  Year Graduated: 1977
College 1: Temple University  Degree Earned: B.S.
Course of Study: Physical Therapy  Year: 1981

College 2: ___________________________  Degree Earned: __________
Course of Study: ___________________________  Year: __________

III. WORK HISTORY:

Please list Employer name & address (most recent first)  Dates of Employment  Position held  Job duties

Hanover Terrace 2021 - ongoing  per diem physical therapist
VNH of VT & NH 2017 - 2021  home care physical therapist
- various other P.T. jobs over 40 years

03/10/2020
IV. PROFESSIONAL EXPERIENCE:

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

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? I have long been interested in using my time and talents to help those in need. Everyone in our community deserves a chance to live a safe and useful life.

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

d. What civic or social organizations have belonged to and what positions did you hold? I have been a mentor with Windsor County Minors for 10 years. I organized and led the Social Service Outreach at my church. I was a volunteer for Listen Community Dining for years.

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

f. What might some solutions be? Items 1-6 of the Committee's charge.

g. Other hobbies/interests: Music, sewing, biking, hiking, reading.

V. REFERENCES: (Please list three)

Name: JoAnne DeMoulin Telephone: [Redacted]

Name: Mary Beuchard Telephone: [Redacted]

Name: Carol White Telephone: [Redacted]

APPLICANT'S SIGNATURE: [Signature]

DATE: 3/9/23
TOWN OF HARTFORD
171 BRIDGE STREET
White River Jct., VT 05001
802-295-9353 (Tel.) 802-295-6382 (Fax)
P LEASE PRINT LEGIBLY OR TYPE

ADVISORY BOARD/COMMISSION APPLICATION

Application for X appointment(s) or ___ re-appointment to:
Housing and Homelessness Committee

I. APPLICANT DATA:

Name: Sandra Mariotti (Sandy)
Address: 528 Fairview Terrace, W.R.C, VT 05001

Telephone: (Home) (Work) (Other)
Email Address: 

How long have you been a Hartford resident? 29 yrs
Are you a registered voter? Yes

II. EDUCATION:

High School: Windsor High School Year Graduated: 1986
College 1: VTC Degree Earned: RN
Course of Study: Associates Nursing Year: 2016

College 2: Franklin Pierce University Degree Earned: Bachelors
Course of Study: Nursing Science/Leadership Year: 2023

III. WORK HISTORY:

Please list Employer name & address (most recent first) Dates of Employment Position held Job duties
Dartmouth Health, Lebanon 2020-present RN Case Manager Discharge Planning
Dartmouth Health, Lebanon 2010-2020 Post-Op Tech Operating Room Tech
VAMC, W.R.C, VT 2000-2010 Wisn Assi. Ntl Ctr PTSD Secretary
VAMC, W.R.C, VT 1989-2000 Food Worker, Clerk, Ward Secretary
Stoughton House, Windsor, VT 1984-1986 Kitchen Aid, Cook, Clean

03/10/2020
IV. PROFESSIONAL EXPERIENCE:

a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available.
   Would you be available for evening meetings? 4 nights per month. 
   One night per week: M-Th.

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? As a case manager at DH, I see the devastating results of people who experience homelessness. I would like to participate in finding a solution.

c. What are your past experiences in Municipal, State or Federal Government? 
   Selectboard member for Hartford for 4 yrs

d. What civic or social organizations have belonged to and what positions did you hold?
   Team Parent HTHA
   Girl Scout troop leader

e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions?
   Assist with outreach to help decrease homelessness and assist in advocating for homeless people to get assistance. Assist to identify regulatory issues related to homelessness.

f. What might some solutions be? Meet with Community to assess the community goals specific to Hartford. Reduce regulatory barriers. Leverage support services and identify those at risk for homelessness before they lose their home, look into rapid rehousing options.

g. Other hobbies/interests: Spending time with my family. Reading Disney books. Spending time at camp, traveling.

V. REFERENCES: (Please list three)

Name: Helen Graves, RNCH Telephone:
Name: McKenzie Dunham, SW Telephone: 
Name: Norman Mariotti, Spouse Telephone:

Semucha Mariotti
APPLICANTS SIGNATURE DATE

3/11/2023

03/10/2020
TOWN OF HARTFORD
171 BRIDGE STREET
White River Jct., VT 05001
802-295-9353 (Tel.) 802-295-6382 (Fax)
PLEASE PRINT LEGIBLY OR TYPE

ADVISORY BOARD/COMMISSION APPLICATION

Application for ___appointment(s) or X re-appointment to: HCORE1

I. APPLICANT DATA:

Name: Sara Campbell
Address: 141 Chellis St. WRJ, VT 05001

Telephone: (Home) ___________ (Work) ___________ (Other) ___________
Email Address: samperrr@gmail.com
How long have you been a Hartford resident? 11 years
Are you a registered voter? Yes

II. EDUCATION:

High School: West Carteret HS Year Graduated: 1993
College 1: UNC-Chapel Hill Degree Earned: BA
Course of Study: Stage Management/Dramatic Art Year: 1997

College 2: ___________________________ Degree Earned: ___________________________
Course of Study: ___________________________ Year: ___________________________

III. WORK HISTORY:

Please list Employer name & address (most recent first) Dates of Employment Position held Job duties

Alice Peck Day Memorial Hospital Present Project Manager Project Management
Dartmouth College 2014-2019 Asst. Director Institutional Events
Tuck School of Business 2011-2014 Program Coordinator Coordinated Executive Education

03/10/2020
IV. PROFESSIONAL EXPERIENCE:

a. If you were appointed to a board or commission which meet in the evenings, how many nights a month could you serve? Please provide days of the week which you are generally available. Would you be available for evening meetings? I am available the current HCOREI schedule of bi-monthly the 1st and 3rd Wednesdays

b. Why do you desire to serve on this advisory board/commission, and what skills/training can you contribute? I have served on this committee since its founding and have institutional knowledge of both the work and the boards.

c. What are your past experiences in Municipal, State or Federal Government? I am on HCOREI and have served for six years. I am currently the chair.

d. What civic or social organizations have belonged to and what positions did you hold? I am serving in HCOREI in the Town of Hartford, I severed a few years in the WRS PTA, I'm a current participant in the Leadership Upper Valley Program held by Vital Communities

e. What do you perceive as areas of need in the municipality which could be addressed by either the administration or one of the advisory boards/commissions? HCOREI has an existing charge to support the select and school boards on issues surrounding Racial Equity and Inclusion

f. What might some solutions be? Work in progress with existing strategic plan, policy review, community safety review etc.

g. Other hobbies/interests: Gardening, Knitting

V. REFERENCES: (Please list three)

Name: Alisha Robinson
Telephone: [redacted]

Name: Joe Major
Telephone: [redacted]

Name: Gabrielle Lucke
Telephone: [redacted]

Sara Campbell
Applicants Signature: [signature]
Date: 03/10/2020
Significant Activity Report
April 4, 2023

Town Clerk

- **Clerk’s Office Staffing:** Fully staffed for FY 23. The recently approved Town Budget includes the addition of a half-time Assistant Clerk.

- **Abatement Hearing:** The date for upcoming Abatement Hearings has been set for Monday, April 24th beginning at 5:30pm. A Notice & Agenda will be posted in the coming weeks.

- **Clerk Advisory Council:** Hartford hosted the Vermont Secretary of State, Sarah Copeland-Hanzas, for the first meeting of the newly formed Clerks Advisory Council meeting on March 21, 2023 (see attached SOS Press Release).

- **Liquor Licenses:** Assistant Clerk, Sherry West, has been working diligently with license holders to complete and submit their application to the DLL portal. As of 3/28/2023, there are still several who have not done so. Licenses expire on April 30th. All licenses must go through the Local Liquor Control Board approval process before being submitted to the State for final review/approval.

- **Dog Licenses:** All dogs, age six months and older, are required by State Statute to be licensed no later than April 1st. A late charge will be applied to all licenses issued after this date. By midday on 3/28/2023 only 511 licenses had been issued by the Clerk’s Office. In 2022, we issued 849 licenses. A current Rabies Certificate is required. We strongly encourage all dog owners to license their dogs in accordance with 20 V.S.A. § 3581 for the health and safety of the dogs and the Hartford community.

Environmental Sustainability Coordinator

- Planning for another Window Dresser’s build this fall is underway, last year the Hartford Energy Commission partnered with the Hartland Energy Committee to successfully build 195 inserts for over 30 households in Hartford, Hartland, and nearby towns. This year we are adding the Sharon Energy Committee to the partnership, and thankfully so, we have already had 35 households pre-order 278 inserts before our first organizing meeting. We think this is in large part because of people seeing the inserts made last year in the homes of family and friends and hearing about the energy savings. At this month’s Hartford Energy Commission meeting Harry Falconer from the Two Rivers-Ottauquechee Regional Commission presented on Vermont’s Municipal Energy Resiliency Program, or MERP, which is a grant program to help municipalities in Vermont address their energy needs and improve the efficiency of one of their municipal buildings. The program includes energy audits and a grant up to $500,000 for HVAC and efficiency improvements. Grant applications and final guidance is coming soon.

- Plans to address the Town Hall heating system issues and install back up heat are continuing. Both HVAC and electrical companies have been at Town Hall over the past couple of weeks and are putting together work scopes and quotes to present to the Town.

- Vermont Adult Learning’s heat pump training program happening April 10-19 is almost full. Students will learn the basics of heat pump installation and earn industry certifications. If anyone is curious about what students are learning they should contact the Environmental Sustainability Coordinator to schedule a walk through with members of the Energy Commission, preferably on April 11th.

- West Hartford Library worked with Parks and Recreation and the Environmental Sustainability Coordinator to complete a needs assessment for the Library. This is the first step in making the Library eligible for Vermont’s Capital Improvement Grant Program. We identified the water quality, heating system, and back up power as high needs for the library.
Department of Public Works

Water Department:
Currently Fully Staffed:
Updated LCRR
Fixed leak at the corner of Hazen and Barnes with help from Highway.
Finished and sent Edits to Finance.
Mark outs for VA and Hartford Village Bridge construction.
Took hydrant out of service for repair at 1638 Maple Street.
Start and finished Filter 2 rehab (Waiting on samples to put it back online).
Kim Souza came for a tour at the Wilder Treatment Plant.

Quechee Wastewater Department:
1 open position for Wastewater Operator 1:
Final Inspections – Quechee.
Chevy diagnostic – EVAP.
Work on Main Pump Station generator.
Meet with contractors regarding updates at FOX lane and new construction on Willard Road.
Start spring clean of contact channel.
Fine Screen maintenance.
Grit collector maintenance.
Start writing procedure "manual" for Quechee WWTF.
Change Oxygen Sensor at Main Pump Station.

Highway Department:
2 open positions for Highway Equipment Operator 1:
Received new 10-wheel dump truck.
Picking up trees from winter storms.
Equipment maintenance.
Order material for springtime cleanup.
Measuring guardrails for replacement.
Measuring for line striping.
Started grading and monitoring gravel roads.

White River Wastewater:
1 open position for Chief Wastewater Operator:
Working on Fire Dept. safety list.
Richard Electric installed GFI out-lets (Fire Dept. safety list).
Vermont Life Safety did yearly fire alarm inspection.
Unplugged pumps at Bridge Street pump station. (Two times).
Alarm at South End pump station.
Marked out sewer lines. (Dig Safe / Boring / Signs/ act.)
Drained and cleaned contact chamber.
Made sodium thiosulfate for E-coli testing.
Prepared TSS pads for composite sampling.
Dewatered 250,000 gallons of sludge.
Dewatered 24,000 gallons of sludge brought in from Quechee wastewater treatment plant.
Install new battery’s, yellow dump truck.
Repaired air leak and exhaust leak on W-11 dump truck.
Call out: 34 Frost Park (Jetted sewer main)
Treatment plant tour for Kim Souza and Jeremy Delisle.
Stearn’s Septic training a new employee on the vactor truck, jetting and cleaning 600 feet of sewer mains for free.

**Finance**
Staffing – 3 filled 1 vacant
Preparing for Calendar Year 2022 Work Comp Audit
Preparing for Fiscal Year 2023 audit testing
Completing quarterly / annual reports to external parties
Assisting staff with executing the approved ARPA funds
Assisting staff with grant review requests and reporting

**Fire Department**
03/30/23
Incident Log:

<table>
<thead>
<tr>
<th>Calls for Service 3/03/23-3/16/23</th>
<th>94</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incident Type Categories</td>
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</tr>
<tr>
<td>Fires</td>
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<tr>
<td>Overpressure Rupture/Explosion</td>
<td>0</td>
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<tr>
<td>Rescue/Medical</td>
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</tr>
<tr>
<td>Hazardous Conditions</td>
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</tr>
<tr>
<td>Service Calls</td>
<td>9</td>
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<tr>
<td>Good Intent</td>
<td>4</td>
</tr>
<tr>
<td>False Alarm</td>
<td>4</td>
</tr>
<tr>
<td>Weather Emergency</td>
<td>0</td>
</tr>
<tr>
<td>Special Incident/Other</td>
<td>0</td>
</tr>
</tbody>
</table>

Staffing levels for the fire department currently authorized for 29 fulltime positions, all positions are currently filled.

Members of the department completed annual continuing education for paramedic refresher training.

The fire prevention office completed numerous inspections during this period: liquor licensing, follow-up inspections, joint health inspections and new construction inspections.

The department participated in public education at the Dothan Brook School. Demonstrations were presented to the students highlighting the many rescue skills of firefighters.
Department of Planning and Development Highlights

- **TIF District Program** – Extensions to the District’s deadlines to incur debt and to collect tax increment was approved by the State Senate and passed over to the House. Testified before the House Ways and Means Committee. Separately, the Town auditor review of the TIF Program for FY 2022 was completed.

- **Town Plan Housing Chapter Update** – Held the 4th meeting of the Planning Commission/Town Plan Update Steering Committee which focused on housing goals and strategies, and planning the 2nd Community Meeting for April 13th. This meeting will be in-person at the Bugbee Senior Center beginning at 6:30 PM. Information on the first Community Meeting, and upcoming April 13th meeting and other housing related items can be found via the front page of the Planning and Development Department section of the Town website under the “Homes for Hartford” link at the top of the blue column on the left side of the page.

- **Home Creators Expo on May 6th** - Staff continued work with Vital Communities, Two Rivers Ottauquechee Regional Commission and the Hartford Area Career and Technology Center (HACTC) to plan the Expo focused on providing information on the “To Dos on ADUs” (Accessory Dwelling Units). The Expo will have workshops, booths and resource information covering a range of topics for people who know nothing about ADU’s to those wanting technical information on how to go about building one. The event will be at the HACTC from 10:00 AM – 3:00 PM. Look for more information on the Town website, social media and around Town.

- **Vermont Municipal Planning Grant** – The Town was awarded the grant to update the Economic Development Chapter of the Town Plan. The project is expected to begin in the Fall, which includes hiring an economic specialist consultant. The Planning Commission/Town Plan Steering Committee will continue to work with staff and the consultant.

- **Annual Green-Up Day** - It’s that time of year again when Hartford begins planning for participation in the state-wide “Green-Up”. This year that falls on Saturday May 6th. Information will soon be posted around town and on social media on when and where people can sign-up to clean specific areas, pick up trash bags, and take the trash bags.

