TOWN OF HARTFORD SELECTBOARD AGENDA
Tuesday, April 18, 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 (6:00)
II. Pledge of Allegiance
III. Local Cannabis Control Board: None
IV. Order of Agenda (6:05)
V. Executive Session: That in accordance with Vermont's Open Meeting Law 1
V.S.A. § 313(a), I move that the Selectboard enter into Executive Session: To
discuss the appointment or employment or evaluation of a public officer or
employee and That In accordance with Vermont's Open Meeting Law
requirements, I move that the Selectboard enter into Executive Session To
discuss or consider records or documents that are exempt from the public
records laws under the provisions of Title 1, Section 313 (a) (6) of the Vermont
Statutes.

VI. Selectboard
1. Public Comment (7:30)
2. Selectboard Comments and Announcements
3. Appointments: (8:00)
   a. Consider the Appointment of Dylan M. Kreis to the Hartford
      Planning Commission for a three-year term beginning April 18,
      2023 and ending April 17, 2026.
4. Town Manager Report (8:10)
   a. Graffiti
   b. South Main Street Parking Lot Lights
   c. Hartford Ave Crosswalk/Speeding
   d. Staffing Levels
   e. Paving
5. Board Reports, Motions & Ordinances
   a. Ratification of Agreement between Town and International
      Brotherhood of Electrical Workers Local 300 (Representing Public
      Works and Parks and Recreation staff) (8:25)
   b. Personnel Policy Modification (8:45)
   c. Cornerstone Community Center Vermont Community Development
      Program Planning Grant – Redesignate Authorizing Official (9:00)
d. Hartford Development Corporation Initiative (9:10)

e. Charging & Fueling Infrastructure Discretionary Grant Program (9:20)

f. Heat Pumps (9:30)

g. Replacement of Water Department F-250 (W-6) (9:45)

h. Vermont Community Foundation Grant (9:50)

i. Board Designation for State Grant; same as item 5.c.

VII. Local Liquor Control Board (10:10)

New:

a. Consider the New License of Neshobe River Co., LLC Doing Business As: Foley Brothers Beer Garden, 5573 West Woodstock Road, Quechee, VT 05059 (Outside Consumption)

b. Consider the Renewal and New Licenses of Hua Teng Restaurant Inc. Doing Business As: China Moon Buffet, 96 Sykes Avenue, White River Junction, VT 05001 (Renewal of 1st Class)

Additional: NEW License request for China Moon Buffet (3rd Class)

Renewals:

a. Consider the Renewal of Quechee Club, Inc. Doing Business As: Base Lodge, 3369 Quechee Main Street, Quechee, VT 05059 (1st, 3rd and Outside Consumption)

b. Consider the Renewal of Quechee Club, Inc., Doing Business As: Murphy Farms, 78 Murphy Road, Quechee, VT 05059 (1, 3rd and Outside Consumption)

c. Consider the Renewal of Quechee Club, Inc., Doing Business As: Quechee Club Inc., 3268 Quechee Main Street, Quechee, VT 05059 (1st, 3rd and Outside Consumption)

d. Consider the Renewal of Public House at Quechee Gorge, 5813 Woodstock Road, Quechee, VT 05059 (1st, 3rd and Outside Consumption)

e. Consider the Renewal of Collaborative Stoke LLC Doing Business As: Trail Break Taps & Taco, 129 South Main Street, White River Junction, VT 05001 (1st, 3rd and Outside Consumption)

f. Consider the Renewal of Perry Hospitality Limited Partnership Doing Business As: The Quechee Inn at Marshland Farm, 1119 Quechee Main Street, Quechee, VT 05059 (1st, 3rd and Outside Consumption)

g. Consider the Renewal of Maple Street Catering/Big Fatty’s BBQ, 186 South Main Street, White River Junction, VT 05001 (1st, 2nd, 3rd and Outside Consumption)

h. Consider the Renewal of Veterans of Foreign Wars Club Inc. of Hartford, 97 South Main Street, White River Junction, VT 05001 (1st and 3rd)

i. Consider the Renewal of Northern Hospitality Limited Partnership Doing Business As: Hotel Coolidge Hotel, 39 South Main Street, White River Junction, VT 05001 (1st and 3rd)

j. Consider the Renewal of River Roost Brewery LLC, 230 South Main Street, White River Junction, VT 05001 (1st and Outside Consumption)

k. Consider the Renewal of David McInnis Doing Business As: Wicked Awesome BBQ, 93 Beswick Drive, White River Junction, VT 05001 (1st)

l. Consider the Renewal of Piecemeal LLC Doing Business As: Piecemeal Pies, 5 South Main Street, White River Junction, VT 05001 (1st and Outside Consumption)

m. Consider the Renewal of K-B Ventures, Inc. Doing Business As: Jake’s Market and Deli, 1477 Maple Street, Hartford, VT 05047 (2nd Class, Tobacco & Tobacco Substitute Endorsement)
n. Consider the Renewal of Hanover Consumer Cooperation Society, Inc. Doing Business As: Co-op Food Store, 209 Maple Street, White River Junction, VT 05001 (2nd Class)

VIII. Commission Reports

IX. Consent Agenda

Approve Payroll Ending: 4/15/2023
Approve Meeting Minutes of: 3/9/2023; 4/4/2023
Approve A/P Manifest of: 4/14/2023 and 4/18/2023

Already Approved: 5/2/2023, 5/16/2023, 5/30/2023

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.
Dylan M. Kreis  
159 Hazen Street  
White River Jct., VT 05001  
March 27, 2021

Town of Hartford  
171 Bridge Street  
White River Jct., VT 05001

RE: Hartford Planning Commission Position

To the Hartford Selectboard,

Please consider this cover letter and resume as my application for appointment to the Hartford Planning Commission. This position offers many unique opportunities to directly serve my community and make a positive impact. It would be a privilege to be a member of a team of professionals dedicated to improving the lives and livelihoods of Hartford residents. My knowledge and experiences are well suited to meeting the essential functions of this position and to make a positive contribution to the commission’s mission.

The diversity of my work experience has enabled me to hone a suite of skills that allow me to perform at a high level making me an effective team member. I have a proven track record of making sound decisions in a variety of circumstances and have successful implemented many novel strategies designed to improve efficiency and safety within the workplace. I am a dynamic and motivated team member with excellent analytical, interpersonal, and problem-solving skills. Throughout my work history I have been, and are, responsible for the daily management, supervision, and maintenance of federal, provincial and town and private infrastructure and personnel.

My work and educational experience has given me the ability to absorb and master information and skills that are unique to new roles and work environments. It has also shaped me into a highly organized, goal-oriented individual who enjoys learning and discovering new ways to meet challenges as they arise. I believe these skills and my attitude will enable me to make a substantial contribution to the Town and to be a productive member of the commission. I look forward to discussing this further with the board.

Thank you for your consideration.

Sincerely,

[Signature]

Dylan M. Kreis
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: PLANNING COMMISSION

I. APPLICANT DATA:
Name: DYLAN MCKINSTRY KREIS
Address: 159 HAZEN STREET
WRS, VT 05001
Telephone: (Home) 802- 522-7822 (Work) (Other) 
Email Address: dylan.m.kreis@gmail.com
How long have you been a Hartford resident? 42 YEARS
Are you a registered voter? YES

II. EDUCATION:
High School: Year Graduated:
College 1: Degree Earned:
Course of Study: Year:
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
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?

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

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

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

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? AFFORDABLE WORK FORCE HOUSING

f. What might some solutions be? CONTINUE TO WORK WITH AND INCENTIVIZE LOCAL DEVELOPERS AND NON-PROFIT TO COLLABORATE WITH THE TOWN TO SPEED UP CONSTRUCTION

g. Other hobbies/interests: GARDENING & LANDSCAPING

V. REFERENCES: (Please list three)

Name: Joe Masor  Telephone: 
Name: Michael Redmond  Telephone: 
Name: Miriam Wood  Telephone: 

APPLICANTS SIGNATURE ___________________________ DATE 03/29/2023

03/10/2020
DYLAN KREIS
White River Jct., Vermont
802-522-7822
Dylan.m.kreis@gmail.com

PROFESSIONAL PROFILE
• Highly organized manager with extensive facilities and emergency management experience
• Knowledgeable in facility control systems such as fire alarm, HVAC, and access control/security
• Understand the value of routine inspections and preventive maintenance of facilities.
• Skilled at interpreting and explaining procedures, program regulations and forms to stakeholders.
• Capable of using a high degree of initiative and judgment to plan and carry out tasks.
• Excellent at resolving problems when encountered.
• Effective communicator (both written and verbal) and interpersonal skills.
• Proficient with Microsoft Suite of tools

EXPERIENCE
THE TEA HOUSE, Hartford, VT November 2022 - Present
Dispensary Manager
• Responsible for implementing the security plan, building maintenance, environmental controls, operations and safety, janitorial services, sanitation, storage and maintenance of chemicals, and non-cannabis waste management.
• Supervises Dispensing Agents to ensure that they are delivering the highest level of customer service, and that they maintain a standard of excellence within their roles.
• Oversees inventory management to ensure inventory is consistently accurate, up to date, effectively ordered and replenished.

UPPER VALLEY HAVEN, Hartford, VT December 2021 – October 2022
Maintenance Coordinator
• Responsible for ensuring a high standard of facility appearance and function.
• Liaise with contractors and vendors that provided specialized services.
• Performed preventative maintenance and routine inspections of all physical assets, both interior and exterior
• Utilized carpentry, plumbing and mechanical skills to troubleshoot and make repairs to campus infrastructure.

TOWN OF HARTFORD, Hartford, VT 2017 - 2021
Superintendent of Parks & Facilities
• Managed a portfolio of municipal parks and recreational facilities including the Wendell A. Barwood ice arena and the Maxfield Sports Complex
• Trained and supervised a staff of fulltime and seasonal employees in landscaping/park maintenance, ice arena and athletic facility operations while prioritizing safety and timely, high-quality services.
• Coordinated with outside contractors/vendors for routine facility maintenance, special projects, and emergency service/repairs.
• Utilized basic carpentry, plumbing and electrical skills to make repairs to ensure a high standard of facility appearance and function.
NATIONAL & COMMUNITY SERVICE

Community Resilience Organization of Hartford, VT – Chair & Vice Chair 2015 - Present
Hartford Fire Department, Hartford, VT - Firefighter/EMT 2016 - 2019
AmeriCorps with Twin Pines Housing Trust Hartford, VT - Project Assistant 2017
Student Conservation Association - Prescribed Fire Crew Member 1999 - 2000

- Mississippi Sandhill Crane Wildlife Refuge - US Fish & Wildlife Service Gautier, MS
- Sequoia/Kings Canyon National Parks - National Park Service Three Rivers, CA
- The Nature Conservancy Vineyard Haven, MA
AGENDA
MEMORANDUM

April 18, 2023
Town Selectboard Item: 4a
Submitted by: Gail Ostrout

Subject: Graffiti

Background: At the 4/4/23 board meeting residents notified the Town of graffiti located at the Wilder Park & Ride as well as near the bike path that runs along RTE 5 (Dotham Brook School – Colonial Drive)

Discussion: The graffiti has been removed at both locations. Thank you to both Public Works and the Police Department for their care in the removal as well as the additional grounds maintenance and needle removal at the Wilder Park & Ride.

Financial Impact: N/A

Recommendation: N/A

_Gail Ostrout_____  
Acting Town Manager /Finance Director
AGENDA
MEMORANDUM
April 18, 2023
Town Selectboard  Item: 4b
Submitted by:  Gail Ostrout

Subject:  South Main Street Parking Lot Lights

Background:  At the 4/4/23 board meeting a resident asked about an update on the installation of lights at the South Main Street Parking Lot

Discussion:  The light installation is included in the summer construction season and will be completed by fall.

Financial Impact:  N/A
Recommendation:  N/A

_Gail Ostrout_____
Acting Town Manager /Finance Director
Memo

To: Deputy Chief Constance Kelley
From: Sgt Daniel Solomita
CC: Chief Gregory Sheldon
Date: 4/10/2023
Re: 23HF02412 Crosswalk on Hartford Avenue (US 5) adjacent to Hewitt Street

Background

On April 3rd 2023 at approximately 2:30 PM I spoke with Ms Michelle Boleski reference a potentially hazardous situation that she had witnessed and wished to report.

Ms Boleski told me that she had witnessed two people, that she described as being “blind,” having almost been struck by a vehicle as they crossed Hartford Avenue at the crosswalk adjacent to the junction of Hewitt Street.

Ms Boleski believed that the crosswalk was not clearly visible and that she believed that a flashing sign would increase both visibility and overall pedestrian safety.

Of particular concern regarding this crosswalk is its proximity to both the Hartford High School, Hartford Middle School, the Upper Valley Haven, as well as an Advanced Transit bus stop.

Through my own observations, combined with the close proximity to schools/community resource facilities, it is my belief that this crosswalk does see a high level of usage. Specifically, this is an area where school age children routinely cross the roadway.

On April 4th, 2023 Chief Gregory Sheldon and I drove to the crosswalk to note its condition as well as its associated signage. There is a “crosswalk ahead” sign in both directions, however the sign erected adjacent to the southbound travel lane is partially obscured by a “Lane Merging” sign that is placed directly in front of it.
We both agreed that the crosswalk should be repainted as it appeared to be partially scraped off due to seasonal plowing.

**State Highway Considerations**

I noted that this section of Hartford Avenue is a designated state highway, inasmuch its maintenance falls under the authority of the Vermont Agency of Transportation (VTrans). Through coordination with VTrans, I discovered that only the Vermont Traffic Committee (VTC) has the authority to adjust signage and speed limits on state highways.

In February of 2023 the Hartford Selectboard agreed to pursue reducing the speed limit on Hartford Avenue (US 5), north of Bugbee Street, in response to a speed study conducted by the Hartford Police Department.

Currently, there is no specific data to support the idea that there is a speed related traffic safety problem on Hartford Avenue, south of Bugbee Street, but it is the Hartford PD’s intention to initiate a further speed study to determine whether a problem exists.

I also contacted the state of Vermont’s Agency of Transportation (VTrans). I had a conversation with Shannon Gilbert of VTrans. He told me that the first step in altering engineering would be to conduct a Traffic Operations Plan. He advised that he would initiate this process.

**Recommendations**

Based on this collaborative investigation it is my opinion that the public safety concern is specific to the visibility of the crosswalk. Further data collection is necessary to substantiate the existence of a speed related concern.

1) **Repainting of the crosswalk itself**- Assistant Public Works Director Jeremy Delisle coordinated with VTtrans and has painted the crosswalk.

2) **Moving the “lanes merging” sign that obscures the “crosswalk ahead” sign**- This is being coordinated through state AOT.

3) **Installing flashing beacons on the signs to alert traffic that a pedestrian is utilizing the crosswalk in real time**- Town planning and development staff will be pursuing the possible instillation of flashing beacons by the state of Vermont at this location as it is currently planned for two other crosswalks within Wilder.

4) **Conduct a speed study in the area**- This will be conducted by HPD and is tentatively scheduled for June 2023.
Town of Hartford  
Staffing Levels as of 3.31.2023  

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<th>Department</th>
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<th>Vacancies</th>
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<td>Town Manager Office</td>
<td>4</td>
<td>1</td>
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<tr>
<td>Finance Dept</td>
<td>4</td>
<td>1</td>
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<tr>
<td>Assessor’s Office</td>
<td>2</td>
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<td>Planning and Development Department</td>
<td>4</td>
<td>0</td>
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<td>IT</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Parks &amp; Recreation</td>
<td>7 (1 vacancy)</td>
<td>1/3 vacant</td>
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<tr>
<td>Fire Department</td>
<td>29</td>
<td>0</td>
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<tr>
<td>Police</td>
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<td>Down 6 officers</td>
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<tr>
<td>Communications Center</td>
<td>7</td>
<td>1 Spillman Applications Administrator</td>
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<td></td>
<td></td>
<td>1 Communication Supervisor</td>
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<td></td>
<td></td>
<td>3 part-time dispatchers</td>
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<td>Down two dispatchers overall.</td>
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<tr>
<td>Department of Public Works</td>
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<td>Water Department.</td>
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<td>White River Wastewater.</td>
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<td>Quechee Wastewater.</td>
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<td>DPW Administration.</td>
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AGENDA
MEMORANDUM

April 18, 2023
Town Selectboard Item: 4e
Submitted by: Gail Ostrout

Subject: Paving Fiscal Year 2024

Background: Paving 2024 follow up from 4/4/23 meeting
Paving Schedule will be posted on the Town website next week

Discussion: For clarification only

Financial Impact: N/A
Recommendation: N/A

_Gail Ostrout_____
Acting Town Manager /Finance Director
Good afternoon Gail and Paula,

This is a follow up to some statements made last night about how we are paving and reconstruction our roads by Mr. Collins.

Since 2019 with limited resources, Covid-19 related obstacles and shortages, and one year off due to a lack of personnel we completed multiple road project. These projects are more comprehensive than Mr. Collins mentioned last night and in most cases go beyond the engineered paving plan the town commissioned in 2018. A short list of the roads work completed is listed below with a short description of the work completed which clearly shows we do more than overlay or grind a couple inches of pavement and replace.

**Jericho Street from Rt 5 to Newton Lane:** This portion of road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, portions under drained, roadway reclaimed with 6” of additional gravel added, new pavement, guard rails lifted, and of course erosion control methods implemented.

**Wildlife Road from Podunk to Carousel Court:** This portion of road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, roadway reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.

**Noyes Lane:** Proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, portions reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.

(Upper) **Neil Road:** This portion of road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, portions under drained, roadway reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.

(Upper) **Wrights Reservoir:** This portion of road had proper ditches installed, roadside berms removed, culverts replaced, portions under drained, roadway reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.

(Middle) **Jay Hill:** This portion of road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, portions of roadway reclaimed with 6” of additional gravel added, new pavement, guard rails lifted, and of course erosion control methods implemented.

**Morey Lane:** Road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, portions under drained, roadway reclaimed with 6” of additional gravel added, new pavement, guard rails lifted, and of course erosion control methods implemented.

**Chittenden:** Road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, roadway reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.
**Smith Road:** Roadway was an overlay pavement project however it had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, and of course erosion control methods implemented.

**West Gilson Avenue:** This road had proper ditches installed, roadside berms removed, portions under drained, was reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.

(North End) **Willard Road:** Road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, portions under drained, portions reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.

**Bliss Road:** Road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, portions under drained, portions reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.

**Meadow Lane:** Road had proper ditches installed, roadside berms removed, culverts replaced, headwalls installed, portions under drained, portions reclaimed with 6” of additional gravel added, new pavement, and of course erosion control methods implemented.

I believe you will see that by using in-house resources to assist with the efforts we have saved the town money on reconstruction projects and have been able to spend the funds more wisely vs. the original paving plan which in most cases called for shim and overlay on these roads until a later date when the roads were planned for reconstruction. This practice was in fact set in motion by the author of the plan who was hired by the town and chose to not follow it due to the need and economics.

As for Lannie’s concern over the overlay of paved roads, this is considered maintenance work and constitutes most of the commissioned paving plan. We have an extensive list of roads we would in fact overlay with minor side work with more funds. Traditional grinding that he mentions is also a normal practice that should be utilized when the surface layer is either too damaged or the resulting elevation of an overlay would result in inadequate curb heights or other elevation/drainage issues.

Please feel free to pass on to the board if you wish, but I wanted to clarify Mr. Collins statement last night about paving.

Thank you,

Jeremy Delisle
Interim Public Works Director
Town Of Hartford
173 Airport Rd
White River Junction VT 05001
1-802-295-3622 Phone
1-802-369-4018 Cell
1-802-281-7051 Fax
jdelisle@hartford-vt.org
April 18, 2023 Agenda Item # 5.a.

International Brotherhood of Electrical Workers, Local 300

**Recommended motion:**

Move to approve the collective bargaining agreement with the International Brotherhood of Electrical Workers, Local 300, as tentatively agreed to by the Town's negotiating team comprised of Acting Assistant Town Manager/HR Director Paula Nulty, Interim Public Works Director Jeremy Delisle, Parks and Recreation Director Scott Hausler, and Town Attorney Brian Monaghan, for the period July 1, 2022 through June 30, 2027, and to authorize Gail Ostrout, Acting Town Manager, to sign all documents necessary to effectuate the contract.

Please note, this is the correct date for the start of the contract. It is retroactive. Also, Paula Nulty will send the contract confidentially to the Board. If it is approved,
Subject: Personnel Policy Modifications:
Adding Juneteenth Freedom Day as an official holiday
Adding Indigenous Peoples’ Day as an official holiday in place of Columbus Day

Background: On December 4, 2018, the Hartford Selectboard proclaimed the second Monday in October as Indigenous Peoples’ Day, in place of Columbus Day. The proclamation “encourages schools, businesses, and other institutions to recognize and celebrate Indigenous Peoples’ Day.”

On June 9, 2020, the Hartford Selectboard proclaimed June 19, and every June 19th thereafter, “Juneteenth Freedom Day”. The proclamation encourages “Hartford residents, schools, businesses and community groups to celebrate Juneteenth as a day of remembrance and celebration.

Discussion: Section 105 of the Town of Hartford General Personnel Policy adoption and modification procedures require any amendment(s) be introduced at a regular Selectboard meeting and, if accepted for further consideration, be posted at work locations for not less than 10 days. After posting requirements are met, the Selectboard will take testimony at a regular meeting concerning the proposed amendment(s), and may proceed with adoption at that or a subsequent meeting.

Impact: One staff holiday removed, and two staff holidays added.

Sample Motion: That the Town of Hartford General Personnel Policy be amended to add Juneteenth Freedom Day as an official holiday, and to add Indigenous Peoples’ Day as an official holiday in place of Columbus Day, with such amendment being posted as required, and considered for adoption at the next regular Selectboard meeting.

Attachment: Indigenous Peoples’ Day Resolution; Juneteenth Freedom Day Proclamation; Personnel Policy Section 105 – Adoption and Modification, and Section 502 - Holidays
SB AGENDA

CHANGE Columbus Day

ADD Juneteenth

Section 105 – Adoption & Modification

The adoption of these policies by the Town supercedes any and all previous personnel policies and/or practices utilized by the Town of Hartford to date. These policies cannot be amended verbally, nor is any employee or officer of the Town authorized to alter these policies or practices except as otherwise provided for herein.

These policies are subject to amendment from time to time by resolution of the Selectboard. The adoption and modification procedures are as follows:

1) A complete copy of the General Personnel Policies will be provided to each employee at the time of full or part-time employment.

2) Personnel Policy amendments shall be introduced to/by the Selectboard during regularly scheduled and duly noticed public sessions of the Board.

3) In the event that the Selectboard accept the proposed amendment for further consideration, the proposed amendment shall at the direction of the Board, be posted in a conspicuous place central to each department for a period of not less than ten (10) days not including the day of posting or the day of the next proposed hearing on the proposed amendment.

4) The Selectboard at a duly warned regular meeting intended for this purpose will take any testimony concerning the proposed amendment. Thereafter, the Board may proceed with adoption of the proposed amendment during that or subsequent duly warned public meetings of the Board. Amendments shall take place upon passage unless otherwise designated by the Selectboard.

5) A copy of adopted policy amendments shall be distributed to each employee upon passage for inclusion in their personal copy of the Employee Handbook - General Personnel Policies.

Section 502 - Holidays

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

The Town shall observe the following holidays:

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

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

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

WHEREAS, the voters of the Town of Hartford, on November 6, 2018, approved a petitioned article to advise the Selectboard to proclaim the second Monday in October as Indigenous Peoples’ Day, in place of Columbus Day; and

WHEREAS, the Town of Hartford Selectboard heeds said advice and desires to recognize the Indigenous People dwelling here, in the immediate area now known as Hartford, Vermont, prior to and during the colonization begun by Christopher Columbus in the Western Hemisphere; and

WHEREAS, the Town of Hartford recognizes that this area comprises, in part, the homelands of Indigenous Peoples including the Abenaki, their allies, and ancestors; and

WHEREAS, Indigenous Peoples’ Day will provide an opportunity for our community to recognize and celebrate the Indigenous Peoples of our region, in concert with similar celebrations elsewhere; and

WHEREAS, the Town of Hartford encourages schools, businesses, and other institutions to recognize and celebrate Indigenous Peoples’ Day,

NOW, THEREFORE, the Hartford Selectboard hereby resolves and proclaims that the second Monday in October of each year shall be Indigenous Peoples’ Day in the Town of Hartford.

Dated this 4th day of December, 2018.

