



**TOWN OF WEATHERSFIELD
SELECTBOARD**

REMOTE/ VIRTUAL MEETING AGENDA

Monday, April 6, 2020 | 07:00PM

REMOTE PARTICIPATION (CONFERENCE CALL/ DIAL IN)

Phone Number: (224) 501 - 3412 | Access Code: 191-909-509

Pursuant to Governor Phil Scott's March 30, 2020 Order Suspending Certain Provisions of the Open Meeting Law, *See H.681*, and the Governor's March 21, 2020 order imposing strict limitation on the number of people that may gather in one place, this meeting of the Weathersfield Selectboard will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Weathersfield website, at http://cms2.revize.com/revize/weathersfieldvt/covid-19_resident_information/guidance_for_remote_meetings.php

For this meeting, members of the public who wish to watch the meeting may do so in the following manner:

Comcast Channel "1087" and VTEL Channel "161" on Wednesday at 7:00PM

GoToMeeting: "Live/ Real-time" – April 6, 2020 | 7:00PM

SAPATV.org – Wednesday Afternoon

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real-time, via technological means. In the event that we are unable to do so, despite our best efforts, we will post on the Weathersfield website an audio or video recording, transcript or other comprehensive record of proceedings as soon as possible after the meeting.

1. Call to Order
2. Review Minutes from Previous Meeting (s) 3/16/2020 & 3/19/2020
3. Comments from Selectboard/ Town Manager and Citizens on Topics not on the Agenda
4. Town Manager Report
5. Emergency Management Plan – Discussion
6. Review of RFP for Recycling Contract
7. SAPA TV – Jared Gunnel Presentation
8. Appointments
 - a. Animal Control Officer
 - b. Budget Committee
 - c. Connecticut River Joint Commission
 - d. CRJC Mt Ascutney Subcommittee
 - e. Conservation Commission
 - **Howard Beach**
 - **Cheryl Cox**
 - **Ryan Gumbart**
 - f. Constable
 - **William Daniels**
 - g. Emergency Management Coordinator
 - **Roderick Bates**
 - **David Fuller**
 - h. Energy Coordinator
 - i. Fence Viewer

- j. Land Use Administrator
 - **Chris Whidden**
- k. Martin Memorial Hall Trustees
 - **Edith Stillson**
 - **Janet Bristol**
 - **Marilyn Houghton**
- l. Parks and Recreation Commission
- m. Planning Commission
- n. Public Affairs
 - **Joey Jarvis**
- o. Selectmen Representative to Schoolboard
- p. Southern Windsor County Regional Planning Commissioner
 - **Peter Daniels**
- q. Southern Windsor County Transportation Advisory Committee
- r. Southern Windsor/Windham Counties Solid Waste Management District
- s. Surveyor of Wood and Lumber
 - **Roderick Bates**
- t. Town Pound
- u. Tree Warden
- v. Veteran's Memorial Committee
- w. Weigher of Coal
 - **John Arrison**
- x. Zoning Board of Adjustment
 - **John Broker-Campbell**
 - **Jaime Wyman**
 - **Willis Wood**
 - **David (Todd) Hindinger**
 - **James Cahill**
- 9. Nomination of Selectboard Member to Economic Development
 - **Michael Todd**
- 10. Description of SB Highway Representative
- 11. Approve Warrants
- 12. Any other business
- 13. Adjourn

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board
Martin Memorial Hall
5259 Route 5, Ascutney VT
Monday, March 16, 2020
7:00 PM
REGULAR MEETING

MINUTES

Select Board Members Present: N. John Arrison
David Fuller
Joseph Jarvis
Paul Tillman
Michael Todd

Select Board Members Absent:

Brandon Gulnick, Town Manager

Others Present:

Nikita Lenahan	Darlene Kelly		
Fred Kowalik	Ray Stapleton		
Tyler Harwell			

1. Call to Order

Mr. Fuller called the meeting to order at 7:03PM.

2. Review minutes from previous meetings – 03/05/2020

Additions/corrections/deletions:

Mr. Arrison asked to have the word “driver’s” added to the sentence:

Mr. Arrison reminded Mr. Gulnick about annual driver’s license checks.

Motion: To accept

Made by: Mr. Todd **Second:** Mr. Tillman

Vote: All in favor

3. Comments from Select Board and Town Manager and Citizens on Topics not on the Agenda

Mr. Fuller described an issue he had with a previous Planning Commission meeting and its effect on a hearing that needs to be warned before its 65-day deadline is up.

There were no comments from the Town Manager or citizens.

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4. Town Manager Report (ask Brandon for copy of his report)

Mr. Gulnick updated the Board on several items he has been working on:

- Ascutney Fire District – Mr. Gulnick has accepted the position of Director; there are numerous pressing issues to be addressed in the district;
- A 10-member Emergency Management Team has been established – the current focus is covid-19, but a general emergency management plan will be developed;
- In response to the current pandemic, the Town Offices are closed to the public, but Town business will continue to be conducted by phone or email;
- Solid waste – our contract with Casella expires on June 30th; our recycling costs will increase from \$58.50 a ton to \$135 a ton; Mr. Gulnick is reviewing our contract with Casella with the Regional Planning Commission; he will look into what neighboring towns are doing; Paul Tillman is participating in this issue;
- Mr. Gulnick is talking with both fire chiefs regarding fire services; both departments are being very proactive; he sees much positivity;
- Highway Department – two RFPs were released for roadside mowing and ledge materials – Mr. Gulnick wants to put both back out to bid for various reasons; he would like to revise the purchasing policy to include a length of time between advertisement of the RFPs and the deadline to receive bids; he also would like to change the practice of sending letters of bid solicitation to known providers as he feels this gives them an unfair advantage; the roadside mowing bids were submitted by email, not as sealed bids to the manager's office; there was no public bid opening;
- The highway department has received a grant of \$175,000 for the Lottery Lane culvert project; the office is currently working on a capital planning grant for \$25,000 for additional culvert replacements next year;
- Mr. Gulnick would like to review the description of the highway representative; he would like to define this role as it relates to the highway department;
- Land Use Administrator position – 3 candidates have been selected as suitable for the position; interviews will be added to the Planning Commission meeting agenda for the March 23rd meeting. Mr. Gulnick wants to move forward on this as quickly as possible as we have been paying the Regional Planning Commission \$30/hour to staff the position.
- New contact cards can be made when the emergency management coordinator position is filled

Mr. Arrison expressed concern regarding putting the mowing contract back out to bid. He said it would not be fair to the lowest bidder from the first round as now those numbers are known.

5. February 2020 Financial Report

Finance Director Darlene Kelly reviewed the report with the Board. She warned the Board that the Town may have to get a tax anticipation loan given current circumstances; that there may be a collection issue in May.

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On the whole, finances are acceptable, with the exception of solid waste. The Downers store did not buy its usual large order of punch tickets in February for unknown reasons, which resulted in a \$14,000 loss to the solid waste budget.

6. Designate a Newspaper of Record for Weathersfield

Motion: To use the Valley News as the interim newspaper of record for advertising town notices

Made by: Mr. Arrison **Second:** Mr. Todd

Vote: All in favor

Mr. Gulnick will research newspaper costs and present to the Board at the next meeting.

7. Appoint a Selectboard Representative to Solid Waste

Motion: To name Paul Tillman as the Selectboard representative to solid waste

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: Mr. Tillman abstained; all others voted in favor

8. Liquor Licenses

The Board didn't have the applications in their packet so they asked to table this item until the next meeting. (The current licenses expire on April 30th, so the delay would not cause harm.)

Motion: To table item 8 until the April 6th meeting

Made by: Mr. Arrison **Second:** Mr. Todd

Vote: All in favor

9. Selectboard/Town Manager Goals

Mr. Fuller said Mr. Gulnick's report is a big start. He would like to get the Land Use Administrator position filled; and the solid waste and fire contracts completed. He would rather have a smaller list of goals that actually get completed than a long list of ones that don't. He solicited thoughts from Board members.

Mr. Tillman would like the big-ticket items to get done; office security; and the computer network addressed, but he is ok with sticking to Mr. Gulnick's list.

Mr. Jarvis said he wants the fire department issues addressed; open board seats filled; and to increase public involvement.

Mr. Todd said fire department; solid waste; the budget process; planning commission hearings (a lot coming this way); and IT.

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Mr. Fuller said he sees manager tasks as streamlining payroll; the security system; and fuel. He has issues with the auditors lumping everything in one pot and would like to see management sort it out.

Mr. Tillman wants a budget committee to be formed and made active earlier in the year.

Mr. Gulnick wants to do the RFP for the grader and the new dump truck; recycling; fire departments; emergency management and training; complete the emergency management plan and get the team operating; do a performance analysis of the office staff; work on team building and training; put monthly town manager reports online and on Facebook; foster more collaboration with boards, reduce delinquent taxes; improve the website; improve safety and security; work on implementing the Town Plan; foster small business collaboration and support through a variety of tools.

Mr. Todd wants to see the School Board and Selectboard come together more; reduce the “us versus them” perspective.

Mr. Fuller expressed concern with the consolidation mandate from the state and said the school is vital to the community; the library will crumble without it and Route 5 will look like Route 106 in Perkinsville.

10. Review RFP for Ledge Blend Material and Consider Revising

Both Mr. Gulnick and Mr. Stapleton want to rebid the ledge material contract, but Mr. Stapleton needs material right now and cannot wait until the bid process is complete. He has hit his limit of \$10,000 for purchasing material and needs the Board to authorize him to go above the \$10,000 until the bid process is done. He has \$50,000 in his budget for materials and vowed not to go above that.

Motion: To grant a waiver of the purchasing policy to permit Mr. Stapleton to spend up to \$5000 to purchase ledge product

Made by: Mr. Tillman **Second:** Mr. Todd

Vote: All in favor

(The bid goes out tomorrow.)

Discussion turned to the roadside mowing bid. Mr. Arrison repeated his opinion that to rebid it would be unfair to the lowest bidder on the last bid process.

Motion: To reconsider the RFP for roadside mowing

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: None

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Motion: To reject the bid we got and to reconsider the RFP for roadside mowing

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: Mr. Arrison opposed; all others were in favor

11. Appointments

No appointments were made at this meeting.

12. Approve Warrants

Motion: To approve the warrants for 3/16/2020 as follow:

General Funds	Operating Expenses	\$35,394.96
	Payroll	\$13,471.56

Highway Fund	Operating Expenses	\$30,516.73
	Payroll	\$8,082.30

Solid Waste Management Fund		
	Operating Expenses	\$6,228.51
	Payroll	\$1,507.50

Library	Operating Expenses	\$0.00
	Payroll	\$1,908.96

Grants	Operating Expenses	\$
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Special Revenue	Operating Expenses	\$0.00
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Reserves		\$
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Long Term Debt		\$
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Grand Totals	Operating Expenses	\$72,140.20
	Payroll	\$24,970.32

Made by: Mr. Arrison **Second:** Mr. Jarvis

Vote: All in favor

13. Any Other Business

14. Adjourn

Motion: To adjourn the meeting

Made by: Mr. Arrison **Second:** Mr. Tillman

Vote: All in favor

TOWN OF WEATHERSFIELD, VERMONT
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The meeting adjourned at 9:00 PM.

Respectfully submitted,
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WEATHERSFIELD SELECTBOARD

N. John Arrison, Selector

David Fuller, Chairperson

Joseph Jarvis, Clerk

Paul Tillman

Michael Todd, Vice- Chairperson

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

**Select Board
Martin Memorial Hall
5259 Route 5, Ascutney VT
Thursday, March 19, 2020
7:00 PM
SPECIAL MEETING**

MINUTES

Select Board Members Present: David Fuller
Joseph Jarvis
Paul Tillman
Michael Todd

Select Board Members Absent: N. John Arrison

Brandon Gulnick, Town Manager

No Others Present

1. Call to Order

Mr. Fuller called the meeting to order at 7:00PM.

2. Liquor Licenses:

a. Abbott Brown, Inc. – d/b/a Inn at Weathersfield

Motion: To approve the liquor license for Abbot Brown, Inc – d/b/a Inn at Weathersfield

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: All in favor

b. Scott Rogers, LLC – d/b/a Ascutney Market

Motion: To approve the liquor license for Scott Rogers, LLC – d/b/a Ascutney Market

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: All in favor

c. Global Montello Group, Corp. – d/b/a Jiffy Mart #466 (Ascutney)

Motion: To approve the liquor license for Global Montello Group, Corp, – d/b/a Jiffy Mart #466 (Ascutney)

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: All in favor

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d. Fireside Beverages, LLC – d/b/a Running Bear Campground

Motion: To approve the liquor license for Fireside Beverages, LLC – d/b/a Running Bear Campground

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: All in favor

e. JW Sandri Inc. – d/b/a Sandri #204 (Sunoco)

Motion: To approve the liquor license for JW Sandri Inc. – d/b/a Sandri #204 (Sunoco)

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: All in favor

f. Global Montello Group, Corp. – d/b/a Jiffy Mart #437 (Downers)

Motion: To approve the liquor license for Global Montello Group, Corp. – d/b/a Jiffy Mart #437 (Downers)

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: All in favor

3. Adjourn

Motion: To adjourn the meeting

Made by: Mr. Todd **Second:** Mr. Jarvis

Vote: All in favor

The meeting adjourned at 7:10 PM.

Respectfully submitted,

Paul Tillman

WEATHERSFIELD SELECTBOARD

N. John Arrison, Selector

David Fuller, Chairperson

Joseph Jarvis, Clerk

Paul Tillman

Michael Todd, Vice- Chairperson

Town Manager Report



To: Weathersfield Selectboard
Cc: Weathersfield Residents & Staff
From: Brandon Gulnick, Town Manager
Date: April 2, 2020

Emergency Management – COVID-19

There have been several changes to Town operations since the last Selectboard meeting on March 19, 2020. The April 2, 2020 Tax Sale for delinquent property tax payments has been postponed until May 14, 2020 (See Attachment A), the Planning Commissions April 13th Public Hearing has been scheduled for June 8, 2020 (See Attachment B), Fire Contract Services are being extended by 6 months (See Attachment C), and we issued a spending freeze on non-essential purchases. Additionally, Essential vs Non-Essential COVID-19 services have been identified and letters have been provided to both Essential and Non-Essential COVID-19 employees in the Town of Weathersfield (See Attachments D, E, and F).