- **Hartford Historic Preservation Performing Arts History Project** - Completed an interim progress report for the Certified Local Government grant. A recording of the March 15th presentation by consultant Neil Silberman is available via the front page of the Town website or the Planning and Development Department page. A second public presentation is planned for June.

- **Ongoing Planning and Development**: The department continued to assist applicants regarding general inquiries and submittal of Zoning/Building permit applications; reviewed/approved building/zoning and design review applications; and conducted inspections of completed projects for issuance of Certificates of Occupancy.

- **Department Staff Levels** - All four full-time positions are filled.

**Assessor**

- Processed permits, homestead declarations, and transfers
- Attended VALA monthly meeting as well as educational webinars
- Worked with the CAMA vendor Vision on new system exports
- Worked on “rental unit” estimates for Planning
- Assisted tax payers with questions
Parks & Recreation Department

Program and Park Highlights

- Our Program Guide for the Spring and Summer was distributed to all the schools and various locations throughout the community. The brochure is also available electronically at www.hartfordrec.com
- Since our last report, the department has processed 244 registrations and have brought in $15,327.00 in revenue.
- The WABA Staff have completed the ice removal from the arena. They continue to clean up the slab floor in preparation of the school’s usage along with our spring sports programs. Additionally, we will be repainting inside the facilities locker rooms, lobby and viewing areas.
- Timber Tender completed spring pruning of several town owned trees. Additionally, they removed 3 trees near the Coop Municipal Lot which were dead. The Tree Board plans to replace the tress with a Tree Canopy Grant through the State.
- The Department has a 1 full time vacancy of the Administrative Assistant. We are in the process of filling seasonal vacancies for the Sherman Manning Aquatic Facility (12) and the Ventures Summer Camp (14). Currently we have several applications, and we are working through them and conducting interviews. We will have a good handle on how we are doing with positions later in April.
- Eggs In the Park has started. This scavenger hunt community activity provides an adventurous exploration of our parks while searching for bright colorful eggs. Each located egg will have a trivia question you need to solve.
- The staff are preparing for the Annual Egg Scramble scheduled for Saturday, April 8th at DBS. The Spring Egg Scramble is our version of the perfect Egg Hunt. Rain, snow or shine, the scramble takes place. Several age groups are planned between 9am-11am. This is a free event sponsored by 802 Credit Union. We will be accepting donations of non-perishable food that will be taken to the Upper Valley Haven.
- Spring sports registrations have begun for youth baseball/softball, and quickball.
- UVAC Learn to Swim continues through April 5th.
- Table Top Tuesday – D&D and Adventure Club registrations are open for the spring after school program season.
- Park gates will likely open very soon as the weather continues to cooperate. Park guidelines for use and other important park use materials will be pushed out over social media and our web page as we begin opening the parks.

Hartford Police Department

1. On March 23rd, Senior Police Officer Jhonathan Angulo received a report that a senior citizen residing in the town of Hartford had withdrawn $29,000 cash from a local financial institution, then proceeded to mail the cash to an address in the state of Georgia. It was clear that a telephone scam was victimizing the reporting party. Officer Angulo showed extreme care and empathy in his efforts to assist the victim. Through an extensive investigation and collaboration with law enforcement in Fulton County, Georgia, Ofc Angulo was able to locate the cash and is currently coordinating its return. The investigation into the identity of the perpetrator(s) is ongoing.

2. During the afternoon of March 23rd, 2023, the Hartford Police Department received a “Be on the Lookout” notification from the Lebanon NH Police Department in reference to a vehicle operator who had fled from officers. A short time later, Acting Sergeant Randy St Peter located
the vehicle on Sykes Mountain Avenue. The vehicle operator fled from Sgt St Peter and proceeded west on Sykes Mountain Avenue. Ofc Lucas Menezes located the vehicle unoccupied in the parking lot of the Super 8 Motel. Through a thorough investigation, Sgt St Peter and Ofc Menezes identified the operator as James Larese of Lebanon, NH.

Larese was placed under arrest. During the investigation, the investigating officers obtained reasonable cause to believe that Larese was in possession of illegal drugs. The officers on scene collaborated with the Hartford Police Department’s Criminal Investigations Division (CID), and subsequent search warrants for Larese’s motel room, locked toolbox, and the vehicle was granted. Larese was found to be in possession of 715 bags of suspected heroin, numerous suspected fentanyl pills, a felonious amount of cocaine, various unknown powders, and multiple handguns. The Drug Enforcement Agency has adopted this case for federal prosecution. Larese is being housed at Southern State Correctional Facility in lieu of bail.

3. Lieutenant Howell and Investigator Clifford in New Mexico attending a Federally funded training on Incident Response to Terrorist Bombings.

**Recruitment Status**

**Police**

**Background stage-**

Police Candidate 1 (VT full-time certified, looking for part-time work/grant work)
Police Candidate 2 (NH full-time certified, VT part-time certified)

**Active Applications-**

Police Candidate 3 (VT full-time certified)

**Application Pending-**

Police Candidate 4 (no experience)

**Dispatch**

**Background Stage-**

Dispatch Candidate 1 (prior experience)

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<tr>
<th>Nature of Incident</th>
<th>Total Incidents</th>
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<tbody>
<tr>
<td>Agency: Hartford Police Department</td>
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<tr>
<td>911 Hangup Call</td>
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<tr>
<td>Agency Assistance</td>
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<tr>
<td>Alcohol Offense</td>
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<tr>
<td>Animal Bite</td>
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<tr>
<td>Animal Noise</td>
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<tr>
<td>Animal Problem</td>
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<tr>
<td>Bleeding</td>
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<tr>
<td>Burglary</td>
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<td>Burglary Alarm</td>
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<tr>
<td>Car Fire</td>
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<tr>
<td>Citizen Assist</td>
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<tr>
<td>Citizen Dispute</td>
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<tr>
<td>Traffic Accident with Damage</td>
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<tr>
<td>Traffic Accident with Injuries</td>
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<td>Directed Patrol</td>
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<td>Disorderly Conduct/Noise</td>
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<td>Family Fight/Domestic</td>
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<td>Foot Patrol</td>
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<td>Incident Description</td>
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<td>Intoxicated Person</td>
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<td>Juvenile Problem</td>
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<td>Lock Down Drill</td>
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<td>Medical Emergency</td>
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<td>Mental Health Emergency</td>
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<td>Missing Person</td>
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<td>Motor Vehicle Complaint</td>
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<td>Noise Disturbance</td>
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<td>Paperwork Service</td>
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<td>Parking Problem</td>
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<td>Property Damage, Non Vandalism</td>
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<td>Runaway Juvenile</td>
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<td>Unknown Medical Emergency</td>
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<td>Social Media</td>
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<td>Stalking</td>
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<td>Suspicious Person</td>
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<td>Suspicious Person/Circumstance</td>
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<td>Theft</td>
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<td>Theft of Motor Vehicle</td>
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<td>Threatening</td>
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<td>Traffic Hazard</td>
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<td>Traffic Violation</td>
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<td>Training</td>
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<td>Unresponsive Person</td>
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<tr>
<td>Unlawful Mischief</td>
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<td>VIN Number Inspection</td>
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<tr>
<td>Wanted Person</td>
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<td>Welfare Check</td>
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</table>

Total Incidents for This Agency: 349

IT
Two Cradlepoint routers setup for FD
- config updates for routers/switches
- VPNs with new PD agency
- new employee onboardings/offboarding
- Cradlepoint demo swap out
- project scope for NAS expansion for PD
Current status of Fairview and Gates Street Hill,

We completed a kick-off meeting which was followed by the start of on-site topographic/boundary surveying and subsurface investigations, and deed research. The borings completed to date unfortunately discovered large voids below the road surface. Additional borings which could not be completed under winter conditions are scheduled for next week.

In the office the engineers continue to work on the preliminary plans and calculations which are directing the further on-site efforts. The next steps planned are completion of the lab reports after completion of the additional boring and 50% preliminary design plans by the end of April.

Considering the voids discovered which we do not fully know the extent of it is in the Town’s best interest not to reopen the roadway to traffic.

We urge the public and board to exercise patients through this process. This project has only just kicked off after being harpered by winter conditions. These professional services take time and care to perform as reflected in the cost.
**SCHEDULE**

The schedule provided assumes the following:

- Weather allows for geotechnical evaluation by March 2023
- ROW acquired within 2.5 months of permit plan review

Survey ................................................................................................................................. January 2023
Kick Off Meeting ........................................................................................................... January 11, 2023
Borings ............................................................................................................................... March 16, 2023
Lab Report ......................................................................................................................... March 30, 2023
Preliminary (50% Design) ............................................................................................... April 28, 2023
Town Preliminary Plan Comments (4 weeks) ............................................................... May 26, 2023
Permit (85% Design) ........................................................................................................ July 28, 2023
Town Permit Plan Comments (3 weeks) ....................................................................... August 18, 2023
Right-Of-Way (ROW) ....................................................................................................... October 26, 2023
Final (100% Design) ......................................................................................................... November 17, 2023
Bidding (3 weeks) ........................................................................................................... January 8, 2024
Construction begins ......................................................................................................... April/May 2024
1. **Christian Street** (School Street – Chandler Road 1.13 Miles)
   Class II Roadway
   2” Milling/Overlaying/Ditching
   **$286,000**

2. **Dothan Road** (Route 14 – Northerly 1.41 Miles)
   Class III Roadway
   1.5” Milling/Overlaying/Ditching
   **$280,000**

3. **VA Cutoff Road** (Route 5 – Southerly 1.10 Miles)
   Class II Roadway
   1.5” Overlaying/Ditching
   **$192,000**

4. **Fowler Lane** (Dewey’s Mills Road – Begin Class IV – 0.11 Miles)
   Class III Roadway
   Reclamation/3” Overlay
   **$41,000**

5. **Chandler Road Section 1** (Route 5 – I-89 – 0.63 Miles)
   Class III Roadway
   Reclamation/Milling/Underdrain/Ditching/1.5”-3” Overlay
   **$132,000**

6. **Chandler Road Section 2** (I-89 – Christian Street – 0.31 Miles)
   Class III Roadway
   1.5” Overlay
   **$57,000**

7. **Grover Street** (Chandler Street to End - 0.09 Miles)
   Class III Roadway
   1.5” Overlay
   **$12,000**

   **$1,000,000 (Subtotal)**
   -$200,000 (Max. Class II Grant – Christian Street)
   $ 800,000 (Total after $200,000 grant if awarded.)

**Note:** Pricing is preliminary, extent of work is based on assumed unit cost and award of Class II paving grant for Christian Street.

Chris

Christopher Holzwarth
Public Works Project Manager
173 Airport Road
White River Junction, VT 05001
802-295-3622 phone
802-281-7051 fax
AGENDA MEMORANDUM
April 4th, 2023
Town Selectboard Meeting Item: 5d
Submitted by: Dana Clawson, Environmental Sustainability Coordinator

Subject: Town of Hartford EV charging stations overview.

Background: The Charge Point chargers located in the South Main Street municipal parking lot were installed in late summer 2018 and became operational on October 24, 2018. The total cost of installation was $34,214.90, of that amount $12,356.02 was covered by Green Mountain Power, $20,885 was covered by the Agency of Commerce and Community Development, The Town of Hartford provided $669.67 in labor and $304.21 in funds.

The chargers were active and in public use from 11-07-2018 until 06-09-2022 when cellular service transitioned from 3G to 4G and the chargers could no longer connect to the Charge Point management system due to the chargers not being compatible with the 4G network. This is a widespread issue with our model of charger that Charge Point is working to address nationwide. During the four years the chargers were in operation they were used 2036 times and generated $4276.16 in net revenue for the Town. It is worth noting that usage of the chargers and the revenue generated grew significantly as time went on and the number of EV vehicles on the road increased. In the chargers first year of operation they were used 441 times and generated $801 net revenue. In the chargers final year of operation they were used 824 times and generated $2020.56 in net revenue, almost half the revenue generated over all 4 years in operation.
Subject: Modification to Tax Increment Financing District FY 2022 Annual Report to Vermont Economic Progress Council

Background: On February 7, 2023 the Selectboard received and Certified the FY 2022 Tax Increment Finance District (TIF) Annual Report covering the period of July 1, 2021 through June 30, 2022. The Report includes information on the April 1, 2021 Grand List property values, progress and expenditures on TIF District infrastructure improvement projects, status of TIF District private sector development projects, job creation, and other information since the District was established in 2011. The attached Revised FY 2022 Annual Report includes modifications to information in Section III, Debt Instruments, and in Section IV, Improvement Expenditures.

Discussion: The modifications reflect corrections to inadvertent errors when entering the information into the report, and correction of a formula error on the report document provided by the state. None of the modifications alter actual town authorizations of debt or payment of project expenditure already approved by the Selectboard through other processes. To assist the Selectboard in easily identifying the modifications, the corrected information has been highlighted in yellow on the Revised FY 2022 Annual Report. The original TIF FY 2022 Report presented to the Selectboard on February 7, 2023 is attached for reference.

The attached Certification form also needs to be redone to reflect resubmittal to the Selectboard. There are no changes needed for the Certification of Increment by the Town Assessor and 2nd Party Reviewer.

Financial Impact: No impact

Proposed Motion: Accept the modifications to the Fiscal Year 2022 TIF Annual Report in Section III regarding debt information, and in Section IV regarding TIF expenditures as presented and shown on the attached Revised TIF FY 2022 Annual Report, and have the Selectboard Chair or other Authorizing Official sign the Certification form.

Attachments: 1. Revised TIF FY 2022 Annual Report
2. Certification of Increment and Annual Report
3. TIF FY 2022 Annual Report SB Certified on 2-7-2023
### I. District Information:

<table>
<thead>
<tr>
<th>Municipality &amp; District</th>
<th>Hartford: White River Jct Downtown</th>
<th>Reporting Period:</th>
<th>July 1, 2021 - June 30, 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Person Completing Report</td>
<td>Lori Hirshfield</td>
<td>Grand List Year:</td>
<td>2021</td>
</tr>
<tr>
<td>Title</td>
<td>Director, Dept of Planning and Developmen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:Hirshfield@hartford-vt.org">Hirshfield@hartford-vt.org</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td>802-295-3075</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date Report Completed</td>
<td>January 15, 2023</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NOTE:** All information reported on this form by the municipality must be for the Reporting Period and Grand List Year identified above.