Simon Dennis, Chair
Richard Grassi, Vice Chair
Dennis Brown, Clerk
Rebecca White, Selectboard Member

Alan Johnson, Selectboard Member
Jameson Davis, Selectboard Member
Kim Souza, Selectboard Member

Attest:
Lisa O’Neil, Town Clerk, Hartford, Vermont
PROCLAMATION DECLARING JUNE 19 “JUNETEENTH FREEDOM DAY”
IN THE TOWN OF HARTFORD, VERMONT

WHEREAS, Juneteenth is the oldest known celebration commemorating the abolition of slavery in the United States and the emancipation of slaves including Black, Indigenous, and other Communities of Color throughout the Confederate South. Union soldiers landed at Galveston, Texas on June 19, 1865 with news that the war had ended and the enslaved were now free, more than two years after the Emancipation Proclamation was issued on January 1, 1863. Until that day, slavery had been relatively unaffected in Texas by the Emancipation Proclamation, and Texas had even been viewed as a safe haven for slave owners to relocate with their slaves because the state experienced no large-scale fighting or significant presence of Union troops; and

WHEREAS, on that first Juneteenth, a name that combines June and 19th, the people of Texas were read General Order Number 3, which stated: "The people of Texas are informed that in accordance with a Proclamation from the Executive of the United States, all slaves are free. This involves an absolute equality of rights and rights of property between former masters and slaves, and the connection heretofore existing between them becomes that between employer and free laborer." The Juneteenth announcement was met with jubilation that spread throughout the country as communities of color relocated to neighboring states and became reacquainted with family; and

WHEREAS, the first Juneteenth celebration was a time for reassurance, prayer and the gathering of family members. Juneteenth continued to be widely observed decades later, with many former slaves and descendants making an annual pilgrimage back to Galveston. Juneteenth today continues to grow within communities and organizations throughout the country. Numerous local and national Juneteenth organizations have arisen alongside older organizations with the common mission of promoting and cultivating knowledge and appreciation of the history and culture of communities of color, while encouraging continuous self-development and respect for all people and cultures; and

WHEREAS, we recognize that presently, 155 years after the last enslaved peoples in the United States of America were freed from the shackles of bondage, people of color continue to struggle and overcome racism and bigotry; and

WHEREAS, the Town of Hartford, Vermont wishes to show solidarity and stand with our Black, Indigenous and Communities of Color by adopting Juneteenth as an official holiday; and

WHEREAS, during the 2008 legislative session, Vermont became the 29th state in the nation to have an official state observance of Juneteenth Freedom Day, which will be commemorated annually in Vermont on the third Saturday in June.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Hartford Selectboard members Dan Fraser, Simon Dennis, Alicia Barrow, Alan Johnson, Joseph Major, and Kim Souza hereby proclaim June 19, and every June 19th thereafter: “JUNETEENTH FREEDOM DAY” in the Town of Hartford to be celebrated on the third weekend in the month of June. We encourage Hartford residents, schools, businesses and community groups to celebrate Juneteenth as a day of remembrance and celebration.

ADOPTED this 9th day of June 2020.
AGENDA MEMORANDUM  
April 18, 2023  
Town Selectboard Meeting Item 5.c.  
Submitted by: Lori Hirshfield, Director, Department of Planning & Development

Subject: Cornerstone Community Center VT Community Development Program Grant Redesignation of Authorizing Official

**Background:** In 2022, the Town executed an agreement with the State for a $43,970 Vermont Community Development Program (VCDP) Planning Grant for the Cornerstone Community Center (CCC). The purpose of the grant is to conduct a detailed architectural, historical, engineering and environmental analysis for future improvements to the 14 Elk Street property as a multiuse facility with programming for children, adults, and older citizens from diverse socioeconomic backgrounds.

**Discussion:** Along with the grant agreement, the Selectboard adopted a Grant Resolution (Form PM-1) which included designation of Tracy Yarlott-Davis as the Town’s Authorizing Official for this grant. Since Ms. Yarlott-Davis no longer is the Town Manager, the Selectboard must officially redesignated the Authorizing Official. The attached Resolution reflects this change and is effective as of December 22, 2022, the date when the state assigned Chair Hoyt to the Grant.

**Recommendation:** Adopt the attached revised Grant Agreement Resolution (Form PM-1) to designate Michael Hoyt, Selectboard Chair, as the Town’s Authorizing Official for this Grant, effective as of December 22, 2022.

**Attachment:** VCDP Grant Agreement Resolution, Form PM-1
GRANT AGREEMENT RESOLUTION - SINGLE GRANTEE

WHEREAS, the (check one) [ ] Town [ ] City [ ] Village of Hartford
has applied for funding under the Vermont Community Development Program, as provided for in 10 VSA Ch. 29, and has received an award of funds under said provisions; and

WHEREAS, the Agency of Commerce and Community Development has tendered a Grant Agreement # 07110-PG-2020-Hartford-02 to this municipality for said funding:

Now, THEREFORE, BE IT RESOLVED as follows:

1) that the legislative body of this municipality accepts and agrees to the terms and conditions of said Grant Agreement;

2) that (Name) Lori Hirshfield Title Planning & Development Director
   is hereby designated as the person with overall Administrative responsibility for the VCDP activities related to this Grant Agreement; and

3) that (Name) Michael Hoyt Title Selectboard Chair
   who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, hereby designated as the Authorizing Official (AO) to execute the Grant Agreement and other such Documents as may be necessary to secure these funds. (*Effective as of December 22, 2022.)

Passed this 18th day of April, 2023.

LEGISLATIVE BODY

(Typed Name) (Typed Name) (Signature)

Michael Hoyt, Chair

Dan Fraser, Vice Chair

Kim Souza, Clerk

Lannie Collins

Mary Erdel

Rocket

Ally Tufenkjian

For Agency Use:

Processed By: Date:

Chapter 3-15
A Hartford Development Corporation Initiative

Background
The Hotel Coolidge Block - 38-Yr Ownership is at a Pivot Point
Striving for Added Value Based on Highest and Best Use

Vision of Highest and Best Use –

**Highest Yield to the Owner- Best Investment for the Town**
Downtown Economy / Civic Pride / Tax Base

Concept - Redeveloped Site with a Mixed-Use 5-Story Bldg
- Added Commercial – 22,000 sf (presently 11,000 sf)
  - Event Center and/or 200 seat Restaurant
  - Artisan Tenants Retained
  - DHMC Satellite Clinic
- Boutique Hotel – 85 Keys and/or Market Rate Housing
- Workforce Housing – 40 units
- Underground Parking – 100 spaces - $10M Cost
  - Supports – Downtown Economy
  - Attracts Investment / Master Developer

Pre-Development Work to Date -
- Massing Study / Engineering Evaluation / Historic Demo
Project Team

Public – Private Partnership –

Master Developer/ tba

Commercial / Hotel / Market Housing

Evernorth

Housing

Town of Hartford

Underground Housing – Municipally Owned/Operated

Breaking News – A Signal to Hartford
Northern Border Regional Commission

A Federal-State partnership for economic and community development within the most distressed counties of Maine, New Hampshire, Vermont, and New York. Vermont is represented by Governor Phil Scott

Governor Phil Scott is represented on the Commission by his chosen Alternate, Tayt Brooks, Deputy Secretary of the Vt Agency of Commerce & Community Development (ACCD). Secretary Brooks assigns most NBRC partnership duties to Kristie Farnham, NBRC Program Manager at ACCD.

“It’s strongly recommended that applicants for NBRC funding contact Ms. Farnham about their projects in advance of submitting an application.”
Grant Application Concept –

Basis of Support For Underground Parking in WRJ

Meets Criteria on Transp. Infrastructure & Business Base Growth

Max Award - $3,000,000 to be matched 50-50 by the Town

Grant Cycle Timeline -

2023 Funding Round Announced April 1, 2023

Letter of Intent – Due April 21, 2023

Invite to Apply – Due back from NBRC – May 1, 2023

Application - Due June 21, 2023

Award Announced – September 1, 2023

Capital Stack to Fund $10M 100-Car Garage

NBRC Grant – 3,000,000

Town of Hartford Municipal Bond – 3,000,000

(150,000 / $50/yr)

Town of Hartford TIF Allotment – 1,200,000

Other Funds TBD – GMEDC/ACCD 2,800,000

Action – Complete LOI w/ Town as applicant

HDC Narrative on LOI – for Selectboard Approval 4/18/23
Subject: Charging and Fueling Infrastructure Discretionary Grant Program partnership and application.

Background: As part of the Bipartisan Infrastructure Act the US Department of Transportation Federal Highway Administration has a notice of funding opportunity out for funding EV charging stations. Stations can be on either public or private land but have to be open to the public. The minimum grant award is $500,000 and there is a 20% match requirement. Applications are due May 30th, 2023 and funds are required to be used by December 31st, 2026.

Discussion: The Town’s of Lebanon and Hanover have approached Hartford about putting together a joint grant application for the CFI grant. This will help ease any one communities workload and financial commitment while working to increase accessibility to EV charging in our communities. Funding can be used to cover the cost of either Level 2 chargers that take up to 8-10 hours to charge a car or Level 3 fast chargers that charge a vehicle in under an hour. The 20% match is required to be covered by the entity who owns the property and operates the chargers.

Financial Impact: 20% of the total cost of any charging station owned and operated by the Town of Hartford.

Recommendation: The Select Board make a motion to support the multi-municipal Charging and Fueling Infrastructure Discretionary Grant Program effort and the Select Board Chair sign a letter of support.
April 18th, 2023

US Department of Transportation
Federal Highway Administration
Federal Highway Administration
12000 New Jersey Ave.,
Washington, DC 20590

Hartford Letter of Support from the Municipal Governing Body

Dear US Department of Transportation Staff,

On behalf of the Hartford Selectboard, please accept this as the Letter of Support for the Charging and Fueling Infrastructure Discretionary Grant Program. The Town is excited to partner with the Town of Lebanon and Hanover to support and improve access to EV charging in the Upper Valley.

Building out infrastructure for the electrification of transportation is consistent with the Town of Hartford’s Climate Action Plan and goal to become net zero. This funding would increase Hartford and the Upper Valley’s capacity to encourage residents and businesses to adapt electric vehicles.

Sincerely,

Mike Hoyt
Selectboard Chair
AGENDA MEMORANDUM
April 18, 2023
Town Selectboard Meeting Item: 5f
Submitted by: Dana Clawson, Environmental Sustainability Coordinator

Subject: Town Hall HVAC system update and recommendations.

Background: The condenser on the heat pump system on the first floor of the Hartford Town Hall has failed, this is likely due in large part to road salt and grime getting into the condenser and causing corrosion on computer parts and wires. Alliance Mechanical tested multiple components, which were not functioning properly, and after consulting with LG’s technical assistance team it was determined that it is highly unlikely that the condenser can be adequately repaired and operate correctly long term. Alliance Mechanical and LG recommend removing the entire condenser and replacing it with a new LG condenser that is compatible with the rest of the system.

Discussion: Replacing the condenser unit on the first-floor heat pump system should provide that floor with adequate heating and cooling. We currently have a quote from Alliance Mechanical for $59,680 to replace the condenser and perform the necessary electrical work. Alliance Mechanical is currently performing pro-active maintenance on the Town Hall LG heat pump system and is in the process of installing a new HVAC operating system. Because of their familiarity with the Town Hall heat pump system and in order to limit any issues from having multiple parties involved it is recommended that we have Alliance Mechanical replace the condenser.

Financial Impact: $59,680 for a new condenser and related electrical work.

Recommendation: The Select Board make a motion to waive the Purchasing Policy requirement for multiple bids on goods and services with a total price over $20,001 and approve Gail Ostrout, Interim Town Manager, to execute the contract with Alliance Mechanical to replace the first floor condenser for $59,680.
Date: 4/11/2023

Submitted to: Dana Clawson  
Town of Hartford  

Job/Project: Replace both condensers for first floor HVAC system

We hereby submit the following:

- Lock out power to first floor units
- Recover refrigerant into clean cylinders for reuse
- Cut out piping from both condensers to separate from system
- Disconnect electrical supply to each condenser
- Remove old condensers with crane and set new ones in place
- Pipe back up to existing piping
- Run new electrical feed for one condenser
- Evacuate system and charge up with Refrigerant
- Startup and test for proper operation

Price excludes off hours and holidays

Price rate is for PM agreement customer

We propose to complete the above referenced work for the amount of:

| Fifty Nine Thousand Six Hundred Eighty Dollars | $59,680 |

Payment terms: Net 30

All materials is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

Authorized Signature: Matt Johnson  
Project Manager

Note: This proposal may be withdrawn by us if not accepted within 15 days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified above. Payment will be made as outlined above. If Alliance Mechanical undertakes collection of delinquent accounts; the customer agrees to promptly pay the balance due plus any and all costs of collection, including court costs, interest and reasonable attorney’s fees.

Authorized  
Signature:

Date of Acceptance

11 Interchange Dr. West Lebanon, NH: Phone: 888-842-4822
Subject: Replacement of 2012 Ford F-250

Background: The Town of Hartford sent out an RFP to replace a 2012 Ford F-250. We received only one bid (Benson Chevrolet).

Discussion: The Water Department currently uses this F-250 for transportation purposes to and from water leaks, final inspections/readings, meter readings, etc. We have carefully reviewed the quote and the specifications to be as close to in line with the Town of Hartford’s Purchasing Policy and Climate Action Plan as we can, given what is available.

Our preference is to purchase the vehicle outright.

Therefore, we are requesting permission to purchase the new truck from the following GL Account Numbers 50-654-331-0000 in the amount of $31,364.50 and 55-954-331-0000 in the amount of $31,364.50.

Impact: The Town budgeted $60,000 for the replacement of this vehicle that was combined by $30,000 from Fund 50 and $30,000 from Fund 55. The additional $2,000 that was not budgeted for will be coming from 50-654-331-0000 and 55-954-331-0000. Cost before trade and rebate is $73,238. We are receiving a trade value of $6,000 and a rebate of $4,700.

Recommendation: Authorize the Interim Public Works Director, Jeremy Delisle, to sign the sales agreement to purchase a 2023 Chevrolet 3500 Crew Cab 4X4 with a Knapheide Service Body.

Attachment: Purchasing Policy, Spec Sheet and Bid Package.
Town of Hartford, Vermont
Hartford Water Department
Request for Proposal
(¾ or 1) Ton 4x4 Extended Cab Truck with Utility Bed

CONTACT: Evan Eccher, Chief Water Operator
Town of Hartford Water Department
173 Airport Road
White River Junction, Vermont 05001
Phone: (802) 295-3622
Email: Eccher@hartford-vt.org

BID DEADLINE: April 7th, 2023 @ 11:30am

INTRODUCTION
The Town of Hartford Water Department is requesting sealed bids for the purchase of a (¾ or 1) Ton, 4x4 single rear wheel, extended cab truck with a utility bed. Truck must be available at time of bid opening and shall be outfitted and delivered prior to delivery, to receive payment. Due to supply and demand issues, have widened the span to multiple size vehicles. Vendor may send in one or two bids depending on the availability of vehicles.

TRADE IN VEHICLE
The Town of Hartford Water Department will be trading in a 2012 Ford F-250 4x4 with a Knapheide utility body and 93,348 miles on the odometer as of 3/6/2023. This vehicle is currently being used with a valid inspection sticker.

PURCHASE ITEM
(¾ or 1) Ton vehicle comparable to a Chevy 2500/3500 extended cab or Ford F-250/350 extended cab. Color of the cab shall come in white. Towing package, power windows, reverse camera, utility body with illuminated boxes, front strobe lights, rear strobe lights, headache mounted strobe lights, Magnum headache rack (Service body truck rack with commander lighting package) 36” light bar mounted, 120 volt power inverter with outlet in cab, and tow mirrors. Extended warranty options listed after the final price with current warranty included in bid.

GENERAL
1) Product bid under this proposal shall be new or a new standard production model of the latest design and in current production.
2) Bidders shall supply latest printed specifications, literature and warranty information on equipment proposed in their bid.
3) All accessories and features, both standard and as noted in these specifications, shall be furnished, installed and operational upon delivery.
4) Vehicle shall be completely Vermont inspected and serviced by vendor prior to delivery.
5) Vendor shall supply a repair and service manual parts manual, operator’s manual and accessories manual.
6) The manufacturer’s standard warranty is to be furnished with the new vehicle.
7) Price to include complete assembly and delivery to the Town of Hartford. Please include with your proposal a description of vendor and product manufacture warranties.

PRODUCT SELECTION & EVALUATION CRITIA

The Town reserves the right to:

1. accept or reject any or all Bids in whole or in part and to accept other than the lowest price proposal;
2. amend, modify, or withdraw this Request for Bids;
3. require supplemental statements or information from bidders;
4. extend the deadline for responses from bidders;
5. waive or correct any irregularities in Bids received;
6. negotiate separately with one or more competing bidders;
7. award the bid deemed in the best interest of the Town;
8. all bids upon submission become the property of the Town.

The following criteria, as a minimum, will be used to evaluate proposal:

1. Product availability for purchase and delivery 50%
2. Vendor performance record 20%
3. Product proposed met or exceed specifications 10%
4. Total Cost 5%
5. Clarity of the proposal submitted 5%
6. Description of vendor / product and guarantees 5%
7. Customer satisfaction reviews on quality of vehicle 5%

GENERAL INFORMATION

Proposals shall be submitted in a sealed envelope with the vendor's name, address and phone number. Proposals received after April 7th, 2023, shall not be accepted. Proposal packages are to be delivered to:

Town of Hartford
Attn: Jeremy Delisle
Town of Hartford Water Department
171 Bridge Street
White River Junction, VT 05001

CLEARLY MARKED AND SEALED ENVELOPE “(3/4 or 1) TON 4X4 EXTENDED CAB UTILITY BED”
<table>
<thead>
<tr>
<th>Signature of Vendor</th>
<th>Title</th>
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<tbody>
<tr>
<td>Print Full Name</td>
<td>Address</td>
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<tr>
<td>Phone Number</td>
<td>Email</td>
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Purchasing Policy and Climate Action Plan Review Form

The purpose of this form is to ensure that the town and departments are making purchasing decisions that are in line with the Climate Action Plan and 2022 Purchasing Policy. This form is required for any purchase of equipment over $4001 that combust fossil fuels, such as gasoline, diesel, or oil, so that a review of adequate alternatives with lower greenhouse gas emissions can be made and is taken into account prior to the purchase.

<table>
<thead>
<tr>
<th>Department: Department of Public Works</th>
<th>Contact Person: Jeremy Delisle</th>
<th>When is item needed: ASAP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Product: truck</td>
<td>Manufacturer &amp; Model Number: 2023 Chevrolet 3500</td>
<td>Item it is replacing: 2012 Ford 250</td>
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<tr>
<td>Estimated Cost: $62,538</td>
<td>Estimated Fuel &amp; Maintenance Cost (if known):</td>
<td>Life Expectancy: 10 years</td>
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</table>

What are the primary functions of the product:

The Water Department currently uses this F-250 for transportation purposes to and from water leaks, final inspections/ readings, meter readings, etc.

Required features (what does it have to do?):

Carry passengers and equipment.
Alternative products that have been used successfully:
N/A

Alternative products that have been considered:
N/A

This truck is as in line with the Climate Action Policy as we can be given there are no commercially available electric or low-emissions trucks of this capacity.

Please submit this form to the Town Manager’s Office for review by the Environmental Sustainability Coordinator. Item will be reviewed ASAP and you should expect a response within 24 hours. If an item needs to be replaced immediately please call the Environmental Sustainability Coordinator at 802-295-9353.
<table>
<thead>
<tr>
<th>Name &amp; Address of Bidder</th>
<th>New Truck Bid</th>
<th>Trade 2012</th>
<th>Amount Less Rebate</th>
<th>Total</th>
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<tbody>
<tr>
<td>Benson</td>
<td>73,238</td>
<td>6,000</td>
<td>4,700</td>
<td>62,799</td>
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<td>Jeremy Delisle</td>
<td>T. O. H.</td>
<td>Signature</td>
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<tr>
<td>Property Aggregate</td>
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</table>
Benson’s Chevrolet Inc.
Ludlow, Vermont
(3/4 Ton or 1) Ton 4x4 w/utility Bed

Attn: Jeremy Delisle
From: George Benson – Benson’s Chevrolet

Thank you for the opportunity to quote a New 3500 Chevrolet. We are submitting 1 Bib for a NEW 2023 Chevrolet 3500 Crew Cab 4x4 with a Knapheide Service Body.

This truck is IN STOCK and AVAILABLE as of 04/07/2023.

I have included a price sheet which includes the trade in of 1 – 2012 Ford F-250
Standard warranty info is included.

*Optional warranty w/price is ALSO attached
*Photos of the actual truck is included as well.
AGENDA MEMORANDUM
April 18, 2023
Town Selectboard Meeting Item
Submitted by: Jeremy Delisle, Interim Public Works Director

Subject: Replacement of 2012 Ford F-250

Background: The Town of Hartford sent out an RFP to replace a 2012 Ford F-250. We received only one bid (Benson Chevrolet).

Discussion: The Water Department currently uses this F-250 for transportation purposes to and from water leaks, final inspections/readings, meter readings, etc. We have carefully reviewed the quote and the specifications to be as close to in line with the Town of Hartford’s Purchasing Policy and Climate Action Plan as we can, given what is available.

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Impact: The Town budgeted $60,000 for the replacement of this vehicle that was combined by $30,000 from Fund 50 and $30,000 from Fund 55. The additional $2,000 that was not budgeted for will be coming from 50-654-331-0000 and 55-954-331-0000. Cost before trade and rebate is $73,238. We are receiving a trade value of $6,000 and a rebate of $4,700.

Recommendation: Authorize the Interim Public Works Director, Jeremy Delisle, to sign the sales agreement to purchase a 2023 Chevrolet 3500 Crew Cab 4X4 with a Knapheide Service Body.

Attachment: Purchasing Policy, Spec Sheet and Bid Package.
Pricing

2023 Chevrolet 3500 4x4 Crew Cab - $57,103.00
Knapheide Service Body Installed - $16,135.00

Total Cost = $73,238.00
Less Rebates - $4,700.00
Less 2012 Ford Trade - 6000

Total Cost to trade with Manufactures Standard Warranty

# $62,538.00

Plus 138. - Doc Fee
41.00 Title
12.00 Reg Fee

# $62,729.00

OPTIONS

Chevrolet Protection Service Contract - $3,977.00
7 years OR 125,000 miles
See Enclosed spec sheet for Details
## Vehicle Locator

**Detail Report for Customer**

**BENSON'S CHEVROLET, INC.**
**25 POND ST, LUDLOW, VT, 05149**
**802-228-4000**

**Customer/Company:**
**Address:**
**Town of Hartford, Vermont**
**173 Airport Rd. White River Jct.**
**Vermont 05001**

<table>
<thead>
<tr>
<th>Vehicle #1: 2023 Chevrolet 3500HD Silverado</th>
<th>VIN/Order #</th>
<th>MSRP</th>
<th>Stock #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1GB4YTE74PF256025</td>
<td>$57,103.00</td>
<td>8854</td>
</tr>
</tbody>
</table>

### Additional Vehicle Information

### GM Marketing Information

- **Body Style:** CK30943-LWB, 4WD, Crew Cab

### Disclaimer:

GM has tried to make the pricing information provided in this summary accurate. Please refer to actual vehicle invoice, however, for complete pricing information. GM will not make any sales or policy adjustments in the case of inaccurate pricing information in this summary.
<table>
<thead>
<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>TOTAL PRICE</th>
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<tbody>
<tr>
<td>1</td>
<td>KNAPHEIDE SERVICE BODY MODEL 696-EL</td>
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<td>*GM C/K 2500/3500 ZW9 CAB-CHASSIS</td>
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<td>*FOR SINGLE WHEEL/56&quot; C.A. CHASSIS</td>
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<td>*14-1/2&quot; COMPARTMENT DEPTH</td>
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<td>*AUTOMOTIVE QUALITY, PADDED ACTIVATED, ROTARY LATCHES</td>
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<td>*LED SURFACE MOUNT S/T/T AND BACK UP LIGHT</td>
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<td>*INSTALLED AND PAINTED WHITE</td>
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<td>Price reflects Single-Stage Paint only. An incremental up-charge will be assessed on all Base Coat / Clear Coat applications&quot;</td>
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<td>TRUCK COMPUTER MAY HAVE TO BE REPROGRAMMED BY THE DEALER SERVICE DEPT FOR SIGNALS TO FLASH CORRECTLY</td>
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<td>ON 2020 AND NEWER CHASSIS, REAR TIRE WILL NOT BE CENTERED IN THE FENDERWELL</td>
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<td>INCLUDED:</td>
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<td>*REMOTE ELECTRIC LOCKS</td>
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<td>PAINT BODY STANDARD WHITE TO MATCH CAB</td>
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<td></td>
<td>Price reflects Single-Stage Paint only. An incremental up-charge</td>
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<tr>
<td>1</td>
<td>MOUNT BACK UP CAMERA TO WORK WITH FACTORY MONITOR TO REAR OF THE BODY AND ATTACH HARNESS</td>
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<tr>
<td>1</td>
<td>78&quot; STRAIGHT GALVA-GRIP BUMPER, USE WITH GM WITHOUT FACTORY HITCH - STANDARD</td>
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<td>1</td>
<td>BACK UP ALARM 97DB</td>
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<td>1</td>
<td>CLASS IV RECEIVER TUBE HITCH</td>
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<tr>
<td>1</td>
<td>PLUG, 7 PRONG FLAT TRAILER</td>
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<tr>
<td></td>
<td>DELIVERY TO DEALERSHIP</td>
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</tbody>
</table>

**Body Specs**

* No Light Package *

Suggested Items:

- IF YOU WANT ANY OF THE SUGGESTED ITEMS CIRCLE YES FOR THAT ITEM
- SURCHARGES AND/OR REQUOTE MAY BE REQUIRED WHEN CHASSIS IS SERIALIZE OR SCHEDULED

Customer must fill out the information below before the order can be processed...