Essential COVID-19 Employees

The Police Department, Solid Waste Department, Highway Department, and Office of the Town Manager have been designated as Essential COVID-19 Services as demonstrated in Attachment's D, E, and F. As explained by the Cybersecurity & Infrastructure Agency (CISA) the Police Department, Solid Waste Department, Highway Department, and Town Manager provide "COVID-19 Essential Services" and should continue normal operation, appropriately modified to account for Centers for Disease Control (CDC) workforce and customer protection guidance.

Non-Essential COVID-19 Employees

The Weathersfield Martin Memorial Hall Staff do not provide "COVID-19 Essential Services" as defined by CISA, and are encouraged to work from home. Town Offices are currently closed to the public until April 30, 2020 and Martin Memorial Hall Staff are encouraged to work remotely under these circumstances until offices reopen to the public. Each employee is essential as to the duties they provide for the Town and each employee will be completing these same tasks at home. Employees have been provided a laptop connected to the network, allowing employees to access their Martin Memorial Hall Desktops at home to complete the same tasks they would complete if present in the office. Employees have designated office hours to come into the building and perform duties that cannot be performed at home. Office hours have been established so that no more than 4 people are in the building at the same time. A protocol has been created to ensure a clean workspace (See Attachment G). All staff, committee, commission, and board members should respectfully read and sign this protocol.

Work-at-Home criteria has been established (See Attachment H) and a meeting to review this criteria was conducted on March 26, 2020. In addition to this criteria, A Work-at-Home approval form (Attachment I) must be filled out by each employee week-by-week requesting to work from home. This form must be approved and signed by the Town Manager. Approvals are week-to-week in the case that COVID-19 restrictions are lifted and employees can safely return to their workspace at Martin Memorial Hall. Finally, Staff are required to complete weekly reports (Attachment J), participate in two meetings weekly, and answer the telephone through their cell phones (which was setup last week by CCI).

Board, Committee, and Commission Meetings

An account has been created with GoToMeeting Business, which allows up to 250 participants, HD Video, Screen Sharing, Web Audio, Dial in Conference Line, Unlimited Meetings, No Meeting Time Limits, Business Messaging, Personal Meeting Rooms, Co-Organizers, Unlimited Cloud Recording, Transcription, Slide to PDF, Smart Assistant, Note Taking, Drawing Tools, Keyboard & Mouse Sharing, and Meeting Lock. Residents and Board, Committee and Commission Members can access these meeting simply (see Attachment K “Instructions”) on a computer, smart phone, tablet, or home phone. The intent of GoToMeeting use is to close in-person meetings to the public while continuing to allow residents to access meetings and be heard without leaving their home. With the current restrictions in place, GoToMeeting is our #1 option for continuing Town business, preventing the spread of the virus, and allowing anyone to access the meeting from anywhere.

On March 30, 2020 the Governor signed the Opening Meeting Law Bill H.681 into law. Sections 5 and 6 of H.681 contain temporary amendments to the open meeting law. Public bodies are authorized to continue to meet and do necessary business through remote means and without the physical meeting location. This will allow the Town to follow health and safety best practices during this pandemic and declared state of emergency. Here are some key provisions:

- 1) **Physical location requirement temporarily waived.** During the Governor’s declared state of emergency due to COVID-19, members of a public body may attend any public meeting using electronic means, without being physically present and without designating or staffing a physical meeting location.
- 2) **Public participation and advance public notice required.** When meeting electronically, a public body must use technology that permits attendance of the public. Whenever feasible, public access must be allowed by telephone. Information regarding how the public may access meetings electronically must be posted and must be included in each meeting agenda.
- 3) **Recording of Selectboard and school board meetings required.** Municipal legislative bodies and school boards must record their public meetings, unless unusual circumstances make it impossible to do so.

- 4) **Minute's timeframe extended when short-staffed.** In the event of a staffing shortage during this declared emergency, a public body extend the time limit for the posting of minutes to not more than 10 days (rather than 5 days) from the date of the meeting.

Instructions to use GoToMeeting for Board, Committee, and Commission meetings and the access code for these meetings will be provided on the Agenda & within Board, Committee, and Commission packets. We will also send this information out on the Town of Weathersfield's Facebook Page and have added a link under COVID-19 on our Town webpage. This will (hopefully) reach all residents.

Mailers for Residents

The intent of the first mailer was to reach residents who do not have access to the internet and provide them with information relative to COVID-19 as it relates to town operations AND provide critical COVID-19 information, defining COVID-19, Testing, facilities that provide COVID-19 testing, important phone numbers, important websites, and measures residents should take if they become ill. If the Selectboard determines another mailer will be useful, we can mail one out this week. I recommend adding GoToMeeting instructions and access codes for all meetings taking place in April and early May, as this will give residents direct access to the information.

Documentation of Emergency Expenses

We have created a tracking spreadsheet for every employee in Town to use to track COVID-19 related purchases, time, and mileage. Our FEMA Representative is Kim Carnarecci. We received a nationwide Emergency Declaration (ED) for COVID-19. This ED#3437 will allow critical private non-profits, state agencies and municipalities who sustained costs related to COVID-19 to apply for FEMA Federal disaster funding. At this time we are unsure what costs will fall under FEMA Public Assistance (PA) eligibility. We do know that disaster related costs under Category B (emergency protective measures) are eligible. This Category B work includes working in a call center, emergency operation costs related to COVID-19, food distribution and medical supplies. Applications (called Request for Public Assistance- RPA's) are submitted through the Grants Portal. It's recommended that potential applicants maintain any costs related to COVID-19 and keep them separate from regular job duty expenses.

We have spent \$2,405 to the emergency management line, which was budgeted for \$300 for FY20. We are tracking staff time, but as of now we are not booking this expense to that line item. Included in the \$2,405.00 is a computer (\$1,518.00), additional cleaning supplies (\$153.02), and the mailer to town residents (\$734.03). Darlene emailed with Vermont FEMA representative to ask about reimbursement, she indicated the town must incur \$3,300 in expenses before we could apply and some of these items may be limited in what they will cover. It was not clear if regular staff time counted or just overtime. I will find out for the next update.

Abatement of Interest and Penalty through June 15, 2020

Due dates, deadlines to pay, interest and penalty fees are defined in the Town's Administrative Policy on Delinquent Tax, Water and Waste Water Assessment Collections (Adopted on May 24, 2010; Amended on December 20, 2011), Last Reviewed on July 10, 2017.

Any installment not paid on or before the close of business at 5:30 PM on the due date will be subject to interest on the unpaid principal at the rate of 1% per month for the first three months and 1.5% thereafter per 32 V.S.A. §4873. An 8% penalty on the unpaid principal will be charged if payment is not received in full on or before the close of business at 5:30 PM on the final installment due date as provided by 32 V.S.A. §5136.

Pursuant to the provisions of 24 V.S.A. § 1535, the delinquent taxpayer may request abatement from the Weathersfield Board of Civil Authority in whole or part of taxes, interest and collection fees accruing to the Town in the following cases:

- Taxes of persons who have died insolvent;
- Taxes of persons who have removed from the state;
- Taxes of persons who are unable to pay their taxes, interest and collection fees;
- Taxes in which there is manifest error of a mistake of the Listers;
- Taxes upon real or personal property lost or destroyed during the year; or
- Any other basis for abatement as authorized by law.

Interest revenue for the current year was \$1,264.85 in January, \$2,7887.09 in February and \$2,305.05 in March. The delinquent interest revenue came to \$1,516.80 for January, \$1,444.17 for February and \$1,285.41 in March. Last fiscal year's revenue for the 8% penalty was \$16,208.45 in total.

Weathersfield Local Resource Center

A page on the Town of Weathersfield's website has been created called "Weathersfield Local Resource Center, which provides important information regarding our response to COVID-19. There are two tabs on the webpage labeled "Request for Assistance" and "Volunteer Opportunities." If a resident is at risk for being exposed to COVID-19 or are currently in quarantine due to a positive COVID-19 test, the resident is encouraged to fill out the form online, which are monitored by our office. The forms collect basic information about the requestor, why the person is requesting assistance, and the type of assistance they're requesting (grocery/ other supplies pick-up/delivery, social connection, meal delivery, or assistance applying for benefits). To date, the volunteers have been contacted and connected with residents requesting assistance. We currently have three (3) people who have requested assistance and three (3) volunteers.

Highway Department

New RFB's for Ledge Blend Materials & Roadside Mowing were advertised on March 17, 2020. The deadline to submit bids is 2:00PM on April 17, 2020. A public bid opening will take place on April 20, 2020 at 2:00PM via GoToMeeting. Bids will be on the April

20, 2020 Selectboard Agenda to review and select a contractor for each. The Highway Department has been working on routine maintenance of the roads. In the last Selectboard meeting it appeared that roads were drying out, however, it snowed and has been raining off/on since this date. No material has been purchased for the roads (as approved up to \$5,000 in previous SB meeting) because it was not needed. The Highway Department has been getting rid of berms on the side of the roads to allow water runoff. According to the Highway Superintendent we are past most of the mud damage. Once it dries out the Highway Department will begin grading the roads.

The Highway Superintendent and I have a meeting scheduled for April 9, 2020 to develop a draft RFP for the Dump Truck and Grader. I anticipate adding this to the April 20, 2020 Selectboard Agenda to review and determine any necessary changes/modifications in advance of advertisement.

Solid Waste

As addressed in the previous Town Manager Report, our contract with Casella expires on June 30, 2020. Since 2017, Weathersfield has been paying \$58.50 per ton for our recycling needs. I met with James Toher, General Manager of Casella Resource Solutions, who informed me that recycling costs will increase by 130.76% to \$135.00 per ton.

Paul Tillman and I held a meeting with Tom Kennedy, Executive Director of South Windsor County Regional Planning Commission on Tuesday, March 24, 2020 to discuss our current contract with Casella. Mr. Kennedy provided helpful insight and advice as we move forward with the RFP. At this time, we do not want to lock into anything long-term given the COVID-19 circumstances. There is not a lot of competition out there, however, we plan to extend the RFP to Casella Waste, Alva Waste, and Triple T Waste Removal & Recycling. We also anticipate advertising our RFP to other companies to determine whether or not there will be a cost savings. I have a meeting setup with the Town of Reading next week to discuss our contract, RFP, and transfer station. I reached out to West Windsor and am waiting to hear back from them. Tom Marsh from Windsor and I plan to meet next week as well. Paul and I anticipate holding meetings with Ludlow and Cavendish to take a deeper dive into what they're doing and analyze where we are, what we're currently doing, how we're doing it, why we're doing it, and determine whether or not this is the most appropriate method as compared to our surrounding towns.

We are on track to present our findings on the April 20, 2020 Selectboard Meeting as scheduled on March 16, 2020.

Ascotney Fire District #2 (Water)

Meetings with the Prudential Committee are currently on hold due to COVID-19. Steve Smith is still on track with water testing and plans to do another monthly test on Tuesday, April 7, 2020. A water sample was collected on March 17, 2020 and sent to the Vermont Department of Health Laboratory. Results indicated that there no Total Coliform nor E.coli was detected. The Source Protection Plan Update for the Ascotney Fire District #2 Water System, prepared by Diana Butler of Vermont Rural Water Association was reviewed by Laura Ranker, Source Water Protection Specialist, Water Resources Section, and Drinking Water & Ground Water Protection Division. Laura Ranker reported that the SPP update meets the requirements of the Water Supply Rule and was subsequently approved. The next Source Protection Plan update is due on January 29, 2023. Updated plans are due every three (3) years from the date of the original SPP approval.

Laura Ranker encourages us to consider identifying and implementing other management strategies and actions that further reduce the level of risk to our drinking water sources. Over the next three years, as the water system implements its risk management plan, we will be tracking and summarizing the activities performed for inclusion in the next plan update. Having good forest cover in the Source Protection Area is considered one of the best ways for maintaining, or improving, both the quantity and the quality of groundwater and surface water. Maximizing tree coverage within the watershed increases groundwater infiltration, reduces erosion, and reduces the probability of contaminant releases into the watershed. Laura Ranker requested that we consider encouraging forestry stewardship within our Source Protection Area as an excellent Best Management Practice for protecting our drinking water.

The following issues are still pending:

1. Bylaws need to be reviewed, discussed, and revised;
2. Billing System needs to be reviewed, discussed, and revised;
3. Water rates are inconsistent;
4. Gate Valves, Curb Stops, Etc. need to be exercised annually;
5. Water Meters are either non-existent or broken (some function properly);
6. Several residents have delinquent water bills that need to be addressed;
7. There is no description of the Director's Role;
8. Compensation from the District to the Town needs to be reviewed & modified to reflect the time spent by Town Staff.

Fire Department Contracts

As you know, contracts for both the West Weathersfield and Ascutney Fire Departments expire on June 30, 2020. I met with both Fire Departments twice. I will be meeting with both Fire Departments individually two (2) more times to collect information. Afterwards, both Fire Chiefs and I will be meeting at Martin Memorial Hall regularly. I will update the Selectboard from time to time regarding the progress we're making. Once all of our options are on the table I will be holding a quick presentation with the Selectboard regarding what our next steps look like.

Land Use Report

Jason Rasmussen is pleased to assist in the Land Use Administrators Office on a temporary, part-time, contractual basis until the vacancy is filled. The following is a brief report from Mr. Rasmussen of the work completed by the Land Use Office since he accepted the seat on February 10, 2020.