### II. TIF District Data:

#### Base Data (Original Taxable Value)

<table>
<thead>
<tr>
<th>Type</th>
<th>Value</th>
<th>OTV Total Acres</th>
<th>OTV Total Parcels</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$33,557,300</td>
<td>129.11</td>
<td>144</td>
</tr>
<tr>
<td>Homestead-Education</td>
<td>$560,700</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Residential-Education</td>
<td>$32,953,800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Education</td>
<td>$33,514,500</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Taxable Values as of April 1

<table>
<thead>
<tr>
<th>Type</th>
<th>Value</th>
<th>Parcel Information</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$63,342,700</td>
<td>Current Acres: 127.64</td>
<td>Current Parcels: 146</td>
<td></td>
</tr>
<tr>
<td>Homestead-Education</td>
<td>$546,800</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Residential-Education</td>
<td>$62,624,900</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Education</td>
<td>$63,171,700</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Increase (Decrease) in Taxable Values (auto-calculated)

<table>
<thead>
<tr>
<th>Type</th>
<th>Value</th>
<th>List Special Municipal Tax Rates</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$25,785,400</td>
<td>$1.0284</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Homestead-Education</td>
<td>$(13,900)</td>
<td>$1.6324</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Residential-Education</td>
<td>$29,671,100</td>
<td>$1.7272</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Education</td>
<td>$29,657,200</td>
<td>$</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### TIF Increment Revenue Retained for Reporting Year

<table>
<thead>
<tr>
<th>Type</th>
<th>Value</th>
<th>Total Special Municipal Tax Rates</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$229,735</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Homestead-Education</td>
<td>$(170)</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Residential-Education</td>
<td>$384,359</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Education</td>
<td>$384,189</td>
<td>$</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total TIF Revenue:** $613,924

#### Other TIF Fund Income

<table>
<thead>
<tr>
<th>Source</th>
<th>Education</th>
<th>Municipal</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Interest Earnings</td>
<td>$1,372</td>
<td>$1,372</td>
<td>$2,743</td>
</tr>
<tr>
<td>2 Interest Earnings on Bond Funds</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>3</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>4</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>5</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$1,372</td>
<td>$1,372</td>
<td>$2,743</td>
</tr>
</tbody>
</table>

#### Changes to Individual Parcels

<table>
<thead>
<tr>
<th>SPAN Number</th>
<th>Describe Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 28509017007.00</td>
<td>Subdivision of Parcel 17007 into two condominiums and added back into the TIF Grand List</td>
</tr>
<tr>
<td>2 28509017008.00</td>
<td>Subdivision of 17007 into two condominiums and added back into the TIF Grand List</td>
</tr>
</tbody>
</table>
### Additional Information

**Individual Parcel Changes:** This subdivision occurred in previous Townwide Grand List but inadvertently the two new parcels were not tagged as being in the TIF District and therefore did not show up in the TIF 2020 Grand List reports. This was correct for the 2021 TIF Grand List.

### III. Votes and Financing:

**Public Vote Information.** Check the appropriate box. Make sure to provide the date if information has been submitted to VEPC.

- □ No public votes or debt obligations occurred during this reporting period.
- □ Yes there were public votes and/or debt obligations during this reporting period.
  - □ Vote and debt obligation documents were submitted to VEPC. (Enter date submitted)
  - □ Vote and debt obligation documents are uploaded with this report.

#### Debt Instruments

<table>
<thead>
<tr>
<th>Infrastructure and Debt</th>
<th>Term in Years</th>
<th>Period (le. 1/1/2016-12/31/2026)</th>
<th>Interest Rate</th>
<th>Principal</th>
<th>Interest</th>
<th>Total</th>
<th>Total Payment for Reporting Period</th>
<th>Remaining Principal Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Existing Debt:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Prospect Street - General Obligation - Loan Agreement</td>
<td>20</td>
<td>7/1/2014-11/15/2034</td>
<td>Varies</td>
<td>$900,000</td>
<td>$331,331</td>
<td>$1,231,331</td>
<td>$66,375</td>
<td>$585,000</td>
</tr>
<tr>
<td>2. Stormwater/Wastewater Improvements - No. Main/Currier/Church Streets</td>
<td></td>
<td></td>
<td>Anticipate incurring debt in FY 2023/2024</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Parking Lot; Currier St Extension; No Main St.; Joe Reed Dr Sidewalk; Gates, No Main, So Main Sts. Engineering</td>
<td>20</td>
<td>8/2/2017-11/1/2037</td>
<td>3.30% Net</td>
<td>$2,126,000</td>
<td>$753,136</td>
<td>$2,879,136</td>
<td>$161,618.60</td>
<td>$1,700,800</td>
</tr>
<tr>
<td><strong>New Debt:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Example: Main Street Lights - General Obligation Bond</td>
<td>11</td>
<td>1/1/2016-12/31/2025</td>
<td>5.60%</td>
<td>$3,250,000</td>
<td>$500,000</td>
<td>$3,750,000</td>
<td>$340,909</td>
<td>$2,950,000</td>
</tr>
<tr>
<td>5. S Main/N Main/Gates Sts Water, WW Stormwater Construct. 2019 Vote, CWRSF Loans Steps I/II,III (#RF1-222) (Contract 1)</td>
<td>20</td>
<td>8/1/2022-8/1/2041</td>
<td>2.00%</td>
<td>$657,021</td>
<td>$146,604</td>
<td>$803,625</td>
<td>-</td>
<td>$657,021</td>
</tr>
<tr>
<td>6. S Main/N Main/Gates Sts Water Construct. 2019 Vote, DWRSF Loans Step III (#RF3-390-3) (Contract 1)</td>
<td>20</td>
<td>10/1/2022-10/1/2041</td>
<td>3.00%</td>
<td>$867,657</td>
<td>$298,747</td>
<td>$1,166,404</td>
<td>-</td>
<td>$867,657</td>
</tr>
<tr>
<td>8. S Main/N Main/Gates Sts Roadway Construction 2019 Vote, 2022 -1 General Bond (Contract 2 $578,200); S Main St Pkg Lot Construction 2020 Vote in 2022-1 Bond ($1,822,600)</td>
<td>20</td>
<td>5/1/2022-11/1/2042</td>
<td>2.03%</td>
<td>$2,400,800</td>
<td>$549,930</td>
<td>$2,950,730</td>
<td>$13,113.71</td>
<td>$2,400,800</td>
</tr>
<tr>
<td></td>
<td>S Main/N Main/Gates Sts Water, WW Stormwater Construct. 2019 Vote, CWSRF Loans Steps II,III Contract 2 (RF1-291-3.0 Loan not finalized until construction completed &amp; project closed out in FY2023)</td>
<td>20</td>
<td>10/1/2023-10/12/2042</td>
<td>2.00% admin</td>
<td>$734,150</td>
<td>$165,841</td>
<td>$897,991</td>
<td>$ -</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td></td>
<td>S Main/N Main/Gates Sts Water Construct. 2019 Vote, DWSRF Loans Step III Contract 2 (RF3-467-3.0 Loan not finalized until construction completed &amp; project closed out in FY2023)</td>
<td>20</td>
<td>12/1/2023-12/1/2042</td>
<td>2.00% admin</td>
<td>$895,000</td>
<td>$195,705</td>
<td>$1,094,705</td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$11,159,528</strong></td>
<td><strong>$3,031,991</strong></td>
<td><strong>$14,191,519</strong></td>
<td><strong>$375,306</strong></td>
</tr>
</tbody>
</table>

### Annual Debt Service

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Paid</td>
<td>$238,050</td>
</tr>
<tr>
<td>Interest Paid</td>
<td>$137,256</td>
</tr>
<tr>
<td>Fees/Other Costs Paid</td>
<td>$375,306</td>
</tr>
<tr>
<td><strong>Total Paid</strong></td>
<td><strong>$740,612</strong></td>
</tr>
</tbody>
</table>

### Refinancing

- **Was any portion of TIF District debt refinanced during this reporting period?**
  - [ ] No
  - [ ] Yes, please provide details.

### Direct Payments

Direct Payments: Enter the total amount of any TIF direct payments made during this period.
- **$15,524**

**Date Approved by Voters:** 2014, 2017, 2019, 2020

### Additional Information

Debts: State DWSRF % CWSRF loans for the S Main, N Main & Gates Sts project (Contract 1) were finalized when construction was completed in FY2022 and final costs known. This resulted in reduced loan amounts and loan terms, and revised payment schedules than originally anticipated 1/15/2023; $52,280 of the CWSRF loan was converted into a grant reported in the Non-TIF Revenue Section. 2% Loan Admin Fees reported under interest rate. **Direct Payments**: $1,567.50 payment to Primmer, et.al. in FY2022 (account # 13-500-500-0500) is reported in this TIF report, with journal entry in FY 2023 for reimbursement directly from Increment revenue.
## IV. Improvements and Funding:

<table>
<thead>
<tr>
<th>Improvement Expenditures</th>
<th>Of the Total Expenditure listed:</th>
<th>Total Improvement Expenditure for this report period</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Phase 1</strong> (2014)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prospect Street Phases I &amp; II - Reconstruction</td>
<td>$ - $</td>
<td>$0.00</td>
</tr>
<tr>
<td>Reported completed in previous annual report.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Phase 2</strong> (2016)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No Main Church, Currier Sts Phase I (North Main Currier/Church Street)</td>
<td>$ - $</td>
<td>$ - $</td>
</tr>
<tr>
<td>With completion of S Main, N Main, Gates Street Project, the stormwater improvements for this project can proceed to final engineering and construction in FY2023/2024.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Phase 3</strong> (2017)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Former Miller Auto/Municipal (Legion) Parking Lot and Site Phase I</td>
<td>$ 17,650 $</td>
<td>$17,650</td>
</tr>
<tr>
<td>Outfall of COVID and related supply chain and labor shortages has delayed all projects in the District by 2-3 years. Final engineering substantially completed and proceeding with construction in 2023.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Phase 4</strong> (2018)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>South Main, North Main, and Gates Streets: Watermain Engineering &amp; South Main Improvements Phase II: Engineering</td>
<td>$ 35,911 $</td>
<td>$35,911</td>
</tr>
<tr>
<td>Please note that in year 2022, VEPC Staff and the Town of Hartford decided to combined South Main, North Main, and Gates Street- Watermain Engineering ($50,000) and South Main Improvements ($250,000). In doing so this allows for consistency with expenditure reporting to VEPC. For more information review December 2022 VEPC Board minutes.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completed design and engineering for the stormwater, wastewater, water, roadway and streetscape segment improvements, and construction management for the first section of this project. Began engineering construction management for the second segment of this project.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Phase 5</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Currier Street Extension Phases I &amp; II</td>
<td>$ 10,181 $</td>
<td>$10,181</td>
</tr>
<tr>
<td>Completion of the final segment of this project need to be coordinated with construction of the South Main Street Parking Lot improvements noted above. Finalized engineering and anticipate 2023 construction season.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Phase 6</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>North Main Improvements - Sidewalk and Streetscape (Bridge Street to Joe Reed Drive)</td>
<td>$ - $</td>
<td>$ - $</td>
</tr>
<tr>
<td>Completed and reported in previous TIF Report.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Phase 7</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>So Main /No Main/ Gate Streets: Improvements Phase II Construction</td>
<td>$ 653,382 $</td>
<td>$705,662</td>
</tr>
<tr>
<td>Outfall of COVID and related supply chain and labor shortages stretched this project over 3 construction seasons and has had the domino affect of delaying other projects in the District by 2-3 years. Construction of the first segment was completed and began construction of the second segment of this project for wastewater, water, roadway and streetscape improvements.</td>
<td>$ 52,280 $</td>
<td></td>
</tr>
<tr>
<td><strong>Phase 8</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Downtown Park and Parking (Town Square)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4/10
<table>
<thead>
<tr>
<th>Source of Non-TIF Revenues</th>
<th>Total Amount Secured for Each Source</th>
<th>Total Amount Spent to Date</th>
<th>Total Amount Spent this Period</th>
<th>Closed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Railroad Row - Enhancement Grant (2005/2016)</td>
<td>$50,300</td>
<td>$2,951</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2 Railroad Row - Town (2005)</td>
<td>$50,000</td>
<td>$4,426</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3 N. Main St. Sidewalk, Church St. to Bridge St., Engineering - Town (2011)</td>
<td>$4,588</td>
<td>$4,688</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4 S Main St Sidewalk - Downtown Transportation Grant (2011) Project 1</td>
<td>$74,863</td>
<td>$74,863</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>5 S Main St Sidewalk - Town (2011)</td>
<td>$54,229</td>
<td>$55,236</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>6 S Main St Bus Shelter Grant - Advance Transit (2012)</td>
<td>$34,483</td>
<td>$34,483</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>7 S Main St Bus Shelter - Town Funds (2012)</td>
<td>$7,904</td>
<td>$7,904</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>8 Bridge St Rain Garden - Downtown Transportation Grant (2011) Project 2</td>
<td>$18,874</td>
<td>$18,874</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>9 Bridge St Rain Garden - Town (2013)</td>
<td>$26,897</td>
<td>$26,897</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>10 Gates St East Construction - Downtown Program Transportation Grant (2013)</td>
<td>$100,000</td>
<td>$100,000</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>11 Gates St East - Engineering &amp; Legal for ROW - Town Funds (2014)</td>
<td>$19,112</td>
<td>$19,112</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>12 Gates St East Engineering &amp; Construction - Town Funds (2011/2013)</td>
<td>$110,596</td>
<td>$110,596</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>14 Gates St West Construction - Developer (2015)</td>
<td>$14,149</td>
<td>$14,149</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>15 Prospect St Phase I &amp; II traffic signal at Prospect &amp; Maple Sts - developer (2016)</td>
<td>$161,400</td>
<td>$161,400</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>16 Prospect St Phase I &amp; II curb and sidewalk on Maple St - NHDOT (2010)</td>
<td>$16,857</td>
<td>$16,857</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Total: $716,904 | $52,280 | $769,184.37 | Check: $769,184
Related Costs

<table>
<thead>
<tr>
<th>List and describe the related cost(s)</th>
<th>Vendor</th>
<th>The amount paid with Education Revenue</th>
<th>The amount paid with Municipal Revenue</th>
<th>Total Cost for this report period</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Legal for TIF votes and debt obligations</td>
<td>Primmer Pipper Egglesston &amp; Cramer, PC</td>
<td>$3,558</td>
<td>$3,558</td>
<td>$7,115</td>
</tr>
<tr>
<td>2 Portion of Townwide and TIF AUP</td>
<td>Mudgett, Jennett &amp; Krogh-Wisner</td>
<td>$4,205</td>
<td>$4,205</td>
<td>$8,409</td>
</tr>
<tr>
<td>3</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>4</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>5</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$7,762</td>
<td>$7,762</td>
<td>$15,524</td>
</tr>
</tbody>
</table>

Non-TIF Revenues Reported under Improvement Expenditures $52,280

V. Performance Indicators:

Standard

Real Property Development

1 Pine Street Redevelopment Phase I: renovation of 9,801 SF of existing commercial, 26,041 SF of new commercial, and 16,000 SF of new residential. Bridge & N Main Gateway redevelopment and renovation.

2 Pine Street (Block D): Additional $82,000 investment in renovations for 155 Maple Street. (Value will be reflected in 2022 Grand List to be reported in FY 2023 TIF Report.) Refer to previous reports for completed projects. No additional activity this period.

3 Prospect Place Redevelopment: 4 mixed-use buildings and a 5th building with 40 retail condss. Pine Street Phase II: renovation of 16,252 SF of existing commercial, 5,550 SF of new commercial, 4,500 SF of new residential.

4 Main Street Renaissance: Redevelopment of former car dealership parking area into four-story, mixed-use building. Gates East & S Main St Redevelopment: mixed-use residential and commercial development.

5 Main Street Renaissance Phase I (Block J) completed with Phase II reported below. South Main Street Apts (Block I): New construction of 69 units of market rate housing completed and 3000 SF of commercial space substantially completed. (Value will be reflected in 2022 Grand List to be reported in FY 2023 TIF Report.) Refer to previous reports for completed projects. Completion of the first segment of the South Main Street public improvements facilitated expansion of the River Roost Brewery and new tasting bar and restaurant 230 South Main Street. Plans have been approved by the Town and construction anticipated to begin 2023.