Quote #STM034542
2023 SILVERADO 3500 SRW CREW LT 4WD

EXTERIOR: SUMMIT WHITE
INTERIOR: JET BLACK
ENGINE: 6.6L V8 GASOLINE
TRANS: 6-SPEED AUTO

STANDARD EQUIPMENT

- STABILITRACK W/ TRAILER SWAY CONTROL & HILLStart Assist
- ALL-TERRAIN TIRES
- TRAILER BRAKE CONTROL

CONNECTIVITY & TECHNOLOGY

- CHEVROLET INFOTAINMENT 3
  8" DIAG COLOR TOUCHSCREEN
  ADDITIONAL FEATURES FOR COMPATIBLE PHONES INCLUDE:
  BLUETOOTH AUDIO STREAMING
  VOICE COMMAND PASSTHROUGH TO PHONE, WIRELESS ANDROID AUTO
  & WIRELESS APPLE CARPLAY CAPABLE
- 3 YEARS ACCESS
  CONVENIENCE PACKAGE: DUAL-ZONE CLIMATE CONTROL
  10-WAY POWER DRIVER SEAT
  HEATED DRIVER AND FRONT PASSENGER SEATS
  FRONT UNDERSEA STORAGE

INTERIOR

- POWER WINDOWS
- 60/40 REAR FOLDING BENCH SEAT
- STEERING WHEEL AUDIO CONTROLS

EXTERIOR

- POWER ADJUSTABLE HEATED TRAILERING MIRRORS
- HALOGEN REFLECTOR HEADLAMPS
- FRONT RECOVERY HOOKS

MANUFACTURER'S SUGGESTED RETAIL PRICE

STANDARD VEHICLE PRICE $53,700.00

OPTIONS & PRICING

OPTIONS INSTALLED BY THE MANUFACTURER (MAY REPLACE STANDARD EQUIPMENT SHOWN)

CONVENIENCE PACKAGE 2,010.00

- ALTERNATOR, 220 AMPS
- INCREASED FRONT GAWR
- SKID PLATES
- ROOF EMERGENCY LIGHT PROVISIONS W/ PASS THROUGH UPHOLDER SWITCH KIT (5)

CUSTOMER RESPONSIBLE FOR INSTALLATION

- HEATED STEERING WHEEL
- MANUAL TILT AND TELESCOPING STEERING COLUMN
- 2ND ROW USB PORTS, (2) CHARGE-ONLY
- REAR-WINDOW DEFROSTER
- 12-VOLT REAR AUXILIARY POWER SOCKET
- KEYLESS ENTRY AND START
- ELECTRICAL CONTROL STEERING COLUMN LOCK
- REMOTE VEHICLE START
- THEFT-DETERRENT SYSTEM
- LED FOG LAMPS
- SNOW PLOW PREP/CAMPER PACKAGE: 300.00
- TOW PACKAGE

BATTERY, AUX 730 COLD CRANKING
AMPS / 70 AMP-HR
REAR CAMERA KIT
LED ROOF MOUNT LAMPS
***INCOMPLETE VEHICLE***
LABEL FOR GM CONTENT ONLY—SEE DEALER ABOUT NON-GM CONTENT
PICKUP BOX DELETE
DELETES PICKUP BOX
REAR VISION CAMERA AND OTHER STANDARD EQUIPMENT
VINYL FLOOR COVERING INC.
REAR AXLE 3.73 RATIO INC.
GWR: 11,500 LBS. (5,216 KG) INC.
18" MACHINED ALUM WHEELS INC.
W/ SILVER ACCENTS INC.

TOTAL OPTIONS $1,500.00
TOTAL VEHICLE & OPTIONS $55,206.00
DESTINATION CHARGE $1,895.00

TOTAL VEHICLE PRICE* $57,103.00

NOT APPLICABLE TO THIS VEHICLE

fueleconomy.gov
Calculate personalized estimates and compare vehicles

Equipped with the safety and security of OnStar:
Visit onstar.com for details.
onstar.com/privacy
CUSTOMER ACKNOWLEDGMENT FORM

As the owner of a new 2023 Chevrolet, you are now part of the Chevrolet Complete Care program which includes the below benefits:

- One (1) covered OIL CHANGE visit within 1 year\(^1\) of ownership\(^2\) which includes:
  - ACDelco dexos1e full synthetic oil and ACDelco oil filter change
  - Tire rotation (ask dealer or see Owner’s Manual for details)
  - Multi-Point Vehicle Inspection (MPVI)

- First Oil Change Appointment ___________________________ (Date and Time)

- 6 years/60,000-mile Powertrain Limited Warranty
- 3 years/36,000-mile Bumper-to-Bumper Limited Warranty
- 5 years/60,000-mile 24-hour Roadside Assistance\(^3\)
- 5 years/60,000-mile Courtesy Transportation Available
- 6 years/100,000-mile Rust-through Corrosion Limited Warranty
- Up to 10 years of standard connectivity with Chevrolet Connected Access\(^4\) including select features of the myChevrolet Mobile App.\(^5\)
- Enjoy up to 3 months of Chevrolet Connected Services, OnStar Safety & Security coverage and 1 month of unlimited vehicle data.\(^6\)

Your new 2023 Chevrolet vehicle comes with a standard 3-year/36,000-mile limited warranty. You also have the option to choose the 5 year/60,000-mile Chevrolet Extended Limited Warranty.\(^7\) Select the option below:

- Optional 5 years/60,000-mile Optional Chevrolet Extended Limited Warranty\(^7\)

Your new 2023 Chevrolet comes with one factory-included maintenance visit (oil change, tire rotation, and inspection) that must be used within the first year of ownership. You also have the option to choose the Extended Factory Maintenance. Select the option below:

- Optional Chevrolet Extended Factory Maintenance, which consists of three (3) additional maintenance visits, for a total of four (4) visits, within the first two years or 24,000 miles\(^2\) of ownership\(^8\) (additional fee applies)

Delivery Date ___________________________ Dealer BAC Code ___________________________

Dealership Name ___________________________

Authorized Dealership Signature ___________________________

Customer Name ___________________________

Customer Signature ___________________________

For any questions, please contact Chevrolet Customer Assistance | Phone: 1-800-222-1020

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\(^1\)Whichever comes first. See dealer for details. Service visit must occur within the first 12 months of ownership. Does not include air filters.

\(^2\)Roadside service provided by Allstate Roadside Services. Limitations apply. \(^3\)Not transferable. Standard connectivity available to original purchaser for 10 years from vehicle delivery date for model year 2019 or newer Chevrolet vehicles. See onstar.com for details and further plan limitations. Connected Access does not include emergency or security services. Availability and additional services enabled by Connected Access are subject to change. \(^4\)Available on select Apple and Android devices. Service availability, features and functionality are subject to limitations and vary by vehicle, device and the plan you are enrolled in. Device data connection required. Visit onstar.com for more details. \(^5\)When you select a monthly plan within 30 days of activating your 1-month trial, you'll receive the first 2 months of the plan you select at no additional charge when you associate an approved payment method on file to your account and authorize recurring payments for your service plan. The amount and frequency of each recurring payment is based upon the service(s) and payment interval(s) you select from the options provided. After the trial expires, OnStar will automatically bill your payment method monthly at then-current standard monthly rates. Plans containing 4G LTE data will be billed every 30 days by AT&T. You may cancel at any time by pushing your blue OnStar button or calling 1.888.468.7827. May not be combined with other offers or retroactively applied. Offer subject to change. \(^7\)Chevrolet Extended Limited Warranty is not available on vehicles sold in the following states: CA, FL, ME, MN, WA. \(^8\)Service visits must occur within the first 24 months of ownership. Does not include air filters.
required for all repairs.

Dealer Reimbursement Guidelines:
- See Claims Administration section

Chevrolet Protection Plan (Medium-Duty)

Chevrolet Protection Plan is an optional service contract that includes coverage for mechanical repairs, parts, and labor for medium-duty vehicles. This protection provides coverage for unexpected covered repairs during the agreement term and in accordance with the coverage level selected.

Available Chevrolet Protection Plans
- **Chevrolet Protection Plan (Medium-Duty)** has two (2) coverage levels available:
  - Powertrain
  - Silver

Coverage Terms
- Coverage options are available up to 7 years (84 months) or 300,000 Miles
  - Term is measured from the agreement purchase date and the odometer reading at the time of purchase

Available Surcharges
- **Lift Kit Surcharge:**
  - Mid-size SUVs and trucks are allowed up to a 4" lift and a tire modification of up to 33". Full-size trucks and SUVs are allowed up to a 6" lift and a tire modification of up to 35".
  - For vehicles with tire modifications including oversized rims, this surcharge allows for a up to a 2" increase in rim diameter.
  - In order to be eligible for this surcharge, the lift kits/tire modifications must be installed by the manufacturer or authorized dealer at the point of purchase/lease of the Vehicle.
  - The Lift Kit/Tire Modification surcharge must be selected on the Information Schedule.
  - The odometer must be recalibrated to reflect the true mileage due to the modification in order for Vehicle to be eligible for coverage. Any modification to Vehicle that voids the original manufacturer’s warranty will not be covered by this Service Contract.
  - Coverage is only provided for lifted vehicles if Optional Lift Kit/Tire Modification Coverage is selected at time of purchase

- **Grey Market Vehicle Surcharge:**
  - Covered Vehicle was manufactured for and originally introduced in the Canadian marketplace.
  - Coverage is only provided for Canadian Grey Market vehicles if optional Canadian Grey Market Vehicle Coverage is selected at time of purchase

General Eligibility Requirements
- Available for cash, finance, and lease vehicle transactions
- Available at time of vehicle sale/lease for new and pre-owned Chevrolet vehicles (4500s+), Chassis Cabs (including 3500s), Cutaways (including 3500s), Commercial Vans, and LCF Trucks
  - As an eligibility requirement for pre-owned vehicles, a Used Vehicle Inspection must be performed prior to purchase of coverage.
- **Service loaners, test drive and demo vehicles:**
  - If previously reported as sold, please enter as pre-owned in the branded portal or dealership menu
  - If **NOT** previously reported as sold, please enter as new in the branded portal or dealership menu
• Chevrolet vehicles (45+) of current and previous eight (8) model years with a maximum of 12,000 miles on the odometer at time of agreement purchase are eligible
• Current model year is determined by calendar year

<table>
<thead>
<tr>
<th>Current Year</th>
<th>1 Year</th>
<th>2 Years</th>
<th>3 Years</th>
<th>4 Years</th>
<th>5 Years</th>
<th>6 Years</th>
<th>7 Years</th>
<th>8 Years</th>
</tr>
</thead>
</table>

Ineligible Vehicles
• Vehicles older than 9 model years with more than 12,000 miles or more on the odometer
• Competitive Make vehicles
• CPO Vehicles
• All Vehicles used for Prohibited Commercial Purposes

Commercial Vehicle Eligibility
• **Permitted Commercial Use** - means the Covered Vehicle is a) used for "professional" purposes such as transportation to and from commercial work related activities; b) used primarily for business purposes, or for government purposes, including by an individual or multiple drivers of any government agency or municipality; c) used in a farm, delivery, or construction business; d) used for cherry picking, towing and hauling; or e) designated by the Seller as a vehicle for "Commercial Use" when the sale is reported to the vehicle's manufacturer as a Commercial unit.
• **Prohibited Commercial Use** - means a commercial purpose other than a Permitted Commercial Purpose.

Product Coverage and Deductibles
Chevrolet Protection Plan has two (2) coverage levels available:
• **Powertrain** (Stated Component Plan) – covers the following:
  o Engine, including seals and gaskets
  o Transmission/Transaxle/Transfer Case
  o Drive Axle
  o Aftertreatment
  o Hybrid/Electric Components (except for those items listed in "Exclusions" section)
• **Silver** (Stated Component Plan) – includes coverage of all covered parts listed under Powertrain, plus:
  o Suspension (Front & Rear)
  o Climate Control
  o Electrical
  o Steering
  o Brakes

All Plans also include:
• **Emergency Roadside Assistance** – Services are provided for the covered vehicle on a "sign and drive" basis (customer incurs no out-of-pocket expense except where noted), up to $100 per occurrence in US and Canada
  o **Towing Assistance** – When towing is necessary due to a mechanical breakdown, the covered vehicle will be towed, up to the benefit limit of $100 per occurrence.
  o **Flat Tire Assistance** – Service consists of the removal of the flat tire and its replacement with the covered vehicle's spare tire.
  o **Fuel** – Up to three (3) gallons of emergency supply of fuel will be delivered, up to three (3) times per calendar year.
  o **Oil, Fluid and Water Delivery Service** – Oil, fluid and water will be delivered if the covered vehicle is in
immediate need. Payment for these fluids is the customer’s responsibility, due at delivery. These benefits are not reimbursable.

- **Lock-Out Assistance** – If customer’s keys are locked inside the covered vehicle, assistance will be provided in gaining entry to the covered vehicle.
- **Battery Service** – If battery failure occurs, a jump-start will be provided to start the covered vehicle.

- **Rental Car Coverage** – Customer will be allowed up to $40 per day for a maximum of 10 days for car rental expenses incurred, if required due to a covered mechanical breakdown (excluding fuel, collision damage waivers, and optional insurance charges). Customer must receive prior authorization for rental expenses. Before customer can be reimbursed, they must provide valid receipts from an authorized rental car agency or dealer.

- **Trip Interruption Benefit** – *Trip Interruption Benefit is not available to residents of New York.* If the covered vehicle suffers a mechanical breakdown and is 100 miles or more away from the customer’s residence, and the repair is delayed overnight due to the unavailability of required parts, the customer may qualify for reimbursement up to a $1,000 maximum ($200 per day for up to 5 days) for emergency travel expenses incurred. Reimbursable charges include lodging, meals, and transportation, including airline and car rentals, incurred in the vicinity where the disablement occurred.
  - **Trip Interruption Benefit Exclusions** - Expenses for mechanical breakdowns, expenses incurred due to theft of the covered vehicle, expenses incurred outside of the 72-hour time limit, meals & lodging not purchased in the vicinity where the covered vehicle is repaired, purchases from a provider not customarily in the business of selling such services, expenses incurred in the name of someone other than customer or customer’s spouse, and any other expenses not specifically identified as covered.

**Deductibles**

- There are five (5) deductible options available:
  1. $0 Deductible
  2. $100 Deductible
  3. $100 Disappearing Deductible
  4. $250 Deductible
  5. $500 (ONLY for Powertrain)

**Coverage Exclusions**

- Any loss, damage or expense caused by accidents, any alterations or additions to the covered vehicle or the part, use of oversized or undersized tires or wheels, alterations or additions to the covered vehicle not authorized by its manufacturer, any nonmanufacturer/non-factory installed parts, the failure of any part not covered by this agreement, accidental loss;
- Any loss, damage or expense associated with any installed aftermarket products or devices not approved by the covered vehicle’s manufacturer;
- Any mechanical breakdown caused by accidents, collision, upset damage, falling objects, theft, larceny, explosion, lightning, earthquakes, fire, windstorms, hail, water, floods, subfreezing temperature, malicious mischief, vandalism, civil commotion, riots, wars, terrorism, civil unrest;
- That portion of the cost to repair or replace a covered part which is covered by any manufacturer warranty or any other coverage or other reason the manufacturer, importer, distributor, seller or repairer of the covered vehicle will repair or replace the part at its expense or at a reduced cost;
- Any invoice presented to us or the administrator for payment for services not performed as described at the time of authorization;
- Any claim if the covered vehicle’s odometer, since the agreement purchase date, has been altered, disconnected, is inoperable, or actual mileage cannot be documented, or reasonably be estimated;
- Any claim if the covered vehicle is used for competitive driving or racing, or for a prohibited commercial purpose;
- Any mechanical breakdown caused by misuse, abuse, negligence, improper towing, lack of maintenance of the failed covered part (if lack of maintenance caused or contributed to the mechanical breakdown);
- Any mechanical breakdown caused by contamination, overheating, lack of coolant or lubricants, lack of oil
viscosity, sludge, restricted oil flow, salt, rust and rust damage, environmental damage, chemicals;

- The need to repair or replace a covered part arising or resulting from the use of the covered vehicle outside of the United States, its territories or Canada.
- Hazardous waste disposal charges, environmental fees, storage or freight charges, adjustments, shop supplies, core charges, and correction of rattles/squeaks/ wind noise/odors/water leaks;
- Any consequential (including, but not limited to, fire damage), secondary damages or unreasonable costs that customer may suffer as a result of the need to repair or replace a part;
- Any failure or damage to a covered part caused by the failure of a non-covered part;
- Liability for damage to property, injury to or death of any person arising out of the operation, maintenance or use of the covered vehicle whether or not related to the covered parts;
- Under the powertrain and silver coverage plans, any part that is not specifically listed as covered under the coverage plan selected;
- Hybrid/electric vehicle exclusions: damage or malfunctions caused by improper storage or handling of the high-voltage covered vehicle, including, but not limited to parking the covered vehicle for more than twenty-four (24) hours when the ambient temperature is higher than one hundred eighteen (118°F) degrees Fahrenheit; damage or malfunctions caused by operation of the high-voltage vehicle in areas flooded with water higher than the bottom of the covered vehicle's body;
- Any hoses and belts not specifically listed as covered in section 4, agreement coverage;
- Any repairs of valves and/or rings for the purpose of raising the engine's compression if a mechanical breakdown/failure has not occurred;
- Any maintenance on the covered vehicle;
- Any personal expenses (except where noted under the trip interruption benefit) arising because the covered vehicle is not available for customer to use;
- Damages caused to customer's engine resulting from the ingestion of water through the engine air intake system (commonly referred to as water ingestion);
- If customer purchased this agreement after the date customer purchased the covered vehicle, any claims occurring during the waiting period
- Any claim relating to lift kit/tire modification unless customer selected the optional lift kit/tire modification coverage on the registration page and paid the applicable surcharge
- If the covered vehicle is considered a grey market vehicle, unless the covered vehicle is a Canadian Grey Market vehicle and customer selected the option Canadian grey market coverage on the registration page and paid the applicable surcharge
- If the covered vehicle is a branded vehicle or exceeds one (1) ton capacity
- Any mechanical breakdown, loss, damage or expense that results from a condition existing on or prior to the agreement purchase date (pre-existing condition).

Transfers

- Transfers of this product to another private party (a transfer to a dealership is not allowed) are allowed within 30 days of the covered vehicle's resale, subject to a $50 transfer fee. State-specific rules may apply. Please see the applicable product agreement for details.

Cancellations

- This product may be cancelled for a full refund of the agreement retail price within 30 days of the agreement purchase date, if no claim has been paid.
- After 30 days, or if a claim was paid within the first 30 days, a pro-rata refund will be calculated based upon the greater of time or mileage expired from the agreement purchase date and the current odometer reading, less any claims paid, and less a $50 processing fee, unless otherwise required by applicable law. State-specific rules may apply. Please see the applicable product agreement for details.
Claims Administration²

Limits of Liability:
- Per Repair Visit - Liability for any one (1) repair visit cannot exceed the actual cash value of the covered vehicle at the instant prior to the most recent loss at the time of the repair visit
- Aggregate - The aggregate total of all benefits paid or payable during the term of the agreement may not exceed the price paid for the covered vehicle

Replacement Parts:
- At Program Administrator's discretion, replacement parts utilized in covered repairs will be new or remanufactured parts, or like kind and quality parts.

Convenient Repair Location:
- Covered repairs may be performed at the selling dealer or pre-authorized repair facility. Prior authorization is required for all repairs.

Dealer Reimbursement Guidelines:
- See Claims Administration section.

² For additional claims guidelines, see Claims Administration section of this manual.
Subject: Vermont Community Foundation Grant & Board Development Recommendations

Background: In FY23 the Selectboard participated in a series of educational sessions with consultants from Abundant Sun. The first of those sessions focused on communications with their Dignity and Respect in the Workplace workshop. Due to a lack of unanimous support from the board to pursue specific diversity, equity and inclusion (DEI) focused workshops as recommended in Hartford’s Strategic Plan for Equity and Inclusion, we shifted to engagement around the results of a survey put forth as part of VLCT’s Welcoming and Engaging Communities Cohort to 8 Vermont municipalities. Abundant Sun presented to the board those results and how the data reflect the satisfaction of the organizational culture among respondents. Respondents included employees, elected & appointed officials and volunteers of the Town of Hartford.

At this time, I am very excited to recommend the following training sessions for our Selectboard to be scheduled over the next 2-3 months if approved. Proposals from Gabrielle Lucke and PRISM Conflict Solutions are attached.

1. Strengths Based Training with Gabrielle Lucke.

Additional recommendations for the Selectboard to consider are:

6. Contract with a facilitator to do a ‘Robert’s Rules 101’ (or other procedural rules) workshop.
7. Contract with a facilitator to assist the Selectboard in creating a specific policy or procedure for assigning committee liaisons.
8. Form a working group of the Selectboard to gather and summarize all existing documents relating to the board’s rules/procedures/conduct/values and make recommendations to the Selectboard on any redundancies or additional needs to support the efficient and respectful work of the board.
9. Establish an Ad Hoc Town Policy Committee to do some preliminary work including identifying the physical or digital location of each existing policy, procedure and ordinance. The board has approved recommendations from HCOREI relating to town policies dating back to October 2021 and an Ad Hoc Policy Committee could begin some of that initial work without burdening town staff with research and cataloging efforts.

**Financial Impact:** There are sufficient encumbered funds for Selectboard training in GL 10-111-315 to cover all recommended trainings/workshop options. It is likely that the Vermont Community Foundation will allow the town to use grant funds that were originally awarded for Diversity & Equity work for these sessions, however, I cannot confirm that unless/until the board has agreed to do the proposed trainings.

**Recommended Motion:** Move that the Selectboard enter into a contract for Clifton Strengths Based Training with **Gabrielle Lucke** for a 3-hour session at a cost of $2,060 and that the Chair sign any documents required to execute the contract.

**Recommended Motion:** Move that the Selectboard enter into a contract for four 90 minute workshop sessions with **PRISM Conflict Solutions** at a cost of $1,500 per session for a total of $4,000.
April 12, 2023

Dear Kim,

I appreciate the work you and the other members of the Hartford Selectboard are doing to develop as both individuals and as a leadership team working for our community. From a team development perspective, I would like to propose working with you all to explore the unique talents and strengths you each bring to the work. Identifying difference that make a difference and discussing bridges to help improve interactions and productivity.

There is an ever increasing need to promote collaboration and smooth cooperation between the members of our Selectboard as you work together for the betterment of our community. I will add it is also especially important as we look to recruit and hire a Town Manager.

Thank you for considering me as a partner for your training needs. I have developed a training course below detaining the services we have discussed in our previous conversations. If you have any question, please don’t hesitate to contact me directly. My cell # is 802 299 8909 and email is lucke4vt @gmail.com.

Thank you for your leadership and work in our community.

Respectfully,

Gabrielle Lucke

Gabrielle Lucke

Hartford, Vermont
Gabrielle M. Lucke, M.S.

554 Campbell St.
White River Jct., VT 05001
(802) 296-2690
glucke@gmail.com

SUMMARY

An engaging leader and coach, skilled at enlisting and activating team members and resources to align with organizational goals. Known for an interactive teaching style that encourages participation while facilitating learning. High energy, confident professional with an infectious enthusiasm.