- Responded to an estimated 17 inquiries from residents or developers.
- Issued 8 zoning permits, with more expected soon.
- Provided to the Town Manager Zoning Bylaw amendments prepared by the Planning Commission and to be submitted to the Selectboard for the public hearing/adoption process.
- Prepared a public hearing notice for Zoning Bylaw amendments submitted to the Town by petition.
- Reviewed with the Planning Commission other ongoing Zoning Bylaw amendments, including a few sections that they were working on before Sven left, as well as more comprehensive changes that were drafted a couple years ago.
- Assisted the Planning Commission to develop and refine a Preferred Site Checklist to assist the town to respond to requests for so-called preferred site designation for solar projects under VT Public Utility Commission Rule 5.100.
- Prepared an updated Zoning Permit Application for the website.
- Provided a Zoning Bylaws document that now includes a Table of Contents to make it easier to search the document.
- Assisting to prepare easement documentation for a drainage project affecting two parcels along Skyline Drive.

Mr. Rasmussen is also working remotely at this time, processing zoning permit applications and assisting people while working from home during the COVID-19 pandemic.

Town Clerk Report

Since the “Stay Home, Stay Safe” order was put into effect on March 25th of 2020 the Weathersfield Town Clerk’s Office has made several changes to comply with Vermont’s ACCD recommendations and CDC guidelines. The Town Clerk deems it necessary in these trying times to do their part to stop the spread of COVID-19 by limiting person to person contact.

The Town Clerk is only accepting payments for dog licensing via the mail or the drop box located by the Martin Memorial Hall parking lot entrance. We have also pushed back the late fees this year for dog licensing from April 1st, 2020 to May 1st, 2020 (viable to change) in order to give our residents the time they need to access vets for rabies shots. The Town Clerk is no longer allowing researchers into the vault until further notice. The State of Vermont has deemed Land Records and Title Research as a non-essential service. If, however, an attorney or individual knows the specific Book and Page number of the document they need then they may contact our office and we can supply them with copies. Our more recent Land Records (about 2006-current) can be found online through COTTS.

The Town Clerk will be looking at marriage licenses on a case by case basis, but it has also been recommended that they limit them to the best of their ability given that they too require some face to face interactions. The Town Clerk is recommending that anyone in need of a Notary Public tries to contact their banks since this is another service deemed non-essential by the State. The Town Clerk asks that if anyone has any questions to please feel free to reach out to their office. The Town Clerk’s goal is and has always been the welfare of our residents and the Town Clerk will do whatever she can to accommodate your needs.

The Town Clerk can be reached by phone at 674-2626 ext. 1 Monday & Wednesday from 9am-4pm, Tuesday from 9am-2pm, and Thursday from 9am-5:30pm. The Town Clerk can also be reached by email at townclerk@weathersfield.org and deputyclerk@weathersfield.org.

ATTACHMENT A
[Notice of Postponed Tax Sale]



**TOWN OF WEATHERSFIELD
OFFICE OF THE TOWN MANAGER/ TAX COLLECTOR
Martin Memorial Hall
5259 Route 5, Ascutney, VT 05030**

Due to COVID-19 and for everyone's health and safety, the April 2, 2020 Tax Sale for delinquent property tax payments is hereby postponed. The Tax Sale will be held at Martin Memorial Hall on May 14, 2020 at 10:00am. If you should have any questions or concerns, please contact the Tax Collector at 802-230-6262 Monday-Thursday, 7:30am-5:30pm, or by email at bgulnick@weathersfield.org.

 3.25.20

Brandon Gulnick
Tax Collector

ATTACHMENT B
[Notice of Public Hearing]

NOTICE OF PUBLIC HEARING

In accordance with the provisions of 24 V.S.A. §§ 4441(d) and 4444, of the Vermont Statutes Annotated, and in consideration of the stay at home guidelines in STATE OF VERMONT EXECUTIVE DEPARTMENT ADDENDUM 6 TO EXECUTIVE ORDER 01-20 with respect to the timing of a public hearing, the Planning Commission for the Town of Weathersfield, Vermont, will hold a public hearing on Monday, June 8, 2020, at 7:00 P.M., in the Weathersfield Town Office, at 5259 Route 5 in Ascutney, Vermont, to hear public comments on the adoption of proposed Zoning Bylaw amendment submitted by petition exempting fire processing as specified in the proposed amendment.

Statement of Purpose

A group of registered voters of the Town of Weathersfield have submitted a petition to amend the Zoning Bylaws that would have the effect of exempting firewood processing facilities of any size and in any district provided that the processing takes place on parcels of 25 acres or more.

Geographic Areas Affected

The entire Town of Weathersfield is affected by this amendment.

Sections Headings

The proposed Zoning Bylaw amendments would add a new Section 4.2.6 Processing of Firewood and add a definition for Processing of Firewood.

Persons wishing to be heard may do so in person, be represented by an agent, or may file written comments with the Planning Commission prior to the hearing.

Dated at Town of Weathersfield, Windsor County, State of Vermont, this 26th day of March, 2020.

Howard Beach, Chair
Weathersfield Planning Commission

ATTACHMENT C

[Fire Protection Agreement Extension]

FIRE PROTECTION AGREEMENT EXTENSION

April 1, 2020

This Six (6) Month Extension Agreement ("AGREEMENT") made this 1st day of April Two Thousand Twenty (2020) and effective on the 1st day of July 2020,

BETWEEN: The Town of Weathersfield, Vermont acting by its Town Manager, with a usual place of business at 5259 Route 5, Ascutney, VT 05030, herein called the TOWN,

AND: The Ascutney Volunteer Fire Association, with a usual place of business at 540 VT-131, Ascutney, VT 05030 and West Weathersfield Fire Department Inc., with a usual place of business at 7259 VT-131, Perkinsville, VT 05151, both of which are 501(c) 3 nonprofit corporations, herein called the DEPARTMENTS.

WHEREAS said agreement expires on June 30, 2020, and the parties desire to extend and continue said Agreement, it is provided that said Agreement shall be extended for an additional term of SIX (6) MONTHS, commencing upon the expiration of the original term (June 30, 2020) and expiring on December 31, 2020;

WHEREAS, all definitions, provisions and services, relationships, operating funds, limitations of funding obligations, appropriated operating funds, disbursement of operating funds, reserve funds, title to property, insurance, cancellation, and general provisions remain the same, with the exception of Fire Commission language, as it has been dissolved and to be replaced with Town Manager Meetings;


IN WITNESS WHEREOF, the parties have executed this agreement at MARTIN MEMORIAL HALL on April 1, 2020,

Town of Weathersfield


Town Manager, Brandon Gulnick


Witness of Town Manager Signature

Ascutney Volunteer Fire Association:


President, Mark Girard


Witness of AVFA Signature

West Weathersfield Volunteer Fire Department:


President, Josh Dauphin


Witness of WWVFD Signature

NICKOLAS STAPLETON
Notary Public, State of Vermont
Commission No. 0001747
My Commission Expires Jan. 31, 2021

ATTACHMENT D

[Essential Services – Police Department]



TOWN OF WEATHERSFIELD
OFFICE OF THE TOWN MANAGER
MARTIN MEMORIAL HALL
5259 Route 5, Ascutney, VT 05030

March 26, 2020

To: Weathersfield Police Department
From: Office of the Town Manager/ Emergency Mgmt. Coordinator
Re: Essential COVID-19 Services

I apologize for having to inconvenience you during this difficult time. The Town of Weathersfield appreciates all that you are doing to keep our community safe.

On March 19, 2020 the Cybersecurity & Infrastructure Agency (CISA), which is part of the Department of Homeland Security, issued a memorandum providing guidance to help state and local jurisdictions with the identification of essential and non-essential workers during COVID-19 response. Functional critical infrastructure is imperative during the response to the COVID-19 emergency for both public health and safety as well as community well-being.

The Weathersfield Police Department is hereby designated as an essential governmental function and will remain open. The CISA defines both of these departments as essential and should "continue normal operation, appropriately modified to account for Centers for Disease Control (CDC) workforce and customer protection guidance."

I am encouraging that offices and departments that do not provide "COVID-19 Essential Services" to close their physical workplaces and continue operations remotely, carrying out regular operations with the exception of face-to-face interaction.

The employee in possession of this letter is essential to the operations of Weathersfield. All COVID-19 Non Essential personnel are encouraged to work remotely.

All employees performing essential operations are instructed to comply with social distancing requirements and follow CDC's guidance. We can assure you that we are executing complete and rigorous protocols of disinfecting and health awareness, in order to minimize the risk of infection by COVID-19.

Please do not hesitate to contact me if you should have any questions regarding this letter or our operations.

Thank you for your service and diligence in protecting the Town of Weathersfield during these trying times.

Brandon Gulnick
Town Manager

ATTACHMENT E

[Essential Services – Highway & Transfer Station]



TOWN OF WEATHERSFIELD
OFFICE OF THE TOWN MANAGER
MARTIN MEMORIAL HALL
5259 Route 5, Ascutney, VT 05030

March 26, 2020

To: Weathersfield Highway Department
From: Office of the Town Manager/ Emergency Mgmt. Coordinator
Re: Essential COVID-19 Services

I apologize for having to inconvenience you during this difficult time. The Town of Weathersfield appreciates all that you are doing to support the operation and maintenance of essential public works in our community.

On March 19, 2020 the Cybersecurity & Infrastructure Agency (CISA), which is part of the Department of Homeland Security, issued a memorandum providing guidance to help state and local jurisdictions with the identification of essential and non-essential workers during COVID-19 response. Functional critical infrastructure is imperative during the response to the COVID-19 emergency for both public health and safety as well as community well-being.

The Weathersfield Highway Department and Transfer Station are hereby designated as essential governmental functions and will remain open. The CISA defines both of these departments as essential and should "continue normal operation, appropriately modified to account for Centers for Disease Control (CDC) workforce and customer protection guidance."

I am encouraging that offices and departments that do not provide "COVID-19 Essential Services" to close their physical workplaces and continue operations remotely, carrying out regular operations with the exception of face-to-face interaction.

The employee in possession of this letter is essential to the operations of Weathersfield. All COVID-19 Non Essential personnel are encouraged to work remotely.

All employees performing essential operations are instructed to comply with social distancing requirements and follow CDC's guidance. We can assure you that we are executing complete and rigorous protocols of disinfecting and health awareness, in order to minimize the risk of infection by COVID-19.

Please do not hesitate to contact me if you should have any questions regarding this letter or our operations.

Thank you for your service and diligence in protecting the Town of Weathersfield during these trying times.

Brandon Gulnick
Town Manager

ATTACHMENT F
[Non-Essential COVID-19 Services]



TOWN OF WEATHERSFIELD
OFFICE OF THE TOWN MANAGER
MARTIN MEMORIAL HALL
5259 Route 5, Ascutney, VT 05030

March 26, 2020

To: Weathersfield Martin Memorial Hall Staff
From: Office of the Town Manager/ Emergency Mgmt. Coordinator
Re: Non-Essential COVID-19 Services

I apologize for having to inconvenience you during this difficult time. The Town of Weathersfield appreciates all that you are doing to maintain your workload remotely.

On March 19, 2020 the Cybersecurity & Infrastructure Agency (CISA), which is part of the Department of Homeland Security, issued a memorandum providing guidance to help state and local jurisdictions with the identification of essential and non-essential workers during COVID-19 response. Functional critical infrastructure is imperative during the response to the COVID-19 emergency for both public health and safety as well as community well-being.

The Weathersfield Martin Memorial Hall Staff do not provide "COVID-19 Essential Services" and are encouraged to close their physical workplaces and continue operations remotely to prevent the spread of the virus. Martin Memorial Hall Staff play an important role in Town operations. It is critical that we do not contract the virus/ spread it to one another if we do as it will result in significant operational deficiencies. By working remotely we are able to control this and insure that we remain healthy & safe.

All personnel not essential to basic operations are encouraged to work remotely.

All employees performing essential operations are instructed to comply with social distancing requirements and follow CDC's guidance. We can assure you that we are executing complete and rigorous protocols of disinfecting and health awareness, in order to minimize the risk of infection by COVID-19.

Please do not hesitate to contact me if you should have any questions regarding this letter or our operations.

Thank you for your service and diligence in protecting the Town of Weathersfield during these trying times.

Brandon Gulnick
Town Manager

ATTACHMENT G
[Notice of Public Hearing]

Town of Weathersfield
Martin Memorial Hall - COVID-19 Protocols

The Town of Weathersfield implemented Martin Memorial Hall Protocols as a result of the COVID-19 (Coronavirus) outbreak. These protocols were established with guidance from the Centers for Disease Control (CDC) and the Vermont State Governor.

Effective immediately, and until further notice, the following protocols are in place:

1. Mass Gatherings will be limited to no more than 10 people at the same time in a single space downstairs.
2. Common time in the office is minimized to four (4) people in the office at any given time.
3. Social Distancing – must maintain a distance of six feet between people.
4. Regular Hygiene – Thorough handwashing with an alcohol-based hand rub or soap and water.
5. Respiratory Hygiene – Cover your mouth and nose with your bent elbow or tissue when you cough or sneeze. Dispose of the used tissue immediately.
6. Town Staff are prohibited from downstairs of Martin Hall, with the exception of the Town Manager and Police Chief.
7. Board, Committee, and Commission members are prohibited from upstairs, with the exception of the Selectboard Chair and must use COVID-19 protocols downstairs.
8. Upon entering Martin Memorial Hall Offices, everyone must sign in and use the hand sanitizer provided above the sign in sheet before touching door knobs.
9. Do not touch surfaces or objects unless necessary. If surfaces or objects are touched they must be wiped down.
10. Do not share work equipment and computers. Only handle your own work products and materials.

End of Day Cleaning Procedure

Upon leaving your workspace for the day, the space must be wiped down with cleaning wipes, including door knobs and desk surfaces. The last person leaving the building must wipe down all door knobs as he/she is leaving the building, including the door knob outside. If all staff are wiping their workspace prior to departure, the last person leaving should only need to clean their own work space and all door knobs as he/she is exiting the building.