6 Prospect Place Redevelopment Phase II. Northern Stage: new, 45K SF theater main stage w/320 seats, 3/4 thrust stage educational theater that is 99 seat flexible black box, lobby with café/bar, classrooms, rehearsal halls and admin offices.

7 Prospect Place Redevelopment Phase II (Block A) and Northern Stage New Theater (Block H) completed and previously reported. For this report, Northern Stage completed permanent outdoor theater. Since the property has non-profit exempt status no value reported. However, development of this outdoor theater has increased the number of performances throughout the year, bringing more patrons and thus more business activity into the TIF District.

8 Listen Development/Maple Street: commercial redevelopment and new residential. Main Street Renaissance Phase II. Pine Street Redevelopment Phase III.
<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>List</td>
<td>ed Development (Block E): Completed and reported previously. Main Street Renaissance Phase I (Block J) completed with Phase I reported above. No other activity during this period.</td>
<td>$</td>
</tr>
<tr>
<td>6</td>
<td>Northern Hospitality Phase I: Complete redevelopment of existing hotel, theater, and mixed-use, three-story building that encompasses one complete city block. Northern Hospitality (Block G) Partial development of first floor completed and report previously (2018). Property owner pursuing redevelopment plans which has been slowed by impacts of Covid.</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Prospect Place Phase III. Northern Stage Phase II. Northern Hospitality Phase II.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prospect Place (Block A) Development of third and final lot in the permitting stage for development of 42 units of multifamily rental housing for affordable and workforce/market. Anticipate construction in FY23/24. Northern Hospitality Phase II: (Block G) Pursuing redevelopment.</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Bridge &amp; N Main Street Gateway Phase II: Renovate 11,879 SF of existing commercial and 4,625 SF of existing residential, and add 25,274 SF of new residential in multiple mixed use buildings. Bridge and Main (Block F). Tattoo business moved into vacant space in former hair salon. Other redevelopment reported previously. No other activity this reporting period.</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**Total:** $
## Jobs at June 30, 2021

<table>
<thead>
<tr>
<th>NAICS Code</th>
<th>Increase or (Decrease)</th>
<th>Previous Location (if known)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>22</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>23</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>31-33</td>
<td>1</td>
</tr>
<tr>
<td>6</td>
<td>42</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>44-45</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>48-49</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>51</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>52</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAICS Code</th>
<th>Increase or (Decrease)</th>
<th>Previous Location (if known)</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>53</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>54</td>
<td>1</td>
</tr>
<tr>
<td>13</td>
<td>55</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>56</td>
<td></td>
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<tr>
<td>15</td>
<td>61</td>
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<tr>
<td>16</td>
<td>62</td>
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<td>17</td>
<td>71</td>
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<td>18</td>
<td>72</td>
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<tr>
<td>19</td>
<td>81</td>
<td>12</td>
</tr>
<tr>
<td>20</td>
<td>92</td>
<td></td>
</tr>
</tbody>
</table>

Total Jobs Increase (Decrease) 23

## Identify Source/Method for Obtaining Jobs Information
Surveying businesses and reviewing building/zoning permits.

## Vermont Firms

<table>
<thead>
<tr>
<th>Name of Vermont Firm</th>
<th>Total amount of work performed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Primmer Piper Engleston et. al</td>
<td>$ 7,115</td>
</tr>
<tr>
<td>2 Mudget, Jennette, Kroger-Wisner</td>
<td>$ 8,409</td>
</tr>
<tr>
<td>3 DuBois&amp; King Engineering</td>
<td>$ 27,831</td>
</tr>
<tr>
<td>4 C Robert Manby, PC</td>
<td>$ 250</td>
</tr>
<tr>
<td>5 Munson Earth Moving</td>
<td>$ 253,974</td>
</tr>
<tr>
<td>6 McNeil, Leddy and Sheahan, PC</td>
<td>$ 312</td>
</tr>
<tr>
<td>7 Nott's Excavating</td>
<td>$ 310,570</td>
</tr>
<tr>
<td>8 Aldrich &amp; Elliot PC</td>
<td>$ 81,681</td>
</tr>
<tr>
<td>9 Northern Nursery</td>
<td>$ 618</td>
</tr>
<tr>
<td>10 Richard Electric</td>
<td>$ 1,220</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Vermont Firm</th>
<th>Total amount of work performed</th>
</tr>
</thead>
<tbody>
<tr>
<td>11 MDL Electric</td>
<td>$115,610</td>
</tr>
<tr>
<td>12</td>
<td>$ -</td>
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<tr>
<td>13</td>
<td>$ -</td>
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<td>$ -</td>
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<td>$ -</td>
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<td>16</td>
<td>$ -</td>
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<td>$ -</td>
</tr>
<tr>
<td>18</td>
<td>$ -</td>
</tr>
<tr>
<td>19</td>
<td>$ -</td>
</tr>
<tr>
<td>20</td>
<td>$ -</td>
</tr>
</tbody>
</table>

Total Amount of Work Performed $807,590

## Additional Information
**Transportation Enhancements**

Continued with implementation of engineering and construction of our downtown infrastructure projects. We will continue to implement in stages to minimize impact on loss of parking to offset impact on businesses.
Brownfield

No activity this period.

Housing Changes (optional)

<table>
<thead>
<tr>
<th></th>
<th>Affordable Housing</th>
<th>Market Rate Housing</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>New</td>
<td>0</td>
<td>69</td>
<td>69</td>
</tr>
<tr>
<td>Eliminated</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Net Total</td>
<td>0</td>
<td>0</td>
<td>69</td>
</tr>
</tbody>
</table>

Impact of COVID-19 on Public and Private Improvement Projects

COVID has significantly delayed implementation of public improvement projects by 2-3 years. For private sector, especially restaurants, it has compounded ability to recover financially due to lack of staff and thus not being able to be open the full hours they want to. Many of the restaurants stopped serving lunch and are not open all the days they were prior to Covid. A few restaurants went out of business. Other commercial activities are challenged as well. Overall private investment is on a slower projectory in general but has not necessarily stopped.

Current TIF District Activity: Please include details regarding FY23 activities (This can include updates regarding specific projects, potential substantial change requests, etc.)

**Real Property:** Renovations at 87 and 101 Maple Street continued and anticipate completion in FY 2023/2024. River Roost Brewery and new tasting bar and restaurant at 230 South Main Street - Plans have been approved by the Town and construction anticipated to begin 2023. Northern Hospitality (Block G) Partial development of first floor completed and report previously (2018). Property owner pursuing redevelopment plans which has been slowed by impacts of Covid. Prospect Place (Block A) Development of third and final lot in the permitting stage for development of 42 units of multifamily rental housing for affordable and workforce/market; anticipate construction in FY2023/2024. **Public Infrastructure:** South Main Street Parking Lot and final leg of the Currier Street Extension project both going out to bid and anticipate construction beginning in FY 2023 and completing in the 2023 construction season. Street improvements along 87 and 101 Maple Street expected to start in FY2023 and complete within 2023 construction season. Completing second segment of the South Main, North Main, and Gates Streets project in FY2023.
CERTIFICATION OF INCREMENT AND ANNUAL REPORT

STATUTORY REQUIREMENT: (24 VSA §1895) "As of the date the district is created, the lister or assessor for the municipality shall certify the original taxable value and shall certify to the legislative body in each year thereafter during the life of the district the amount by which the total valuation as determined in accordance with 32 VSA Chapter 129 of all taxable real property located within the tax increment financing district has increased or decreased relative to the original taxable value."

RULE REQUIREMENT: (SECTION 903) "Increase/Decrease in Assessed Valuation: Each year following the year of creation, the listers or assessor shall certify to the municipal legislative body the amount by which the total assessed valuation of taxable properties within the TIF District has increased or decreased compared to the municipal and education OTV. Prior to providing the certification to the municipal legislative body, the listers or assessor shall have the calculation of the increase or decrease, including an examination of the disposition and tax status of each parcel within the District, verified by a second party. Selection of the second party is up to the municipality and may be an individual within or outside of the municipal government. However, the individual should be familiar with parcel listings and valuation, property tax status, and the concepts of OTV and District increment. A copy of the certification of the value and the increase or decrease must be included in the Annual Report required by Section 1004.2 of this Rule along with a certification that a second party reviewed the information. The Council will provide a form on which to provide this certification."

SECTION 1: Certification of Increment by Assessor or Lister and 2nd Party Reviewer

Check both certification boxes and sign this form. If the boxes or signatures are not completed, this form will be considered incomplete. The second party reviewer should be familiar with parcel listings and valuation, property tax status, and the concepts of OTV and District increment.

☑ We certify that, per TIF Rule Sections 903 and 1004.2, we have examined and verified the current value, the calculation of the increase or decrease in property values, the disposition and tax status of each parcel within the District, and any other issues relevant to the parcels listed in the Certified OTV Property Report.

☑ We have certified to the municipal legislative body, at a regular or duly warned meeting that the information provided in this report represent true and accurate statements.

Signature of Assessor or Lister

Name: Joe Turner
Title: Assessor
Date: 02/09/2023

Signature of 2nd Party Reviewer

Name: Lori Hirschfield
Title: Planning+Dev. Director
Date: 2-9-2023

SECTION 2: Certification of Annual Report

Provide the date the annual report was presented to the municipal legislative body. Check both certification boxes and sign this form. If the boxes or signatures are not completed, this form will be considered incomplete.

Date report presented to the municipal legislative body:

☑ I certify that I am an official of the reporting municipality with the authority to report on this TIF District on behalf of the municipality.

☑ I certify that the annual report data entered and all documents attached in support of this annual report are true, correct and complete to the best of my knowledge.

Signature of Authorizing Official*

Name: Hartford Selectboard
Title: 
Date:

* Authorizing Official is the Chief Executive Officer of the municipality as defined by 10 VSA § 683(8) such as a Select Board or City Council Member, Town or City Manager, or Town Administrator.
### I. District Information:

**Municipality & District:** Hartford: White River Jct Downtown  
**Reporting Period:** July 1, 2021 - June 30, 2022  
**Grand List Year:** 2021  

| Name of Person Completing Report | Lori Hirshfield, Director, Dept of Planning and Development |
| Title |  
| Email Address | lhirshfield@hartford-vt.org |
| Telephone | 802-295-3075 |
| Date Report Completed | January 15, 2023 |

**NOTE:** All information reported on this form by the municipality must be for the Reporting Period and Grand List Year identified above.

### II. TIF District Data:

#### Base Data (Original Taxable Value)

<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$33,557,300</td>
</tr>
<tr>
<td>Homestead - Education</td>
<td>$560,700</td>
</tr>
<tr>
<td>Non Residential - Education</td>
<td>$32,953,800</td>
</tr>
<tr>
<td>Total Education</td>
<td>$33,514,500</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parcel Information</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>OTV Total Acres</td>
<td>129.11</td>
</tr>
<tr>
<td>OTV Total Parcels</td>
<td>144</td>
</tr>
</tbody>
</table>

**Taxable Values as of April 1**

<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$63,342,700</td>
</tr>
<tr>
<td>Homestead - Education</td>
<td>$546,800</td>
</tr>
<tr>
<td>Non Residential - Education</td>
<td>$62,624,900</td>
</tr>
<tr>
<td>Total Education</td>
<td>$63,171,700</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tax Rates Applied to the April 1 Grand List</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal (General Fund)</td>
<td>$1.0284</td>
</tr>
<tr>
<td>Homestead</td>
<td>$1.6324</td>
</tr>
<tr>
<td>Non Residential</td>
<td>$1.7272</td>
</tr>
</tbody>
</table>

#### Increase (Decrease) in Taxable Values (auto-calculated)

<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$29,785,400</td>
</tr>
<tr>
<td>Homestead - Education</td>
<td>$13,900</td>
</tr>
<tr>
<td>Non Residential - Education</td>
<td>$29,671,100</td>
</tr>
<tr>
<td>Total Education</td>
<td>$29,657,200</td>
</tr>
</tbody>
</table>

**List Special/Municipal Tax Rates**

<table>
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<th>Number</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$</td>
</tr>
<tr>
<td>2</td>
<td>$</td>
</tr>
<tr>
<td>3</td>
<td>$</td>
</tr>
<tr>
<td>4</td>
<td>$</td>
</tr>
<tr>
<td>5</td>
<td>$</td>
</tr>
<tr>
<td>6</td>
<td>$</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Special Municipal Tax &amp; Special Rates</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal</td>
<td>$1.0284</td>
</tr>
<tr>
<td>Total Municipal (General Fund) &amp; Special Rates</td>
<td>$1.0284</td>
</tr>
</tbody>
</table>

#### TIF Increment Revenue Retained for Reporting Year

<table>
<thead>
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<th>Category</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
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<td>$229,735</td>
</tr>
<tr>
<td>Homestead - Education</td>
<td>$1170</td>
</tr>
<tr>
<td>Non Residential - Education</td>
<td>$384,359</td>
</tr>
<tr>
<td>Total Education</td>
<td>$384,189</td>
</tr>
</tbody>
</table>

**Total TIF Revenue**

| Value | $613,924 |

#### Other TIF Fund Income

<table>
<thead>
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<th>Source</th>
<th>Education</th>
<th>Municipal</th>
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<tbody>
<tr>
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<td>1,372</td>
<td>$1,372</td>
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<tr>
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<tr>
<td>5</td>
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**Total:** $1,372 $1,372 $2,743

#### Changes to Individual Parcels

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<tr>
<th>SPAN Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 28509017007.00</td>
<td>Subdivision of Parcel 17007 into two condominiums and added back into the TIF Grand List</td>
</tr>
<tr>
<td>2 28509017008.00</td>
<td>Subdivision of 17007 into two condominiums and added back into the TIF Grand List</td>
</tr>
</tbody>
</table>
### Additional Information

**Individual Parcel Changes:** This subdivision occurred in previous Townwide Grand List but inadvertently the two new parcels were not tagged as being in the TIF District and therefore did not show up in the TIF 2020 Grand List reports. This was correct for the 2021 TIF Grand List.

---

### III. Votes and Financing:

**Public Vote Information:** Check the appropriate box. Make sure to provide the date if information has been submitted to VEPC.
- No public votes or debt obligations occurred during this reporting period.
- Yes there were public votes and/or debt obligations during this reporting period.
  - Vote and debt obligation documents were submitted to VEPC. (Enter date submitted)
  - Vote and debt obligation documents are uploaded with this report.