PROFESSIONAL EXPERIENCE

Program Manager, Organizational Development & Effectiveness  July 2019 to Present
Learning & Development, Hypertherm Inc., Hanover, NH

Co-Founder and Partner  June 2019 to April 2022
Compacity Partners, LLC, White River Junction, VT

Senior Consultant, Training & Development  January 2014 to July 2019, Emeritus
Office of Human Resources, Dartmouth College, Hanover, NH

Director, Diversity Training & Educational Programs  July 2009 to December 2013
Office of Institutional Diversity & Equity, Dartmouth College, Hanover, NH

GML Consulting  September 2002 to 2010
Columbia, MD and White River Junction, VT

Associate Director for Collis Center and Student Activities  July 2007 to April 2009
Collis Center and Student Activities Office, Dartmouth College, Hanover, NH

Acting Associate Director of Residential Education  August 2006 to June 2007
Office of Residential Life, Dartmouth College, Hanover, NH

Coordinator of Campus Alcohol Programs  August 2005 to April 2006
University Health Center, University of Maryland, College Park, MD

Adjunct Faculty, Howard Community College  September 2004 to April 2006
Division of Health Sciences, Columbia, MD

Director of Health Resources  January 1995 to March 2002
Dartmouth College Health Service, Dartmouth College, Hanover, NH

LEADERSHIP AND COMMUNITY SERVICE

• Dismas of Vermont State Board, Governance Committee (2022 to Present)
• ACLU of Vermont, Board of Directors (2018 to 2022)
• Hartford Dismas House, Advisory Council (2018 to 2022)
• Second Growth Board of Directors, Wilder, VT (2012 to 2020)
• LeaderShape Inc., Lead Facilitator based in Champlain Urbana, IL (1996 to 2020)
• Vermont General Assembly, House of Representatives, Windsor 4-2 (2015 to 2018)
• Hartford School District Board of Education, Hartford, VT (2008 to 2012)
• Dartmouth Center on Addiction, Recovery & Education, Founding Member Hanover, NH (1990-2008)
• University of Maryland University College Legal Studies Advisory Board, College Park, MD (2004-2006)
• St. Mary's College of Maryland Alumni Council Member, St. Mary's City, MD (1990-1994; 2004-2009)
• Director on Boards of multiple preschool and child development organizations (2000-2004; 2006-2008)

AWARDS AND RECOGNITION
• Hypertherm Associates Community Hero Spring 2022
• Dartmouth College Annual MLK Social Justice Award: 2015 Holly Fell Sateia Award
• Champion for Youth Award, Student Leadership Training Program (SLTP) 2013, 2014 & 2015
• Public Resolution by the Citizens of the Town of Hartford for Dedicated Civic Concern and Service, 2012
• Citation Proclamation & Documented Vote of Appreciation by the Citizens Hartford, VT, 2010
• Dartmouth College Student Employer of the Year, 2009
• University of Maryland Outstanding Resident Director of the Year, 1993

EDUCATION
• Diversity Management Certificate, 2013, Cornell University Industrial Labor Relations School, New York
• Early Childhood Educator Certificate, 2004. Howard County Community College, Maryland
• Completed doctoral level course work in Health Education, ABD 1995, University of Maryland
• Master of Science, Counseling, 1987, Shippensburg University of Pennsylvania
• Bachelor of Arts in Social Sciences, 1984, St. Mary's College of Maryland

FACILITATOR CERTIFICATION
• Certified Strengths Coach, Gallup Inc.
• Emotional & Social Competency Inventory 360 Administration and Coach, Korn Ferry Hay Group
• Intercultural Development Inventory Qualified Administrator, IDI LLC
• Dartmouth By-Stander Intervention Facilitator, certified by Green Dot Inc.
• NACUA Title IX Coordinator Training

PUBLICATIONS

REGIONAL CONFERENCE PRESENTATIONS
• “Impact of Assumptions & Bias in the Workplace” SHRM 2022 Regional Conference, Burlington VT
• “Stay...Just A Little Bit Longer: The Stay Interview as a Retention Tool”
  SHRM 2019 and CUPA 2017 New England Regional Conferences, Burlington, VT
• “Diversity Master Series & Workforce Initiative Panel” SHRM 2012 Regional Conference, Burlington VT
Strength-based Leadership: Start with Talent, Finish with Strengths

This workshop provides invaluable knowledge that contextualizes your talents and strengths in relation to others. The experience can give clarity to where and how participant compliment each other and or clash when it comes to interactions and working together. The assessment and session will help identify differences that make a difference on the team. The workshop participants will gain experience with the following:

- Enhanced understanding of the role talents play in our everyday lives and work together
- How to manage “weaknesses” to improve your relationships with each other
- Identify strategies to practice and apply talents.
- Identify opportunities for further learning and team development.

The session will be informative, effective, and engaging.

Required: 3 hour in-person and interactive workshop

Fee: $800

Breakdown- $500 for the first hour and $150 for each addition hour (includes 4-6 hours of analysis and presentation preparation)

Optional for each participants: 45-minute individual consult

Fee: $100 per session (includes 60-minute preparation time for the facilitator per individual session)

Pre-work, about 1 hour of advanced work:

- Take the CliftonStrengths 34 Assessment (45 minutes two weeks prior to workshop)
- The assessment results are generated upon completion.
- Prior to the workshop download a copy of your report.
- Read though the report, highlighting elements that resonate with you and include comments with personal examples.

Assessment cost: $59.99 per-person participating in the workshop.

CliftonStrengths 34

$59.99

CliftonStrengths 34 is the best way for you to understand your talents and maximize your potential. Use your unique access code to complete the CliftonStrengths assessment and unlock your full CliftonStrengths profile, personalized reports and other resources.

I would first recommend taking the full 34 assessment, it gives a clear picture of where the team will compliment each other and where some challenges may exist due to conflicting style or approaches.

There is another option that identifies the individuals top 10 talents, their dominant themes, specific to leadership that could be useful.
Assessment cost: $49.99 per-person participating in the workshop.

**CliftonStrengths for Leaders**

$49.99

The CliftonStrengths for Leaders report helps leaders at any level learn how to make the most of their own talents, lead others to success and create a thriving culture for their organization. Get your top 10 CliftonStrengths themes, personalized reports, leader-specific strengths insights and more when you complete the CliftonStrengths assessment.

There is a third option that only reports results on the participants top five themes. While less expensive, I would not recommend that narrow a view for this team.

For more information on the assessment please review regarding the tool:

https://youtu.be/C8OFpoP9pxE

There are two other formats to this assessment the first looking at just the top five talent and a

Addition useful follow up resource recommendation for each participant:

**Strengths Based Leadership**

$19.99  $40.00 | Save 50%

Filled with powerful research and actionable ideas, Strengths Based Leadership will give you a new road map for leading people toward a better future.

Noting that this book is currently on sale.

**Identified Cost**

- **$800** 3-hour workshop
- **$100** For each individual consult (optional)
- **$59.99 or $49.99** Assessment cost per participant
- **$19.99 (at sale price)** Per-participant (optional)
## Proposed Selectboard Development Calendar Cycle

<table>
<thead>
<tr>
<th>Month</th>
<th>Meeting Topic/Action/Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td><strong>Budget Cycle</strong>&lt;br&gt;<strong>Selectboard Listening Session Hartford Library</strong>&lt;br&gt;Sister Cities Committee Update</td>
</tr>
<tr>
<td>February</td>
<td><strong>Selectboard Listening Session Quechee Library</strong>&lt;br&gt;<strong>HCOREI Quarterly Update 1</strong>&lt;br&gt;<strong>CAST/Climate Advisory Committee Update</strong></td>
</tr>
<tr>
<td>March</td>
<td><strong>Begin Facilitated Town Manager Evaluation Process</strong>&lt;br&gt;<strong>Board Development Training</strong>&lt;br&gt;<strong>Planning Commission Committee Update</strong></td>
</tr>
<tr>
<td>April</td>
<td><strong>Issue Town Manager Evaluations</strong>&lt;br&gt;<strong>Board Development Training</strong>&lt;br&gt;<strong>Zoning Board of Adjustment Committee Update</strong></td>
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<tr>
<td>May</td>
<td><strong>HCOREI Quarterly Update 2</strong>&lt;br&gt;<strong>Joint School &amp; Selectboard Engagement HHS Auditorium</strong>&lt;br&gt;<strong>Tree Board Committee Update</strong></td>
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<tr>
<td>June</td>
<td><strong>Board Development Training</strong>&lt;br&gt;<strong>Parks &amp; Recreation Committee Update</strong></td>
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<tr>
<td>July</td>
<td><strong>Board Development Training</strong>&lt;br&gt;<strong>Resilient Hartford Committee Update</strong></td>
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<tr>
<td>August</td>
<td><strong>Selectboard Listening Session West Hartford Library</strong>&lt;br&gt;<strong>HCOREI Quarterly Update 3</strong>&lt;br&gt;<strong>Housing &amp; Homelessness Committee Update</strong>&lt;br&gt;<strong>Committee Liaisons Solicit Budget Requests from Committees</strong></td>
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<tr>
<td>September</td>
<td><strong>Selectboard Listening Session Wilder Library</strong>&lt;br&gt;<strong>Energy Commission Committee Update</strong></td>
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<tr>
<td>October</td>
<td><strong>Budget Cycle</strong>&lt;br&gt;<strong>Historic Preservation Committee Update</strong>&lt;br&gt;<strong>Committee budget requests due by all Committees</strong></td>
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<td>November</td>
<td><strong>Budget Cycle</strong>&lt;br&gt;<strong>HCOREI Quarterly Update 4</strong>&lt;br&gt;<strong>Hartford Business Revolving Loan Fund Committee Update</strong></td>
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<tr>
<td>December</td>
<td><strong>Budget Cycle</strong>&lt;br&gt;<strong>Design Review Committee Update</strong></td>
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</table>
March 27, 2023

Via Email Only to Kim Souza
ksouza@hartford-vt.org

Proposal for Training Session for Selectboard of Hartford, Vermont Spring/Summer 2023

Dear Kim:

It was nice to speak with you on Friday. I believe PRISM can offer training that would assist the Hartford Selectboard. This is a proposal for four training sessions for all members of the board as members work to develop tools to enhance their communication when conflict arises.

We propose four training sessions of 90 minutes each, scheduled at least two weeks apart. The topics for the session are:

Session 1 - Building a Strong Foundation: Identifying Values and Creating Norms

Session 2 - Getting Grounded: Conflict Management Styles

Session 3 - Communicating Through Conflict: Tips and Strategies for Navigating Difficult Conversations

Session 4 - Using Curious Questions: A Powerful Tool for Breaking Down Barriers

Each session will be led by a member of the PRISM team, likely Melinda Gehris or Greg Eaton. Participants will receive materials electronically before or after the session. For more information on each topic please refer to the Core Curriculum which Lauren previously provided to you.

PRISM wants to support the work the volunteers on your board do and will offer this training at a significantly reduced rate of $1,500 for each session. We will provide a bill after each session. Payment will be due within 30 days of the date of the bill.

Please let me know if you have question about the proposal.

Very truly yours,

Melinda S. Gehris
Workplace Conflict Management Trainings

Whether you are looking to enhance your leadership toolkit, address current challenges or build capacity to manage future conflict, your team will benefit from our Conflict Resilience Core Curriculum (“Core Curriculum”). The Core Curriculum is designed for organizations and teams seeking to support productive inter-personal dynamics, establish and maintain constructive behavioral norms, give and receive constructive feedback, and enhance communication and performance. Each module focuses on developing specific conflict management skills and includes interactive exercises and role plays. You can choose the module or modules that best meet the needs of your team, or you can take advantage of the full Core Curriculum over the course of several months.

1. Building Conflict Resilience

Conflict is everywhere – including in the workplace. Building capacity to constructively manage conflict can elevate your team, increase engagement, and enhance culture. In this age of quiet quitting and staffing shortages, helping your teams move through challenging inter-personal dynamics can make all the difference. In this workshop, participants will develop an understanding of what conflict resilience means. Together, we will explore the 4 foundational elements of building conflict resilience through discussion and exercises.

2. A Strong Foundation: Identifying Values and Creating Group Norms

Strong teams have a shared understanding of behavioral expectations and are better able to hold one another accountable when a member or members of the team do not abide by the shared expectations. Teams that lack alignment can find it hard, if not impossible, to hold people accountable for challenging behaviors, creating an opportunity for conflict to seep in on many fronts. If not managed, the conflict can pervade every aspect of the culture and the team’s ability to function effectively.

This first module in our Core Curriculum focuses on laying the foundation and creating group norms that outline and define successful interpersonal interactions among team members. In establishing these norms, the team creates an opportunity for each member to be an active participant in deciding how to live those values as part of the team, to recognize when behaviors are outside those values, and to hold team members accountable to a clearly defined set of expectations.

3. Getting Grounded: Conflict Management Styles

In the workplace, there is always conflict, small or big. People deal with that conflict in different ways. Knowing your default conflict management style, as well as how other team members deal with conflict, is a critical foundational element to managing conflict effectively in the workplace. With this awareness comes choice and the opportunity to respond, rather than simply react, when faced with conflict. Greater awareness leads to
better working relationships and operational efficiency within a business setting. This module covers: exploring different styles of conflict management and how they impact work groups; discovering what conflict styles are most difficult for individuals to deal with; and the implications of conflict management styles in the workplace.

4. Exploring the Root Causes of Conflict: Common Drivers and Antidotes

Getting clear on what problem you are trying to solve is another critical foundational step in effectively managing and moving through conflict. In this module, we examine frameworks for understanding the root cause of conflict, including the Dignity Model. We also share strategies for avoiding some common drivers of, and reactions to, conflict.

5. Communicating Through Conflict: Tips and Strategies for Navigating Difficult Conversations

Effective communication is essential to achieving a collaborative, productive, and engaging work environment. Particularly in times of transition and change, the way working groups share and receive information can mean the difference between success and failure. In this module we focus on strategies that support participants in deepening their ability to communicate effectively. We work with several specific tools that provide step-by-step frameworks for participants looking to prepare for and have difficult conversations. We encourage participants to use challenging situations from their own workplace as they build capacity to use the tools and strategies introduced during these sessions. This course is at the center of our Core Curriculum and is a fundamental component of any conflict management program we design.


This module provides a foundation for asking curious questions and avoiding common barriers to effective communication. We share a powerful framework and provide dozens of examples of questions that will help you and your team diffuse defensiveness and communicate constructively, including during times of conflict and power struggle.

7. Managing Power Struggles: Introduction to Powerful Non-Defensive Communication

Powerful Non-Defensive Communication (PNDC) helps us construct conversations that reduce or eliminate defensive triggers that cause people to retreat, push back or get into power struggles that escalate conflict and damage personal and professional relationships. The PNDC model of communication helps people shift tone, body language and aspects of phrasing to ask questions in a different way, give honest and nonjudgmental feedback, state our own position with power and clarity without the need to make others agree, and to set boundaries to hold others accountable without being controlling or punitive. In this module we describe, demonstrate, and practice the three tools in PNDC, questions, statements, and predictions.
8. **Opening the Window: The Power of Reframing as a Tool to Help Others Move Through Conflict**

People often look to leaders to “fix” things when interpersonal interactions go sideways. Leaders can be presented with very different sides of the story. Some leaders struggle to find a way to help support all sides in moving through the conflict. In any of these situations, reframing can help. This key conflict resolution tool will help leaders identify interests (versus positions), create space for multiple perspectives, expand problem-solving opportunities, and empower the participants to reach mutually acceptable agreements.

9. **Elevating Your Team: Constructively Offering and Accepting Feedback**

In this module, we focus on two aspects of feedback: giving it well and receiving it in a way that makes it productive. We examine the three aspects of good feedback: appreciation, coaching, and evaluation. Participants learn when and how to provide good feedback, and what responses to expect. We also focus on how to constructively use feedback, even when the person providing the feedback does not do so in the most productive way.

To learn more about the Core Curriculum and how it can help you and your team build capacity to manage conflict and interpersonal challenges at work, please contact us at: [lauren@prismconflictsolutions.com](mailto:lauren@prismconflictsolutions.com). We look forward to hearing from you!
March 27, 2023

To: Paula Nulty, Acting Assistant Town Manager

From: Tom Peltier, Fire Marshal

RE: Hartford Outdoor Dining (2023)

Upon the review and approval of outdoor dining proposal(s) by the town select board, The Hartford Fire Department requests that the business’s involved meet the following requirements.

NFPA 1: Fire Code, 2015 Edition:

14.4.1 Means of egress shall be continuously maintained free of all obstructions or impediments to full instant use in the case of fire or other emergency. [101:7.1.10.1]

18.2.4.1.3 Facilities and structures shall be maintained in a manner that does not impair or impede accessibility for fire department operations.

18.5.6 Accessibility.
Fire hydrants and connections to other approved water supplies shall be accessible to the fire department.

18.5.7 Clear Space Around Hydrants.
18.5.7.1 A 36 in. (914 mm) clear space shall be maintained around the circumference of fire hydrants except as otherwise required or approved.
18.5.7.2 A clear space of not less than 60 in. (1524 mm) shall be provided in front of each hydrant connection having a diameter greater than 2 1/2 in. (64 mm).
2010 ADA Standards for Accessible Design:

CHAPTER 4: ACCESSIBLE ROUTES

403.5.1 Clear Width. Except as provided in 403.5.2 and 403.5.3, the clear width of walking surfaces shall be 36 inches (915 mm) minimum.

403.5.2 Clear Width at Turn. Where the accessible route makes a 180 degree turn around an element which is less than 48 inches (1220 mm) wide, clear width shall be 42 inches (1065 mm) minimum approaching the turn, 48 inches (1220 mm) minimum at the turn and 42 inches (1065 mm) minimum leaving the turn.

403.5.3 Passing Spaces. An accessible route with a clear width less than 60 inches (1525 mm) shall provide passing spaces at intervals of 200 feet (61 m) maximum. Passing spaces shall be either: a space 60 inches (1525 mm) minimum by 60 inches (1525 mm) minimum; or, an intersection of two walking surfaces providing a T-shaped space complying with 304.3.2 where the base and arms of the T-shaped space extend 48 inches (1220 mm) minimum beyond the intersection.

Free and unobstructed egress is always a priority for occupants and ensuring life safety. Making sure that the seating arrangements and other materials are clear and not interfering with occupant egress from the building and also the outdoor dining area. Fire department access is critical especially in that area where space is already limited for apparatus and equipment. Ensuring that response and operations are able to commence without delay is a critical factor to emergency incident mitigation and control. Water supply access also a major component to the above mentioned, hydrant access requirements are intended to ensure fire department pumper apparatus have the ability to park adjacent to a fire hydrant and have adequate room to connect a large-diameter hose from the hydrant's steamer outlet to the pump inlet. Parked vehicles and other obstructions within 60 in. (1524 mm) of the front of the hydrant pose an undue hindrance to fire suppression operations.

As always, we appreciate our community's assistance with our mission to provide the highest levels of community safety prevention and emergency response services. If anyone has and questions or comments on this subject, please feel free to have them contact me.

Sincerely,

Tom Peltier

Tom Peltier
Fire Marshal
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: 3/30/23  Applicant: MELISSA KURE WILL
Doing Business As: FULLY BROTHELS ROSE GARROW
Mailing Address:
28 STONE MILL DAM RD BRANDON UT 05733
Telephone Number(s): 781-231-1900 E-mail RENWICK@FREEEMAIL.COM
Other Contact Name (if applicable) LIZ PERRY

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

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.

[Signature]
Licensee's Signature

[Signature]
Printed Name

3/30/23
Date
MANUFACTURER PERMIT

NESHOBÉ RIVER COMPANY, LLC
QUECHEE GORGE TASTING ROOM

5573 W. WOODSTOCK ROAD, QUECHEE VERMONT 05759

SPECIAL EVENTS PERMIT (MANUFACTURER) FOR FOOD, PINT SALES OF BEER AND CASE SALES TO GO ON 11/23/2022

SPECIAL EVENTS PERMIT (MANUFACTURER) LOCATED ON THE PREMISES HEREBY DESCRIBED ALLOWS FOR THE LAWFUL SALE OF REGULATED PRODUCTS AT THE PREMISES AND NOT ELSEWHERE, IN ACCORDANCE WITH TITLE 7 OF THE VERMONT STATES ANNOTATED AS AMENDED.

<table>
<thead>
<tr>
<th>BUSINESS ID</th>
<th>LICENSE/PERMIT #</th>
<th>EFFECTIVE DATE</th>
<th>EXPIRATION DATE</th>
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<td>0007911</td>
<td>P-0007911-SPEV-002</td>
<td>NOVEMBER 23 2022 11:00 AM</td>
<td>NOVEMBER 23 2022 18:00 PM UNLESS SOONER REVOKED</td>
</tr>
</tbody>
</table>

**Note:**
- 4th Class Manufacturer License Issued by State and not Touch.
- Only apply for outside consumption in Permit only with sketch.
Application
DLL - Application - 23277

APPLICATION DETAILS

Primary Phone No

DLL - Application Id
DLL - Application - 23277

Business Entity Name
Neshobe River Company, LLC

Business Entity Phone

Foundational License

Renewal Application

Town User Approval/Rejection Comments

Contact Engagement

RELATED INFORMATION

Primary Contact Person

Internal Status
Application sent to municipality

External Status
Application sent to municipality

Historical Id
OUTC

Application Type
Permit

Application Category
OCP

Application For
Outside Consumption Permit

Applicant Email
brewinginvermont@gmail.com
mailto:brewinginvermont@gmail.com

Applicant Name:

Applicant Action Comments
3/28/23 Per your comment, you still need to provide that information. For example April - October and what are the business hours 9-5 etc. Phone numbers need to be added. This will have to go before the selectboard for approval as new license and you will need to appear at that meeting. If you have questions, so please call me 8-4. Thanks much.....Sherry West

Asst Town Clerk

License/Permit Location Description

Start date of event
January

Physical Location Street 1
5573 W. Woodstock Road,

Physical Location Street 2/Unit/Suite

Town Clerk/ Municipal Jurisdiction
Hartford

Physical Location City/Town

End date of event
December

Physical Location Name
Quechee Gorge Tasting room

Physical Location State
Vermont

Outside Side Consumption End time
Jan - Dec

Outside Side Consumption Hours Requested
11 a.m. - 6 p.m.
Quechee
Landlord Name
Richard Bove
Outside Side Consumption Start time
11 A.M. - 8 P.M.
Physical Location Zip
05759

Location
LN-023849 /DLLLicenseManagement/s/detail/40Ah0000002ZPbdEAG
Outside Side Consumption Days Requested
Tuesday - Sunday
Describe the type of event/OCP Area
Area A 10 x 60 x 32 x 13 x 30 x 70 Deck, grass and patio area.
Area B 10 x 8 x 18 x 30 x 10 deck and grass area.
Days or specific bingo date(s)

Created By
Liz Alvarado /DLLLicenseManagement/s/profile/005t0000008nGYAAY
, 3/28/2023 1:01 PM

Business Location
Approximate Number of Persons Expected:

Last Modified By
Liz Alvarado /DLLLicenseManagement/s/profile/005t0000008nGYAAY
, 3/30/2023 8:30 AM
Months of operation will be January thru December. Hours of operations will be 11 am to 8 pm. Open days will be Tuesday thru Sunday. We have completed the application submitted to our office and have returned it with the $25.00 fee.

Thank you

Liz
To: Lisa O'Neil, Sherry West  
From: Chief Greg Sheldon  
CC:  
Date: April 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 negatively impact their respective application.

Neshobe River Co  
DBA: Foley Brothers Beer Garden  
5573 W. Woodstock Rd  

Robert Foley  
Patrick Foley  
Daniel Foley
Date: 3/28/23  
Applicant: Hua Teng Restaurant INC
Doing Business As: China Moon Buffet
Mailing Address: 96 Sykes Ave White River Junction VT 05001
Telephone Number(s): [Redacted]  
E-mail: 675mainst@gmail.com
Other Contact Name (if applicable): James Chen

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

James Chen 1973

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

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.

Jin Fu, Chen 3/28/23

Licensed’s Signature  
Printed Name  
Date

Licensed’s Signature  
Printed Name  
Date
Application
DLL - Application - 23731

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 23731

Business Entity Name
Hua Teng Restaurant, Inc

Phone number:

Applicant Email
67smainst@gmail.com (mailto:67smainst@gmail.com)

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
0

Business Entity Phone

Physical Location Name
VT China Moon Buffet (CKA)

Physical Location Street 1
96 Sykes Avenue

Physical Location Street 2/Unit/Suite

Created By
Jin Chen (DLL License Management/00058x000000ySjyAAE), 3/31/2023 11:12 AM

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>
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<td>Physical Location Street 1</td>
<td>Physical Location State</td>
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<td>96 Sykes Avenue</td>
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<td>Physical Location Street 2/Unit/Suite</td>
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Created By

[Image: Jin Chen / DLLicenseManagement/s/profile/0058Z000000y5yXwAE], 3/30/2023 4:36 PM
Memo

To: Lisa O'Neil, Sherry West
From: Deputy Chief Connie Kelley
CC:
Date: March 31, 2023
Re: Liquor License

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

China Moon Buffet
96 Sykes Mountain Ave

Jin Fu Chen
Inspection Summary
Hartford Fire Department

Inspection 8893

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

Scheduled  04/06/2023 09:30
Inspected On 04/06/2023 09:30
Finished At 04/06/2023 10:00

Occupant
Occupant Name China Moon Buffet
Building Name Assembly Occupancy
Contact Name James Chen
Address        98 SYKES MOUNTAIN AVE
City, State and Zip White River Junction, VT 05001-
Phone         802-291-9088

Owner
Owner / Company VINTAR HOLDINGS LLC
Contact Name JAMES CHEN
Address        121 SLAYTON HILL RD
City, State and Zip LEBANON, NH 03766-
Phone         802-291-9088

Comments
Liquor License Fire Inspection:
Initial Inspection: 03/31/2023
Final Inspection: 04/06/2023
Occupancy Type: Assembly Occupancy - Restaurant
Occupancy Status: Granted

Final Inspection Notes:
- Immediate life safety hazards have been addressed and corrected. A plan of corrective action has been reviewed and approved by the AHJ. Remaining previously noted violations shall be completed within 30 days - A final inspection shall be completed before a clear fire inspection report can be obtained.