Name

Date

Signature

ATTACHMENT H
[Work-At-Home Criteria]



**TOWN OF WEATHERSFIELD
OFFICE OF THE TOWN MANAGER
Martin Memorial Hall
5259 Route 5, Ascutney, VT 05030**

Beginning on March 23, 2020 the Town of Weathersfield will be taking the recommendation of Governor Scott and moving to optional remote work for Weathersfield's Office Staff. Please refer to the attached Addendum 6 to Executive Order 01-20 signed by Governor Philip B. Scott on March 24, 2020. This will be on a week-to-week basis. The Town Manager will send an email to all remote staff no later than Thursday of each week at 02:00 p.m. regarding whether or not Office staff will be working from home or required to be present in the office the following week. An approval form must be submitted to the Town Manager no later than 04:30 p.m. each week, week by week. It will be signed (if approved) and scanned back no later than Thursday at 05:30 p.m. each week. The attached approval form shall be completed for both this week [March 23, 2020 – March 26, 2020] and next week [March 30, 2020 – April 2, 2020] by Thursday at 04:30 p.m. (if the employee will be working from home). Additional weeks will follow depending on the circumstances.

Please note that our office is classified as "Lower Exposure Risk" for SARS-CoV-2, the virus that causes COVID-19 (See attached document labeled "Guidance on Preparing Workplaces for COVID-19" page 20. Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers.

WORK AT HOME CRITERIA

To be eligible to work at home, employees must, among other things: (1) have portable job duties; (2) have a workplace and equipment (telephone, internet, supplies, etc.) suitable for working at home; and (3) be able to work independently and productively.

WORK SCHEDULE

Employee's will document all time worked, are expected to work a regular week, and must account for hours not worked with the appropriate leave designation. Employees are expected to utilize the **Meeting Room** calendar to note time off or time they will be unavailable. Beyond the core hours noted below, if you expect to shift your working day as a result of remote work, please communicate this using the calendar and obtain approval from the Town Manager. We recognize that with this is an evolving situation and all of us may adjust our schedules regularly.

OFFICE ATTENDANCE

The Town Manager will remain in the office daily, Monday-Thursday during normal business hours, 7:30 a.m. – 5:30 p.m. The Town Manager has granted all Office Staff permission to view his calendar, which is updated regularly. During the time we are working remotely, the Town Manager will coordinate with Susanne Terrill to cover the office (remote OR in office "optional") until a specified time in the morning or evenings. Darlene Kelly and Susanne Terrill

will come into the office weekly, or as needed, to collect mail, check the office, and complete other tasks as necessary to fully carry out their job duties. Other staff will come into the office only if needed and will schedule this ahead of time with the Town Manager. All administrative staff will be allowed to work in the office, with the following guidelines: only five staff can be in the office at the same time, in order to provide social distancing.

CORE HOURS

Staff are expected to be available, responding to emails and calls during their scheduled hours, Monday-Thursday, unless they have a meeting or time off noted on the calendar (approved by the Town Manager). We recognize one of the benefits of remote work is to vary work times around other household and personal responsibilities. Additionally, we recognize school and day care closures may have an impact on your ability to keep a regular work day. We may adjust core hours as needed. It is imperative that staff continue to use the meeting room calendar to communicate their schedules.

WORK AT HOME DOCUMENTATION

The Town Manager must complete the Work-At-Home Approval Form. Work-at-home documentation must include the following details:

- Work Schedule
- Actual time worked on previously approved work-at-home approval form
- Telephone number where the employee can be reached during the agreed-upon work schedule; and
- If the Town of Weathersfield equipment is used at home, a record of such equipment

In the event of an emergency closure or situation for which the Work-at-Home Approval Form cannot be filled out ahead of time, the work-at-home approval must be documented in an email between the Employee and Town Manager.

Work at Home Documentation is optional for Elected Officials, however, it is recommended as it provides accountability to the Weathersfield Tax Payers.

WEEKLY REPORTS

“Weekly Reports” are to be emailed to the Town Manager no later than Thursday of each week, week by week, spelling out completed tasks, ongoing tasks, and tasks for the following week. There is a “Comments/Concerns” section to be used for anything additional that needs to be brought to the Town Manager’s attention. Note that Weekly Reports are mandatory for staff under the Town Manager’s direction, and is optional for Elected Officials. It is recommended that elected officials complete weekly reports to demonstrate accountability to Weathersfield Tax Payers. The Town Manager will be giving Town Manager Reports including all departments for employees and elected officials working from home.

SECURITY & POLICIES

The Personnel Policies that applies at the regular worksite also applies when the employee works at home. Whether or not specifically articulated, work-at-home employees might still be subject to the same Federal, State of Vermont, and Town of Weathersfield policies and procedures that are applicable to employees at the regular worksite.

VOICEMAIL

Staff is expected to check their voicemails regularly during work hours and/or have voicemails

forwarded to their cell phone or email.

MEETINGS

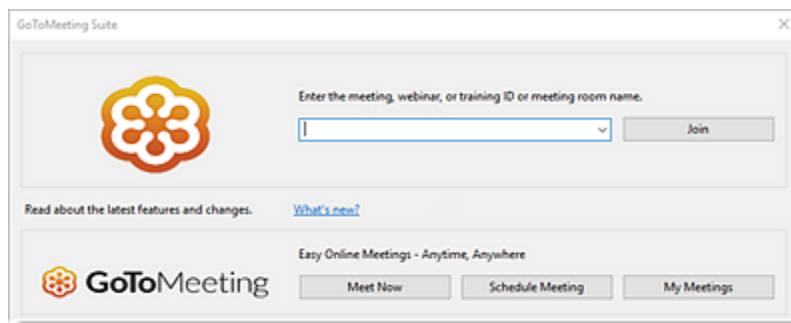
Please avoid and minimize in-person meetings as much as possible, limiting them to essential functions that cannot be handled remotely. Please treat remote meetings, conference calls, etc. as regular meetings and mark them on the calendar. It will be important for other staff to know when you are not available during these meetings. You may offer to be available via phone or video conference as needed. Please refer anyone to the Town Manager if they have questions or concerns.

STAFF MEETINGS

We will have 2 weekly staff meeting conference calls. One conference call will take place with Susanne Terrill, Darlene Kelly, and Ray Stapleton on Tuesday at 10:30 a.m. Another will take place on Thursday at 1:00 p.m. with all office staff/elected officials. They may be brief at times but it will give all of us an opportunity to communicate regularly. Additionally, the Town Manager will schedule regular one on one check ins and those of you working on joint projects should schedule regular check ins with each other. Please note, Staff Meetings are not mandatory for Elected Officials, but they are encouraged.

Staff meetings will be conducted by using “GoToMeeting.” Please download the application onto your desktop by going to <https://support.goto.com/meeting/help/download-now-g2m010002> and clicking “download.”

When the application runs, it will look like the picture below:



Each morning an email invitation will be sent out to attend the meeting, which will include the meeting ID number. Copy & Paste it into the highlighted box and click “join.”

Additionally, Work-At-Home employees must have Microsoft Teams installed onto their computer and have the application up and running during office hours/ respond to any messages within team from other office staff as messages come in.

Thank you for your patience. Stay safe & healthy.

Brandon Gulnick
Town Manager

ATTACHMENT I
[Work-At-Home Approval Form]

**WORK-AT-HOME APPROVAL FORM
TOWN OF WEATHERSFIELD**

Agreement between Brandon Gulnick and [Employee Name]

This arrangement is effective on March 23, 2020 through March 26, 2020, unless terminated earlier.

Employee Name:

Department:

Employee will work away from the office [☐] Full time or [☐] Part-Time

	Alternate Location # 1
Address	
Phone	

Scheduled work hours are as follows:

Day	Times at Martin Memorial Hall	Times at Alternate Location
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		

Description of Town of Weathersfield Equipment Used at home:

--

Employee remains obligated to comply with all federal, state, and Town of Weathersfield rules, policies, and instructions. Employee understands and agrees that s/he has no right to continue to work at home, and the Town of Weathersfield, at its discretion, may alter or terminate the agreement at any time by providing 24 hour notice to the employee.

Employee Signature/ Title

Supervisor Signature/ Title

Date

Date

ATTACHMENT J
[Weekly Report]

WEEKLY REPORT

To: Town Manager

From:

Dept.:

Week:

Completed Tasks

1. .
2. .
3. .
4. .
5. .
6. .

Ongoing Tasks

1. .
2. .
3. .
4. .
5. .
6. .

Tasks for Next Week

1. .
2. .
3. .
4. .
5. .
6. .

Comments/Concerns:

ATTACHMENT K
[GoToMeeting Instructions]

Instructions to Attend Committee, Commission, and Board Meetings Remotely

On each meeting agenda there will be a phone number to call and a meeting ID. An attendee has two options to join the meeting. Instructions will be provided on each meeting agenda for both methods.

Option 1: Call into the Meeting from a Cell Phone or Landline

Step 1: Dial the phone number on the meeting agenda.

Please enter your access code followed by #

Step 2: Once connected, you will be asked to enter your access code followed by the “#” Sign.

Step 3: You will be asked to “enter audio controls followed by your pin, if you do not Have a pin, press # sign.”

Press the # sign as you will not have a pin.

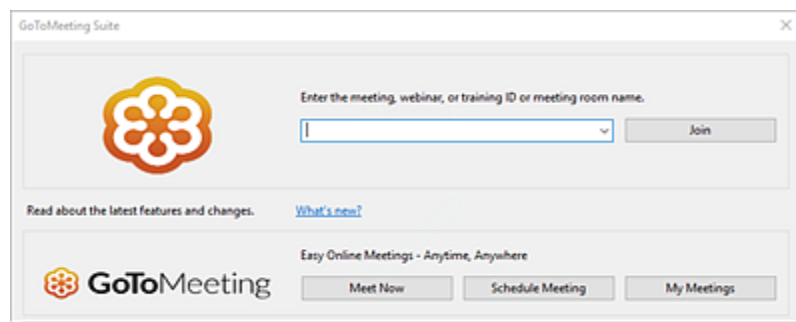
Step 4: Mute your phone

Option 2: Recommended Method (If you have a Computer)

Step 1: Download the GoToMeeting application by visiting the following link:

<https://support.goto.com/meeting?articleID=1195828281>

Step 2: Open GoToMeeting

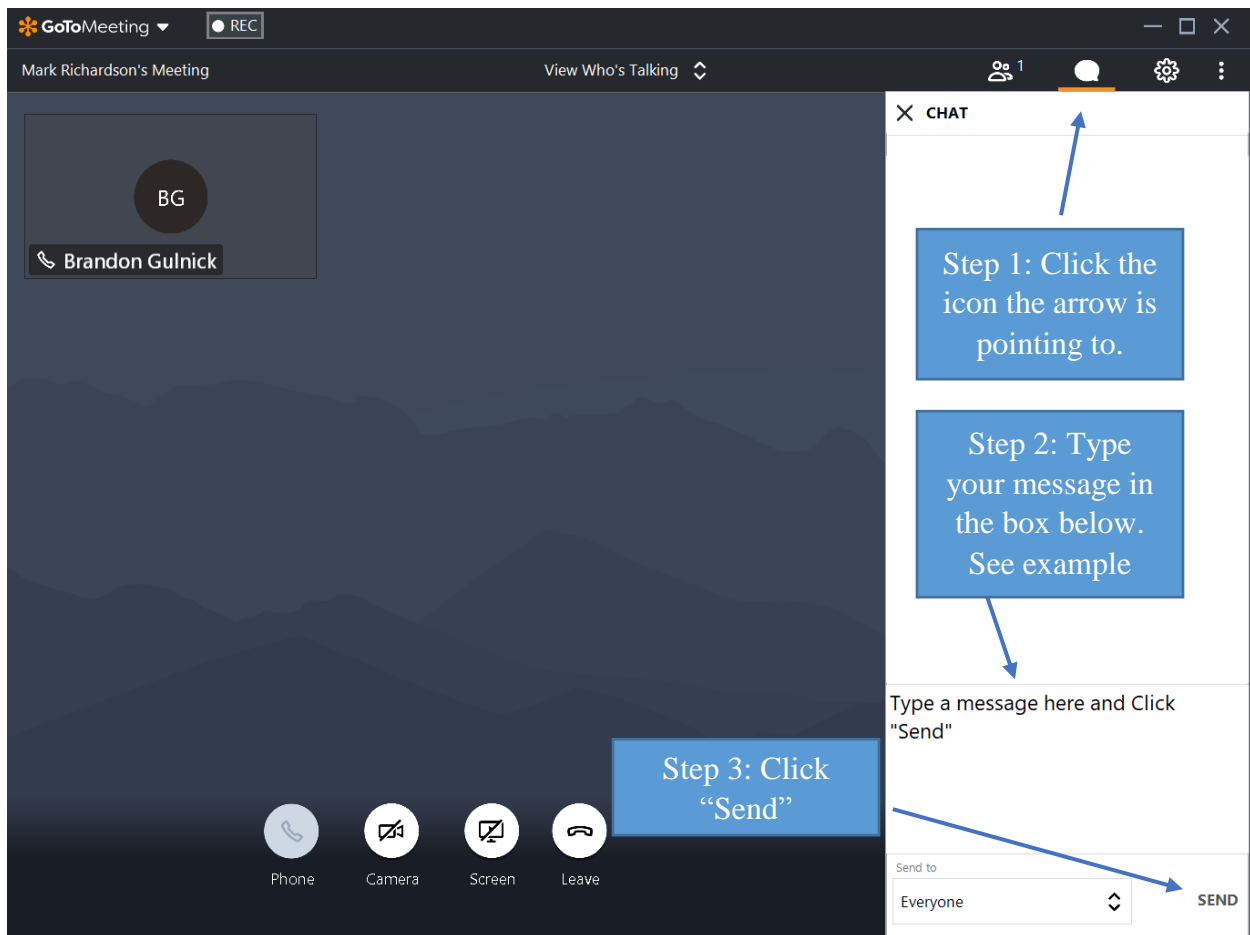


Step 3: Enter the access code and click “Join.”