### Debt Instruments

<table>
<thead>
<tr>
<th>Infrastructure and Debt</th>
<th>Term in Years</th>
<th>Period (le. 1/1/2016-12/31/2026)</th>
<th>Existing Rate</th>
<th>Principal</th>
<th>Interest</th>
<th>Total</th>
<th>Total Payment for Reporting Period</th>
<th>Remaining Principal Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Existing Debt:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Prospect Street - General Obligation - Loan Agreement</td>
<td>20</td>
<td>7/1/2014-11/15/2034</td>
<td>Varies</td>
<td>$900,000</td>
<td>$331,811</td>
<td>$1,231,831</td>
<td>$66,375</td>
<td>$58,500</td>
</tr>
<tr>
<td>2 Stormwater/Wastewater Improvements - No. Main/Carriar/Church Streets</td>
<td></td>
<td></td>
<td>Anticipate incurring debt in FY 2023/2024</td>
<td>$700,000</td>
<td>-</td>
<td>$700,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>3 Parking Lot; Currier St Extension; No Main St; Joe Reed Dr Sidewalk; Gates, No Main, So Main Sts. Engineering</td>
<td>20</td>
<td>8/2/2017-11/1/2037</td>
<td>3.30% Net</td>
<td>$2,126,000</td>
<td>$753,136</td>
<td>$2,879,136</td>
<td>$161,618.80</td>
<td>$1,700,800</td>
</tr>
<tr>
<td><strong>New Debt:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Example: Main Street Lights - General Obligation Bond</td>
<td>11</td>
<td>1/1/2016-12/31/2025</td>
<td>5.60%</td>
<td>$3,250,000</td>
<td>$500,000</td>
<td>$3,750,000</td>
<td>$340,909</td>
<td>$2,950,000</td>
</tr>
<tr>
<td>4 S Main/N Main/Gates Sts Roadway Construction 2019 Vote, 2020 General Obligation Bond Series 3 (Contracts 1 &amp; 2)</td>
<td>20</td>
<td>11/1/2020-11/1/2040</td>
<td>Varies</td>
<td>$1,735,000</td>
<td>$369,492</td>
<td>$2,104,492</td>
<td>$114,285.82</td>
<td>$1,648,250</td>
</tr>
<tr>
<td>5 S Main/N Main/Gates Sts Water, WW Stormwater Construct. 2019 Vote, CW5RF Loans Steps ILJIII (# RF1-222) (Contract 1)</td>
<td>20</td>
<td>8/1/2022-8/1/2041</td>
<td>2.00%</td>
<td>$657,021</td>
<td>$146,604</td>
<td>$803,625</td>
<td>-</td>
<td>$657,021</td>
</tr>
<tr>
<td>6 S Main/N Main/Gates Sts Water Construct. 2019 Vote, DWSRF Loans Step III (#RF3-390-3) (Contract 1)</td>
<td>20</td>
<td>10/1/2022-10/1/2041</td>
<td>3.00%</td>
<td>$867,657</td>
<td>$298,747</td>
<td>$1,166,404</td>
<td>-</td>
<td>$867,657</td>
</tr>
<tr>
<td>8 S Main/N Main/Gates Sts Roadway Construction 2019 Vote, 2022-1 General Bond (Contract 2 S578,200); S Main St Pig Lot Construction 2020 Vote in 2022-1 Bond ($1,822,600)</td>
<td>20</td>
<td>2022-2042</td>
<td>2.30%</td>
<td>$2,400,800</td>
<td>$549,930</td>
<td>$2,950,730</td>
<td>$13,131.71</td>
<td>-</td>
</tr>
</tbody>
</table>

2/10
<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Admin</th>
<th>Principal</th>
<th>Interest</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>S Main/N Main/Gates Sts Water, WW Stormwater Construct. 2019 Vote, CWSRF Loans Steps I,II, Contract 2 (RF3-291-3.0 Loan not finalized until construction completed &amp; project closed out in FY2023)</td>
<td>10/1/2023-10/12/2042</td>
<td>2.00% admin</td>
<td>$734,150</td>
<td>$163,341</td>
<td>$897,991</td>
<td>-</td>
</tr>
<tr>
<td>10</td>
<td>S Main/N Main/Gates Sts Water Construct. 2019 Vote, DWSRF Loans Step III Contract 2 (RF3-467-3.0 Loan not finalized until construction completed &amp; project closed out in FY2023)</td>
<td>12/1/203-12/1/2042</td>
<td>2.00% admin</td>
<td>$895,000</td>
<td>$199,705</td>
<td>$1,094,705</td>
<td>-</td>
</tr>
</tbody>
</table>

**Total**

- Principal: $11,859,528
- Interest: $3,031,991
- Total: $14,891,519
- Total Paid: $375,306
- Total: $5,776,128

### Annual Debt Service

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Paid</td>
<td>$238,050</td>
</tr>
<tr>
<td>Interest Paid</td>
<td>$137,256</td>
</tr>
<tr>
<td>Fees/Other Costs Paid</td>
<td>-</td>
</tr>
<tr>
<td>Total Paid</td>
<td>$375,306</td>
</tr>
</tbody>
</table>

### Refinancing

- **Question:** Was any portion of TIF District debt refinanced during this reporting period?
  - **Answer:** No

### Direct Payments

**Direct Payments:** Enter the total amount of any TIF direct payments made during this period.

- Amount: $15,524
- Date Approved by Voters: 2014, 2017, 2019, 2020

### Additional Information

**Debt:** DWSRF % CWSRF loans for the S Main, N Main & Gates Sts project (Contract 1) were finalized when construction was completed in FY2022 and final costs known. This resulted in reduced loan amounts and loan terms, and revised payment schedules than originally anticipated1/15/2023; $52,280 of the CWSRF loan was converted into a grant reported in the Non-TIF Revenue Section. 2% Loan Admin Fees reported under interest rate. **Direct Payments:** $1,567.50 payment to Primmer, et.al. in FY2022 (account # 13-500-500-0500) is reported in this TIF report, with journal entry in FY 2023 for reimbursement directly from Increment revenue.
### IV. Improvements and Funding:

<table>
<thead>
<tr>
<th>Improvement Expenditures</th>
<th>Of the Total Expenditure listed:</th>
<th>Total Improvement Expenditure for this report period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Improvement</td>
<td>The amount paid with TIF Revenues</td>
<td>The amount paid with Non-TIF Revenues</td>
</tr>
<tr>
<td>Phase 1 (2014)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Prospect Street Phases I &amp; II - Reconstruction</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Reported completed in previous annual report.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase 2 (2016)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 No Main Church, Currier Sts Phase I (North Main Currier/ Church Street)</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>With completion of S Main, N Main, Gates Street Project, the stormwater improvements for this project can proceed to final engineering and construction in FY2023/2024.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase 3 (2017)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 Former Miller Auto/Municipal (Legion) Parking Lot and Site Phase I</td>
<td>$ 17,650</td>
<td>$ -</td>
</tr>
<tr>
<td>Outfall of COVID and related supply chain and labor shortages has delayed all projects in the District by 2-3 years. Final engineering substantially completed and proceeding with construction in 2023.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase (2022)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 South Main, North Main, and Gates Streets: Watermain Engineering &amp; South Main Improvements Phase II: Engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Please note that in year 2022, VEPC Staff and the Town of Hartford decided to combined South Main, North Main, and Gates Street - Watermain Engineering ($520,000) and South Main Improvements ($250,000). In doing so this allows for consistency with expenditure reporting to VEPC. For more information review December 2022 VEPC Board minutes.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completed design and engineering for the stormwater, wastewater, water, roadway and streetscape segment improvements, and construction management for the first section of this project. Began engineering construction management for the second segment of this project.</td>
<td>$ 35,691</td>
<td>$ -</td>
</tr>
<tr>
<td>Phase (2016)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 Currier Street Extension Phases I &amp; II</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completion of the final segment of this project need to be coordinated with construction of the South Main Street Parking Lot Improvements noted above. Finalized engineering and anticipate 2023 construction season.</td>
<td>$ 10,181</td>
<td>$ -</td>
</tr>
<tr>
<td>Phase (2016)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 North Main Improvements - Sidewalk and Streetscape (Bridge Street to Joe Reed Drive)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completed and reported in previous TIF Report.</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Phase (2016)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 So Main /No Main/ Gate Streets: Improvements Phase II Construction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outfall of COVID and related supply chain and labor shortages stretched this project out over 3 construction seasons and has had the domino affect of delaying other projects in the District by 2-3 years. Construction of the first segment was completed and began construction of the second segment of this project for wastewater, water, roadway and streetscape improvements.</td>
<td>$ 652,262</td>
<td>$ 52,280</td>
</tr>
<tr>
<td>Phase (2016)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Downtown Park and Parking (Town Square)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase 5 (2020)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Outfall of COVID and related supply chain and labor shortages has delayed this project by 2-3 years. Completing final engineering and anticipate proceeding with construction in 2023/2024 following completion of the South Main Street Parking Lot project noted below.</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td>Pine Street Phase IA - Streetscape/sidewalk &amp; utilities incl. stormwater (Maple Street)</td>
<td>$</td>
<td>-</td>
</tr>
</tbody>
</table>

| No activity this period. | $ | - | $ | - |

| Total | $715,784 | $52,280 | $768,064.37 |
| Check | $768,064 |

| Future Projects Needing Phase Filings | | | |
| --- | --- | --- |
| Railroad Row Extension & Parking Phases I & II | No activity this period. | $ | - | $ | - |

| No activity this period. | $ | - | $ | - |

| Pine Street Phase II: Parking lot, streetscape/sidewalk, lighting & utilities incl. stormwater | No activity this period. | $ | - | $ | - |

| No activity this period. | $ | - | $ | - |

| Maple & Prospect Street Intersection Improvements | No activity this period. | $ | - | $ | - |

<table>
<thead>
<tr>
<th>Sources of Non-TIF Revenues</th>
<th>Total Amount Secured for Each Source</th>
<th>Total Amount Spent to Date</th>
<th>Total Amount Spent this Period</th>
<th>Closed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Railroad Row - Enhancement Grant (2005/2016)</td>
<td>$50,000</td>
<td>$2,951</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2 Railroad Row - Town (2005)</td>
<td>$50,000</td>
<td>$4,426</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3 N. Main St. Sidewalk, Church St. to Bridge St., Engineering - Town (2011)</td>
<td>$4,688</td>
<td>$4,688</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4 S Main St Sidewalk - Downtown Transportation Grant (2011) Project 1</td>
<td>$74,863</td>
<td>$74,863</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>5 S Main St Sidewalk - Town (2011)</td>
<td>$54,229</td>
<td>$55,236</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>6 S Main St Bus Shelter Grant - Advance Transit (2012)</td>
<td>$34,483</td>
<td>$34,483</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>7 S Main St Bus Shelter - Town Funds (2012)</td>
<td>$7,904</td>
<td>$7,904</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>8 Bridge St Rain Garden - Downtown Transportation Grant (2011) Project 2</td>
<td>$18,874</td>
<td>$18,874</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>9 Bridge St Rain Garden - Town (2013)</td>
<td>$26,897</td>
<td>$26,897</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>10 Gates St East Construction - Downtown Program Transportation Grant (2013)</td>
<td>$100,000</td>
<td>$100,000</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>11 Gates St East - Engineering &amp; Legal for ROW - Town Funds (2014)</td>
<td>$19,112</td>
<td>$19,112</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>12 Gates St East Engineering &amp; Construction - Town Funds (2011/2013)</td>
<td>$110,596</td>
<td>$110,596</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>14 Gates St West Construction - Developer (2015)</td>
<td>$14,149</td>
<td>$14,149</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>15 Prospect Phases I &amp; II traffic signal at Prospect &amp; Maple Sts - developer (2016)</td>
<td>$161,400</td>
<td>$161,400</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>16 Prospect Phases I &amp; II-curb and sidewalk on Maple St - NHDOT (2016)</td>
<td>$16,857</td>
<td>$16,857</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
## Related Costs

<table>
<thead>
<tr>
<th>List and describe the related cost(s)</th>
<th>Vendor</th>
<th>The amount paid with Education Revenue</th>
<th>The amount paid with Municipal Revenue</th>
<th>Total Cost for this report period</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Legal for TIF votes and debt obligations</td>
<td>Primmer Pipper Eggleston &amp; Crammer, PC</td>
<td>$3,558</td>
<td>$3,558</td>
<td>$7,115</td>
</tr>
<tr>
<td>2 Portion of Townwide and TIF AUP</td>
<td>Mudgett, Jennett &amp; Krogh-Wisner</td>
<td>$4,205</td>
<td>$4,205</td>
<td>$8,409</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

Total $7,762 $7,762 $15,524

Check $15,524

Check $ -

## V. Performance Indicators:

### Standard

<table>
<thead>
<tr>
<th>Real Property Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Pine Street Redevelopment Phase I: renovation of 9,801 SF of existing commercial, 26,041 SF of new commercial, and 16,000 SF of new residential. Bridge &amp; N Main Gateway redevelopment and renovation. Pine Street (Block D): Additional $82,000 investment in renovations for 155 Maple Street. (Value will be reflected in 2022 Grand List to be reported in FY 2023 TIF Report.) Refer to previous reports for completed projects. No additional activity this period.</td>
</tr>
<tr>
<td>2 Prospect Place Redevelopment: 4 mixed-use buildings and a 5th building with 40 residential condos. Pine Street Phase II: renovation of 16,252 SF of existing commercial, 5,550 SF of new commercial, 4,500 SF of new residential. Prospect Place Redevelopment (Block A): When the redevelopment began in 2014, 5 phases became 3, thus no update. The other phases are reported in other parts of this section. Pine Street (Block C) Unfortunately new restaurant did not survive impacts of Covid. Renovations at 87 and 101 Maple Street continued and anticipate completion in FY 2023/2024.</td>
</tr>
<tr>
<td>3 Main Street Renaissance: Redevelopment of former car dealership parking area into four-story, mixed-use building. Gates East &amp; S Main St Redevelopment: mixed-use residential and commercial development. Main Street Renaissance Phase I (Block J) completed with Phase II reported below. South Main Street Apts (Block I): New construction of 69 units of market rate housing completed and 3000 SF of commercial space substantially completed. (Value will be reflected in 2022 Grand List to be reported in FY 2023 TIF Report.) Refer to previous reports for completed projects. Completion of the first segment of the South Main Street public improvements facilitated expansion of the River Roost Brewery and new tasting bar and restaurant 230 South Main Street. Plans have been approved by the Town and construction anticipated to begin 2023.</td>
</tr>
<tr>
<td>4 Prospect Place Redevelopment Phase II. Northern Stage: new, 45K SF theater main stage w/320 seats, 3/4 thrust stage educational theater that is 99 seat flexible black box, lobby with café/bar, classrooms, rehearsal halls and admin offices. Prospect Place Redevelopment Phase II (Block H) and Northern Stage New Theater (Block I) completed and previously reported. For this report, Northern Stage completed permanent outdoor theater. Since the property has non-profit exempt status no value reported. However, development of this outdoor theater has increased the number of performances throughout the year, bringing more patrons and thus more business activity into the TIF District.</td>
</tr>
<tr>
<td>Listen Development/Maple Street: commercial redevelopment and new residential. Main Street Renaissance Phase II. Pine Street Redevelopment Phase III.</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>6</td>
</tr>
<tr>
<td>6</td>
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<tr>
<td>7</td>
</tr>
<tr>
<td>7</td>
</tr>
<tr>
<td>8</td>
</tr>
<tr>
<td>8</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

**Employment Opportunities**

**Additional Information**
### Jobs at June 30, 2021

<table>
<thead>
<tr>
<th>NAICS Code</th>
<th>Increase or (Decrease)</th>
<th>Previous Location (if known)</th>
<th>NAICS Code</th>
<th>Increase or (Decrease)</th>
<th>Previous Location (if known)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>11</td>
<td></td>
<td>11</td>
<td>53</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>21</td>
<td></td>
<td>12</td>
<td>54</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>22</td>
<td></td>
<td>13</td>
<td>55</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>23</td>
<td></td>
<td>14</td>
<td>56</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>31-33</td>
<td>1</td>
<td>15</td>
<td>61</td>
<td>2</td>
</tr>
<tr>
<td>6</td>
<td>42</td>
<td></td>
<td>16</td>
<td>62</td>
<td>5</td>
</tr>
<tr>
<td>7</td>
<td>44-45</td>
<td></td>
<td>17</td>
<td>71</td>
<td>2</td>
</tr>
<tr>
<td>8</td>
<td>48-49</td>
<td></td>
<td>18</td>
<td>72</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>51</td>
<td></td>
<td>19</td>
<td>81</td>
<td>12</td>
</tr>
<tr>
<td>10</td>
<td>52</td>
<td></td>
<td>20</td>
<td>92</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total Jobs Increase (Decrease) 23</td>
</tr>
</tbody>
</table>

### Identify Source/Method for Obtaining Jobs Information
Surveying businesses and reviewing building/zoning permits.

### Vermont Firms

<table>
<thead>
<tr>
<th>Name of Vermont Firm</th>
<th>Total amount of work performed</th>
<th>Name of Vermont Firm</th>
<th>Total amount of work performed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primmer Piper Engleston et al</td>
<td>$ 7,115</td>
<td>MDL Electric</td>
<td>$ 115,610</td>
</tr>
<tr>
<td>Mudget, Jennette, Kroger-Wisner</td>
<td>$ 8,409</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DuBois &amp; King Engineering</td>
<td>$ 27,831</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C Robert Manby, PC</td>
<td>$ 250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Munson Earth Moving</td>
<td>$ 253,974</td>
<td></td>
<td></td>
</tr>
<tr>
<td>McNeil, Liddy and Sheahan, PC</td>
<td>$ 312</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nett's Excavating</td>
<td>$ 310,570</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aldrich &amp; Elliot PC</td>
<td>$ 81,681</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Northern Nursery</td>
<td>$ 618</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Richard Electric</td>
<td>$ 1,220</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total Amount of Work Performed $ 807,590</td>
</tr>
</tbody>
</table>

### Additional Information
**Transportation Enhancements**

Continued with implementation of engineering and construction of downtown infrastructure projects. We will continue to implement in stages to minimize impact on loss of parking to offset impact on businesses.
Brownfield

No activity this period.