4.6.6 Time Allowed for Compliance:
A limited but reasonable time, commensurate with the magnitude of expenditure, disruption of services, and degree of hazard, shall be allowed for compliance with any part of this Code for existing buildings.

4.6.9.1 Conditions for Occupancy:
No new construction or existing building shall be occupied in whole or in part in violation of the provisions of this Code, unless the following conditions exist:
(1) A plan of correction has been approved.
(2) The occupancy classification remains the same.
(3) No serious life safety hazard exists as judged by the authority having jurisdiction

### Violation Summary

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<tr>
<th>Status</th>
<th>Violation</th>
<th>Location</th>
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### Tickler History

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<td></td>
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</tbody>
</table>

### Signatures

- [Signature]

Date: 04/07/2023
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.

Co-Op Food Store
209 Maple St

Lindsay Smith
Jessica Giordani
Manish Kumar
Margaret O'Neil
Marta Ceroni
Nicholas Clark
Conicia Jackson
Orin Pacht
Jennifer Tietz
Eric DeLuca
Mary Lou Aleskie
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: 2/21/23  Applicant: Quechee Club, Inc.
Doing Business As: Quechee Club, Inc.; Murphy Farms; Base Lodge
Mailing Address: 3268 Quechee Main St., Quechee, VT 05059
Telephone Number(s): E-mail brian.kelly@quecheecub.com
Other Contact Name: (if applicable)

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

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.

[Signature]
[Printed Name]
[Date]

Licensee’s Signature  Printed Name  Date
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<th>APPLICATION DETAILS</th>
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<td>Physical Location State</td>
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<td>Physical Location Street 2/Unit/Suite</td>
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Application
DLL - Application - 20467

APPLICATION DETAILS

Application Id
DLL - Application - 20467

Business Entity Name
Quechee Club, Inc.

Phone number:

Applicant Email
brian.kelley@quecheeclub.com
mailto:brian.kelley@quecheeclub.com

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
0

Business Entity Phone

Physical Location Name
Base Lodge

Physical Location Street 1
3369 Quechee Main Street

Physical Location Street 2/Unit/Suite

Physical Location City/Town
Quechee

Physical Location State
Vermont

Physical Location Zip
05059

Created By
Brian Kelley (/DLLLicenseManagement/s/profile/0058z000000wjal.AAO)
3/3/2023 11:12 AM

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

3/3/2023, 3:01 PM
**APPLICATION DETAILS**

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**RELATED INFORMATION**

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<td>Town Clerk/ Municipal Jurisdiction</td>
<td>Outside Side Consumption End time</td>
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<td>Quechee</td>
<td>Outside Side Consumption Hours Requested</td>
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<tr>
<td>Outside Side Consumption Start time</td>
<td>Approximate Number of Persons Expected:</td>
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</table>
Physical Location Zip
05059

Location
LN-016463 / DLLLicenseManagement/s/detail/aQAtO000002ZMdPEAW

Outside Side Consumption Days Requested

Describe the type of event/ OCP Area
50x52 deck off the back door of Base Lodge

Days or specific bingo date(s)

Created By
Brian Kelley / DLLLicenseManagement/s/profile/0058z000000wLAACO, 3/3/2023 10:37 AM

Last Modified By
Katie Fleury / DLLLicenseManagement/s/profile/0051000000Af8vBAAAB, 3/23/2023 9:09 AM
Memo

To: Lisa O'Neil, Sherry West
From: Chief 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.

Quechee Club
DBA: Base Lodge
3369 Quechee Main St

Brian Kelley
Inspection Summary
Hartford Fire Department

Inspection 8549

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

Scheduled 02/17/2023 10:00
Inspected On 02/17/2023 10:00
Finished At 02/17/2023 11:00

Inspection Length 1.00

Occupant
Occupant Name Quechee Club Inc. - Base Lodge
Building Name Assembly Occupancy
Contact Name Larry Gould
Address 3369 QUECHEE MAIN ST
City, State and Zip Quechee, VT 05059-
Phone 802-295-9356

Owner
Owner / Company QUECHEE LAKES LANDOWNERS ASSOC
Contact Name Larry Gould
Address P.O. BOX 1301
City, State and Zip QUECHEE, VT 05059-
Phone 802-295-9356

Comments
Liquor License Fire Inspection:
Initial Inspection: 02/17/2023
Final Inspection: 03/03/2023
Occupancy Type: Assembly Occupancy
Occupancy Status: GRANTED

Initial Inspection Notes:

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 802-299-7013 or by email at tpeltier@hartford-ct.org when violations are completed and or a plan of corrective action is ready for review.

Violation Summary

<table>
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<th>Status</th>
<th>Violation</th>
<th>Location</th>
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<tbody>
<tr>
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<td>4.4.3.1 - Unobstructed Egress</td>
<td>Building</td>
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</table>

Date: 3/3/2023
In every occupied building or structure, means of egress from all parts of the building shall be maintained free and unobstructed.

Comments: - Egress door noted as obstructed by storage by the kitchen.

Required Action: Means of egress shall be continuously maintained free of all obstructions or impediments to full instant use in the case of fire or other emergency. All obstructions to egress shall be removed and KEPT CLEAR AT ALL TIMES.

Closed 7.2.2.5.3.1 - Storage In The Stairway
Open space within the exit enclosure shall not be used for any purpose that has the potential to interfere with egress.

Comments: - Storage of combustible materials noted in stairway.

Required Action: - Storage shall be removed from noted area and KEPT CLEAR AT ALL TIMES.

Closed 11.1.5.6 - Extension Cords
Extension cords shall not be used as a substitute for permanent wiring.

Comments: - Extension cord noted in permanent use in second floor assembly space.

Required Action: 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.

Closed 10.18.3.2 - Sprinkler Head Clearances
The clearance between the deflector and the top of storage shall be 18 in. (457 mm) or greater. [13.6.6.1]

Comments: - Storage noted within vicinity of sprinkler heads in the basement area.

Required Action: - Storage shall be reduced and removed from noted areas to meet clearance requirements.

Closed 12.7.5.1 - Firestop Systems and Devices Required
Penetrations for cables, cable trays, conduits, pipes, tubes, combustion vents and exhaust vents, wires, and similar items to accommodate electrical, mechanical, plumbing, and communications systems that pass through a wall, floor, or floor/ceiling assembly constructed as a fire barrier shall be protected by a firestop system or device. The firestop system or device shall be tested in accordance with ASTM E 814, Standard Test Method for Fire Tests of Through-Penetration Fire Stops, or ANSI/UL 1479, Standard for Fire Tests of Through-Penetration Firestops, at a minimum positive pressure differential of 0.01 in. water column (2.5 N/m²) between the exposed and the unexposed surface of the test assembly. [101.8.3.5.1]

Comments: Exposed penetrations in fire resistive construction (walls/ceilings) noted in these areas:
- Ski School (Basement)
- Mechanical Room

Required Action: Openings around cables, cable trays, conduits, pipes, tubes, combustion vents and exhaust vents, wires, and similar penetrations into or through fireresistant-rated walls, partitions, floors, or ceilings shall be firestopped using approved methods to maintain the fire resistance rating.

Tickler History
Date Type Inspector Narrative

Signatures

Inspector

Date: 3/3/2023
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 • Willer • 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: 2/1/23 Applicant: Quechee Club, Inc
Doing Business As: Quechee Club, Inc; Murphy Farms; Base Lodge
Mailing Address:
3268 Quechee Main St, Quechee, VT 05059
Telephone Number(s): 802-295-2475 E-mail brian.kelley@quecheeclub.com
Other Contact Name: (if applicable)

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:
Brian Kelley 1/24/79

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.

[Signature]
Brian Kelley 3/3/2023
Licensee’s Signature Printed Name Date

[Signature]
Licensee’s Signature Printed Name Date
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

Town Fee
115

Business Entity Phone

Physical Location Name
Murphy Farm

Physical Location City/Town
Quechee

Physical Location Street 1
78 Murphy Road

Physical Location State
Vermont

Created By
Brian Kelley (mailto:brian.kelley@quecheeclub.com)

3/3/2023 10:51 AM

Physical Location Street 2/Unit/Suite

Physical Location Zip
05059
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Physical Location Zip
05059

Location
LN-016462 (/DLLLicenseManagement/s/detail/a0A0000002ZMdOEAfwi)
Outside Side Consumption Days Requested

Describe the type of event/ OCP Area
Area to include grass field on lake front of Lake Pinneo and under tent. Natural barriers that include the lake front and tree lined perimeter
Days or specific bingo date(s)

Created By
Brian Kelley (/DLLLicenseManagement/s/profile/0058z00000wjaLAAQ), 3/3/2023 10:42 AM

Last Modified By
Katie Fleury (/DLLLicenseManagement/s/profile/0051000000Af8v8AAB), 3/23/2023 9:09 AM

Post Question Poll

Search this feed...

Brian Kelley (/DLLLicenseManagement/s/profile/0058z00000wjaLAAQ) (Customer) created this dll application. March 3, 2023 at 10:42 AM (/DLLLicenseManagement/s/feed/0D58z00000ln46RCAR)

DLL - Application - 20450

View more details

Write a comment...
Memo

To: Lisa O'Neil, Sherry West
From: Chief 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.

Quechee Club
DBA: Murphy Farm
78 Murphy Road

Brian Kelley
Inspection Summary
Hartford Fire Department

Inspection 8556

Inspection

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

Scheduled: 02/17/2023 11:00
Inspected On: 02/17/2023 11:00
Finished At: 02/17/2023 12:00

Occupant

Occupant Name: Murphy Farm
Building Name: Assembly & Residential Occupancy
Contact Name: Larry Gould
Address: 593 MURPHYS RD
City, State and Zip: Quechee, VT 05059-
Phone: 802-295-9356

Owner

Owner/Company: QUECHEE LAKES LANDOWNERS ASSOC
Contact Name: Larry Gould
Address: P O BOX 1301
City, State and Zip: QUECHEE, VT 05059-
Phone: 802-295-9356

Comments

Liquor License Fire Inspection:
Initial Inspection: 02/17/2023
Final Inspection: 03/03/2023
Occupancy Type: Assembly & Residential Occupancy
Occupancy Status: GRANTED

Initial Inspection Notes:

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 802-299-7013 or by email at tpeltier@hartford-vt.org when violations are completed anc or a plan of corrective action is ready for review.

Violation Summary

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<th>Location</th>
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<tbody>
<tr>
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<td>12.3.3.1 - Maintenance of Fire-Resistive Construction</td>
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</table>

Date: 3/3/2023
Required fire-resistive construction, including fire barriers, fire walls, exterior walls due
to location on property, fire-resistive requirements based on type of construction, draft-
stop partitions, and roof coverings, shall be maintained and shall be properly repaired,
restored, or replaced where damaged, altered, breached, penetrated, removed, or
improperly installed.

Comments: Open vertical/horizontal penetrations in fire resistive construction noted on
walls/ceiling in these areas:
- Residential Stairwell

Required Action: Vertical/Horizontal openings and or penetrations through fire-resistant rated
walls, partitions, floors or ceilings shall be fire stopped or repaired with fire
resistive materials using approved methods to maintain the fire-resistance
rating.

Closed

7.2.2.4.5 - Handrails
Existing required handrails shall be not less than 30 in. and not more than 38 in. above
the surface of the tread, measured vertically to the top of the rail from the leading edge
of the tread. Required guards and handrails shall continue for the full length of each
flight of stairs. At turns of new stairs, inside handrails shall be continuous between
flights at landings. New handrail ends shall be returned to the wall or floor or shall
terminate at newel posts.
Handrails shall include the following features:
(1) A circular cross section with an outside diameter of not less than 1½ in. and not
more than 2 in.
(2) A shape that is other than circular with a perimeter dimension of not less than 4 in.
but not more than 6½ in., and with the largest cross-sectional dimension not more than
2½ in., provided that graspable edges are rounded

Comments: Handrails noted as either missing and or non-compliant:
- Assembly Stairway (2nd Floor)

Required Action: - Compliant Handrails shall be installed in all applicable areas.

Closed

11.1.2 - Electrical Systems
All electrical wiring and equipment shall be installed and maintained in accordance with
NFPA 70, National Electrical Code and NFPA 73, Residential Safety Code, as
adopted by Electricians Licensing Board.

Comments: - Light fixture noted as not secured and with exposed wiring.

Required Action: Abatement of electrical hazards.
Identified electrical hazard shall be abated. Identified hazardous electrical
conditions in permanent wiring shall be brought to the attention of the
responsible code official. Electrical wiring, devices, appliances and other
equipment that is modified or damaged and constitutes an electrical shock
or fire hazard shall not be used.

- Electrical hazards shall be repaired by licensed electrician.

Closed

11.1.8 - 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 outlets/switches/junction box(s)/panels noted without proper
cover plates:
- Basement electrical panel (not secured)
- Basement junction box

Required Action: - Electrical outlets/switches/junction box(s)/panels shall have proper cover
plates installed.

Closed

4.2.6 - Panelboards and Distribution Equipment (Identification/Marking)
Each disconnecting means for motors and appliances, and each service, feeder, or
branch circuit at the point where it originates, shall be legibly marked to indicate its
purpose unless located and arranged so the purpose is evident. The marking shall be
capable of withstanding the environment involved.

Comments: - Electrical panel in basement noted as not having proper labels to
disconnecting means.
Required Action: - Each disconnecting means for motors and appliances, and each service, feeder, or branch circuit at the point where it originates, shall be legibly marked to indicate its purpose unless located and arranged so the purpose is evident.

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Inspector</th>
<th>Narrative</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Thomas Pellier</td>
<td>02/03/23</td>
</tr>
</tbody>
</table>
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: 2/21/23 Applicant: Quechee Club Inc.
Doing Business As: Quechee Club, Inc.
Mailing Address:
3268 Quechee Main St, Quechee, VT 05059
Telephone Number: E-mail brian.kelley@quecheeclub.com
Other Contact Name: (if applicable)

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

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.

[Signature]
Licensee’s Signature

[Printed Name]
Printed Name

[Date]
Date

[Signature]
Licensee’s Signature

[Printed Name]
Printed Name

[Date]
## Application Details

**DLL - Application Id:** DLL - Application - 20456

**Business Entity Name:** Quechee Club, Inc.

**Phone number:**

**Applicant Email:** brian.kelley@quecheeclub.com

**Renewal Application**

**Applicant Action Comments**

**License/Permit Location Description**

**Town Fee:** 115

**Business Entity Phone**

**Physical Location Name:** Quechee Club, Inc.

**Physical Location Street 1:** 3268 Quechee Main Street

**Physical Location City/Town:** Quechee

**Physical Location State:** Vermont

**Physical Location Zip:** 05059

**Created By:** Brian Kelley

**Created Date:** 3/3/2023 10:53 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**
## Application Details

<table>
<thead>
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<tr>
<th>Business Entity Name</th>
<th>Town Clerk/ Municipal Jurisdiction</th>
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</thead>
<tbody>
<tr>
<td>Quechee Club, Inc.</td>
<td>Hartford</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone number:</th>
<th>Historical Id</th>
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<table>
<thead>
<tr>
<th>Applicant Email</th>
<th>Application Type</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:brian.kelley@quecheeclub.com">brian.kelley@quecheeclub.com</a></td>
<td>License</td>
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</table>

<table>
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<tr>
<th>Renewal Application</th>
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<tr>
<td></td>
<td>Third Class Restaurant/Bar License</td>
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<tr>
<th>Applicant Action Comments</th>
<th>Town User Approval/Rejection Comments</th>
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<table>
<thead>
<tr>
<th>License/Permit Location Description</th>
<th>Eligibility of Tobacco Fee waiver</th>
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<table>
<thead>
<tr>
<th>Town Fee</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Entity Phone</th>
</tr>
</thead>
</table>

## Physical Location

<table>
<thead>
<tr>
<th>Physical Location Name</th>
<th>Physical Location City/Town</th>
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</thead>
<tbody>
<tr>
<td>Quechee Club, Inc.</td>
<td>Quechee</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Physical Location Street 1</th>
<th>Physical Location State</th>
</tr>
</thead>
<tbody>
<tr>
<td>3268 Quechee Main Street</td>
<td>Vermont</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Physical Location Street 2/Unit/Suite</th>
<th>Physical Location Zip</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>05059</td>
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</table>

Created By

Brian Kelley (/DLLLicenseManagement/s/profile/005C000000wqkAAO), 3/3/2023 10:45 AM
# Application Details

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<tr>
<td>Business Entity Name</td>
<td>Application sent to municipality</td>
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<td>Quechee Club, Inc.</td>
<td>Historical Id</td>
</tr>
<tr>
<td>Business Entity Phone</td>
<td>OUTC</td>
</tr>
<tr>
<td>Foundational License</td>
<td>Application Type</td>
</tr>
<tr>
<td>LP-012608 / DLLLicenseManagement/s/detail</td>
<td>Permit</td>
</tr>
<tr>
<td>(a5AtQ000000Cn3EAC)</td>
<td>Application Category</td>
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<tr>
<td>Renewal Application</td>
<td>OCP</td>
</tr>
<tr>
<td>Town User Approval/Rejection Comments</td>
<td>Application For</td>
</tr>
<tr>
<td>Contact Engagement</td>
<td>Outside Consumption Permit</td>
</tr>
<tr>
<td>Applicant Name:</td>
<td>Applicant Email</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:brian.kelley@quecheeclub.com">brian.kelley@quecheeclub.com</a></td>
</tr>
<tr>
<td></td>
<td>(<a href="mailto:brian.kelley@quecheeclub.com">mailto:brian.kelley@quecheeclub.com</a>)</td>
</tr>
<tr>
<td>Applicant Action Comments</td>
<td>License/Permit Location Description</td>
</tr>
</tbody>
</table>

---

### Start date of event
- Physical Location Street 1
  - 3268 Quechee Main Street
- 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
  - Quechee Club, Inc.
- Physical Location State
  - Vermont
- Outside Side Consumption End time
- Outside Side Consumption Hours Requested
- Business Location
- Approximate Number of Persons Expected
Physical Location Zip  
05059

Location  
LN-016461 (/DLLLicenseManagment/s/detai)  
(a0At0000002ZMlNEAW)

Outside Side Consumption Days Requested

**Describe the type of event/ OCP Area**

Golf Courses in entirety including the beverage carts, Lakeland  
10th tee snack bar (12x14 sq ft), decks on South side of  
Clubhouse, pool area South of Clubhouse, stone patio on East  
side of Clubhouse

Days or specific bingo date(s)

Created By  
Brian Kelley (/DLLLicenseManagment/s/profile  
(005b0000000wjaLAQ))  
, 3/3/2023 10:29 AM

Last Modified By  
Katie Fleury (/DLLLicenseManagment/s/profile  
(005h000000Af8v8AAB))  
, 3/23/2023 9:08 AM
the lobby
& motorists are located across

exit/enter

Bar

Door

Exit door

going one to deck!
Quechee Club, The Lakeland Hole# 10 Par 4 YDG 310 HCP: 9

Hole# 10  Par: 4  Hcp: 9/13 Pro 366 Champ  340 Mens  310 Women  254
Front Back
   Center   Back
Tee Target
Yards:  [Calculate Distance]
MEMO

To: Lisa O’Neill, Sherry West
From: Chief 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.

Quechee Club
3268 Quechee Main St

Brian Kelley
Inspection Summary
Hartford Fire Department

Inspection 8543

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

Scheduled: 02/17/2023 09:00
Inspected On: 02/17/2023 09:00
Finished At: 02/17/2023 10:00

Inspection Length: 1.00

Occupant
Occupant Name: Quechee Lakes Association - Quechee Club
Building Name: Assembly Occupancy
Contact Name: Larry Gould
Address: 3268 QUECHEE MAIN ST
City, State and Zip: Quechee, VT 05059-
Phone: 802-316-2878

Owner
Owner / Company: QUECHEE LAKES LANDOWNERS ASSOC
Contact Name: Larry Gould
Address: P O BOX 1301
City, State and Zip: QUECHEE, VT 05059-
Phone: 802-316-2878

Comments
Liquor License Fire Inspection:
Initial Inspection: 02/17/2023
Final Inspection: 03/03/2023
Occupancy Type: Assembly Occupancy - Restaurant
Occupancy Status: GRANTED

Initial Inspection Notes:

All noted violations shall be properly addressed and completed within a 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 802-299-7013 or by email at tpeltier@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>4.4.3.1 - Unobstructed Egress</td>
<td>Building</td>
</tr>
</tbody>
</table>

Date: 3/3/2023
In every occupied building or structure, means of egress from all parts of the building shall be maintained free and unobstructed.

Comments: Davidson's:
- Egress door noted as obstructed by table/chairs/wood storage.
  
Kitchen:
- Egress door noted as obstructed by storage/shelving.

Required Action: Means of egress shall be continuously maintained free of all obstructions or impediments to full instant use in the case of fire or other emergency. All obstructions to egress shall be removed and KEPT CLEAR AT ALL TIMES.

Closed 12.3.3.1 - Maintenance of Fire-Resistive Construction
Required fire-resistive construction, including fire barriers, fire walls, exterior walls due to location on property, fire-resistive requirements based on type of construction, draft-stop partitions, and roof coverings, shall be maintained and shall be properly repaired, restored, or replaced where damaged, altered, breached, penetrated, removed, or improperly installed.

Comments: Open vertical/horizontal penetrations in fire resistive construction noted on walls/ceiling in these areas:
- Dectron Room
- Kitchen Wash Closet

Required Action: Vertical/Horizontal openings and or penetrations through fire-resistant rated walls, partitions, floors or ceilings shall be fire stopped or repaired with fire resistive materials using approved methods to maintain the fire-resistance rating.

Closed 12.7.5.1 - Firestop Systems and Devices Required
Penetrations for cables, cable trays, conduits, pipes, tubes, combustion vents and exhaust vents, wires, and similar items to accommodate electrical, mechanical, plumbing, and communications systems that pass through a wall, floor, or floor/ceiling assembly constructed as a fire barrier shall be protected by a firestop system or device. The firestop system or device shall be tested in accordance with ASTM E 814, Standard Test Method for Fire Tests of Through Penetration Fire Stops, or ANSI/UL 1479, Standard for Fire Tests of Through-Penetration Firestoppers, at a minimum positive pressure differential of 0.01 in. water column (2.5 N/m2) between the exposed and the unexposed surface of the test assembly. [101:8.3.5.1]

Comments: Exposed penetrations in fire resistive construction (walls/ceilings) noted in these areas:
- Storage Area
- Dectron Room
- Kitchen Mechanical Room

Required Action: - Openings around cables, cable trays, conduits, pipes, tubes, combustion vents and exhaust vents, wires, and similar penetrations into or through fire-resistant-rated walls, partitions, floors, or ceilings shall be firestopped using approved methods to maintain the fire resistance rating.

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: Blocked electrical panels and appliances noted in these areas:
- Dectrons Room
- Kitchen

Required Action: The disconnecting means shall be maintained accessible to the fire department. Maintain 36 inch clearance around electrical panels.

Closed 7.2.1.5.1 - Door Leaf Operating Forces

Date: 3/3/2023
Door leaves shall be arranged to be opened readily from the egress side whenever the building is occupied.

Comments: Egress door in kitchen noted as having NON-OPERATIONAL opening hardware.

Required Action: Egress door hardware shall be repaired and operate properly.