Step 4: Click “Ok, I’m Ready.”

Step 5: Mute your microphone.

What do I do if I want to comment on an Agenda Item? GoToMeeting allows people who join the meeting to type messages to the Town Manager. If you wish to comment on an agenda item or have a comment on topics not on the agenda, please follow the steps below to be recognized by the Selectboard Chair. Anytime the Selectboard Chair asks if there is any discussion or comments from the public, the Town Manager will look here to determine if anyone wishes to be heard. This can be done in the three (3) simple steps displayed below.



If you have any questions or concerns, please contact the Town Manager, who will help you set this up.

Brandon Gulnick
Town Manager
802-230-6262
Townmanager@weathersfield.org

**TOWN OF WEATHERSFIELD, VERMONT
REQUEST FOR PROPOSAL
SINGLE STREAM RECYCLING SERVICES**

DUE: May 4, 2020 AT 3:00 PM

GENERAL INSTRUCTIONS

- The Town of Weathersfield, Vermont (hereinafter referred to as Town), is seeking proposals for the processing of the Town's Single Stream Recycling, from qualified firms (hereinafter referred to as contractor, proposer, or firm) through **JUNE 30, 2023** at its Transfer Station. The Transfer Station is located on Route 106 about $\frac{3}{4}$ mile north of the intersection of Routes 106 and 131 near Downers Four Corners.

1. PREPARATION OF PROPOSALS

Proposals shall be submitted by using ONLY the enclosed PROPOSAL FORM that accompanies this request. Submit one (1) ORIGINAL and four (4) EXACT COPIES. Proposals shall be submitted in a clear, concise and legible manner to permit proper evaluation. Failure to use the attached PROPOSAL FORM may result in disqualification of a response.

Firms may also submit, under separate cover with their response, any samples of reports and documents that are necessary to meet the requirements (deliverables) of this request should a purchase order be awarded.

Please be advised that an individual authorized to contractually bind your organization with regard to price and related contractual issues must sign your Proposal.

2. PROPOSAL SUBMISSION

All responses are to be submitted in a sealed envelope addressed as follows:

Town of Weathersfield
Brandon Gulnick
Town Manager
PO Box 55
Ascutney, VT. 05030

3. TOWN OPTIONS

The Town of Weathersfield reserves the right to reject, any and all, Proposals and does not bind itself to accept the lowest priced Proposal or any Proposal. The Town reserves the right to ask for new Proposals in whole or in part, or to reject any or all Proposals, or any part thereof, and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the Town.

If a Proposal does not meet or better the required specifications, requirements, and scope of work requested on all points that must be outlined in a letter attached to the Proposal otherwise it will be presumed that the Proposal is in accordance with this request.

4. INSURANCE

The Proposer shall procure and maintain at its own expense, without expense to the District, throughout the term covered by the eventual Contract and any extensions thereof, the following insurance:

Commercial General Liability coverage for bodily injury and property damage, including death with limits of at least \$5,000,000.00 per occurrence:

- A. Commercial Automobile Liability with a combined single limit of at least \$1,000,000.00 per occurrence;
- B. Environmental Impairment Liability with limits of at least \$5,000,000.00 per occurrence;
- C. Excess or Umbrella Liability coverage with limits of at least \$5,000,000.00.
- D. Workers' Compensation and Disability Benefits Insurance as required by applicable law.

All policies must be underwritten by insurers licensed to sell insurance in Vermont and maintaining an A.M. Best rating of "A" or better. The District and individual Towns shall be listed as Additional Insured on all policies, and Proposer shall annually provide the District with valid certificates of insurance for all policies required herein.

Any changes to the policy coverage shall not be made without at least thirty- (30) day's prior notice of such change or cancellation.

In the event of cancellation, the contractor shall cease all operations on or before the effective date of said cancellation and he shall not commence work again until he has obtained replacement insurance and has delivered a Certificate of Insurance to the Town.

5. TOWN EQUIPMENT, MATERIAL SEPERATION AND TONNAGE

The Town of Weathersfield will provide two (2) 40 yard compactor boxes with a four (4) yard hopper.

The Town will sort out glass and large metals.

In FY 17: the Town processed XXXX tons of recyclables

In FY 18: the Town processed XXXX tons of recyclables

In FY 19: the Town processed XXXX tons of recyclables

6. INQUIRIES

All inquiries regarding this request shall be answered up to the close of business on April 29, 2020, after which time no additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the Town deems to be in the interest of all respondents will be made available on the Town's website. Inquiries of a technical nature may be directed to Brandon Gulnick, Town Manager. (802 674-2626) or at townmanager@weathersfield.org

Additionally, after Proposals are received, the Town reserves the right to communicate with any or all of the respondents to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any respondent at any time after Proposals are opened.

7. AWARD AND AUTHORITY

The Town will issue notification of award in writing via email. All specifications, requirements, terms and conditions of this request shall become part of contract.

8. ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS

Any assignment or subcontracting by the selected contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with the requirements associated with this request shall not be permitted without the prior express written consent of the Town of Weathersfield. Failure to do so may result in an immediate termination of any agreement.

9. HOLD HARMLESS CLAUSE

Contractor agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under an agreement with the Town, whether or not due in whole or in part of any act, omission or negligence of the Town or any of his representatives or employees.

10. WORK REGULATIONS AND STANDARDS

- a) All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest VOSHA standards and/or regulations.
- b) The selected firm (if owner operated) shall supply competent, faithful, skilled and experienced and fully trained and state licensed operators to perform the required work. If at any time a Town Public Works Official (or their designee) shall notify the contractor that an assigned operator is apparently incompetent or unfaithful, such operator shall be discharged promptly and shall not be employed again for any assignments from the Town.
- c) Work is to be accomplished with the least inconvenience to the general public, with due regard to safety.

11. PERFORMANCE GUARANTEE AND TERMINATION

- a) The selected contractor shall guarantee to the Town the full and prompt payment and performance of all obligations. Failure to do so may result in termination by the Town.
- b) The type of service requested is essential for the day-to-day operation of Town and Time is of the Essence. The Contractor shall perform this service consistent with good professional practice. In the event of unacceptable performance, the Town may terminate any contract award.

13. NON-COLLUSION

In submitting a Proposal, the proposer declares that the Proposal is made without any connection with any persons making another Proposal or the same contract; that the Proposal is in all respects fair and without collusion, fraud or mental reservation; and that no official of the Town, or any person in the employ of the Town is directly or indirectly interested in said Proposal or in the supplies or work to which it relates, or in any portion of the profits thereof

14. ADENDUMS

It is the responsibility of the proposer to verify prior to final submittal of a proposal if any addenda to this request have been issued. Any addenda to this request shall be posted on the Town of Wethersfield's website.

TOWN OF WEATHERSFIELD

**REQUEST FOR PROPOSAL
SINGLE STREAM RECYCLING SERVICES**

DUE: MAY 4, 2020 AT 3:00 PM

PROPOSAL FORM

	Contract period July 1, 2020- June 30, 2021	Contract period July 1, 2021- June 30, 2022	Contract period July 1, 2022- June 30, 2023
Revenue w/o glass	\$ _____/To n	\$ _____/To n	\$ _____/To n
Revenue w/ glass			
Pull charge/tri p			
Processin g Fee	\$ _____/To n	\$ _____/To n	\$ _____/To n

- a) All proposed prices quoted are to be firm for a period of one year following opening.
- b) Special Consideration will be given to responses with extended firm price dates. The Town is always interested in any and all cost saving opportunities.
- c) The duration of the engagement for this requirement shall run through **June 30, 2023** and may be renewed for two (2) additional years at the proposed (option) price stated on the Proposal form by giving the service provider at least ninety (90) days written notice and upon mutual agreement of both parties.
- d) The Town may cancel an agreement at any time as a result of a material breach by the service provider with seven (7) days written notice prior to the termination date.

THE UNDERSIGNED AFFIRMS AND DECLARES that this Proposal is executed with full knowledge and acceptance of the specifications, requirements, terms and conditions contained herein and with complete understanding and full compliance of system requirements and hereby submits this proposal for the request noted above and certifies that this proposal meets all the specifications and conditions requested herein. Any substitutions to the specifications requested are clearly and completely noted. Any alternate Proposals are presented in a similar format to those requested and are attached herein. It is understood that the Town reserves the right to reject any or all proposals or waive any formalities in this request. Rates are proposed as follows:

Proposed per ton revenue shall be based on per ton mixed single stream recyclables.

Location of Contractor Facility: _____

Payment Terms: _____

Hours of Operation: _____

Licensed by the DEC: _____ (date)

Company Name By (Signature)

Address Print Name

Company Name Title

Date Telephone/Fax

Email Website

TOWN OF WEATHERSFIELD

**REQUEST FOR PROPOSAL
SINGLE STREAM RECYCLING SERVICES**

RFP: DUE: MAY 4, 2020 AT 3:00 PM

QUALIFICATIONS

The information requested below must be supplied with this Proposal. Please answer all the questions. Attach a financial statement or other supportive documentation if desired.

1. Number of Years in Business _____
2. Number of Personnel Employed (full time) _____ (part time) _____
3. For this project, would this be done entirely by contractor _____
4. Has your firm ever been *unable* to complete any work awarded? If so, date, when, where, and why: _____
5. Attach a list of major projects your organization has in process, giving the name of the project, owner, contract amount, percent complete, and scheduled completion date – ATTACH TO RESPONSE FORM
6. List major projects your organization has completed, giving the name of project, owner, contract amount, and completion date

7. List any previous municipal experiences (See References Attached)

8. List type of communication equipment your office & crews use: a) A. Answering Service Yes _____ No _____
b) B. Beeper Service Yes _____ No _____
c) C. Radio Control Yes _____ No _____
d) D. Cellular Phones Yes _____ No _____
e) E. Other List _____

Company Name

By (Signature)

TOWN OF WEATHERSFIELD

**REQUEST FOR PROPOSAL
SINGLE STREAM RECYCLING SERVICES**

RFP: DUE: MAY 4, 2020 AT 3:00 PM

QUALIFICATIONS (Continued)

CONTRACTOR INFORMATION SUMMARY

Complete/Describe In Detail – Attach Additional Sheets If Required

Name of Company: _____

REFERENCES

(To be submitted with proposal – attach additional pages as necessary)

List references for similar services provided for at least five (5) clients in the past five (5) years. **PLEASE NOTE IT IS THE TOWN'S INTENT TO COMMUNICATE WITH THE REFERENCES LISTED HEREIN.**

CLIENT 1:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

CLIENT 2:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

CLIENT 3:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

CLIENT 4:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

CLIENT 5:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

Suzanne Terrill

From: Brandon Gulnick
Sent: Wednesday, March 18, 2020 12:53 PM
To: John Broker-Campbell
Cc: Weathersfield Town Office
Subject: RE: ZBA appointment

Received. Thanks John. - Brandon

From: John Broker-Campbell [mailto:bcamp1020@gmail.com]
Sent: Wednesday, March 18, 2020 12:53 PM
To: Brandon Gulnick <Townmanager@weathersfield.org>
Subject: Fwd: ZBA appointment

Hi Brandon, just making sure you received this email.
Thanks

John

----- Forwarded message -----

From: John Broker-Campbell <bcamp1020@gmail.com>
Date: Sun, Mar 8, 2020 at 7:11 PM
Subject: ZBA appointment
To: Ed Morris <townmanager@weathersfield.org>

Hi Brandon

I am interested in being reappointed to the Weathersfield Zoning Board of Adjustment (ZBA) for another term; I have served on the board for the past year and look forward to continuing. I understand that if I am reappointed by the Selectboard, I will need to come into the town office and be re-sworn in by Flo-Ann.

Thanks and if you have any questions, please let me know.

John Broker-Campbell

From: John Arrison

Sent: Friday, March 06, 2020 8:36 AM

To: Brandon Gulnick <Townmanager@weathersfield.org>

Subject: appointment

I wish to be reappointed the Weigher of Coal for ensuing year

Roderick Bates
303 Chimney Ridge Road
Perkinsville, VT

March 12, 2020

To Whom It May Concern:

A Quick CV

I graduated from Chester High School in Chester, VT, and From Dartmouth College, with a degree in Religion.

I am retired, and am the editor of Rat's Ass Review, an online poetry magazine. I am active in a local astronomy group, and I am a trustee of the Weathersfield Proctor Library.

I spent my working life in Human Services, first working for VT Vocational Rehabilitation and for Champlain Valley Work and Training Programs, a division of Champlain Valley Office of Economic Opportunity, and then spending 36 years working for the Vermont Department of Corrections (DOC), managing probation and parole offices in Brattleboro, Springfield and White River.

As a manager within the Vermont DOC I represented the Department on the Vermont Council on Domestic Violence and the Vermont Fatality Review Board, and I represented the state of Vermont at National training in Domestic Violence assessments.

I completed FEMA Emergency Preparedness Training while working at DOC and wrote the DOC procedures to address the Y2K issue (or non-issue, as it turned out) for the Probation and Parole offices in the Southeast of Vermont.



Roderick Bates

Town of Weathersfield, VT

To Whom It May Concern

This is to express my interest in being appointed to the position of
Emergency Management Coordinator,

Respectfully,

A handwritten signature in blue ink, appearing to read "Roderick Bates". The signature is fluid and cursive, with the first name "Roderick" and last name "Bates" clearly distinguishable.

Roderick Bates

A handwritten date in blue ink, "3/12/2020". The date is written in a clear, legible cursive style.

Roderick Bates
303 Chimney Ridge Road
Perkinsville, VT

March 12, 2020

To Whom It May Concern:

A Quick CV

I graduated from Chester High School in Chester, VT, and From Dartmouth College, with a degree in Religion.

I am retired, and am the editor of Rat's Ass Review, an online poetry magazine. I am active in a local astronomy group, and I am a trustee of the Weathersfield Proctor Library.