<table>
<thead>
<tr>
<th>Housing Changes (optional)</th>
<th>Affordable Housing</th>
<th>Market Rate Housing</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>New</td>
<td>0</td>
<td>69</td>
<td>69</td>
</tr>
<tr>
<td>Eliminated</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Net Total</td>
<td>0</td>
<td>0</td>
<td>69</td>
</tr>
</tbody>
</table>

Impact of COVID-19 on Public and Private Improvement Projects
COVID has significantly delayed implementation of public improvement projects by 2-3 years. For private sector, especially restaurants, it has compounded ability to recover financially due to lack of staff and thus not being able to be open the full hours they want to. Many of the restaurants stopped serving lunch and are not open all the days they were prior to Covid. A few restaurants went out of business. Other commercial activities are challenged as well. Overall private investment is on a slower protrectory in general but has not necessarily stopped.

Current TIF District Activity: Please include details regarding FY23 activities (This can include updates regarding specific projects, potential substantial change requests, etc.)

Real Property: Renovations at 87 and 101 Maple Street continued and anticipate completion in FY 2023/2024. River Roost Brewery and new tasting bar and restaurant at 230 South Main Street - Plans have been approved by the Town and construction anticipated to begin 2023. Northern Hospitality (Block G) Partial development of first floor completed and report previously (2018). Property owner pursuing redevelopment plans which has been slowed by impacts of Covid. Prospect Place (Block A) Development of third and final lot in the permitting stage for development of 42 units of multifamily rental housing for affordable and workforce/market; anticipate construction in FY2023/2024. Public Infrastructure: South Main Street Parking Lot and final leg of the Currier Street Extension project both going out to bid and anticipate construction beginning in Fy 2023 and completing in the 2023 construction season. Street improvements along 87 and 101 Maple Street expected to start in FY2023 and complete within 2023 construction season. Completing second segment of the South Main, North Main, and Gates Streets project in FY2023.
CERTIFICATION OF INCREMENT AND ANNUAL REPORT

STATUTORY REQUIREMENT: (24 VSA §1895) "As of the date the district is created, the lister or assessor for the municipality shall certify the original taxable value and shall certify to the legislative body in each year thereafter during the life of the district the amount by which the total valuation as determined in accordance with 32 VSA Chapter 129 of all taxable real property located within the tax increment financing district has increased or decreased relative to the original taxable value."

RULE REQUIREMENT: (SECTION 903) "Increase/Decrease in Assessed Valuation: Each year following the year of creation, the listers or assessor shall certify to the municipal legislative body the amount by which the total assessed valuation of taxable properties within the TIF District has increased or decreased compared to the municipal and education OTV. Prior to providing the certification to the municipal legislative body, the listers or assessor shall have the calculation of the increase or decrease, including an examination of the disposition and tax status of each parcel within the District, verified by a second party. Selection of the second party is up to the municipality and may be an individual within or outside of the municipal government. However, the individual should be familiar with parcel listings and valuation, property tax status, and the concepts of OTV and District increment. A copy of the certification of the value and the increase or decrease must be included in the Annual Report required by Section 1004.2 of this Rule along with a certification that a second party reviewed the information. The Council will provide a form on which to provide this certification."

SECTION 1: Certification of Increment by Assessor or Lister and 2nd Party Reviewer

Check both certification boxes and sign this form. If the boxes or signatures are not completed, this form will be considered incomplete. The second party reviewer should be familiar with parcel listings and valuation, property tax status, and the concepts of OTV and District increment.

☐ We certify that, per TIF Rule Sections 903 and 1004.2, we have examined and verified the current value, the calculation of the increase or decrease in property values, the disposition and tax status of each parcel within the District, and any other issues relevant to the parcels listed in the Certified OTV Property Report.

☐ We have certified to the municipal legislative body, at a regular or duly warned meeting that the information provided in this report represent true and accurate statements.

Signature of Assessor or Lister

\(\times\)

Name: ____________________________ Title: ____________________________ Date: __________________________

Signature of 2nd Party Reviewer

\(\times\)

Name: ____________________________ Title: ____________________________ Date: __________________________

SECTION 2: Certification of Annual Report

Provide the date the annual report was presented to the municipal legislative body. Check both certification boxes and sign this form. If the boxes or signatures are not completed, this form will be considered incomplete.

Date report presented to the municipal legislative body: ____________________________

☐ I certify that I am an official of the reporting municipality with the authority to report on this TIF District on behalf of the municipality.

☐ I certify that the annual report data entered and all documents attached in support of this annual report are true, correct and complete to the best of my knowledge.

Signature of Authorizing Official*

\(\times\)

Name: ____________________________ Title: ____________________________ Date: __________________________

* Authorizing Official is the Chief Executive Officer of the municipality as defined by 10 VSA § 683(8) such as a Select Board or City Council Member, Town or City Manager, or Town Administrator.
Subject: Purchase of Skid Steer and Attachment

Background: Funding to purchase the Skid Steer was approved by the Selectboard on January 19, 2023. The Parks & Recreation Department will utilize the Town of Hartford Account 136863 Sourcewell RFP Contract for Medium/Compact Equipment for the purchase. This is a cooperative purchase program for State and Local Governments and meets our local procurement requirements providing this service to the Town. Sourcewell works directly with partnering dealers. Our local Kubota Dealer will be providing the equipment at a Sourcewell 24% discount.

Discussion: The Department is requesting the purchase of the Kubota Skid Steer with bucket and Harley Rake through the Sourcewell Contract as identified in the background information above. This purchase is through the use of PO 12265 of the ARPA Approved Funding. For a total of $74,423.18.

Financial Impact: $74,423.18 within PO 12265 ARPA Approved Funding

Recommendation: To authorize the Town Manager to sign for and purchase the Kubota Skid Steer through the Sourcewell Contract as identified in the attached documents and invoice for $73,173.18 and include an additional 1yr extension of the Orange Protection Plan for $1,250.00 for a total of $74,423.18

Attachments: PO 12265, Sourcewell Contract, Sourcewell RFP and Supporting Documentation

Gail Ostrout
Acting Town Manager
**PURCHASE ORDER**

(Pending Posting Process)

PO No: **12265**

Date: **2/13/2023**

Dept. Of: Administrative Manager

Job No: 

Ship Via: Best way

Terms: **Net 30**

Comment: ARPA Approved Funding - BANK ID

25-0121

HARTFORD, TOWN OF ENCUMBERANCE

TO: 171 BRIDGE ST

WHITE RIVER JCT, VT 05001

Contact: Vendor ID: 021175

BILL TO: Town of Hartford

171 Bridge Street

White River Jct, VT 05001-7034

SHIP TO: Town of Hartford

171 Bridge Street

White River Jct, VT 05001-7034

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requires JE to record transfer into Fund 50. Debit 50-955-544-0113 Credit 50-050-544-0113

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partial project with partial funding for water main replacement. total project $700k... requires JE to record transfer into Fund 50: Debit 50-955-544-0117 Credit 50-050-544-0117

**Total** 2,605,868.30
**REQUISITION**

Vendor ID: 021175  
Vendor Name: HARTFORD, TOWN OF ENCUMBRANCE  
171 BRIDGE ST  
WHITE RIVER JCT, VT 05001

Vendor Contact:  
Dept: Administrative Manager  
Date: 2/10/2023

Requisition Comment: ARPA Approved Funding - BANK ID 25-0121

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requires JE to record transfer into Fund 50.  
Debit 50-955-544-0113 Credit 50-050-544-0113

FINANCE DEPT VERIFIES AMOUNT.  
FINANCE DEPT DOES NOT CERTIFY COMPLIANCE WITH ANY FUNDING SOURCE.
# REQUISITION

**Vendor ID:** 021175  
**Vendor Name:** HARTFORD, TOWN OF ENCUMBRANCE  
**Address:** 171 BRIDGE ST WHITE RIVER JCT, VT 05001  
**Vendor Contact:**  

**Requisition No:** 13120  
**Town of Hartford**  
**Dept:** Administrative Manager  
**Date:** 2/10/2023  
**Requisition Comment:** ARPA Approved Funding - BANK ID 25-0121

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<td>Debit Account No: 25-985-121-0117</td>
<td></td>
<td>Desc: ARPA - Fund 60 -Nutt Lane,Harrison, Latham partial</td>
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<tr>
<td></td>
<td>Credit Account No: 25-024-000-0100</td>
<td></td>
<td>Desc: ENCUMBRANCES</td>
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</tr>
</tbody>
</table>

**Partial project with partial funding for water main replacement. total project $700k... requires JE to record transfer into Fund 50: Debit 50-955-544-0117 Credit 50-050-544-0117**

**Total:** 2,605,868.30

---

**Notes:**

FINANCE DEPT VERIFIES AMOUNT.  
FINANCE DEPT DOES NOT CERTIFY COMPLIANCE WITH ANY FUNDING SOURCE.
PURCHASE ORDER
(Pending Posting Process)

HARTFORD, TOWN OF
ENCUMBRANCE
171 BRIDGE ST
WHITE RIVER JCT, VT 05001

TO:

Date: 2/13/2023
Dept. Of: Administrative Manager
Job No:
Ship Via: Best way
Terms: Net 30
Comment: ARPA Approved Funding - BANK ID 25-0121

BILL TO: Town of Hartford
171 Bridge Street
White River Jct, VT 05001-7034

SHIP TO: Town of Hartford
171 Bridge Street
White River Jct, VT 05001-7034

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
</table>

Attention:

Requested By: gostrcut

FINANCE DEPT VERIFIES AMOUNT.
FINANCE DEPT DOES NOT CERTIFY COMPLIANCE WITH ANY FUNDING SOURCE.

DEPARTMENT HEAD

FINANCE DIRECTOR

TOWN MANAGER

2/13/23
ARPA Funded Projects

Board Approved January 19, 2023
Balance as of December 31, 2022: $2,866,147.68

$80,000.00 - Parks & Rec : 1 Skid Steer

$72,000.00 - Parks & Rec : 2 Mowers

$75,000.00 - Police : 1 Cruiser & Fit Up

$40,000.00 - Public Safety - Camera System

$56,368.30 - Police : Training System

$450,000.00 - Fire : Refurbish 2006 EONE Fire Engine

$233,000.00 - Planning : Parking Meters (equipment only)
SVL65-2HFWC WEB QUOTE #2611685
Date: 03/18/2023 11:30:57 AM

Quote Provided By
Townline Equipment Sales Inc.
Drew Marrazzo
1474 Route 12A
Plainfield, NH 03781
email: drew@townlinequipment.com
phone: 6036375347

--- Standard Features ---

**S Series SVL65-2HFWC**

* * * EQUIPMENT IN STANDARD MACHINE * * *

**FEATURES**

- **BASIC UNITS**
  - SVL65-2HFWC, 15.0’’ Rubber Tracks, A/C ROPS/FOPS Cab
- **Hydraulic Quick Coupler Option**
  - Hydraulic Quick Coupler, High Flow Hydraulics & MF Grips
- **Loader Arm Self-Leveling with on/off switch**
- **Loader Boom Lock**
- **Open ROPS & Air Conditioned ROPS/FOPS Cab Models**
- **Adjustable, Vinyl, Suspension Seat**
- **2’’ Retractable Seat Belt and 2 Piece Seat Bar**
- **12V Electric Outlet**
- **17.4 gpm Auxiliary Hydraulics standard, 27 gpm Option**
- **Direct To Tank Return Line**
- **Rigid Mounted Undercarriage, Lower Track Rollers**
- **Rubber Tracks, 12.6’’ Standard, 15’’ Optional**
- **Two Speed Travel System Automatic Wet Disk Parking Brake**
- **Kubota 4 Hydraulic Pump Load Sensing System 2 Gear, 2 Variable**
- **Displacement Pumps**
  - Rated Operating Capacity (@ 35% of Tipping Load) 2,100 lbs.
  - Rated Operating Capacity (ROC) @ 50% of Tipping Load 3,000 lbs.
- **Hydraulic Joystick Controls, Optional Multi-Function Grips ISO Operating Pattern Hand And Foot Throttle Controls**
- **Electronic Travel Torque Management Automatic Glow Plugs Key Switch Stop System Self Bleed Fuel System 2 Front and 2 Rear Working Lights Hour Meter, Engine Temperature and Fuel Gauges and Warning Lights Horn and Backup Alarm Lockable Fuel Cap Bolt On Grab Handles to enter machine**

---

**ENGINE**

V2807-CE-TE4 Tier 4 Final Diesel Engine

**DIMENSIONS**

- Cab Height 79.9’’
- Width (without attachment) 66.2’’
- Length (without attachment) 107.6’’

**OPERATIONAL DIMENSIONS**

- Operating Weight*, SVL65-2, 12.6’’ Rubber Tracks, Open ROPS/FOPS Cab, Mechanical Quick Coupler 8,105 lbs.