<table>
<thead>
<tr>
<th>Closed</th>
<th>7.2.2.4.5 - Handrails</th>
<th>Kitchen</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Existing required handrails shall be not less than 30 in. and not more than 38 in. above the surface of the tread, measured vertically to the top of the rail from the leading edge of the tread. Required guards and handrails shall continue for the full length of each flight of stairs. At turns of new stairs, inside handrails shall be continuous between flights at landings. New handrail ends shall be returned to the wall or floor or shall terminate at newel posts. Handrails shall include the following features: (1) A circular cross section with an outside diameter of not less than 1 1/4 in. and not more than 2 in. (2) A shape that is other than circular with a perimeter dimension of not less than 4 in. but not more than 6% in., and with the largest cross-sectional dimension not more than 2 3/8 in. provided that graspable edges are rounded.</td>
<td></td>
</tr>
<tr>
<td>Comments: Handrails noted as either missing and or non-compliant: - Interior service stair to kitchen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Required Action: Compliant Handrails shall be installed in all applicable areas.</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Closed</th>
<th>13.1.4 - Fire Protection Systems - General</th>
<th>Building</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A minimum 36 in. (91 mm) of clear space shall be maintained to permit access to and operation of fire protection equipment, fire department inlet connections, or fire protection system control valves. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment.</td>
<td></td>
</tr>
<tr>
<td>Comments: Fire alarm manual pull-station noted as blocked and not accessible.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Required Action: An approved clear and unobstructed path shall be provided and maintained for access to the fire protection devices. A minimum 36 in. (91 mm) of clear space shall be maintained to permit access to and operation of fire protection equipment.</td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Closed</th>
<th>10.18.3.2 - Sprinkler Head Clearances</th>
<th>Kitchen</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>The clearance between the deflector and the top of storage shall be 18 in. (457 mm) or greater. [13:8.6.6.1]</td>
<td></td>
</tr>
<tr>
<td>Comments: Storage noted within vicinity of sprinkler heads.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Required Action: Storage shall be reduced and removed from noted areas to meet clearance requirements.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signatures

Inspector [Signature]

Date: 3/3/2023
Fire Inspection Report
Hartford Fire Department

Inspection 8932

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

Scheduled: 04/12/2023 12:30
Inspected On: 04/11/2023 12:30
Finished At: 04/11/2023 13:30
Inspection Length: 1.00

Occupant:
Occupant Name: QUECHEE INN AT MARSHLAND FARMS
Building Name: Hotel Occupancy
Contact Name: Rick Trahan
Address: 1119 QUECHEE MAIN ST
City, State and Zip: Quechee, VT 05059-
Phone: 802-295-3133

Owner:
Owner / Company: PERRY HOSPITALITY INC
Contact Name: C/O QUECHEE INN AT MARSHLAND FARMS
Address: P O BOX 747
City, State and Zip: QUECHEE, VT 05059-
Phone: 802-295-3133

Comments:
Liquor License Fire Inspection:
Initial Inspection: 02/13/2023
Final Inspection: 04/11/2023
Occupancy Type: Assembly Occupancy - Restaurant
Occupancy Status: Granted

Final Inspection Notes:
- Immediate life safety hazards have been addressed and corrected. A plan of corrective action has been reviewed and approved by the AHJ. Remaining previously noted violations shall be completed within 30 days - A final inspection shall be completed before a clear fire inspection report can be obtained.


4.6.6 Time Allowed for Compliance:
A limited but reasonable time, commensurate with the magnitude of expenditure, disruption of services, and degree of hazard, shall be allowed for compliance with any part of this Code for existing buildings.

4.6.9.1 Conditions for Occupancy:
No new construction or existing building shall be occupied in whole or in part in violation of the provisions of this Code, unless the following conditions exist:
(1) A plan of correction has been approved.

Date: 04/12/2023
(2) The occupancy classification remains the same. 
(3) No serious life safety hazard exists as judged by the authority having jurisdiction.

<table>
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<tr>
<th>Status</th>
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</table>

<table>
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<tbody>
<tr>
<td>Date</td>
</tr>
</tbody>
</table>

Date: 04/12/2023
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: 3-2-2023 Applicant: PUBLIC HOUSE at AVERDE CAFE
Doing Business As: The Public House Pub Averde
Mailing Address:

NO BOX 947 AVERDE 05059
Telephone Number(s): E-mail andrew@publichousevt.com
Other Contact Name: (if applicable)

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:
Andrew Scham
Scott Bacon

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.

Andrew Scham
Printed Name 3-2-2023 Date

Scott Bacon
Printed Name 3-3-2023 Date
Application
DLL - Application - 20343

APPLICATION DETAILS

DLL - Application Id
 DLL - Application - 20343

Business Entity Name
Public House at Quechee Gorge, LLC

Phone number:

Applicant Email
andrew@publichousevt.com
(mailto:andrew@publichousevt.com)

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
115

Business Entity Phone

Physical Location Name
Public House at Quechee Gorge, The (CKA)

Physical Location Street 1
5813 Woodstock Road

Physical Location Street 2/Unit/Suite

Created By
Andrew Schain (DLLicenseManagment/s/profile/0058e000000Qw3AAE), 3/2/2023 8:55 AM
Application
DLL - Application - 20344

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 20344

Business Entity Name
Public House at Quechee Gorge, LLC

Phone number:

Applicant Email
andrew@publichousevt.com

Renewal Application

 Applicant Action Comments

License/Permit Location Description

Town Fee
0

Business Entity Phone

Physical Location Name
Public House at Quechee Gorge, The (CKA)

Physical Location Street 1
5813 Woodstock Road

Physical Location Street 2/Unit/Suite

Created By
Andrew Schain (DLLLicenseManagement/s/profile/00582000000xOx3AAC)
3/2/2023 9:01 AM

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
Quechee

Physical Location State
Vermont

Physical Location Zip
05059
Application

Primary Phone No

DLL - Application Id

Application Type

Primary Contact Person

Internal Status

External Status

Application sent to municipality

Application sent to municipality

Historical Id

OUTC

Application Category

OCF

Application For

Outside Consumption Permit

Applicant Email

andrew@publichousevt.com

Applicant Name:

Applicant Action Comments

License/Permit Location Description

End date of event

Physical Location Name

Public House at Quechee Gorge, The (CKA)

Physical Location State

Vermont

Outside Side Consumption End time

Outside Side Consumption Hours Requested

Business Location

Approximate Number of Persons Expected:

Start date of event

Physical Location Street 1

5813 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
Physical Location Zip
05059

Location
LN-020408 (/DLLLicenseManagement/s/detail/a0A0000002ZNf2FAG)

Describe the type of event/ OCP Area
Our Deck is Directly off dining room, fully enclosed area.
a lower level seating area is also available. Also fenced in

Days or specific bingo date(s)

Created By
Andrew Schain (/DLLLicenseManagement/s/profile/0058z000000xQx3AAE), 3/2/2023 9:03 AM
Memo

To:  Lisa O'Neil, Sherry West
From: Lt Tom Howell
CC:  
Date: March 6, 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.

Public House
5813 Woodstock Rd

Andrew Schain
Scott Bacon
Inspection Summary
Hartford Fire Department

Inspection 8848

Inspection
Type: FINAL Inspection
Status: Completed/Closed
Inspector: Thomas Peltier
Unit Number: HFM3
Shift: FM
Scheduled: 03/30/2023 15:00
Inspected On: 03/30/2023 15:00
Finished At: 03/30/2023 16:00
Next Inspection: Scheduled Peltier
Inspection Length: 1.00

Occupant
Occupant Name: THE PUBLIC HOUSE
Building Name: Assembly Occupancy
Contact Name: Andrew Schain
Address: 20 PUBLIC WAY
City, State and Zip: Quechee, VT 05059-
Phone: 802-295-8500

Owner
Owner / Company: 5817 WOODSTOCK ROAD LLC
Contact Name: ANDREW SCHAINE
Address: P O BOX 967
City, State and Zip: QUECHEE, VT 05059-
Phone: 802-295-8500

Comments
Liquor License Fire Inspection:
Initial Inspection: 03/17/2023
Final Inspection: 03/30/2023
Occupancy Type: Assembly Occupancy - Restaurant
Occupancy Status: Granted

Final Inspection Notes:
- Immediate life safety hazards have been addressed and corrected. A plan of corrective action has been reviewed and approved by the AHJ. Remaining previously noted violations shall be completed within 30 days - A final inspection shall be completed before a clear fire inspection report can be obtained.

4.6.6 Time Allowed for Compliance:
A limited but reasonable time, commensurate with the magnitude of expenditure, disruption of services, and degree of hazard, shall be allowed for compliance with any part of this Code for existing buildings.

4.6.9.1 Conditions for Occupancy:
No new construction or existing building shall be occupied in whole or in part in violation of the provisions of this Code, unless the following conditions exist:
(1) A plan of correction has been approved.

Date: 4/7/2023
(2) The occupancy classification remains the same.
(3) No serious life safety hazard exists as judged by the authority having jurisdiction

**Violation Summary**

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

**Tickler History**

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

**Signatures**

[Signature]

Date: [Signature]

Date: 4/7/2023
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: 1/30/13  Applicant: Collaborative Spa LLC
Doing Business As: Trail Break Inn & Suites
Mailing Address: 119 S. Main St, Ste 100 WRJ VT 05001
Telephone Number(s): E-mail: Tophere@TrailBreakInn.com
Other Contact Name: (if applicable) Tophere Lyons

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

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.

[Signature]  [Printed Name]  [Date]
Tophere Lyons  1/30/13

Licensee’s Signature  Printed Name  Date
<table>
<thead>
<tr>
<th>APPLICATION DETAILS</th>
<th>RELATED INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>DLL - Application Id</td>
<td>External Status</td>
</tr>
<tr>
<td>DLL - Application - 17606</td>
<td>Application sent to municipality</td>
</tr>
<tr>
<td>Phone number:</td>
<td>Town Clerk/ Municipal Jurisdiction</td>
</tr>
<tr>
<td>Renewal Application</td>
<td>Hartford</td>
</tr>
<tr>
<td>Applicant Action Comments</td>
<td>Historical Id</td>
</tr>
<tr>
<td>License/Permit Location Description</td>
<td>1RST</td>
</tr>
<tr>
<td>Town Fee</td>
<td>Application Type</td>
</tr>
<tr>
<td>115</td>
<td>License</td>
</tr>
<tr>
<td></td>
<td>Application For</td>
</tr>
<tr>
<td></td>
<td>First Class Restaurant/Bar License</td>
</tr>
<tr>
<td></td>
<td>Town User Approval/Rejection Comments</td>
</tr>
<tr>
<td></td>
<td>Eligibility of Tobacco Fee waiver</td>
</tr>
<tr>
<td></td>
<td>Created By</td>
</tr>
<tr>
<td></td>
<td>Christopher Lyons //DLLLicenseManagement/s/profile</td>
</tr>
<tr>
<td></td>
<td>/005t00000098m0bAAA</td>
</tr>
<tr>
<td></td>
<td>Physical Location Name</td>
</tr>
<tr>
<td></td>
<td>Trail Break Tap &amp; Tacos</td>
</tr>
<tr>
<td></td>
<td>Physical Location Street 1</td>
</tr>
<tr>
<td></td>
<td>129 South Main Street</td>
</tr>
<tr>
<td></td>
<td>Physical Location Street 2/Unit/Suite</td>
</tr>
<tr>
<td></td>
<td>Suite 100</td>
</tr>
<tr>
<td>APPLICATION DETAILS</td>
<td>RELATED INFORMATION</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>DLL - Application Id</td>
<td>External Status</td>
</tr>
<tr>
<td>DLL - Application - 17611</td>
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<td>Phone number:</td>
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<td>License/Permit Location Description</td>
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<td>0</td>
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<td>Physical Location Name</td>
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<tr>
<td>Trail Break Tap &amp; Tacos</td>
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<td>Town User Approval/Rejection Comments</td>
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<tr>
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<td>Eligibility of Tobacco Fee waiver</td>
</tr>
<tr>
<td>Suite 100</td>
<td></td>
</tr>
<tr>
<td>Created By</td>
<td>Physical Location City/Town</td>
</tr>
<tr>
<td>Christopher Lyons</td>
<td>White River Junction</td>
</tr>
<tr>
<td>, profile /005t00000008nm0bAAA</td>
<td>Physical Location State</td>
</tr>
<tr>
<td>, 1/30/2023 6:06 PM</td>
<td>Vermont</td>
</tr>
<tr>
<td></td>
<td>Physical Location Zip</td>
</tr>
<tr>
<td></td>
<td>05001</td>
</tr>
<tr>
<td>APPLICATION DETAILS</td>
<td>RELATED INFORMATION</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Primary Phone No</td>
<td>Primary Contact Person</td>
</tr>
<tr>
<td>DLL · Application Id</td>
<td>Internal Status</td>
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<tr>
<td>Business Entity Name</td>
<td>External Status</td>
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<tr>
<td>Collaborative Stoke, LLC</td>
<td>Application sent to municipality</td>
</tr>
<tr>
<td>Business Entity Phone</td>
<td>Historical Id</td>
</tr>
<tr>
<td>6039535751</td>
<td>OUTC</td>
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<tr>
<td>Foundational License</td>
<td>Application Type</td>
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<td>OCP</td>
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<tr>
<td>Town User Approval/Rejection Comments</td>
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</tr>
<tr>
<td>Contact Engagement</td>
<td>Outside Consumption Permit:</td>
</tr>
<tr>
<td></td>
<td>Applicant Email</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:topher@trailbreakwrj.com">topher@trailbreakwrj.com</a></td>
</tr>
<tr>
<td></td>
<td>Applicant Name</td>
</tr>
<tr>
<td></td>
<td>Applicant Action Comments</td>
</tr>
<tr>
<td></td>
<td>License/Permit Location Description</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Start date of event</th>
<th>End date of event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Location Street 1</td>
<td>Physical Location Name</td>
</tr>
<tr>
<td>129 South Main Street</td>
<td>Trail Break Tap &amp; Tacos</td>
</tr>
<tr>
<td>Physical Location Street 2/Unit/Suite</td>
<td>Physical Location State</td>
</tr>
<tr>
<td>Suite 100</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>White River Junction</td>
<td>Approximate Number of Persons Expected:</td>
</tr>
</tbody>
</table>
Topher Lyons <topher@trailbreakwrj.com>
To: Topher Lyons <topher@trailbreakwrj.com>

Mon, Feb 4, 2019 at 1:16 PM

Topher Lyons
head stoke-facilitator
603.953.5751
Pre-Engineered Restaurant Fire Suppression Systems Report

SERVICE COMPANY
Hampshire Fire Protection
1 Commercial Drive
West Lebanon NH 03784

CUSTOMER
Name Trail Break
Address 129 South Main Street
City White River Junction State VT ZIP 05001
Telephone
Owner or Manager

COOKING APPLIANCE LOCATIONS: LEFT TO RIGHT

<table>
<thead>
<tr>
<th>FRYER</th>
<th>FRYER</th>
<th>GRIDDLE</th>
<th>GRIDDLE</th>
<th>4 Burner Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. All appliances properly covered w/correct nozzles</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>2. Duct and plenum covered w/correct nozzles</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>3. Check positioning of all nozzles.</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>4. System installed in accordance w/MFG UL listing</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>5. Hood/duct penetrations sealed w/weld or UL device</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>6. Check if seals intact, evidence of tampering</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>7. If system has been discharged, report same</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>8. Pressure gauge in proper range (If gauged)</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>9. Check cartridge weight (If applicable)</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>10. Hydrostatic test date</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>11. 6 year maintenance date</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>12. Inspect cylinder and mount</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>13. Operate system from terminal link</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>14. Test for proper operation from remote</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>15. Check operation of micro switch</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>16. Check operation of gas valve</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>17. Clean nozzles</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>18. Proper nozzle covers in place</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>19. Check fuse links and clean</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>20. Replaced fuse links</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>21. Check travel of cable nuts/S-hooks</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>22. Piping &amp; conduit securely bracketed</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>23. Proper separation between fryers &amp; flame</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>24. Proper clearance-flame to filters</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>25. Exhaust fan in operating order</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>26. All filters in place</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>27. Fuel shut-off in on position</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>28. Manual &amp; remote set/seals in place</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
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<tr>
<td>29. Replace systems covers</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>30. System operational &amp; seals in place</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>31. Slave system operational</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>32. Clean cylinder &amp; mount</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>33. Fan warning sign on hood</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>34. Personnel instructed in manual operation of system</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>35. Proper hand portable extinguishers</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>36. Portable extinguishers properly serviced</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
<tr>
<td>37. Service &amp; Certification tag on system</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
</tbody>
</table>

NOTE: DISCREPANCIES OR DEFICIENCIES BELOW

COMMENTS: * A 3rd griddle has been added to appliance line. Hood is not large enough to support it. Griddle not protected or detected by fire system.

System I.D F-32613. Sticker # F-12690

On this date, this pre-engineered fire suppression system was inspected and operationally tested in accordance with the fire suppression system requirements of NFPA17 or 17A, 96 and the manufacturer's manual with the results indicated above.

SERVICE TECHNICIAN

2/8/23

Nobody available to sign

The above service technician certifies that the system was personally inspected and found conditions to be as indicated on this report.

CUSTOMER COPY
Memo

To: Lisa O’Neil, Sherry West
From: Deputy Chief Connie Kelley
CC:
Date: January 31, 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.

Trail Break Tap & Tacos
129 South Main St

Christopher Lyons
Inspection Summary
Hartford Fire Department

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

Scheduled: 04/07/2023 16:00
Inspected On: 04/05/2023 16:00
Finished At: 04/05/2023 17:00

Occupant
Occupant Name: TRAIL BREAK taps + tacos
Building Name: Tophers Lyons
Contact Name: Assembly Occupancy
Address: 129 S MAIN ST
City, State and Zip: White River Junction, VT 05001-
Phone: 802-281-3208

Owner
Owner / Company: NUMBER FOUR LLC
Contact Name: Matthew Buoy
Address: 85 NORTH MAIN STREET #200
City, State and Zip: WHITE RIVER JUNCTION, VT 05001-
Phone: 802-281-3208

Comments
Liquor License Fire Inspection:
Initial Inspection: 02/21/2023
Final Inspection: 04/05/2023
Occupancy Type: Assembly Occupancy - Restaurant
Occupancy Status: Granted

Final Inspection Notes:
- Immediate life safety hazards have been addressed and corrected. A plan of corrective action has been reviewed and approved by the AHJ. Remaining previously noted violations shall be completed within 30 days - A final inspection shall be completed before a clear fire inspection report can be obtained.

4.6.6 Time Allowed for Compliance:
A limited but reasonable time, commensurate with the magnitude of expenditure, disruption of services, and degree of hazard, shall be allowed for compliance with any part of this Code for existing buildings.

4.6.9.1 Conditions for Occupancy:
No new construction or existing building shall be occupied in whole or in part in violation of the provisions of this Code, unless the following conditions exist:
(1) A plan of correction has been approved.
(2) The occupancy classification remains the same.
(3) No serious life safety hazard exists as judged by the authority having jurisdiction.

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Signatures

[Signature]

Date: 01/07/23
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: 12/29/22 Applicant: Perry Hospitality Group of VT
Doing Business As: The Quechee Inn & Maryland Farm
Mailing Address:
P.O. Box 747, Quechee, VT 05059
Telephone Number(s): 802-295-7234 E-mail: rick@quecheeinn.com
Other Contact Name: (if applicable) RICK TRAHAN

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

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.

[Signature]
Licensee’s Signature

Printed Name

Date 12/29/22

[Signature]
Licensee’s Signature

Printed Name

Date
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<tr>
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Created By
Rick Trahan
1/30/2023 12:59 PM
### APPLICATION DETAILS

- **DLL - Application Id**: DLL - Application - 17402
- **Business/Entity Name**: Perry Hospitality Group of Vermont
- **Foundational License**: Yes
- **Renewal Application**: Yes
- **Applicant Action Comments**: 
- **Town Fee**: 0

### RELATED INFORMATION

- **External Status**: Application sent to municipality
- **Historical Id**: OCP1
- **Application Type**: Permit
- **Application For**: Outside Consumption Limited Permit
- **License/Permit Location Description**: 

### Event Details

- **Start date of event**: 4/1/2023 8:00 AM
- **End date of event**: 10/28/2023 11:45 PM
- **Physical Location Street 1**: Quechee Main Street
- **Physical Location Street 2/Unit/Suite**: Physical Location City/Town
- **Quechee**: Quechee
- **Physical Location State**: Vermont
- **Physical Location Zip**: 05059
- **Outside Side Consumption Start time**: 
- **Outside Side Consumption Days Requested**: 
- **Describe the type of event/ OCP Area**: Outdoor covered patio

### Location Details

- **Physical Location Name**: Quechee Inn at Marshland Farms, The
- **Town Clerk/ Municipal Jurisdiction**: Hartford
- **Approximate Number of Persons Expected**: 
BARN

TENTED BRICK COURTYARD
35' x 60'
PATH FROM DOORWAY TO BATHROOMS
Memo

To: Lisa O'Neil, Sherry West
From: Deputy Chief Connie Kelley
CC:
Date: January 31, 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.

Perry Hospitality Group of VT
The Quechee Inn at Marshland Farms
1119 Quechee Main St

Rodger Perry
Kathleen Whitbeck
From: Sherry West
Sent: Monday, April 3, 2023 4:07 PM
To: Lana Livingston
Subject: Renewal 2023 Maple St. Catering
Attachments: Maple St. Catering dba Big Fatty’s to TM.pdf

Attached is the 2023 Renewal for Maple Street Catering d/b/a Big Fatty’s BBQ (1st Class, 2nd Class, 3rd Class, Outside Consumption)!

Thank you.

Sherry A. West
Hartford Asst. Town Clerk
171 Bridge St.
White River Jct., VT 05001
802-295-2785
swest@hartford-vt.org

PLEASE NOTE: HARTFORD does not bear any responsibility or liability for missing or incorrect information or documents.

*Please note that any documents we supply we do so as a courtesy. Public record law does not require us to conduct research to find documents or to furnish faxes/emails copies. We have done our best to provide the items that you requested but we do not guarantee that the following are complete or that there are no other relevant documents.

Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.
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: 2/1/23
Applicant: Maple Street Grills/Big Forty's BBQ
Doing Business As:
Mailing Address:
180 North Main St, Lewiston, ME 04240
Telephone Number(s):
E-mail: Brandon Fox@maplestreetgrills.com
Other Contact Name: (if applicable)

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:
Brandon Fox
Clay Virginia

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

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

[Printed Name]
Printed Name

[Date]
Date

[Signature]
Licensee's Signature

[Printed Name]
Printed Name

[Date]
Date
Application  
DLL - Application - 18033

**APPLICATION DETAILS**

**DLL - Application Id**  
DLL - Application - 18033

**Phone number:**

**Renewal Application**

**Applicant Action Comments**

**License/Permit Location Description**

**Town Fee**  
115

**Physical Location Name**  
Big Fatty's BBQ

**Physical Location Street 1**

186 South Main Street

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

**Created By**

Brandon Fox (DLLLicenseManagement/s/profile/00510000008niHAAA), 2/3/2023 12:01 PM

**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**

White River Junction

**Physical Location State**

Vermont

**Physical Location Zip**

05001

https://vermont.force.com/DLLLicenseManagement/s/dll-application...
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## Physical Location Name

- **Big Fatty's BBQ**
- **186 South Main Street**

### Created By

- Brandon Fox ([DLLLicenseManagement/s/profile/005t00000008nHIAAJ])
- 2/3/2023 11:30 AM
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<td>Town User Approval/Rejection Comments</td>
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<tr>
<td></td>
<td>Eligibility of Tobacco Fee waiver</td>
</tr>
</tbody>
</table>

**Physical Location Name**
- Big Fatty's BBQ

**Physical Location Street 1**
- 186 South Main Street

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

**Created By**
- Brandon Fox (/DLLLicenseManagment/s/profile/005t0000008nHIAAI)
  - 2/3/2023 10:19 AM

**Post Question Poll**

Search this feed...

Brandon Fox (/DLLLicenseManagment/s/profile/005t0000008nHIAAI) (Customer) created this dll application.
2h ago (/DLLLicenseManagment/s/feed/0D58r00000Hnly4CAF)
Memo

To: Lisa O'Neil, Sherry West
From: Deputy Chief Connie Kelley
CC:
Date: February 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.

Big Fatty's BBQ
186 South Main St

Bethany Lewis
Clayton Vagnini
Brandon Fox
# Inspection Summary

**Hartford Fire Department**

**Inspection 8368**

## Inspection
- **Type**: Liquor License Inspection
- **Status**: Open/In-progress
- **Inspector**: Alan Beebe
- **Unit Number**: HFM3
- **Shift**: DFM
- **Scheduled**: 02/06/2023 12:00
- **Inspected On**: 02/07/2023 11:30
- **Finished At**: 02/07/2023 12:30
- **Inspection Length**: 1.00

## Occupant
- **Occupant Name**: Big Fatty's BBQ
- **Building Name**:
- **Contact Name**: Brandon Fox
- **Address**: 186 S MAIN ST
- **City, State and Zip**: White River Junction, VT 05001-
- **Phone**: 802-296-2400

## Owner
- **Owner / Company**: Maple Street Catering
- **Contact Name**:
- **Address**:
- **City, State and Zip**: White River Junction, VT 05001-
- **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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<tr>
<th>Status</th>
<th>Violation</th>
<th>Location</th>
</tr>
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</table>
| Open   | 39.2.10 - Marking of Means of Egress | Means of egress shall have signs in accordance with Section 7.10.  
  Comments: Exit sign not illuminated  
  Required Action: Repair affected exit sign |
| Open   | 39.3.5 - Extinguishment Requirements | Portable fire extinguishers shall be provided in every business occupancy in accordance with Section 9.9.  
  Comments: All portable extinguishers are in need of annual inspection/service  
  Required Action: Provide proof of updated inspection/service of all extinguishers |
Attach "Extinguisher" sign above the Class K extinguisher in kitchen.