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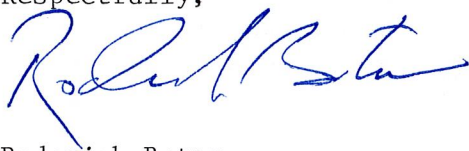
Roderick Bates

Town of Weathersfield, VT

To Whom It May Concern

This is to express my interest in being appointed again to the position of
Surveyor of Wood & Lumber.

Respectfully,

A handwritten signature in blue ink, appearing to read "Roderick Bates". The signature is fluid and cursive, with the first name "Roderick" and last name "Bates" clearly distinguishable.

Roderick Bates

3/12/2020

CONSERVATION COMMISSION APPOINTMENT

On Mar 9, 2020, at 2:35 PM, Brandon Gulnick <Townmanager@weathersfield.org> wrote:

Good afternoon Mr. Beach,

Your term is expiring for the Conservation commission. Would you like to appointed for an additional term?

Thank you,

Brandon Gulnick

Town Manager

Brandon,

Yes, I am willing to serve another term on the Conservation Commission.

Howard Beach

Sent from my iPhone

Hi Brandon

I am interested in being reappointed to the Weathersfield Zoning Board of Adjustment (ZBA) for another term; I have served on the board for the past year and look forward to continuing. I understand that if I am reappointed by the Selectboard, I will need to come into the town office and be re-sworn in by Flo-Ann.

Thanks and if you have any questions, please let me know.

John Broker-Campbell

Please appoint me to the zoning board of adjustment for another year. Thank you. James Cahill

CONSERVATION COMMISSION APPOINTMENT

Good afternoon Mrs. Cox,

Your term is expiring for the Conservation commission. Would you like to be reappointed?

Thank you,

Brandon Gulnick

Town Manager

Yes, please!, and, welcome to Weathersfield!

Cheryl

Welcome to Weathersfield Brandon.

I would like to be reappointed as representative to the Southern Windsor County Regional Planning Commission.

Please pass this request on to the Select board.

Thank you,

Sent via the Samsung Galaxy S7, an AT&T 4G LTE smartphone

Peter Daniels
Neil H. Daniels, Inc.
dba Daniels Construction & Weld Tek
Cell 802-291-1160
pdaniels@vermontel.net

EMERGENCY MANAGEMENT COORDINATOR APPOINTMENT

04/01/2020

Brandon,

Since March 6, 2020, when the Town Selectboard reorganized, and I was elected Chair –the position of Emergency Management Director for the Town has been held by me, the Chair of the Board by guidelines under state law.

I held this position as well in 2011 and helped guide decisions through Tropical Storm Irene where the Town underwent significant road damages. As such, I was part of the group recovering damages from FEMA. I had to keep up with a great deal of daily tasks at that time. (We had daily meetings at the West Weathersfield fire station each morning at 8am)

Since holding this position now, and having a good relationship with you as the new Manager, I am interested in the full Board appointing me to this position for the remainder of the year. I have been receiving the state reports from Emergency Management daily, and have given reports to all of you through e-mail. I have studied information on the State's EM website (one can do this online at any hour) and am constantly reviewing new information.

I will be happy to discuss any concerns with the board on April 6th. Please forward this to the board's packet for the meeting.

David J Fuller

04/01/2020

Dear Brandon,

I would like to request to be appointed as a member of the Weathersfield Conservation Commission. I attended the most recent meeting held on March 26 and was asked to join.

Thank you,

Ryan Gumbart

Hello Brandon, Can you pass along my interest in remaining on the Zoning Board to the Selectboard.
David (Todd) Hindinger. Currently Vice-Chair. Thanks

PLANNING COMMISSION APPOINTMENT

Dear Members of the Select-board and Town Manager,

I would like to apply for the position of Board Member with the Weathersfield Planning commission. I am very much aligned with the goals and focus of our town and I would like to use my skills and knowledge to help our community reach its objectives.

Enhancing performance and resourcefulness are some of my key strengths. I get along well with others and thrive on finding resolutions to problems. I am confident that these qualities together with my commitment to work will be an asset to the planning commission.

Some of my personal achievements in my professional capacity I can bring to planning commission are as follows:

- Represent the organization and serve as a spokesperson.
- Take an active part in all of the planning commissions processes.
- Offer a broad knowledge in multiple areas and willingness to learn.

I feel that I can bring much benefit with my experience and skills and I look forward to putting these towards a good cause. Please contact me by phone or email if you wish to set up a face to face meeting. I look forward to hearing from you and thank you for your time.

Sincerely,

Alfred (Fred) Kowalik
518-545-1237

March 9, 2020

To: Town of Wethersfield Select Board

From: Paul Tillman

Subject: Letter of intent to serve on the Planning Commission for another term

I have served on the Planning Commission as a member for two previous terms. I have held the roles of Clerk, Vice Chair and at present Acting Chair. I have been involved in writing the current Town Plan and numerous new and updated bylaws.

I would like to be considered for another term on the Planning Commission to continue the work we have been doing as a board. I have a passion for the work the commission has performed and the benefits the future will bring our town.

I feel with the experience I already have I would be a good candidate to serve on the board for another term.

Thank you for your consideration,

Paul Tillman

Brandon- When it is the appropriate select board meeting, can you please tell the selectors that I am willing to be re-appointed to the Zoning Board of Adjustment. Thank you. Willis Wood

Good Morning!

My name is Jaime Wyman, and I would like to submit my name to join our towns Zoning Board of Adjustment.

Weathersfield has been my home for over 30 years. I am a local business owner (Villagers Ice Cream) and have gone through the zoning process myself for a few projects both personal and commercial.

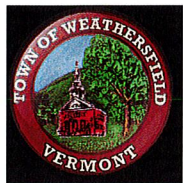
Is there an application I should fill out for this position?

Thanks for your consideration.

All the best,

Jaime Wyman

Meeting date	April 6, 2020
AP warrant date	04/02/20
Payroll warrant date 1	03/19/20
Payroll warrant date 2	03/26/20
Payroll warrant date 2	04/02/20



TOWN OF WEATHERSFIELD, VERMONT

Warrants for Meeting of April 6, 2020

	Check Date	Payroll	Operating Expenses
General Fund			
	03/19/20	\$6,920.62	
	03/26/20	\$6,925.69	
	04/02/20	\$6,435.91	
AP	4/2/2020		\$45,876.84
Total		<u>\$20,282.22</u>	<u>\$45,876.84</u>
Highway Fund			
	03/19/20	\$4,069.58	
	03/26/20	\$4,142.82	
	04/02/20	\$4,274.70	
AP	4/2/2020		\$53,753.27
		<u>\$12,487.10</u>	<u>\$53,753.27</u>
Solid Waste Mgmt Fund			
	03/19/20	\$752.40	
	03/26/20	\$899.77	
	04/02/20	\$748.55	
AP	4/2/2020		\$8,887.82
Total		<u>\$2,400.72</u>	<u>\$8,887.82</u>
Library			
	03/19/20	\$910.61	
	03/26/20	\$761.00	
	04/02/20	\$899.77	
Total		<u>\$2,571.38</u>	<u>\$0.00</u>
Grants			\$340.45
Special Revenue			\$0.00
Reserves			
Long Term Debt			
Grand Totals		\$37,741.42	\$108,858.38

Selector

To the Treasurer of the Town of Weathersfield, we hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$146,599.80. Let this be your order for the payments of these amounts.

04/02/20

Town of Weathersfield Accounts Payable

Page 1 of 5

01:48 pm

Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1(General Fund) All check #s 03/17/20 To 04/02/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
AFLAC	AFLAC	03/05/20	Payroll Transfer PR-03/05/20	11-2-011-10.00 AFLAC	73.33	222304	04/02/20
AFLAC	AFLAC	03/05/20	Payroll Transfer PR-03/05/20	11-2-011-14.10 Insurance Prem Liability	26.04	222304	04/02/20
AFLAC	AFLAC	03/12/20	Payroll Transfer PR-03/12/20	11-2-011-10.00 AFLAC	73.33	222304	04/02/20
AFLAC	AFLAC	03/12/20	Payroll Transfer PR-03/12/20	11-2-011-14.10 Insurance Prem Liability	26.04	222304	04/02/20
AFLAC	AFLAC	03/19/20	Payroll Transfer PR-03/19/20	11-2-011-10.00 AFLAC	73.33	222304	04/02/20
AFLAC	AFLAC	03/19/20	Payroll Transfer PR-03/19/20	11-2-011-14.10 Insurance Prem Liability	26.04	222304	04/02/20
AFLAC	AFLAC	03/26/20	Payroll Transfer PR-03/26/20	11-2-011-10.00 AFLAC	73.33	222304	04/02/20
AFLAC	AFLAC	03/26/20	Payroll Transfer PR-03/26/20	11-2-011-14.10 Insurance Prem Liability	26.04	222304	04/02/20
AMAZONCR	AMAZON	02/28/20	HWY supplies, sw ,postage FEB20CHRGES	11-7-101-21.00 GF-Postage	28.95	222305	04/02/20
AT&T SVC	AT & T MOBILITY	04/01/20	Cell phone chargesmarch MARCH 20	11-7-101-31.00 GF-Telephone	392.50	222307	04/02/20
AT&T SVC	AT & T MOBILITY	03/09/20	Cell Phone March 20 MARCH2020	11-7-101-31.00 GF-Telephone	152.78	222307	04/02/20
AT&T SVC	AT & T MOBILITY	03/09/20	Cell Phone March 20 MARCH2020	11-7-201-31.00 Police-Telephone/communic	160.80	222307	04/02/20
BIBENS	BIBENS HOME CENTER INC.	03/09/20	Handle Thrd L36427/1	11-7-207-30.00 WWVFD Funding	19.98	222309	04/02/20
BIBENS	BIBENS HOME CENTER INC.	03/13/20	Wipes-COVID L36885/1	11-7-205-31.00 Emergency Management	5.69	222309	04/02/20
BIBENS	BIBENS HOME CENTER INC.	03/16/20	Plywood, spruce L37007/1	11-7-207-30.00 WWVFD Funding	31.72	222309	04/02/20
BIBENS	BIBENS HOME CENTER INC.	03/17/20	flexseal,duct tape,pull u L37255/1	11-7-201-20.00 Police-Office Supplies	32.21	222309	04/02/20
BIBENS	BIBENS HOME CENTER INC.	03/18/20	garden sprayer L37320/1	11-7-207-30.00 WWVFD Funding	29.98	222309	04/02/20
BIBENS	BIBENS HOME CENTER INC.	03/19/20	Replacement cartridges L37493/1	11-7-201-52.00 Repairs and Supplies	17.99	222309	04/02/20
COMPETIT	CCI MANAGED SERVICES	03/15/20	Laptop-COVID19 2626	11-7-205-31.00 Emergency Management	1518.00	222311	04/02/20
COMPETIT	CCI MANAGED SERVICES	03/04/20	March 2020 billing CW-47859	11-7-601-25.00 Library-Computers	181.00	222311	04/02/20
COMPETIT	CCI MANAGED SERVICES	03/04/20	March 2020 billing CW-47859	11-7-101-25.05 GF-IT Services	1238.74	222311	04/02/20
COLONI	COLONIAL LIFE	03/05/20	Payroll Transfer PR-03/05/20	11-2-011-14.10 Insurance Prem Liability	59.01	222315	04/02/20
COLONI	COLONIAL LIFE	03/12/20	Payroll Transfer PR-03/12/20	11-2-011-14.10 Insurance Prem Liability	59.01	222315	04/02/20
COLONI	COLONIAL LIFE	03/19/20	Payroll Transfer PR-03/19/20	11-2-011-14.10 Insurance Prem Liability	59.01	222315	04/02/20
COLONI	COLONIAL LIFE	03/26/20	Payroll Transfer PR-03/26/20	11-2-011-14.10 Insurance Prem Liability	59.01	222315	04/02/20