**Final pricing will be based upon pricing at the time of final delivery to Sourcewell members. Purchase Order Must Reflect Final Sales Price.**

**To order, place your Purchased Order directly with the quoting dealer.**

---

**SVL65-2HFWC Base Price:** $70,718.00

**Configured Price:** $70,718.00

**Sourcewell Discount:** ($16,972.32)

**SUBTOTAL:** $53,745.68

- 1yr SVL65-2HFWC Extended Warranty (3000 hrs) $1,250.00
- Dealer Assembly: $0.00
- Freight Cost: $662.50
- PDI: $400.00
- Dealer Destination charge $3,500.00
- MX7H Harley Rake $14,865.00

**Total Unit Price:** $74,423.18

**Quantity Ordered:** 1

**Final Sales Price:** $74,423.18

---

*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability. © 2018 Kubota Tractor Corporation. All rights reserved.*
**WHOLEGOODS INVOICE/PURCHASE & SALES AGREEMENT**

**TOWLINE EQUIPMENT SALES, INC.**

P.O. BOX 300, 1474 Route 12A Plainfield NH 03781
(603) 675-6347

info@townlineequipment.com • www.townlineequipment.com

---

**Buyer:** Town of Hartford-Parks & Recreation

**Address:**

171 Bridge Street

**City, State, Zip:**

White River Junction, VT 05088

**Date:** 3/29/2023 | 2:50 PM

---

### New or Used Equipment

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<th>Stock No.</th>
<th>Model</th>
<th>Make</th>
<th>Serial Number</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
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<td>Kub</td>
<td></td>
<td>Skid Steer</td>
<td>$58,308.18</td>
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<td>N</td>
<td>AP-HD74-LLC</td>
<td>Kub</td>
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<td>Bucket</td>
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<tr>
<td>N</td>
<td>MX7H-0222</td>
<td>Harley</td>
<td></td>
<td>Harley Rake</td>
<td>$14,865.00</td>
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</tbody>
</table>

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**TRADE - INS Buyer certifies below Trade-ins to be free of encumbrances**

**MODEL & YEAR | MAKE | SERIAL NO. | DESCRIPTION**

None

---

**FREIGHT & HDL.G.**

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<tr>
<th>TRADE-IN ALLOWANCE</th>
<th>FREIGHT &amp; HDL.G.</th>
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</thead>
<tbody>
<tr>
<td>1. TOTAL CASH DEL'D PRICE</td>
<td>$73,173.18</td>
</tr>
</tbody>
</table>

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**TRADE-INS TAX (Sales-Use)**

1. **TOTAL CASH DEL'D PRICE**: $73,173.18

---

**REVIEWED WITH CUSTOMER**:

- Machine operation, maintenance requirements and warranty information per operator's manual.

- Customer is responsible for reviewing all operation, safety, maintenance and warranty information in the operator's manual. Customer is also responsible for reviewing and understanding all of operator presence and safety switches, back up alarms, ROPS functionality, and all other safety related features for this equipment.

---

**CHECK ONE**

- **SOLD USED AS-IS**, no warranty of any kind has been given by the dealer or his agent.

- **SOLD NEW WITH**

  - (specify warranty used)

- **SOLD WITH**

  - (balance of this contract)

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CONTRACT EXTENSION

Contract Number: #040319-KBA

Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Kubota Tractor Corporation, 1000 Kubota Dr., Grapevine, TX 76051 have entered into Contract #040319-KBA for the procurement of Medium Duty and Compact Construction Equipment with Related Attachments, Accessories and Supplies. The Contract has an expiration date of May 31, 2023, but the parties may extend the Contract by mutual consent.

Sourcewell and Vendor acknowledge that extending the Contract benefits the Vendor, Sourcewell and Sourcewell’s Members. Vendor and Sourcewell agree to extend the Contract listed above for an additional period, with a new Contract expiration date of May 31, 2024. All other terms and conditions of the Contract remain in full force and effect.

Sourcewell

By: __________________________
Jeremy Schwartz
Title: Chief Procurement Officer
Date: ________________

Kubota Tractor Corporation

By: __________________________
Chris Peppers
Title: Business Development Manager, Govt. Accounts
Date: ________________
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<thead>
<tr>
<th>Equipment Type</th>
<th>Model</th>
<th>Series</th>
<th>Discount</th>
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<td>Excavators</td>
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</tr>
<tr>
<td>Construction Equipment</td>
<td>Wheel Loaders</td>
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<td>24%</td>
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<tr>
<td>Construction Equipment</td>
<td>Compact track Loaders</td>
<td>SVL</td>
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<tr>
<td>Tractors</td>
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<tr>
<td>Turf</td>
<td>Residential/Commercial Mower</td>
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<td>22%</td>
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<tr>
<td>Tractors</td>
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<td>Turf</td>
<td>Residential/Commercial Mower</td>
<td>T</td>
<td>22%</td>
</tr>
</tbody>
</table>
REQUEST FOR PROPOSAL
for the procurement of
MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES

RFP Opening
April 4, 2019
8:30 a.m. Central Time
At the offices of Sourcewell
202 12th Street Northeast, Staples, MN 56479

RFP #040319

Sourcewell, formerly the National Joint Powers Alliance® (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of #040319 MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES. Details of this RFP are available beginning February 14, 2019. Details may be obtained by letter of request to James Voelker, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@sourcewell-mn.gov. Proposals will be received until April 3, 2019 at 4:30 p.m. Central Time at the above address and opened April 4, 2019 at 8:30 a.m. Central Time.

RFP Timeline

February 14, 2019 Publicaation of RFP in the print and online version of USA Today, in the print and online version of the Salt Lake News within the State of Utah, in the print and online version of the Daily Journal of Commerce within the State of Oregon (note: OR entities this pertains to: www.sourcewell-mn.gov/compliance-legal/oregon-advertising and also RFP Appendix B), in the print and online version of The State within the State of South Carolina, the Sourcewell website, MERX, PublicPurchase.com, Biddingo, and Onvia.

March 20, 2019 10:00 a.m. CT Pre-Proposal Conference (the webcast/conference call). The connection information will be sent to all inquirers two business days before the conference.

March 27, 2019 Deadline for RFP questions.

April 3, 2019 4:30 p.m. CT Deadline for Submission of Proposals. Late responses will be returned unopened.

April 4, 2019 8:30 a.m. CT Public Opening of Proposals.

Direct questions regarding this RFP to: James Voelker at james.voelker@sourcewell-mn.gov or 218-895-4191.
Medium Duty and Compact Construction Equipment with Related Attachments, Accessories, and Supplies

040319

Closing Date: 04/03/2019 04:30:00 PM CT

Sourcewell, formerly the National Joint Powers Alliance® (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of 040319 MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES.

Details of this RFP are available beginning February 14, 2019. Details may be obtained by letter of request to James Voelker, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@sourcewell-mn.gov. Proposals will be received until April 3, 2019 at 4:30 p.m. Central Time at the above address and opened April 4, 2019 at 8:30 a.m. Central Time.
**Bid RFP #040319 - Medium Duty and Compact Construction Equipment with Related Attachments, Accessories, and Supplies**

- **Bid Type**: RFP
- **Bid Number**: 040319
- **Title**: Medium Duty and Compact Construction Equipment with Related Attachments, Accessories, and Supplies
- **Start Date**: Feb 14, 2019 9:46:20 AM CST
- **End Date**: Apr 3, 2019 4:30:00 PM CDT
- **Agency**: Sourcewell
- **Bid Contact**: Carol Jackson  
  (218) 894-5481  
  carol.jackson@sourcwell-mn.gov  
  PO Box 219  
  Staples, MN 56479

**Access Reports**
View reports on who has been notified of the bid or accessed it.  
[Notification report] [Access report]

**Questions**
0 Questions  
0 Unanswered  
[View/Ask Questions]

**Edit Bid**
[Create Addendum]

**Description**
Sourcewell, formerly the National Joint Powers Alliance® (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of #040319 MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES. Details of this RFP are available beginning February 14, 2019. Details may be obtained by letter of request to James Voelker, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@sourcwell-mn.gov. Proposals will be received until April 3, 2019 at 4:30 p.m. Central Time at the above address and opened April 4, 2019 at 8:30 a.m. Central Time.
<table>
<thead>
<tr>
<th><strong>Delivery Information</strong></th>
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<tbody>
<tr>
<td>James Voelker, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479</td>
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<table>
<thead>
<tr>
<th><strong>Pre-Bid Conference</strong></th>
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</thead>
<tbody>
<tr>
<td><strong>Date</strong></td>
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<tr>
<td><strong>Location</strong></td>
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<td><strong>Notes</strong></td>
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</table>

<table>
<thead>
<tr>
<th><strong>Documents</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>No Documents for this bid</td>
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</tbody>
</table>
Sourcewell, formerly the National Joint Powers Alliance® (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of

#040319 MEDIUM DUTY AND COMPACT CONSTRUCTION
EQUIPMENT WITH RELATED ATTACHMENTS,
ACCESSORIES, AND SUPPLIES.

Details of this RFP are available beginning February 14, 2019. Details may be obtained by letter of request to James Voelker, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@sourcewell-mn.gov.

Proposals will be received until April 3, 2019 at 4:30 p.m. Central Time at the above address and opened April 4, 2019 at 8:30 a.m. Central Time.
Medium Duty and Compact Construction Equipment with Related Attachments, Accessories, and Supplies

Sourcewell, formerly the National Joint Powers Alliance (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request for Proposal (RFP) to solicit a national contract solution for the procurement of 400319 MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES. Details of this RFP are available beginning February 14, 2019. Details may be obtained by letter of request to Janice Vickers, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@sourcewell-npa.gov. Proposals will be received until April 3, 2019 at 4:30 p.m. Central Time at the above address and opened April 4, 2019 at 8:30 a.m. Central Time.

This RFP is now closed.
Proposal Opening Record

Date of opening: April 4, 2019

The public opening of all responses received to the Request For Proposal #040319 for the procurement of MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES was witnessed by the following individuals:

Craig West, Sourcewell
Chris Klein, Sourcewell
Carol Jackson, Sourcewell
Michael Munoz, Sourcewell
Kim Austin, Sourcewell
Brandon Town, Sourcewell
Chris Robinson, Sourcewell
Steff Haataja, Sourcewell
Kelly McAllister, Sourcewell
Sheila Christoffersen, Sourcewell
Greg Grunig, Sourcewell

Responses were received from the following:

Alden Equipment, Inc. - received 4/02/19 at 11:39:46 AM
Proposer deemed responsive

ASV Holdings, Inc. – received 4/1/19 at 10:21:52 AM
Proposer deemed responsive

Avant Tecno USA, Inc. – received 4/3/19 at 11:29:16 AM
Proposer deemed responsive

Avant Tecno USA, Inc. – received 4/3/19 at 11:29:53 AM [Duplicate]
Proposer deemed responsive

Clark Equipment Company dba Bobcat Company - received 4/2/19 at 11:31:26 AM
Proposer deemed responsive

Gradall Industries, Inc. – received 3/29/19 at 11:45:57 AM
Proposer deemed responsive

Hitachi Construction Machinery America – received 4/1/19 at 2:55:45 PM
Proposer deemed responsive

Hyundai Construction Americas, Inc. - received 3/29/19 at 11:46:04 AM
Proposer deemed responsive

JCB, Inc. – received 4/1/2019 at 12:31:27 PM
Proposer deemed responsive

JLG Industries, Inc. – received 4/2/2019 at 11:39:54 AM
Proposer deemed responsive

Kubota Tractor Corporation - received 4/3/19 at 11:30:05 AM
Proposer deemed responsive
Kubota Tractor Corporation - received 4/3/19 at 12:52:28 PM [Duplicate]
Proposer deemed responsive

Manitou North America – received 4/3/19 at 11:29:38 AM
Proposer deemed responsive

Terramac – received 3/26/19 at 11:12:38 AM
Proposer deemed responsive

The Toro Company - received 3/29/19 at 11:46:16 AM
Proposer deemed responsive

United Rotary Brush Corporation – received 4/3/19 at 11:39:44 AM
Proposer deemed responsive

Wacker Neuson – received 4/3/19 at 11:39:48 AM
Proposer deemed responsive

XCMG North America Corp. - received 4/2/19 at 11:31:15 AM
Proposer deemed responsive

Yanmar America Corporation – received 4/1/19 at 9:46:00 AM
Proposer deemed responsive

Proposals are evaluated first on level-one responsiveness and that determination is noted above. Level-one responsiveness requires, among other things, that the response be received before the deadline for the submission and that the response include completed copies (with signatures) of the requested forms.

Proposers that are deemed level-one responsive must provide any missing documentation or remedy a noted deficiency within a reasonable time in order to remain responsive. Respondents must not provide additional substantive information when sending missing documentation.

---

Kim Austin, Procurement Lead Analyst
Carol Jackson, Procurement Analyst III
## Form G

**MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES**

**RFP # 040319**

<table>
<thead>
<tr>
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<td>43</td>
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<td><strong>Financial, Industry and Marketplace Successes</strong></td>
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<td><strong>Bidder’s Ability to Sell/Service Contract Nationality</strong></td>
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<td><strong>Warranty Coverages and Information</strong></td>
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### Sourcewell

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<th>Kobelco Tractor Corporation</th>
<th>Manitou North America</th>
<th>Terex Inc.</th>
<th>The Toro Company</th>
<th>Wacker Neuson</th>
<th>XCMG North America Corp.</th>
<th>Yanmar America Corporation</th>
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**Signed by:**
- **James Voeler**, CPCM, CFCM, Sourcewell
- **Kim Austin**, Sourcewell
- **Brandon Town**, CPSM, CPSS, Sourcewell
- **Stephanie Haataja**, CPIM, Sourcewell
COMMENT AND REVIEW
to the
REQUEST FOR PROPOSAL (RFP) #040319
Entitled

MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES

The following advertisement was placed in Oregon’s Daily Journal of Commerce on February 15, 2019 and February 14, 2019 in Utah’s The Salt Lake Tribune, in USA Today, in South Caroline’s The State, and on the Sourcewell website www.sourcewell-mn.gov, Biddingo, Merx, The New York State Contract Reporter website www.nyscr.ny.gov, Onvia website www.onvia.com, and PublicPurchase.com:

Sourcewell, formerly the National Joint Powers Alliance® (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of #040319 MEDIUM DUTY AND COMPACT CONSTRUCTION EQUIPMENT WITH RELATED ATTACHMENTS, ACCESSORIES, AND SUPPLIES. Details of this RFP are available beginning February 14, 2019. Details may be obtained by letter of request to James Voelker, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@sourcewell-mn.gov. Proposals will be received until April 3, 2019 at 4:30 p.m. Central Time at the above address and opened April 4, 2019 at 8:30 a.m. Central Time.

RFPs were requested by and distributed to:

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<td>Avant Tecno USA Inc.</td>
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<td>Bid Ocean, Inc.</td>
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202 12th Street NE | P.O. Box 219 | Staples, MN 56479

888-894-1930 | www.sourcewell-mn.gov
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<td>Kobelco Construction Machinery, U.S.A.</td>
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<td>Lake Truck Sales dba Jones Equipment Co.</td>
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Proposals were opened on April 4, 2019, at Sourcewell, formerly the National Joint Powers Alliance (NJPA) offices located at 202 12th Street Northeast in Staples, Minnesota 56479, from the following:

Alden Equipment, Inc.
ASV Holdings, Inc.
Avant Teco USA, Inc.
Clark Equipment Company dba Bobcat Company
Gradall Industries, Inc.
Hitachi Construction Machinery America
Hyundai Construction Americas, Inc.
JCB, Inc.
JLG Industries, Inc.
Kubota Tractor Corporation
Manitou North America
Terramac
The Toro Company
United Rotary Brush Corporation
Wacker Neuson
XCMG North America Corp.
Yanmar America Corporation

Proposals were reviewed by the Proposal Evaluation Committee:

James Voelker, CPCM, CFCM, Sourcewell Procurement Lead Analyst
Kim Austin, Sourcewell Procurement Lead Analyst
Brandon Town, CPSM, CPSD, Sourcewell Procurement Analyst III
Stephanie Haataja, CPIM, Sourcewell Procurement Analyst II

The findings of the Proposal Evaluation Committee are summarized as follows:

The Proposal Evaluation Committee used the Sourcewell RFP evaluation criteria and determined that all proposal responses met Level-One responsiveness. The response of United Rotary Brush Corporation was determined to be Level-Two non-responsive because the offering of products and services in its proposal were found to fall outside of the scope of the RFP. All other proposals were found to be Level-Two responsive and were evaluated.