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: blankets noted to be over rear exit
Small table noted to be in main entryway
Required Action: Remove any obstructions from exit area.
Small table cannot be within the width of the doorway

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: Clear away any obstructions. Recommend marking the floor or putting a sign on the panel door to prohibit this from occurring in the future.

10.18.5.1 - Equipment Room Storage
Combustible material shall not be stored in boiler rooms, mechanical rooms, or electrical equipment rooms.

Comments: Storage in boiler room is noted to contain combustibles material and is stacked very high.
Required Action: Remove all combustible materials and keep stacks at least 18" from ceiling

10.18.3.2 - Sprinkler Head Clearances
The clearance between the deflector and the top of storage shall be 18 in. (457 mm) or greater. [13:8.6.6.1]

Comments: Stacked material to be in close proximity of sprinkler head.
Required Action: Maintain distance of at least 18" from any sprinkler head

34.4.2.4 - Commodity Clearance (Heating Appliances)
The clearance between stored materials and unit heaters, radiant space heaters, duct furnaces, and flues shall not be less than 3 ft (0.9 m) in all directions or shall be in accordance with the clearances shown on the approval agency label.

Comments: Storage level in boiler room noted to be excessive as well as close proximity to boiler
Required Action: Keep non-combustible material at least 3' away from boiler or any aspect of the boiler

Tickler History
Date Type Inspector Narrative
Signatures

Inspector

Alan Beebe

Date: 02/13/2023
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: 2/24/23 Applicant: Kenneth Smith, Post Commander
Doing Business As: Post Commander Veterans Legion Club #2837
Mailing Address:
35 (Route 12) North St., Brattleboro, VT 05301
Telephone Number(s): 802-295-6382 E-mail: Kennethsmith.45@gmail.com
Other Contact Name: (if applicable)

Please list below ALL licensees, directors, owners, stockholders name & dates of birth:
Isaiah Whitman [redacted]
Steven Hamel [redacted]

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.

[Signature]
Licensee’s Signature

[Printed Name]
Kenneth Smith
Printed Name

[Date]
2-24-23
Date

[Signature]
Licensee’s Signature

[Printed Name]
Isaiah Whitman
Printed Name

[Date]
2-24/23
Date
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Application
DLL - Application - 18659

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 18659

Business Entity Name
Veterans of Foreign Wars Club Inc. of Hartford

Phone number:

Applicant Email

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
0

Business Entity Phone
802-295-9745

Physical Location Name
Veterans of Foreign Wars Club #2571

Physical Location Street 1
97 South Main Street

Physical Location Street 2/Unit/Suite
Parking Lot

Created By
Sandy Farrell (/DLLlicenseManagment/y/profile
/005f0000008nScAAAI), 2/9/2023 1:37 PM

RELATED INFORMATION

External Status
Application sent to municipality

Town Clerk/ Municipal Jurisdiction
Hartford

Historical Id
3CLB

Application Type
License

Application For
Third Class Club 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
Memo

To: Lisa O'Neil, Sherry West
From: Lt Tom Howell
CC: 
Date: February 28, 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.

Veterans of Foreign Wars
97 South Main St

Ken Smith
Isaiah Whitman
Steven Hamel
Inspection Summary
Hartford Fire Department

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

Scheduled: 04/07/2023 15:00
Inspected On: 04/07/2023 15:00
Finished At: 04/07/2023 15:30
Inspection Length: 0.50

Occupant
Occupant Name: Veterans of Foreign Wars Club #2571
Building Name: Assembly Occupancy
Contact Name: Kenneth Smith
Address: 97 S MAIN ST
City, State and Zip: White River Junction, VT 05001-
Phone: 603-667-0159

Owner
Owner / Company: VETERANS OF FOREIGN WARS
Contact Name: KENNETH SMITH
Address: P O BOX 924
City, State and Zip: WHITE RIVER JUNCTION, VT 05001-
Phone: 603-667-0159

Comments
Liquor License Fire Inspection:
Initial Inspection: 03/05/2023
Final Inspection: 04/07/2023
Occupancy Type: Assembly 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
Status | Violation | Location
--- | --- | ---

Tickler History
Date Type Inspector Narrative

Signatures
Date: 04/07/2023
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: 2/23/23
Applicant: NLAP
Doing Business As: Hotel Coolidge
Mailing Address:

Po Box 515
VT 05001
Telephone Number(s): 802-423-5377
E-mail: david@hotelcoolidge.com
Other Contact Name: (if applicable) David Briggs

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

David C. Briggs General Partner

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.

[Signature]
Licensee's Signature

[Printed Name]
Printed Name

[Date]
Date
Fire Inspection Report
Hartford Fire Department

Inspection 8869

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

Scheduled: 04/04/2023 10:00
Inspected On: 04/04/2023 10:00
Finished At: 04/04/2023 10:30
Inspection Length: 0.50

Occupant

Occupant Name: Hotel Coolidge
Building Name: Hotel Occupancy
Contact Name: David Briggs
Address: 39 S MAIN ST
City, State and Zip: White River Junction, VT 05001-
Phone: 802-295-3118

Owner

Owner / Company: NORTHERN HOSPITALITY LTD PARTNERS
Contact Name: David Briggs
Address: P O BOX 515
City, State and Zip: WHITE RIVER JUNCTION, VT 05001-
Phone: 802-295-3118

Comments
Liquor License Fire Inspection:
Initial Inspection: 02/28/2023
Final Inspection: 04/04/2023
Occupancy Type: Hotel 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

Status  Violation

Tickler History
Date  Type  Inspector  Narrative

Date: 04/12/2023
<table>
<thead>
<tr>
<th>APPLICATION DETAILS</th>
<th>RELATED INFORMATION</th>
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<tbody>
<tr>
<td>DLL - Application Id</td>
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<td>Business Entity Name</td>
<td>Town Clerk/ Municipal Jurisdiction</td>
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<tr>
<td>Northern Hospitality Limited Partnership</td>
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<td>Phone number:</td>
<td>Historical Id</td>
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<td>Applicant Email</td>
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<tr>
<td><a href="mailto:davidhotelcoolidge@gmail.com">davidhotelcoolidge@gmail.com</a></td>
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<tr>
<td>(<a href="mailto:davidhotelcoolidge@gmail.com">mailto:davidhotelcoolidge@gmail.com</a>)</td>
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<td>Application For</td>
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<tr>
<td>Renewal Application</td>
<td>First Class Restaurant/Bar License</td>
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<td>Town Fee</td>
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<tr>
<th>Physical Location Name</th>
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<tbody>
<tr>
<td>Hotel Coolidge</td>
<td>White River Junction</td>
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<tr>
<td>Physical Location Street 1</td>
<td>Physical Location State</td>
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<td>39 South Main Street</td>
<td>Vermont</td>
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<tr>
<td>Physical Location Street 2/Unit/Suite</td>
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Created By

David Briggs (DILLicenseManagement/s/profile/0058z000000DwiyYAAQ), 2/21/2023 3:35 PM
Application
DLL - Application - 19588

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 19588

Business Entity Name
Northern Hospitality Limited Partnership

Phone number:

Applicant Email
davidhotelcoolidge@gmail.com

Renewal Application

Applicant Action Comments

License/Permit Location Description

Town Fee
0

Business Entity Phone

Physical Location Name
Hotel Coolidge

Physical Location Street 1
39 South Main Street

Phyiscal Location Street 2/Unit/Suite

Created By
David Briggs (DLL License Management/c/profile/00582000000wqYAAQ), 2/21/2023 3:37 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 Junction

Physical Location State
Vermont

Physical Location Zip
05001
Memo

To: Lisa O’Neil, Sherry West
From: Lt Tom Howell
CC:
Date: February 27, 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.

Hotel Coolidge
39 South Main St

David Briggs
General Partner
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: 3/24/23 Applicant: River Roost Brewery
Doing Business As:
Mailing Address:
230 S. Main St, White River Junction, VT 05001
Telephone Number(s): E-mail mark@riverroostbrewery.com
Other Contact Name: (if applicable)

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

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.

Licensee’s Signature
MARK BABSON
Date 3/24/23

Printed Name

Licensee’s Signature
Printed Name
Date
**APPLICATION DETAILS**

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<td>River Roost Brewery, LLC</td>
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<td>Phone number</td>
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<td>Applicant Email</td>
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<td>Renewal Application</td>
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**Related Information**

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<td>Eligibility of Tobacco Fee waiver</td>
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</table>

**Physical Location**

- **Name**: River Roost Brewery
- **Street 1**: 230 South Main Street

- **City/Town**: Hartford
- **State**: Vermont
- **Zip**: 05001

**Created By**

Mark Babson

3/24/2023 11:46 AM

Search this feed..
### APPLICATION DETAILS

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<th>APPROXIMATE NUMBER OF PERSONS EXPECTED:</th>
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Physical Location Zip
05001

Location
LN-025849 (DLLicenseManagement/s/detail/a0A8z000001jhi6FAG)

Outside Side Consumption Days Requested

Describe the type of event/OCP Area.
Lawn area off west side of manufacturing facility.

Days or specific bingo date(s)

Created By
Mark Babson (DLLicenseManagement/s/profile/0058z000000zJHQA2)
, 3/24/2023 11:44 AM

https://dllportal.my.vermont.gov/DLLLicenseManagement/s/dll-applic...
The following establishment and subsequent person(s) listed on the application have been checked through the Hartford Spillman RMS system, Vermont Spillman RMS system as well as the State Valcour system. This check did not reveal any recent activity that would negatively impact their respective application.

River Roost Brewery
230 South Main Street

Mark Babson
Inspection Summary
Hartford Fire Department

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

Scheduled: 03/27/2023 12:30
Scheduled: Peltier
Inspected On: 03/27/2023 12:30
Finished At: 03/27/2023 13:30
Inspection Length: 1.00

Occupant
Occupant Name: RIVER ROOST BREWERY
Building Name: Mercantile & Industrial Occupancy
Contact Name: Mark Babson
Address: 230 S MAIN ST
City, State and Zip: White River Junction, VT 05001-
Phone: 802-698-8715

Owner
Owner / Company: MARK BABSON
Contact Name: 
Address: 230 SOUTH MAIN ST
City, State and Zip: WHITE RIVER JUNCTION, VT 05001-
Phone: 

Comments
Liquor License Fire Inspection:

Initial Inspection: 03/27/2023
Final Inspection: 03/31/2023
Occupancy Type: Mercantile & Industrial Occupancy
Occupancy Status: GRANTED

Initial Inspection Notes:
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 802-269-7013 or by email at tpeltier@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>
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<tbody>
<tr>
<td>Closed</td>
<td>13.6.3.1.3.3.1 - Portable Fire Extinguishers - Visual Obstructions</td>
<td>Building</td>
</tr>
</tbody>
</table>

Date: 04/07/2023
Fire extinguishers shall not be obstructed or obscured from view. \[10:6.1.3.3.1\]

**Comments:** - Fire Extinguishers noted as being obstructed by storage.

**Required Action:** A minimum 36 in. (91 mm) of clear space shall be maintained to permit access to and operation of fire protection equipment, fire department inlet connections, or fire protection system control valves. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment.

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:** Electrical outlets/switches/junction box(s) noted without proper cover plates:
- Office Entry (Outlets -2)

**Required Action:** Electrical outlets/switches/junction box(s) shall have proper cover plates installed.

Closed 14.5.4.1 - Self-Closing Devices
A door leaf normally required to be kept closed shall not be secured in the open position at any time and shall be self-closing or automatic-closing in accordance with 14.5.4.2, unless otherwise permitted by 14.5.4.3. \[101:7.2.1.8.1\].

**Comments:** - Door separating business from industrial occupancy noted as being propped open with no closing hardware.

**Required Action:** Noted door shall be closed and have proper latching/closing hardware installed.

Closed 110.25 - 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 panel noted as obstructed and not accessible.

**Required Action:** The disconnecting means shall be maintained accessible to the fire department. a 36 inch clear space shall be provided around any electrical disconnects for immediate access.

Closed 11.1.5.6 - Extension Cords
Extension cords shall not be used as a substitute for permanent wiring.

**Comments:** - Extension cord noted in permanent use in industrial occupancy area.

**Required Action:** 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.

**Tickler History**

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

**Signatures**

[Signature]

[Signature]

Date: 04/07/2023
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

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

Date: 3-23-23  
Applicant: DAVID MCINNIS  
Doing Business As: WICKER AWE SINCE 63  
Mailing Address:  
Telephone Number(s): E-mail: mcinnis1@ymail.com  
Other Contact Name: (if applicable)  

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

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.

[Signature]  [Printed Name]  [Date]
### APPLICATION DETAILS

<table>
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<th>DLL - Application - 23133</th>
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<td>Wicked Awesome BBQ, LLC</td>
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<tr>
<td>Applicant Email</td>
<td><a href="mailto:mcinnis151@yahoo.com">mcinnis151@yahoo.com</a></td>
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<td>Renewal Application</td>
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<tr>
<td>Applicant Action Comments</td>
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<td>License/Permit Location Description</td>
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<tr>
<td>Town Fee</td>
<td>115</td>
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<td>Business Entity Phone</td>
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### RELATED INFORMATION

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<th>External Status</th>
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<td>Hartford</td>
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<tr>
<td>Historical Id</td>
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<tr>
<td>Application Type</td>
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<tr>
<td>Application For</td>
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<tr>
<td>Eligibility of Tobacco Fee waiver</td>
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Created By

[David McInnis](mailto:David McInnis) 3/27/2023 1:35 PM
Application
DLL - Application - 23147

APPLICATION DETAILS

Primary Phone No

DLL - Application Id
DLL - Application - 23147

Business Entity Name
Wicked Awesome BBQ, LLC

Business Entity Phone

Foundational License
LP-020049 (DLLLicenseManagement/s/detail/a5At0000000Cpf4FAC)

Renewal Application

Town User Approval/Rejection Comments

Contact Engagement

RELATED INFORMATION

Primary Contact Person

Internal Status
Application sent to municipality

External Status
Application sent to municipality

Historical Id

OUTC

Application Type
Permit

Application Category
OCP

Application For
Outside Consumption Permit

Applicant Email
mcinnis151@yahoo.com

Applicant Name:

Applicant Action Comments

License/Permit Location Description

Start date of event

Physical Location Street 1
93 Beswick Drive

Physical Location Street 2/Unit/Suite

Town Clerk/ Municipal Jurisdiction
Hartford

Physical Location City/Town
White River Junction

Landlord Name

Outside Side Consumption Start time

End date of event

Physical Location Name
Wicked Awesome BBQ

Physical Location State
Vermont

Outside Side Consumption End time

Outside Side Consumption Hours Requested

Business Location

Approximate Number of Persons Expected:
Physical Location Zip
05001

Location
LN-021455 (/DILLicenseManagment/s/detail/a0A100000022NYwEAG)

Outside Side Consumption Days Requested

Describe the type of event/ OCP Area
40x100 fenced in yard

Days or specific bingo date(s)
Memo

To: Lisa O'Neil, Sherry West
From: Deputy Chief Connie Kelley
CC: 
Date: March 31, 2023
Re: Liquor License

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

Wicked Awesome BBQ
93 Beswick Dr

David McInnis
Fire Inspection Report
Hartford Fire Department
Inspection 8935

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

Scheduled 04/12/2023 15:00
Inspected On 04/12/2023 15:00
Finished At 04/12/2023 15:30

Occupant
Occupant Name: Wicked Awesome BBQ
Building Name: Assembly Occupancy
Contact Name: David McInnis
Address: 93 BESWICK DR
City, State and Zip: White River Junction, VT 05001-
Phone: 802-656-8059

Owner
Owner / Company: SPILLANE LOWELL T TRUSTEE
Contact Name: 
Address: 30 HARBOR ROAD
City, State and Zip: SHELBURNE, VT 05482-
Phone: 802-656-8059

Comments
Liquor License Fire Inspection:
Initial Inspection: 03/30/2023
Final Inspection: 04/12/2023
Occupancy Type: Assembly Occupancy - Restaurant
Occupancy Status: Granted

Final Inspection Notes:
- Immediate life safety hazards have been addressed and corrected. A plan of corrective action has been reviewed and approved by the AHJ. Remaining previously noted violations shall be completed within 30 days - A final inspection shall be completed before a clear fire inspection report can be obtained.

4.6.6 Time Allowed for Compliance:
A limited but reasonable time, commensurate with the magnitude of expenditure, disruption of services, and degree of hazard, shall be allowed for compliance with any part of this Code for existing buildings.

4.6.9.1 Conditions for Occupancy:
No new construction or existing building shall be occupied in whole or in part in violation of the provisions of this Code, unless the following conditions exist:
1. A plan of correction has been approved.
(2) The occupancy classification remains the same.
(3) No serious life safety hazard exists as judged by the authority having jurisdiction.

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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: 3/30/23 Applicant: PIECEMEAL LLC
Doing Business As: PIECEMEAL PIES
Mailing Address:
P.O. Box 2916 WN J VT 05001
Telephone Number(s): E-mail justin@piecemalvt.com
Other Contact Name: (if applicable)

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

Justin Barrett

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.

申请人签名：Justin Barrett 日期：3/30/23

申请人签名：Justin Barrett 日期：3/30/23
Fire Inspection Report
Hartford Fire Department

Inspection 8936

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

Scheduled: 04/12/2023 15:30
Inspected On: 04/12/2023 15:30
Finished At: 04/12/2023 16:00

Occupant
Occupant Name: Piecemeal Pies
Building Name: Mercantile Occupancy
Contact Name: Justin Barrett
Address: 5 S MAIN ST
City, State and Zip: White River Junction, VT 05001-
Phone: 802-683-5502

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: 02/21/2023
Final Inspection: 03/31/2023
Occupancy Type: Mercantile Occupancy - Restaurant
Occupancy Status: Granted

Final Inspection Notes:
- Immediate life safety hazards have been addressed and corrected. A plan of corrective action has been reviewed and approved by the AHJ. Remaining previously noted violations shall be completed within 30 days - A final inspection shall be completed before a clear fire inspection report can be obtained.


4.6.6 Time Allowed for Compliance:
A limited but reasonable time, commensurate with the magnitude of expenditure, disruption of services, and degree of hazard, shall be allowed for compliance with any part of this Code for existing buildings.

4.6.9.1 Conditions for Occupancy:
No new construction or existing building shall be occupied in whole or in part in violation of the provisions
of this Code, unless the following conditions exist:
(1) A plan of correction has been approved.
(2) The occupancy classification remains the same.
(3) No serious life safety hazard exists as judged by the authority having jurisdiction.

<table>
<thead>
<tr>
<th>Violation Summary</th>
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<tr>
<td>Status</td>
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<table>
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<td>DLL - Application - 22790</td>
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<td>Business Entity Name</td>
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<td>Piecemeal, LLC</td>
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<tr>
<td>Phone number:</td>
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<tr>
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<tr>
<td>Business Entity Phone</td>
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<tr>
<td>Physical Location Name</td>
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<tr>
<td>Piecemeal Pies</td>
</tr>
<tr>
<td>Physical Location Street 1</td>
</tr>
<tr>
<td>5 South Main Street</td>
</tr>
<tr>
<td>Physical Location Street 2/Unit/Suite</td>
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Created By

Justin Barrett (/DL License Management/s/profile
/0058x00000u1T7AAl), 3/23/2023 2:13 PM
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<tr>
<th>APPLICATION DETAILS</th>
<th>RELATED INFORMATION</th>
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<tbody>
<tr>
<td>Primary Phone No</td>
<td>Primary Contact Person</td>
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<td>Business Entity Name</td>
<td>External Status</td>
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<td>Piecemeal, LLC</td>
<td>Application sent to municipality</td>
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<td>Foundational License</td>
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<td>LP-019374 / DLLLicenseManagement/s/detail/A5A0000000000CpUEA0</td>
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<td>Town User Approval/Rejection Comments</td>
<td>Application Category</td>
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<tr>
<td>Contact Engagement</td>
<td>OCP</td>
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<td>Application For</td>
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<tr>
<td></td>
<td>Outside Consumption Permit</td>
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<tr>
<td></td>
<td>Applicant Email</td>
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<tr>
<td></td>
<td>Applicant Name:</td>
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<tr>
<td></td>
<td>Applicant Action Comments</td>
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<td>License/Permit Location Description</td>
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<tr>
<td>Physical Location Street 1</td>
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<td>5 South Main Street</td>
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<tr>
<td>Physical Location Street 2/Unit/Suite</td>
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<tr>
<td>Hartford</td>
<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>White River Junction</td>
<td>Outside Side Consumption Hours Requested</td>
</tr>
<tr>
<td>Landlord Name</td>
<td>Business Location</td>
</tr>
<tr>
<td>Outside Side Consumption Start time</td>
<td>Approximate Number of Persons Expected:</td>
</tr>
</tbody>
</table>
Physical Location Zip
05001

Location
LN-020881 (/DLLLicenseManagement/s/detail/a0At000000Z6NafEAg)

Outside Side Consumption Days Requested

Describe the type of event/ OCP Area
Sidewalk directly in front of restaurant. Roped barrier with appropriate signage.

Days or specific bingo date(s)

Created By
Justin Barrett (/DLLLicenseManagement/s/profile/00S8z000000u1T7AAl)
3/24/2023 11:04 AM

Last Modified By
Justin Barrett (/DLLLicenseManagement/s/profile/00S8z000000u1T7AAl)
3/24/2023 11:04 AM
90% Score

September 1, 2022
Completion Date

1st Class Server Training Program 2022 (Final Exam)

For Completing

Justin Bartet

AWARDED TO

CERTIFICATE OF ACHIEVEMENT

DEPARTMENT OF LICOR & LOTTERY

VERMONT
Memo

To: Lisa O'Neil, Sherry West
From: Deputy Chief Connie Kelley
CC:
Date: March 31, 2023
Re: Liquor License

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

Piecemeal LLC
5 South Main Street

Justin Barrett
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 • Willard • 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: 1/23/23  Applicant: K-B Ventures Inc.
Doing Business As: Jake's Market & O&L
Mailing Address: 227 Mechanic St., Lebanon, NH 03766
Telephone Number(s): E-mail: bergeron@jakesmarket.com
Other Contact Name: (if applicable) Ryan Bergeon

Please list below ALL licensees, directors, owners, stockholders name & dates of
birth:
Bruce Bergeon - Owner
Ed Kerrigan - Owner

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".
1st offense - letter of warning - 5/1/33

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.

Bruce Bergeon  Bruce Bergeon  1/24/2023
Licensee’s Signature  Printed Name  Date

Edward Kerrigan  1/24/23
Licensee’s Signature  Printed Name  Date
<table>
<thead>
<tr>
<th><strong>APPLICATION DETAILS</strong></th>
<th><strong>RELATED INFORMATION</strong></th>
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</thead>
<tbody>
<tr>
<td>DLL - Application Id</td>
<td>External Status</td>
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<td>DLL - Application - 22967</td>
<td>Application sent to municipality</td>
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<tr>
<td>Business Entity Name</td>
<td>Town Clerk/ Municipal Jurisdiction</td>
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<td>K-B Ventures Inc.</td>
<td>Hartford</td>
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<tr>
<td>Phone number:</td>
<td>Historical Id</td>
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<td>Renewal Application</td>
<td>Application Type License</td>
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<td>Applicant Action Comments</td>
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<td>License/Permit Location Description</td>
<td>Application For Second Class License</td>
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<td>70</td>
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<tr>
<td>Jake's Market &amp; Deli</td>
<td>Hartford</td>
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<tr>
<td>Physical Location Street 1</td>
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<tr>
<td>1477 Maple Street</td>
<td>Physical Location State</td>
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<td>Physical Location Street 2/Unit/Suite</td>
<td>Vermont</td>
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<td>Physical Location Zip</td>
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Created By
Bruce Bergeron (/DLLlicenseManagement/s/profile/0058z000000vOpjAAR), 3/24/2023 1:56 PM
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<td>Applicant Email</td>
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<td>Renewal Application</td>
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### Related Information

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<td>Application Type</td>
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<td>Application For</td>
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### Physical Location

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<td>Physical Location Street 2/Unit/Suite</td>
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### Created By

Bruce Bergeron (/DILLicenseManagement/s/profile/0058z0000000vQpiAAE) , 2/25/2023 2:44 PM
# Application Details

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<td>Business Entity Name</td>
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<td>K-B Ventures Inc.</td>
<td>Application sent to municipality</td>
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<tr>
<td>Business Entity Phone</td>
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<td>Application Category</td>
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<td>Contact Engagement</td>
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<td>Application For</td>
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<td>Tobacco Substitute Endorsement</td>
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<td>Applicant Email</td>
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<td>Applicant Name:</td>
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<td>Applicant Action Comments</td>
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<td>License/Permit Location Description</td>
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<table>
<thead>
<tr>
<th>Start date of event</th>
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<tbody>
<tr>
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<tr>
<td>Hartford</td>
<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>
</tr>
<tr>
<td>Landlord Name</td>
<td>Business Location</td>
</tr>
</tbody>
</table>
| | Approximate Number of Persons Expected:
Dear Licensee:

This is to inform you that on 08/11/2022 @ 18:27, an Investigator with the Vermont Division of Liquor Control conducted an underage Compliance Survey at your licensed establishment.