04/02/20

Town of Weathersfield Accounts Payable

Page 2 of 5

01:48 pm

Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1 (General Fund) All check #s 03/17/20 To 04/02/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
COMCAST	COMCAST	03/31/20	Phone March 20 MARCH20PHONE	11-7-601-31.00 Library-Telephone	82.22	222316	04/02/20
COMCAST	COMCAST	03/31/20	Phone March 20 MARCH20PHONE	11-7-101-31.00 GF-Telephone	332.59	222316	04/02/20
BUSINESSC	COMMERCIAL CARD SERVICES	03/04/20	Phone, SB gifts, election FEB20CHARGES	11-7-101-31.00 GF-Telephone	584.49	222318	04/02/20
BUSINESSC	COMMERCIAL CARD SERVICES	03/04/20	Phone, SB gifts, election FEB20CHARGES	11-7-101-26.50 GF-Awards and Recognition	459.98	222318	04/02/20
BUSINESSC	COMMERCIAL CARD SERVICES	03/04/20	Phone, SB gifts, election FEB20CHARGES	11-7-201-24.00 Police-Equipment and Supp	12.95	222318	04/02/20
BUSINESSC	COMMERCIAL CARD SERVICES	03/04/20	Phone, SB gifts, election FEB20CHARGES	11-7-301-99.00 Miscellaneous Expenses	56.08	222318	04/02/20
BUSINESSC	COMMERCIAL CARD SERVICES	03/04/20	Phone, SB gifts, election FEB20CHARGES	11-7-103-39.00 TC-Town Meetings and Elec	100.00	222318	04/02/20
BUSINESSC	COMMERCIAL CARD SERVICES	03/04/20	Phone, SB gifts, election FEB20CHARGES	11-7-105-23.10 Advertising and Notices	33.93	222318	04/02/20
BUSINESSC	COMMERCIAL CARD SERVICES	03/04/20	Phone, SB gifts, election FEB20CHARGES	11-7-101-20.00 GF-Office Supplies	121.37	222318	04/02/20
BUSINESSC	COMMERCIAL CARD SERVICES	03/04/20	Phone, SB gifts, election FEB20CHARGES	11-7-101-24.00 GF-Computer Equipment	37.99	222318	04/02/20
COTTSYSTE	COTT SYSTEMS	04/01/20	April 20 Hosting 133361	11-7-103-24.00 TC-Land Rec computer. Lea	345.00	222319	04/02/20
COUNTRYL	COUNTRYSIDE LOCK & ALARMS	03/12/20	WWVFD Alarm 165919	11-7-207-30.00 WWVFD Funding	73.32	222320	04/02/20
COUNTRYL	COUNTRYSIDE LOCK & ALARMS	03/12/20	WWVFD Alarm 165919	11-1-030-00.00 Prepaid Expenses & Insr	146.68	222320	04/02/20
FLOANN	DANGO, FLO-ANN	03/27/20	food for election workers ELECTION 3/2	11-7-103-39.00 TC-Town Meetings and Elec	34.85	222321	04/02/20
FLOANN	DANGO, FLO-ANN	04/01/20	Mileage Feb & march MILEAGEMARCH	11-7-103-29.00 TC-Expense Reimbursement	62.10	222321	04/02/20
DELL	DELL MARKETING LP	02/04/20	PD2020-8 10372508185	11-7-101-24.10 GF-Office Equipment	5647.48	222322	04/02/20
DOLITL	DOOLITTLE'S PRINTSERVE, I	03/19/20	Postcard about COVID 46656	11-7-205-31.00 Emergency Management	277.34	222323	04/02/20
ESTYBJ	ESTY, BETTE JO	03/25/20	Postage for mailing COVID POSTAGECOVID	11-7-205-31.00 Emergency Management	287.08	222324	04/02/20
LYNNETTE	ESTY, LYNNETTE	03/19/20	Lysol COVID19-EXP	11-7-205-31.00 Emergency Management	19.40	222325	04/02/20
FIRSTL	FIRST LIGHT	03/20/20	Internet March 20 MARCH 20	11-7-601-26.00 Library-Fiber Connect Ser	241.02	222328	04/02/20
FOLEY	Foley Services, Inc.	02/26/20	MMH Rugs 02/26/20 1299131	11-7-301-60.10 Building Maintenance	82.37	222329	04/02/20
GALLS	GALLS, LLC	03/04/20	crew neck tshirt 015179977	11-7-201-15.00 Police-Uniforms and Clean	25.59	222330	04/02/20
GALLS	GALLS, LLC	03/12/20	Nike pro Shortsleeve 015240488	11-7-201-15.00 Police-Uniforms and Clean	127.99	222330	04/02/20
GALLS	GALLS, LLC	03/24/20	Business card holder 015326777	11-7-201-24.00 Police-Equipment and Supp	67.90	222330	04/02/20
GOLDEN	GOLDEN CROSS AMBULANCE IN	02/04/20	March 20 MARCH 20	11-7-204-45.00 Golden Cross Ambulance	1859.00	222332	04/02/20

04/02/20

Town of Weathersfield Accounts Payable

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01:48 pm

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
GMP	GREEN MOUNTAIN POWER	03/14/20	MMH March 20electric MMHMARCH20	11-7-301-30.00 Electricity & Gas	330.77	222333	04/02/20
GULNIK	GULNIK, BRANDON	03/25/20	Postage for COVID mailing POSTAGECOVID	11-7-205-31.00 Emergency Management	169.61	222334	04/02/20
HERSHENSO	HERSHENSON, CARTER, SCOTT	02/04/20	Abbott legal 24811	11-7-101-43.15 GF-Legal : Town Forest Ac	70.80	222335	04/02/20
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums APRIL 20 PRE	11-7-101-14.10 GF-Insurance Benefits	117.85	222338	04/02/20
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums APRIL 20 PRE	11-7-102-14.00 Finance-Insurance Benfit	33.97	222338	04/02/20
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums APRIL 20 PRE	11-7-103-14.10 TC-Insurance Benefits	40.77	222338	04/02/20
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums APRIL 20 PRE	11-7-104-14.10 Listers-Insurances Benefi	16.34	222338	04/02/20
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums APRIL 20 PRE	11-7-201-14.10 Police-Insurance Benefits	75.56	222338	04/02/20
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums APRIL 20 PRE	11-7-601-14.10 Library-Insurance Benft	29.91	222338	04/02/20
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums APRIL 20 PRE	11-2-011-09.00 Lincoln Life Supplemental	122.00	222338	04/02/20
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums APRIL20	11-7-101-14.10 GF-Insurance Benefits	1179.79	222339	04/02/20
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums APRIL20	11-2-011-14.10 Insurance Prem Liability	123.85	222339	04/02/20
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums APRIL20	11-2-011-14.10 Insurance Prem Liability	923.20	222339	04/02/20
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums APRIL20	11-7-201-14.10 Police-Insurance Benefits	1138.50	222339	04/02/20
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums APRIL20	11-2-011-14.10 Insurance Prem Liability	119.51	222339	04/02/20
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums APRIL20	11-7-601-14.10 Library-Insurance Benft	1657.61	222339	04/02/20
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums APRIL20	11-2-011-14.10 Insurance Prem Liability	174.00	222339	04/02/20
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums APRIL20	11-2-011-14.10 Insurance Prem Liability	61.92	222339	04/02/20
NE MUN	NEMRC	03/20/20	Tax billing prep webinar 45264	11-7-102-25.00 FIN-Tax Billing- NEMRC wo	90.00	222340	04/02/20
N DELT	NORTHEAST DELTA DENTAL	04/01/20	April 20 premiums APRIL 20	11-7-101-14.10 GF-Insurance Benefits	204.65	222341	04/02/20
N DELT	NORTHEAST DELTA DENTAL	04/01/20	April 20 premiums APRIL 20	11-7-102-14.00 Finance-Insurance Benfit	133.79	222341	04/02/20
N DELT	NORTHEAST DELTA DENTAL	04/01/20	April 20 premiums APRIL 20	11-7-105-14.10 Land Use-Insurance Benefi	0.00	222341	04/02/20
N DELT	NORTHEAST DELTA DENTAL	04/01/20	April 20 premiums APRIL 20	11-7-201-14.10 Police-Insurance Benefits	204.65	222341	04/02/20
N DELT	NORTHEAST DELTA DENTAL	04/01/20	April 20 premiums APRIL 20	11-7-601-14.10 Library-Insurance Benft	133.79	222341	04/02/20
N DELT	NORTHEAST DELTA DENTAL	04/01/20	April 20 premiums APRIL 20	11-7-103-14.10 TC-Insurance Benefits	108.05	222341	04/02/20

04/02/20

Town of Weathersfield Accounts Payable

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Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1 (General Fund) All check #s 03/17/20 To 04/02/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VTAGHUMAN	OFFICE OF CHILD SUPPORT	03/19/20	Payroll Transfer PR-03/19/20	11-2-011-07.00 Garnishments	327.84	222343	04/02/20
VTAGHUMAN	OFFICE OF CHILD SUPPORT	03/26/20	Payroll Transfer PR-03/26/20	11-2-011-07.00 Garnishments	327.84	222343	04/02/20
VTAGHUMAN	OFFICE OF CHILD SUPPORT	04/02/20	Payroll Transfer PR-04/02/20	11-2-011-07.00 Garnishments	327.84	222343	04/02/20
SAYMORE	SAYMORE TROPHY COMPANY	03/11/20	Selectboard name tags 2020-0610	11-7-101-20.00 GF-Office Supplies	33.00	222347	04/02/20
SECUR	SECURSHRED	03/12/20	March 20 332355	11-7-101-20.00 GF-Office Supplies	22.00	222348	04/02/20
SWCRP	SOUTHERN WINDSOR COUNTY R	02/29/20	Feb20 Land Use consulting ZON-FEB20	11-7-105-25.00 Land Use-Consultant	900.00	222349	04/02/20
STAPLES	STAPLES CREDIT PLAN	03/19/20	file cabinet,covid suppli FEB20CHARGES	11-7-205-31.00 Emergency Management	127.93	222352	04/02/20
STAPLES	STAPLES CREDIT PLAN	03/19/20	file cabinet,covid suppli FEB20CHARGES	11-7-103-20.00 TC-Office Supplies	29.00	222352	04/02/20
STAPLES	STAPLES CREDIT PLAN	03/19/20	file cabinet,covid suppli FEB20CHARGES	11-7-101-20.00 GF-Office Supplies	326.90	222352	04/02/20
TOWNWEATH	TOWN OF WEATHERSFIELD	04/02/20	Payroll Transfer PR-04/02/20	11-2-011-15.00 Miscellaneous Deduction	119.70	222353	04/02/20
VALLEYNEW	VALLEY NEWS	03/30/20	Tax sale notice 03/19/20 264163	11-7-101-29.19 GF-DTax Legal Expenses	708.90	222355	04/02/20
VMERS DB	VMERS DB.	03/05/20	Payroll Transfer PR-03/05/20	11-2-011-05.00 Retirement	1753.18	222356	04/02/20
VMERS DB	VMERS DB.	03/12/20	Payroll Transfer PR-03/12/20	11-2-011-05.00 Retirement	1662.35	222356	04/02/20
VMERS DB	VMERS DB.	03/19/20	Payroll Transfer PR-03/19/20	11-2-011-05.00 Retirement	1718.99	222356	04/02/20
VMERS DB	VMERS DB.	03/26/20	Payroll Transfer PR-03/26/20	11-2-011-05.00 Retirement	1772.28	222356	04/02/20
VTASSOCHF	VT ASSOCIATION OF CHIEFS	03/09/20	2020 membership 2020VACOP ME	11-7-201-42.00 Dues and Memberships	150.00	222357	04/02/20
WEXBANK	WEX BANK	03/30/20	march 20 AVFD gas MARCH 20 GAS	11-7-206-51.00 AVFD Fuel	72.28	222359	04/02/20
WEXFLEET	WEX BANK	03/30/20	March 20 gas MARCPDGAS20	11-7-201-51.00 Gas and Oil	605.21	222360	04/02/20
WINDSO	WINDSOR, TOWN OF	03/25/20	MRP-18-00029Outdoor recpl OUTDOOR REC	11-7-302-38.10 Parks & Recreation Commis	988.00	222361	04/02/20
PRUDEN	PRUDENTIAL RETIREMENT	03/19/20	Payroll Transfer PR-03/19/20	11-2-011-11.00 Deferred Compensation	160.50 E	1512	03/19/20
PRTAXES	IRS - PAYROLL TAXES	03/19/20	Payroll Transfer PR-03/19/20	11-2-011-02.00 Social Security W/H	2683.68 E	1514	03/19/20
PRTAXES	IRS - PAYROLL TAXES	03/19/20	Payroll Transfer PR-03/19/20	11-2-011-01.00 Federal Income Tax W/H	1670.67 E	1514	03/19/20
PRTAXES	IRS - PAYROLL TAXES	03/26/20	Payroll Transfer PR-03/26/20	11-2-011-02.00 Social Security W/H	2712.22 E	1515	03/26/20
PRTAXES	IRS - PAYROLL TAXES	03/26/20	Payroll Transfer PR-03/26/20	11-2-011-01.00 Federal Income Tax W/H	1723.73 E	1515	03/26/20
FISHWILD	VERMONT DEPARTMENT OF FIS	03/16/20	Fish & Wild 03/19/20 031920FISH	11-2-010-22.00 Clerk to VT - Hunt/Fish	53.00 E	1516	03/19/20

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Town of Weathersfield Accounts Payable

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Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1 (General Fund) All check #s 03/17/20 To 04/02/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VT TAX	VERMONT DEPARTMENT OF TAX	03/05/20	Payroll Transfer	11-2-011-04.00	576.10 E	1518	04/01/20
			PR-03/05/20	State Income Tax W/H			
VT TAX	VERMONT DEPARTMENT OF TAX	03/05/20	Payroll Transfer	11-2-011-07.00	-156.00 E	1518	04/01/20
			PR-03/05/20	Garnishments			
VT TAX	VERMONT DEPARTMENT OF TAX	03/12/20	Payroll Transfer	11-2-011-04.00	537.42 E	1518	04/01/20
			PR-03/12/20	State Income Tax W/H			
VT TAX	VERMONT DEPARTMENT OF TAX	03/19/20	Payroll Transfer	11-2-011-04.00	551.61 E	1518	04/01/20
			PR-03/19/20	State Income Tax W/H			
VT TAX	VERMONT DEPARTMENT OF TAX	03/26/20	Payroll Transfer	11-2-011-04.00	567.20 E	1518	04/01/20
			PR-03/26/20	State Income Tax W/H			

					45876.84		
					=====		

Report Total

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Town of Weathersfield Accounts Payable

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Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (Highway Fund)