Clark Equipment Company dba Bobcat Company offers a wide selection of skid steers, compact and mini track loaders, compact and mini excavators, utility work machines, compact tractors, utility vehicles and versa-handlers for sales, lease and rental. Bobcat offers Machine IQ data details in their own portal to track key metrics such as machine location, operating hours and fuel levels. They are prepared to serve Sourcewell Members across North America through over 600 dealer locations. Bobcat offers a significant discount for Sourcewell Members.

Gradall Industries, Inc. manufactures a varied selection of excavators to include crawler, rough terrain and highway speed units. Gradall provides Operator Familiarization training with each machine delivery at no charge. They have an extensive network of authorized and dedicated dealers in the United States and Canada that will serve Sourcewell Members. Gradall offers Members a competitive discount from list prices.

Hyundai Construction Equipment Americas, Inc. provides multiple models of construction equipment including excavators in a range of sizes, wheel loaders, compaction rollers and hydraulic breakers. Hyundai’s excavators and wheel loaders have the All Around View Monitoring (AAVM) camera system that provides a 360 degree field of view to the operator available as an enhanced safety feature. Hyundai is prepared to serve Members through a distribution network covering the United States and Canada. Hyundai also offers a competitive discount from catalog prices.

JCB, Inc. offers multiple equipment options to include rough terrain and telescopic forklifts, backhoe loaders, mini excavators, skid steers, compact track loaders, wheel loaders and crawler and wheeled excavators. JCB offers equipment options that meet all emission regulations, but don’t require a diesel particulate filter, which can help significantly reduce the total cost of ownership through maintenance savings. They maintain a large dealer presence across the United States and Canada ready to serve Sourcewell Members. JCB provides a solid discount from MSRP.
Kubota Tractor Corporation manufactures a solid selection of mini and compact excavators, compact track loaders, skid steers, wheel loaders and their Tractor/Loader/Backhoe series of equipment. Kubota equipment offers features such as common rail fuel systems, ECO Plus System which prioritizes fuel economy, low noise and vibration cabs and performance matched hydraulics. They will support Members across the United States and Canada through an extensive dealer network. Kubota offers sizeable discounts to Sourcewell Members.

Wacker Neuson offers a broad selection of equipment including excavators, wheel loaders, telehandlers, skid and compact track loaders, wheeled and tracked dumpers and rollers. Wacker Neuson offers telematics tracking services on their equipment which provides valuable information such as machine location, operating time, downtime, service requests and maintenance reminders. Wacker Neuson maintains a strong dealer presence throughout the United States and Canada. They are offering a solid discount from published list prices to Members.

For these reasons, the Sourcewell Proposal Review Committee recommends award of Sourcewell Contract #040319 to:

- Clark Equipment Company dba Bobcat Company
- Gradall Industries, Inc.
- Hyundai Construction Equipment Americas, Inc.
- JCB, Inc.
- Kubota Tractor Corporation
- Wacker Neuson

#040319-CEC  #040319-GRD  #040319-HCE  #040319-JCB  #040319-KBA  #040319-WAC

The preceding recommendations were approved on May 23, 2019.

James Voelker, CPCM, CFCM, Sourcewell Procurement Lead Analyst

Kim Austin, Sourcewell Procurement Lead Analyst

Brandon Town, CPSM, CPSD Sourcewell Procurement Analyst III

Stephanie Haataja, CPIM, Sourcewell Procurement Analyst II
Present: Michael Hoyt, Chair; Dan Fraser, Vice Chair; Kim Souza, Clerk; Rocket, Member; Lannie Collins, Member; Mary Erdei, Member; Ally Tufenkjian via Zoom, Member; Paula Nulty, Acting Asst. Town Manager; Dana Clawson, Environmental Sustainability Co-Ordinator; Scott Cooney, Fire Chief; Joe Major, Treasurer; Members of the Public

Jam Link: https://www.youtube.com/watch?v=plmOJqfRedg

I. Call to Order the Selectboard Meeting by M. Hoyt at 6PM.

II. Pledge of Allegiance

III. Local Liquor Control Board: M. Hoyt recessed the Selectboard Meeting and opened the Local Liquor Control Board.

New: a. M. Erdei made the motion seconded by Rocket to approve Northern Stage Company, 76 Gates Street, White River Junction, VT 05001 for Outside Consumption. Passed: 5 in favor, 1 abstained (D. Fraser), 1 recused (K. Souza).

Renewals:
M. Erdei made the motion seconded by A. Tufenkjian to approve the renewal of Cumberland Farms of Vermont, INC. Doing Business As: Cumberland Farms #8007, 1167 Hartford Avenue, White River Junction, VT 05001 for 2nd, Tobacco and Tobacco Substitute Endorsement. Passed: 5 in favor, 1 abstained (D. Fraser), 1 recused (K. Souza).

L. Collins made the motion seconded by M. Erdei to approve the renewal of Little Istanbul Inc. Doing Business As: Little Istanbul, 27 North Main Street, White River Junction, VT 05001 for 2nd. Passed: 5 in favor, 1 abstained (D. Fraser), 1 recused (K. Souza).

M. Erdei made the motion seconded by A. Tufenkjian to approve the renewal of Jennifer Kaar, Doing Business As: The Filling Station, 70 Gates Street, White River Junction, VT 05001 for 1st, 3rd. Passed: 5 in favor, 1 abstained (D. Fraser), 1 recused (K. Souza).

M. Erdei made the motion seconded by A. Tufenkjian to approve the renewal of It’s About Thyme, Doing Business As: Thyme Restaurant, 85 North Main Street, White River Junction, VT 05001 for 1st, 3rd and Outside Consumption. Passed: 5 in favor, 1 abstained (D. Fraser), 1 recused (K. Souza).
L. Collins made the motion seconded by M. Erdei to approve the renewal of Montshire Services, LLC Doing Business As: Bob’s Service Center, 4 Ballardvale Drive, White River Junction, VT 05001 for 2nd and Tobacco. Passed: 5 in favor, 1 abstained (D. Fraser), 1 recused (K. Souza).

IV. Local Cannabis Control Board: None

V. Order of Agenda: Without objection, moved Selectboard Comments to before Public Comment.

VI. Selectboard

1. Selectboard Comments and Announcements
   D. Fraser stated actions directed from L. Collins stop.

   Rocket shared his experience as Board member and in general and concerns with treatment as both, is considering resignation, apologized to public and Board for any past actions, left meeting as protest.

   K. Souza addressed Rocket and did not concur with some of his recollections.

   Lannie spoke to concerns with Board.

2. Public Comment – All residents of Hartford.
   David Briggs spoke in support of re-opening Gates Street connection to Terraces. Board requested update from Public Works Dept. on Gates Street assessment.

   Nicole Affeldt spoke about 3/9/23 Meeting and Selectboard’s role.

   John Hall spoke in support of team building and listening sessions for Board.

   David Allen spoke to the Board focusing on work to be done.

   Sue-Ellen Parmenter spoke about race, Town committees, addiction, huts, and focusing on drug problems in Town.

   Heidi Duto asked when the Strategic Plan on Equity and Inclusion would be implemented, and spoke to Board work on the Town.

   Todd Campbell supports David Briggs and re-opening Gates Street, asked if re-doing street was included in ARPA designated funding of water main repairs for Street, Board responded it was not.

   Kelly Armbrust spoke in support of Jon Hall.

   Bridget Armbrust spoke in support of procedure for Board.

   Joe Major spoke to differing opinions on the Board and the work of HCOREI.

   Geri Williams supports Terraces neighborhood and made observations of Board.
Michelle Boleski spoke to the Strategic Plan for Equity and Inclusion in tandem with School Board and the Town Manager Search Committee.

Mike Morris spoke to training gin Robert’s Rules and the Town Charter for the Board.

Gayle Ottmann spoke in support of a retreat for Board members.

3. Appointments
   a. The Board tabled the Appointment of Jennifer Kravitz to the Committee on Housing and Homelessness for a two year term beginning March 21, 2023 and ending March 20, 2025.
   b. D. Fraser made the motion seconded by M. Erdei to reappoint Katie Mann to the Hartford Conservation Commission for a four year term beginning March 21, 2023 and ending March 20, 2027. Passed: 6 in favor, 1 absent (Rocket).

4. Significant Activity Report
   The Board directed P. Nulty to extend invitations to all libraries in Town to report on their operations and positions in Hartford.
   The Board directed P. Nulty to request a paving plan schedule from Public Works.
   The Board directed P. Nulty to request an update from Planning on the ARPA funds earmarked for housing matters.
   The Board directed P. Nulty to report on staffing levels across all Town Departments.

5. Board Reports, Motions & Ordinances
   a. Town Hall Heat Pump Overview was presented by D. Clawson.
   b. UNH’s Sustainability Institute, Jennifer Andrews, Project Director, with D. Clawson presented Town of Hartford Carbon Footprint Report; Erik Krauss, Tim Fariel, and Mike Morris, all of Hartford, called in to address the study; the Board directed P. Nulty to request a report on the Town’s EV charging stations.
   c. D. Fraser made a motion seconded by K. Souza to approve the EMPG 20 Local Emergency Management and EOC Enhancement Grant. Passed: Passed: 6 in favor, 1 absent (Rocket).
   c. K. Souza made a motion seconded by D. Fraser to choose Vermont League of Cities and Towns as the vendor to conduct the Town Manager Search. Passed: 5 in favor, 1 against (Collins), 1 absent (Rocket). Cathy Melocik, Gabrielle Lucke, Tim Fariel, Mike Morris, Joe Major, and Heidi Duto spoke to the work, membership, and/or role Search Committee.
d. D. Fraser made the motion seconded by Mary Erdei to confirm K. Souza as Selectboard Training Coordinator. Passed: 5 in favor, 1 abstained (Souza), 1 absent (Rocket).

e. K. Souza made the motion seconded by D. Fraser to ratify change to Town Manager Search Committee charge. Passed: 5 in favor, 1 against (Collins), 1 absent (Rocket).

VII. **Consent Agenda:** D. Fraser made the motion seconded by M. Erdei to approve the Consent Agenda with the exception of 3/9/23 Meeting Minutes to be tabled. Passed: 6 in favor, 1 absent (Rocket).

- Approve Payroll Ending: 3/18/2023
- Approve Meeting Minutes of: 3/6/2023 and 3/9/2023
- Approve A/P Manifest of: 3/17/2023 and 3/21/2023
- Approve Selectboard Meetings: 4/4/2023 and 4/18/2023

VIII. **Executive Session:** That in accordance with Vermont’s Open Meeting Law 1 V.S.A. § 313, I move that the Selectboard enter into Executive Session: To discuss the appointment or employment or evaluation of a public officer or employee. Tabled.

IX. **Adjourn the Selectboard Meeting:** D. Fraser made the motion seconded by M. Erdei to adjourn the meeting at approximately 9:45PM. Passed: 6 in favor, 1 absent (Rocket).
TOWN OF HARTFORD
SPECIAL SELECTBOARD ORGANIZATIONAL
MEETING MINUTES
Thursday, March 9, 2023 at 6:00 pm

Present: Lannie Collins; Dan Fraser; Mary Erdei; Mike Hoyt; Rocket; Kim Souza; Ally Tufenkjian, Paula Nulty, Heidi Duto.

JAM LINK: https://catv.cablecast.tv/CablecastPublicSite/show/32934?channel=1

I. Call to Order Special Selectboard Organizational Meeting: Mike Hoyt called the meeting to order at 6:00PM.

II. Pledge of Allegiance was recited and led by Rocket

III. Reorganization of Board Positions: Chair, Vice Chair and Clerk

Selectboard member Ally Tufenkjian made the motion to appoint Mike Hoyt as Chair. Selectboard Dan Fraser seconded the motion. 5 in favor. 1 not in favor (Collins). 1 abstained (Hoyt). The motion passed.

Selectboard member Rocket made the motion to appoint Lannie Collins as Vice Chair. Selectboard Kim Souza seconded the motion. An erroneous assumption was made by the Chair that a member could not vote on their own nomination, resulting in Lannie Collins not being polled for the vote. A 3-3 tie vote resulted: Rocket, Souza, and Tufenkjian in favor; Hoyt, Erdei, and Fraser not in favor. That error was raised and resolved when the Chair, after disposing of the pending motion for a different nomination, revisited Lannie Collins’ nomination, this time resulting in a 3-4 vote: 3 in favor (Collins, Rocket, Souza), 4 not in favor (Tufenkjian, Hoyt, Erdei, Fraser). The motion failed.

Selectboard member Mary Erdei made the motion to appoint Dan Fraser as Vice Chair. Selectboard member Ally Tufenkjian seconded the motion. 4 in favor (Tufenkjian, Hoyt, Erdei, Souza). 2 not in favor (Collins, Rocket). 1 abstained (Fraser). The motion passed.

Selectboard member Dan Fraser made the motion to appoint Kim Souza as Clerk. Selectboard member Mary Erdei seconded the motion. 6 in favor. 1 abstained (Souza).

IV. Liaison Assignments Review
Mike Hoyt, Chair: Climate Action Steering Team, School Board, UV Leadership Committee (3)
Dan Fraser, Vice Chair: Aquatic Center Oversight, Energy Commission, Tree Board (3)
Kim Souza, Clerk: Design Review Committee, Planning Commission, School Board 2nd Alt. (3)
Lannie Collins: Hartford Community Coalition, Zoning Board, HCOREI (3)
Mary Erdei: Conservation Committee, Parks & Rec, School Board 1st Alt (3)
Rocket: Historic Preservation Commission, Sister Cities, HBRLF, Town & School Meeting (4)
Ally Tufenkjian: HCOREI, Housing & Homelessness, Resilient Hartford (3)
V. **Closing:** Selectboard Mike Hoyt made the motion to adjourn the meeting at 6:49PM. Selectboard member, Rocket seconded the motion. All were in favor and the motion passed.

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Kim Souza, April 4, 2023
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**FUND 1 0 HRA**

**FUND 1 0 HRA**

**FUND 1 0 HRA**

**FUND 1 0 HRA**

**FUND 1 0 HRA**

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Holdback Total: 2,861,915.79

Batch Totals: 95,720.77 0.00 2,957,636.56

_________________________ MICHAEL HOYT
_________________________ DANIEL FRASER
_________________________ KIM SOUZA
_________________________ LANNIE J. COLLINS
_________________________ MARY M. ERDEI
_________________________ ROCKET
_________________________ ALLY TUFENKJIAN
_________________________ GAIL OSTROUT
_________________________ JOSEPH MAJOR