I am pleased to advise you that the results of our survey show the 19-year-old minor under the supervision of Liquor Control Investigator Melanie Galotti was unable to purchase products.

At the time of the Compliance Survey, the sale attempt was refused by your employee: Margaret Reeves.

I want to commend you for your strict adherence to the law which prohibits the sale of products to those persons underage.

Additionally, I encourage you to continue to be vigilant in your efforts, in the interest of prevention and observance of the law. Again, thank you for your cooperation.

If you have any questions, please contact our office (802) 828-2339.

Sincerely,

Chief Skyler Genest
Director of Compliance & Enforcement

SG/lp
Vermont Department of Liquor Control Education, Licensing and Enforcement Division
Tobacco Compliance Report

License Number: 06844001TOBC001
License Class: T
Owner Name: K-B Ventures Inc.
DBA Name: Jake's Market & Dell 06844001TOBC001 Hartford 05/01/2022
Address: 1477 Maple Street
City: Hartford
Zip Code: 05047
County/Town: Hartford
Telephone No. (602)698-8106

Seller Information

Was sale completed? No
Date and time: 08-11-2022 18:27 (-4 GMT)

Name/Description of Employee: Margaret Reeves

Gender of Employee: Female Age 35

Was minor asked for identification? Yes

If yes, type of product purchased:

Cost: ____________________________ Quantity/Package: ____________________________

Tobacco Sign Posted: Yes Brand of Gas: Irving

Designated Driver Sign Posted: ____________________________

Initialed of minor purchasing/attempting to purchase VM Female Age 19

Supervising Liquor Control Investigator: Melanie Gaiotti (DIGITAL SIGNATURE)

Has employee been trained via In-Person Seminar or Online Training? No
If so, when? ____________________________ Type of Training: ____________________________ Instructor: ____________________________

Has employee been trained by his/her employer as required by Title 7 VSA § 239(c)? Yes
If so, date trained: 05-18-2022 Trained by: Erica sweet

Investigator verified certificate on file at licensed premise Yes

As of this date I have not been trained to sell Alcohol or Tobacco Signature of Employee Date

Circle one:

Rev. 03/2017
Memo

To: Lisa O'Neil, Sherry West
From: LT Tom Howell
CC: 
Date: February 27, 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.

KB Ventures
DBA: Jake's Market & Deli
1477 Maple St

Edward Kerrigan
Bruce Bergeron
Inspection Summary
Hartford Fire Department

Inspection 8908

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

Scheduled: 04/07/2023 12:30
Inspected On: 04/07/2023 12:30
Finished At: 04/07/2023 13:00
Next Inspection

Occupant
Occupant Name: Jake's Market + Deli
Building Name: Mercantile Occupancy
Contact Name: Bruce Bergeron
Address: 1477 MAPLE ST
City, State and Zip: Hartford, VT 06047-
Phone: 603-448-6510

Owner
Owner / Company: K-B Ventures Inc
Contact Name: Bruce Bergeron
Address: 227 Mechanic Street
City, State and Zip: Lebanon, NH 03766-
Phone: 802-698-8106

Comments
Liquor License Fire Inspection:
Initial Inspection: 03/01/2023
Final Inspection: 04/07/2023
Occupancy Type: Mercantile Occupancy
Occupancy Status: Granted

Final Inspection Notes:
- Immediate life safety hazards have been addressed and corrected. A plan of corrective action has been reviewed and approved by the AHJ. Remaining previously noted violations shall be completed within 30 days - A final inspection shall be completed before a clear fire inspection report can be obtained.


4.6.6 Time Allowed for Compliance:
A limited but reasonable time, commensurate with the magnitude of expenditure, disruption of services, and degree of hazard, shall be allowed for compliance with any part of this Code for existing buildings.

4.6.9.1 Conditions for Occupancy:
No new construction or existing building shall be occupied in whole or in part in violation of the provisions of this Code, unless the following conditions exist:
(1) A plan of correction has been approved.

Date: 04/07/2023
(2) The occupancy classification remains the same.
(3) No serious life safety hazard exists as judged by the authority having jurisdiction.

### Violation Summary

<table>
<thead>
<tr>
<th>Status</th>
<th>Violation</th>
<th>Location</th>
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### Tickler History

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

Signature: Thomas Pellier
Date: 04/07/2023
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: 4/1/23  Applicant: Hanover Consumer Cooperative Society Inc.
Doing Business As: Co-op Farm Store
Mailing Address: PO Box 633 Hanover, NH 03755
Telephone Number(s): mm202800  E-mail: JanieSheehan@coopfracave.com
Other Contact Name: (if applicable) Janie Sheehan

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

See Attached

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.

Nick Wood  Nick Clark  4/1/23
Licensee's Signature  Printed Name  Date

Licensee's Signature  Printed Name  Date
State of New Hampshire  
Department of State  
2023 ANNUAL REPORT

**BUSINESS NAME:** HANOVER CONSUMER COOPERATIVE SOCIETY, INC.  
**BUSINESS TYPE:** Domestic Consumer Cooperative  
**BUSINESS ID:** 14358  
**STATE OF INCORPORATION:** New Hampshire

<table>
<thead>
<tr>
<th>CURRENT PRINCIPAL OFFICE ADDRESS</th>
<th>CURRENT MAILING ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>45 S Park Street, Hanover, NH, 03755, USA</td>
<td>PO BOX 633, HANOVER, NH, 03755, USA</td>
</tr>
</tbody>
</table>

**PRINCIPAL PURPOSE(S):** Retail Trade  
**NAICS CODE:** 445110  
**NAICS SJB CODE:** Supermarkets and Other Grocery (except Convenience) Stores  
**NOT REQUIRED**

**OFFICER / DIRECTOR INFORMATION**

<table>
<thead>
<tr>
<th>NAME</th>
<th>BUSINESS ADDRESS</th>
<th>TITLE</th>
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<tr>
<td>Nicholas Clark</td>
<td>3989 Prime Ave, 1545, 1st Floor, Northfield, NH 03256, USA</td>
<td>President</td>
</tr>
<tr>
<td>Conicia Jackson</td>
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<td>Vice President</td>
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<tr>
<td>Orin Pacht</td>
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<td>Secretary</td>
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<tr>
<td>Margaret O'Neil</td>
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<td>Treasurer</td>
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<tr>
<td>Marta Ceroni</td>
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<td>Manish Kumar</td>
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<td>Jessica Giordani</td>
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<td>Mary Lou Aleskie</td>
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<td>Eric DeLuca</td>
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<td>Jennifer Tietz</td>
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<tr>
<td>Lindsay Smith</td>
<td></td>
<td>Director</td>
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I, the undersigned, do hereby certify that the statements on this report are true to the best of my information, knowledge and belief.

**Title:** President  
**Signature:** Nicholas Clark  
**Name of Signer:** Nicholas Clark
Application
DLL - Application - 22876

APPLICATION DETAILS

DLL - Application Id
DLL - Application - 22876

Business Entity Name
Hanover Consumer Cooperative Society Inc.

Phone number:

Applicant Email
bfollett@coopfoodstore.com
(mailto:bfollett@coopfoodstore.com)

Renewal Application

Applicant Action Comments

License/Permit Location Description

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

Town Fee
70

Business Entity Phone
802-765-2872

Physical Location Name
Co-op Food Store

Physical Location City/Town
Hartford

Physical Location Street 1
209 Maple Street

Physical Location State
Vermont

Physical Location Street 2/Unit/Suite

Physical Location Zip
05001

Created By
Bruce Follett (DLLLicenseManagment/s/profile/0058z000000xEhNAAU), 3/24/2023 10:12 AM
Inspection Summary
Hartford Fire Department

Inspection 8862

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

Scheduled: 03/31/2023 15:30
Inspected On: 03/31/2023 15:30
Finished At: 03/31/2023 16:30

Next Inspection

Scheduled: Peltier
Inspection Length: 1.00

Occupant
Occupant Name: Co-op Food Store
Building Name: Mercantile Occupancy
Contact Name: Cathy Moloney
Address: 209 MAPLE ST
City, State and Zip: White River Junction, VT 05001-
Phone: 802-295-3400

Owner
Owner / Company: ST ALBANS SHOPPING CENTER
Contact Name: C/O POMERLEAU REAL ESTATE
Address: P O BOX 6
City, State and Zip: BURLINGTON, VT 05402-
Phone: 802-295-3400

Comments
Liquor License Fire Inspection:
Initial Inspection: 03/31/2023
Final Inspection: 04/07/2023
Occupancy Type: Mercantile Occupancy
Occupancy Status: GRANTED

Initial Inspection Notes:
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 802-299-7013 or by email at tpeltier@hartford-vt.org when violations are completed and or a plan of corrective action is ready for review.

Violation Summary

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<tr>
<td>Closed</td>
<td>11.1.5.6 - Extension Cords</td>
<td>Building</td>
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Date: 04/07/2023

Page: 1
Extension cords shall not be used as a substitute for permanent wiring.

Comments: Extension cords noted in permanent use in these areas:
- Back Storage

Required Action: 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.

Closed 8.4.1.1 - Storage Outside of Buildings
Storage outside of buildings for cylinders awaiting use or resale or that are part of a cylinder exchange point shall be located as follows:
1. At least 5 ft (1.5 m) from any doorway or opening in a building frequented by the public where occupants have at least two means of egress as defined by NFPA 101, Life Safety Code.
2. At least 10 ft (3 m) from any doorway or opening in a building or sections of a building that has only one means of egress.
3. At least 20 ft (6.1 m) from any automotive service station fuel dispenser.

Comments: 20lb propane tank noted as being stored outside building (within vicinity of egress).

Required Action: Cylinders shall be removed and kept clear of area AT ALL TIMES. Cylinders at a location open to the public shall be protected by either of the following:
1. An enclosure in accordance with 6.19.4.2
2. A lockable ventilated enclosure of metal exterior construction

Closed 10.16.3.2 - Sprinkler Head Clearances
The clearance between the deflector and the top of storage shall be 18 in. (457 mm) or greater. [13.8.6.2.1]

Comments: Storage noted within vicinity of sprinkler heads in these areas:
- Produce
- Deli

Required Action: Storage height shall be reduced and required clearance shall be maintained.

Closed 10.18.4 - Means of Egress (Storage)
Combustible material shall not be stored in exits.

Comments: Storage noted in path of egress in these areas:
- Deli

Required Action: Means of egress shall be continuously maintained free of all obstructions or impediments to full instant use in the case of fire or other emergency.

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 disconnecting means noted as obstructed in these areas:
- Produce

Required Action: A minimum 36 in. (915 mm) of clear space shall be maintained to permit access to and operation of electrical disconnecting equipment.

Closed 11.1.3.2 - Multiplug Adapters
Multiplug adapters shall not be used as a substitute for permanent wiring or receptacles.

Comments: Multi-plug adapters noted in permanent use in these areas:
- Employee break room

Required Action: Multiplug adapters shall not be used as a substitute for permanent wiring.
or receptacles.

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<tr>
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<th>8.5.1 - Smoke Barriers</th>
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<tr>
<td></td>
<td>Smoke barriers shall be provided to subdivide building spaces for the purpose of restricting the movement of smoke.</td>
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<td></td>
<td>Comments: Multiple ceiling tiles are noted as missing in these areas:</td>
<td></td>
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<tr>
<td></td>
<td>- Employee break room</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Deli</td>
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<td></td>
<td>Required Action: Ceiling tiles must be in proper working order at all times for smoke barrier protection. All missing or damaged ceiling tiles shall be replaced.</td>
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**Tickler History**

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**Signatures**

[Signature]

[Signature]

Date 04/07/2023
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. The chair refused to accept Collin’s vote for himself at this time. 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.

____________________________________
Kim Souza,
Signed/Approved April 18, 2023
This meeting was conducted in person at Town Hall

Present: Michael Hoyt, Chair; Dan Fraser, Vice-Chair; Ally Tufenkjian, Member; Lannie Collins, Member; Mary Erdei, Member; Rocket, Member, Ally Tufenkjian, Member; Lana Livingston; Gail Ostrout; Paula Nulty; Joe Major; Judy Howey; Max Overstrom-Coleman; Patti Holmes; Sandi Mariotti; Jennifer Kravitz; Heidi Duto; Geri Williams; Mary Lou Scelza; Nancy Russell

Zoom Participants: Kim Souza, Clerk; Mike Morris; Cathy Melocik; Doris Villandra

JAM LINK:
https://www.youtube.com/watch?v=qZI3sb04O0w&list=PLAdkf9ugxof7FGsvb7b8PHLFaNFZ bq-g&index=2

I. Call to Order the Selectboard Meeting by Chair, Mike Hoyt at 6:00PM.
II. Pledge of Allegiance was recited and led by Lannie Collins.
III. Local Liquor Control Board: Selectboard Chair, Mike Hoyt recessed the Selectboard Meeting and opened the Local Liquor Control Board.

New:

a. Selectboard Member, Mary Erdei made the motion to approve a 2nd Class Liquor License for Fontinalis, LLC d/b/a Fontinalis. Selectboard Member, Ally Tufenkjian seconded the motion. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

Renewals:

a. Selectboard Member, Lannie Collins made the motion to approve the 1st Class and Outside Consumption Permit renewals for Quechee Pizza Chef: Selectboard Member, Mary Erdei seconded the motion. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

b. Selectboard Member, Ally Tufenkjian made the motion to approve Global Montello Group Corp dba Jiffy Mart #439 for a 2nd Class Tobacco and Tobacco Substitute Endorsement. Selectboard Member, Mary Erdei seconded the motion. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

c. Selectboard Member, Ally Tufenkjian made the motion to approve Vural Oktay, Inc. d/b/a Tucker Box for a 1st Class, 3rd Class and Outdoor Consumption Permit for the sidewalk area only. Selectboard Member, Mary Erdei seconded the motion. 4 were in
favor, 1 (Collins) not in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

d. Selectboard Member, Lannie Collins made the motion to approve Jake’s Quechee Market, Inc., d/b/a Jake’s Quechee Market for a 2nd Class, Tobacco and Tobacco Substitute Endorsement. Selectboard Member, Mary Erdei seconded the motion. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

Selectboard Chair, Mike Hoyt closed the Local liquor Control Board and reopened the Selectboard Meeting at 6:22pm.

IV. Local Cannabis Control Board: None
V. Order of Agenda: No Changes
VI. Selectboard
1. Public Comment
   Patti Holmes, from WRJ, addressed the Selectboard on her opinion about the past meetings and how the Selectboard has acted. They must be held accountable for their actions.
   Mary Lou Scelza, from Hartford, commented on the Outside Consumption request that was brought to the Board in the Local Liquor Control Board session. She would recommend approving the extended area. She also commented on the Board’s actions in the past meetings. Hoping the Board can go forward with talking about issues and do what is best for the Town, not the individual Board members.
   Geri Williams, from Wilder, reminded the board that she had voted for the current Selectboard members and they represent her and all the people in the town. They must not forget that. She urged the Board to have basic understandings of the Robert’s Rules of Order. She asked the Board to please conduct the business of the Town in a business way. She urges the Board to get out and hear the voices of the community.
   Heidi Duto, from WRJ, commented about the last 2 meeting and the Chair’s lack of control. She noted the lack of dignity and respect. She asked the Chair to do better. She wants all the board members to know Robert’s Rules and the Town Charter. She also asked about the Wilder Park & Ride lights. Gail Ostrout said that they are working on a grant for the lights.
   Doris Villandra, from Wilder (zoom). Appalled how Rocket was interrupted by Mary in last week’s meeting. Moving forward she hopes that board members don’t interrupt other board members. She also was upset that the Chair didn’t take control to quiet things down at that meeting when Rocket left.
   Cathy Melocik, from Wilder (zoom) hoping as we moved forward with training for the Selectboard that the 5-minute limit that is for citizens will be the same for Selectboard members. We need to go forward to get the business done.
   Mike Morris, from Hartford (zoom). He noted that Hartford Selectboard has been in the paper lately. We need to work on more positive news. Everyone should work together to calm things down. On another topic, he said that Kim Souza made a promise to step down from the Town
Manager Search Committee if Lannie got elected. Now she has rescinded her decision to do that based on other reasons. He would like to know why she did this. Kim Souza responded that she did make that offer before the elections. She had every intention to abide by that agreement. After the organizational meeting on March 9th she felt that she had given up enough and she would stay on the TMSC.

2. Selectboard Comments and Announcements
Lannie Collins presented a document from California that has more simplified rules of procedure than Robert’s Rules of Order.

Mary Erdei suggested that the Selectboard members keep their comments to a maximum of 2 minutes. Dan Fraser agreed and Rocket and Lannie Collins objected. Mike Hoyt agreed that they should be able to limit comments to at least 5 minutes.

Kim Souza had shared her plans and ideas for training at the last Selectboard meeting which includes a code of conduct for Selectboard meetings. She invited Lannie to work with her on a code of conduct for the Selectboard. Kim has asked about the status of litigations within the town. She would like an update at the next meeting in Executive Session.

Rocket would like to see history that any board member has gone more than 5 minutes addressing the Board. Rocket explained more about his actions of the last meeting. He left as an act of civil protest and he did listen in on Zoom after leaving the meeting. He does care about his commitment to the Town. He also, after much thought, will not be leaving his commitment to the Town. He would like the Town to move forward peacefully.

Ally Tufenkjian expressed gratitude to everyone that is taking the time to share their perspectives.

Mike Hoyt reminded the Board that they will need to take up the Charter again. Also, to discuss the proposed ordinance that will limit discharge of firearms in heavy populated areas.

3. Appointments:
   a. Selectboard Member, Rocket made the motion to appoint Jennifer Kravitz to the Committee on Housing and Homelessness for a two-year term beginning April 4, 2023. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

   b. Selectboard Member, Mary Erdei made the motion to appoint Sandra Mariotti to the Committee on Housing and Homelessness for a two-year term beginning April 4, 2023. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.
c. Selectboard Vice Chair, Dan Fraser made the motion to reappoint Sara Campbell to the Hartford Committee on Racial Equity and Inclusion for a two-year term beginning April 4, 2023. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

4. Town Manager and Significant Activity Report
   Sig acts:  

   Staffing levels: Noted on the Sig Acts. The Board requested to also have the total number of employees/openings per department. Gates Street: Updated by Gail Ostrout. Timeline was presented. Paving: Schedule was provided; EV Chargers: the ones in the downtown parking lot are not working. Updated by Dana Clawson.

5. Board Reports, Motions & Ordinances
   a. Acceptance of revised TIF District FY 2022 Annual Report and Certification

      Selectboard Vice Chair, Dan Fraser made the motion to 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. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

   b. Kubota Skid Steer Award to Vendor

      Selectboard Vice Chair, Dan Fraser made the motion 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. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

VII. Commission Reports

Ally Tufenkjian
Resilient Hartford:
- This year, the Committee intends to slow down on planting; work on building healthy soil; improve their watering system; and work on building community and finding educational opportunities that go along with their work. The Food Forest Subcommittee has therefore decided to form five teams: Water Team, Growing Team, Outreach Team, Infrastructure Team, and Fundraising Team. Interested community members can reach out to Matt Osborn (mosborn@hartford-vt.org) if they’d like to volunteer.
-The Quechee Abenaki Garden and Wilder School food forest project are both progressing nicely.
-The Committee still has two openings.

Hartford Committee on Racial Equity & Inclusion (HCOREI):
-Committee reorganized officers; Sara Campbell remains Chair, Molly Armbrust was appointed Vice Chair, and Pat Autilio remains Clerk.
-The School Board ratified the recently amended HCOREI charge at its 3/8 meeting.
-Committee discussed the idea of creating a resolution in honor of the late HCOREI and community member Ann Raynolds.
-Committee member John Hall brought forward the idea of having a joint discussion between the Selectboard and the School Board on the future of equity work in Hartford as a joint project between both Boards. Further discussion will likely take place at the next meeting.
-Member John Hall's term has ended so there is now an open seat on the Committee. A huge thank you to John for his years of service on the Committee and for the kind, wise way he has led this work forward for Hartford.

Hartford Committee on Housing and Homelessness:
-Appointed Alex Belensz to be the Committee’s representative for the Town Plan Steering Committee.
-Discussed outreach to different towns to learn more about what they are observing and doing locally and regionally. The Committee will extend invitations to various towns and leaders of housing-related initiatives to connect with them.
-Continued discussion on the Committee’s areas of interest and potential scope of work and will be creating a document to capture the Committee’s focus areas and next steps.

Dan Fraser
Tree Board
April Tree of the Month is the ginkgo (Ginkgo biloba), the first and last new trees planted on South Main Street across from Tucker Box restaurant. It will grow to a height of 25’–50’ and has fan-shaped bright green leaves. It tolerates heat, air pollution and salt which makes it a great street tree. Learn more about the ginkgo that is said to be a living fossil!!

VIII. Consent Agenda: Selectboard Vice Chair, Dan Fraser made the motion to approve the consent agenda without the March 9th minutes. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

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 4/6/2023
Approve Selectboard Meetings: 5/2/2023, 5/16/2023, 5/30/2023
Already Approved: 4/18/2023

IX. Executive Session: Selectboard Vice Chair made the motion 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. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.
Selectboard Vice Chair made the motion to close the Executive session at 8:45pm. Selectboard Member Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Selectboard Member, Mary Erdei made the motion to evaluate the Acting Town Manager and Acting Assistant Town Manager in accordance with the agreement made with the Selectboard and Town Charter. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

X. Adjourn the Selectboard Meeting: Selectboard Vice Chair, Dan Fraser made the motion to adjourn the meeting. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

______________________________________
Kim Souza, Clerk
4/4/2023 Minutes
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Town of Hartford

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- 013840 DIG SAFE SYSTEM, INC: $4,689.72
- 014062 DJS ELECTRIC MOTORS, LLC: $1,347.70
- 015001 EAGLE POINT GUN/T.J.MORRIS&SON: $2,014.88
- 015500 ENDYNE, INC: $90.00
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**by Vendor ID**
**Town of Hartford**
**Check Date:** 4/14/2023 - 4/14/2023

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Vendor Total: 3,167.57 | 0.00 | 9,930.72 |
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Desc: Retirees Health Insurance  Acct: 10-171-418-0100  FIN - RETIREE HEALTH INSURANCE
Desc: Retirees Health Insurance  Acct: 10-174-418-0100  ASE - RETIREE HEALTH INSURANCE
Desc: Retirees Health Insurance  Acct: 10-211-418-0100  HPD - RETIREE HEALTH INSURANCE
Desc: Retirees Health Insurance  Acct: 10-221-418-0100  HFD - RETIREE HEALTH INSURANCE
Desc: Retirees Health Insurance  Acct: 10-325-418-0100  DPW - RETIREE HEALTH INSURANCE
Desc: Retirees Health Insurance  Acct: 50-954-418-0100  RETIREE HEALTH INSURANCE
Desc: Retirees Health Insurance  Acct: 60-961-418-0100  RETIREE HEALTH INSURANCE

**APR'23**  HEALTH INS - APR'23  17,516.05  $132,878.66  0.00  132,878.66

Desc: Health Insurance  Acct: 10-121-220-0000  TM - HEALTH INSURANCE
Desc: Health Insurance  Acct: 10-151-220-0000  TC - HEALTH INSURANCE
Desc: Health Insurance  Acct: 10-171-220-0000  FIN - HEALTH INSURANCE
Desc: Health Insurance  Acct: 10-171-418-0100  FIN - RETIREE HEALTH INSURANCE
Desc: Health Insurance  Acct: 10-174-220-0000  ASE - HEALTH INSURANCE
Desc: Health Insurance  Acct: 10-181-220-0000  IT - HEALTH INSURANCE
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Desc: Health Insurance  Acct: 10-221-418-0100  HFD - RETIREE HEALTH INSURANCE
Desc: Health Insurance  Acct: 10-271-220-0000  DISP - HEALTH INSURANCE
Desc: Health Insurance  Acct: 10-325-418-0100  DPW - RETIREE HEALTH INSURANCE
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Desc: Health Insurance  Acct: 30-975-220-0000  HEALTH INSURANCE
Desc: Health Insurance  Acct: 50-954-220-0000  HEALTH INSURANCE
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Desc: MVP HRA/FSA  Acct: 10-151-220-0000  TC - HEALTH INSURANCE
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**Town of Hartford**

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