Account

For Check Acct 1 (General Fund) All check #s 03/17/20 To 04/02/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
AMAZONCR	AMAZON	02/28/20	HWY supplies, sw ,postage	12-7-101-52.00	236.73	222305	04/02/20
			FEB20CHRGES	Repairs & Supplies			
APAL	APALACHEE MARINE	02/25/20	33.28 ton road salt	12-7-101-58.15	2529.28	222306	04/02/20
			531241A	Salt			
APAL	APALACHEE MARINE	02/06/20	35.15 tons road salt	12-7-101-58.15	2671.40	222306	04/02/20
			531266	Salt			
APAL	APALACHEE MARINE	02/15/20	29.87 tons	12-7-101-58.15	2270.12	222306	04/02/20
			531267	Salt			
APAL	APALACHEE MARINE	02/10/20	30.3 tons road salt	12-7-101-58.15	2302.80	222306	04/02/20
			531268	Salt			
AT&T SVC	AT & T MOBILITY	03/09/20	Cell Phone March 20	12-7-101-31.00	67.42	222307	04/02/20
			MARCH2020	Wireless/Pager Service			
BIBENS	BIBENS HOME CENTER INC.	03/18/20	hand soap and lysol	12-7-101-52.00	17.36	222309	04/02/20
			L37323/1	Repairs & Supplies			
BIBENS	BIBENS HOME CENTER INC.	03/18/20	Sprayer pressure pmp	12-7-101-52.00	8.27	222309	04/02/20
			L37325/1	Repairs & Supplies			
COMPETIT	CCI MANAGED SERVICES	03/04/20	March 2020 billing	12-7-101-25.00	281.00	222311	04/02/20
			CW-47859	Internet Services			
CERSOSIMA	CERSOSIMO INDUSTRIES, INC	03/21/20	crushed gravel	12-7-101-58.26	5487.50	222312	04/02/20
			101313	Gravel Purchase			
B-B CHAIN	CHAPPEL TRACTOR SALES, IN	03/23/20	Chains	12-7-103-52.20	4564.54	222313	04/02/20
			PB89155	Chains			
COLDRIIVER	COLD RIVER MATERIALS	03/09/20	Cold mix	12-7-101-57.10	119.52	222314	04/02/20
			2084228	Paving repairs			
PRESCOTT	EVERETT J. PRESCOTT, INC	02/28/20	culvert	12-7-101-58.60	6734.00	222326	04/02/20
			5669120	Culverts			
FASTENAL	FASTENAL COMPANY	03/11/20	Supplies	12-7-101-52.00	58.23	222327	04/02/20
			NHCLA120737	Repairs & Supplies			
GLOB	GLOBAL MONTELLO GROUP	04/01/20	March 2020	12-7-101-51.20	492.33	222331	04/02/20
			MARCH 20	Gasoline			
FAIRFIELD	HOWARD P. FAIRFIELD, LLC	10/02/19	Coupling	12-7-101-52.00	37.20	222336	04/02/20
			6785055	Repairs & Supplies			
LAWSON	LAWSON PRODUCTS, INC	03/11/20	weatherpack term tower	12-7-101-52.00	27.63	222337	04/02/20
			9307454888	Repairs & Supplies			
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums	12-7-101-14.10	197.27	222338	04/02/20
			APRIL 20 PRE	Insurance Benefits			
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums	12-7-101-14.10	9662.34	222339	04/02/20
			APRIL20	Insurance Benefits			
MVP	MVP HEALTH CARE	03/09/20	April 20 premiums	12-7-101-14.10	589.90	222339	04/02/20
			APRIL20	Insurance Benefits			
N DELT	NORTHEAST DELTA DENTAL	04/01/20	April 20 premiums	12-7-101-14.10	714.07	222341	04/02/20
			APRIL 20	Insurance Benefits			
PETE'S	PETE'S TIRE BARN, INC.	04/02/20	Credit dec	12-7-103-52.10	-1866.05	222344	04/02/20
			40754	Tires			
PETE'S	PETE'S TIRE BARN, INC.	04/02/20	Tires	12-7-103-52.10	4271.00	222344	04/02/20
			41636	Tires			
OSGOOD	RALPH OSGOOD, INC.	03/09/20	chain coupler	12-7-103-52.20	22.00	222345	04/02/20
			27806	Chains			
OSGOOD	RALPH OSGOOD, INC.	03/18/20	new convayor assembly	12-7-101-52.00	280.40	222345	04/02/20
			27856	Repairs & Supplies			

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Town of Weathersfield Accounts Payable

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Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (Highway Fund)

Account

For Check Acct 1 (General Fund) All check #s 03/17/20 To 04/02/20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
OSGOOD	RALPH OSGOOD, INC.	04/01/20 Repair cast iron pulley 27882	12-7-101-52.00 Repairs & Supplies	250.00	222345	04/02/20
SANEL	SANEL NAPA SPRINGFIELD	03/10/20 Oil filter T-16,T12 19453551387	12-7-101-52.00 Repairs & Supplies	99.96	222346	04/02/20
SANEL	SANEL NAPA SPRINGFIELD	03/16/20 Shop Speedy dry 19453554302	12-7-101-52.00 Repairs & Supplies	62.94	222346	04/02/20
SOUTHWOTH	SOUTHWORTH-MILTON, INC	03/12/20 service work SCINV461038	12-7-101-52.00 Repairs & Supplies	1049.43	222350	04/02/20
STPIERRE	ST. PIERRE INC.	03/15/20 Ledge Stone 1004769	12-7-101-58.26 Gravel Purchase	10079.11	222351	04/02/20
U1ST	UNIFIRST	03/27/20 Oragne nit 03544172121	12-7-101-15.20 Uniforms & Cleaning	33.92	222354	04/02/20
U1ST	UNIFIRST	03/13/20 Uniforms 03/13/20 0354467190	12-7-101-15.20 Uniforms & Cleaning	92.90	222354	04/02/20
U1ST	UNIFIRST	03/20/20 Hw uniforms 0354469251	12-7-101-15.20 Uniforms & Cleaning	92.90	222354	04/02/20
U1ST	UNIFIRST	04/01/20 uniforms 032720 0354471322	12-7-101-15.20 Uniforms & Cleaning	175.05	222354	04/02/20
VALLEYNEW	VALLEY NEWS	03/14/20 HW ledge blend 262329	12-7-101-23.50 Highway Advertising	40.80	222355	04/02/20

Report Total

53753.27

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Town of Weathersfield Accounts Payable

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Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (Solid Waste)

Account

For Check Acct 1(General Fund) All check #s 03/17/20 To 04/02/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
AMAZONCR	AMAZON	02/28/20	HWY supplies, sw ,postage FEB20CHRGES	21-7-101-20.00 Supplies	59.64	222305	04/02/20
BESTSEPTI	BEST SEPTIC SERVICE LLC	04/01/20	April 20 Sw 20505	21-7-101-45.00 Contractual Rental Expens	110.00	222308	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/09/20	PU 03/05 551009	21-7-101-45.25 Trash Container charge	245.00	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/09/20	PU 03/05 551009	21-7-101-45.05 Trash-Tippage	1090.29	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/09/20	PU 03/05 551009	21-7-101-45.26 C&D-Container Charge	490.00	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/09/20	PU 03/05 551009	21-7-101-45.10 C&D Tippage	635.01	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/09/20	PU 03/05 551009	21-7-102-45.00 Zero Sort contain &Tipp	288.92	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/09/20	PU 03/05 551009	21-7-102-45.00 Zero Sort contain &Tipp	248.91	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/16/20	Trash PU 03/12 551516	21-7-101-45.25 Trash Container charge	245.00	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/16/20	Trash PU 03/12 551516	21-7-101-45.05 Trash-Tippage	1159.18	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/16/20	Trash PU 03/12 551516	21-7-101-45.26 C&D-Container Charge	245.00	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/16/20	Trash PU 03/12 551516	21-7-101-45.10 C&D Tippage	424.06	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/16/20	Trash PU 03/12 551516	21-7-102-45.00 Zero Sort contain &Tipp	288.92	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	03/16/20	Trash PU 03/12 551516	21-7-102-45.00 Zero Sort contain &Tipp	271.65	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	04/01/20	PU 031820 552147	21-7-101-45.25 Trash Container charge	245.00	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	04/01/20	PU 031820 552147	21-7-101-45.05 Trash-Tippage	1221.60	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	04/01/20	PU 031820 552147	21-7-101-45.26 C&D-Container Charge	245.00	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	04/01/20	PU 031820 552147	21-7-101-45.10 C&D Tippage	271.23	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	04/01/20	PU 031820 552147	21-7-102-45.00 Zero Sort contain &Tipp	288.92	222310	04/02/20
GOBIN	CASELLA WASTE SERVICES	04/01/20	PU 031820 552147	21-7-102-45.00 Zero Sort contain &Tipp	316.52	222310	04/02/20
COMCAST	COMCAST	03/31/20	Phone March 20 MARCH20PHONE	21-7-101-31.00 Telephone	53.95	222316	04/02/20
COMCASTBU	COMCAST BUSINESS	03/31/20	TS Internet FEB20TS	21-7-101-31.00 Telephone	135.86	222317	04/02/20
LINCOLN	LINCOLN NATIONAL LIFE INS	03/09/20	April 20 Premiums APRIL 20 PRE	21-7-101-14.10 Insurance Benefits	35.91	222338	04/02/20
N DELT	NORTHEAST DELTA DENTAL	04/01/20	April 20 premiums APRIL 20	21-7-101-14.10 Insurance Benefits	37.19	222341	04/02/20
NERESREC	NORTHEAST RESOURCE RECOVE	03/06/20	Scarp metal,glass hauling 72553	21-7-102-45.01 Recycling Expense	77.10	222342	04/02/20

04/02/20
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Town of Weathersfield Accounts Payable
Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (Solid Waste)
For Check Acct 1 (General Fund) All check #s 03/17/20 To 04/02/20

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Account

		Invoice	Invoice Description		Amount	Check	Check
Vendor		Date	Invoice Number	Account	Paid	Number	Date

WATERS	WATERS, TYLER	03/31/20	Uniform Allowance	21-7-101-15.00	157.96	222358	04/02/20
			UNIFORMALLO	Uniforms & Cleaning S.W.			
Report Total					8887.82	=====	

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Town of Weathersfield Accounts Payable
Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (Ramp Perkinsville School)
For Check Acct 1 (General Fund) All check #s 03/17/20 To 04/02/20

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Account

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
BIBENS	03/13/20	1879 Schoohouse L36891/1	55-7-101-04.00 Grant Ramp-Supplies	340.45	222309	04/02/20
Report Total				340.45		

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Town of Weathersfield Accounts Payable
Check Warrant Report # 19246 Current Prior Next FY Invoices For Fund (Capital Assets)
For Check Acct 1 (General Fund) All check #s 03/17/20 To 04/02/20

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Account

Vendor	Invoice		Invoice Description	Account	Amount	Check	Check
	Date	Invoice Number			Paid	Number	Date
DELL	DELL MARKETING LP	02/04/20	PD2020-8	99-3-010-00.00	-5647.48	222322	04/02/20
			10372508185	Investment in Fixed Assts			
DELL	DELL MARKETING LP	02/04/20	PD2020-8	99-1-040-10.00	5647.48	222322	04/02/20
			10372508185	Administr-Computer & Equi			
Report Total					0.00		

04/02/20
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Town of Weathersfield Payroll
Check Warrant Report #
Check date 03/19/20 to 03/19/20 Departments 111 to 111

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Account

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
CONGDONJ	CONGDON, JENNIFER B.		47744	03/19/20	167.32	0.00
DANGOF	DANGO, FLORA ANN		47745	03/19/20	266.17	445.00
DANIELSWI	DANIELS, WILLIAM J.	E	12258	03/19/20	0.00	890.05
ESTYJOSH	ESTY, JOSHUA W.	E	12260	03/19/20	0.00	191.77
ESTYLYNNE	ESTY, LYNNETTE A.	E	12261	03/19/20	0.00	231.34
GRAHAMJ	GRAHAM, JOHN J.	E	12262	03/19/20	0.00	363.95
GULNICKB	GULNICK, BRANDON W.	E	12263	03/19/20	0.00	969.35
HIERCA	HIER, CAROLYN A.	E	12264	03/19/20	0.00	267.68
HIERS	HIER, STEVE A.	E	12265	03/19/20	0.00	148.58
KELLY	KELLY, DARLENE R.	E	12267	03/19/20	0.00	885.11
MORANCY	MORANCY, WALTER W.	E	12272	03/19/20	0.00	857.86
SMITH	SMITH, STEVEN		47747	03/19/20	127.87	0.00
STAPLENIC	STAPLETON, NICKOLAS E.		47750	03/19/20	342.59	0.00
TERRILL	TERRILL, SUSANNE	E	12276	03/19/20	0.00	688.93
WRIGHT	LLOYD WRIGHT, JULIA	E	12269	03/19/20	0.00	77.05
					903.95	6016.67
					=====	=====

***6,920.62

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Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E	12259	03/19/20	0.00	714.28
HUNTDON	HUNTLEY, DONALD A.	E	12266	03/19/20	0.00	629.83
LIVAS	LIVAS, PHILLIP A.	E	12268	03/19/20	0.00	275.35
LONGTIN	LONGTIN, ALEXANDER J.	E	12270	03/19/20	0.00	491.53
MOORER	MOORE, RAY A.	E	12271	03/19/20	0.00	636.45
PIPE	PIPE, SCOTT	E	12273	03/19/20	0.00	550.53
STAPLETON	STAPLETON, RAY E.	E	12275	03/19/20	0.00	771.61
					-----	-----
					0.00	4069.58
					=====	=====

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E 12257	03/19/20	0.00	122.29
RICHARDMA	RICHARDSON, MARK P.	E 12274	03/19/20	0.00	642.77
TOPOLSKI	TOPOLSKI, JUDITH A.	E 12277	03/19/20	0.00	145.55
				-----	-----
				0.00	910.61
				=====	=====

*****910.61

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	47746	03/19/20	279.91	0.00
WATERST	WATERS, TYLER M.	47749	03/19/20	472.49	0.00
				-----	-----
				752.40	0.00
				=====	=====

*****752.40

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Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
BEARSE	BEARSE, DEFOREST D.	E	12278	03/26/20	0.00	149.09
CONGDONJ	CONGDON, JENNIFER B.		47751	03/26/20	167.32	0.00
DANGOF	DANGO, FLORA ANN		47752	03/26/20	266.17	445.00
DANIELSWI	DANIELS, WILLIAM J.	E	12280	03/26/20	0.00	1006.88
ESTYLYNNE	ESTY, LYNNETTE A.	E	12282	03/26/20	0.00	244.20
GRAHAMJ	GRAHAM, JOHN J.	E	12283	03/26/20	0.00	363.95
GULNICKB	GULNICK, BRANDON W.	E	12284	03/26/20	0.00	969.35
HIERCA	HIER, CAROLYN A.	E	12285	03/26/20	0.00	263.16
HIERS	HIER, STEVE A.	E	12286	03/26/20	0.00	148.58
KELLY	KELLY, DARLENE R.	E	12288	03/26/20	0.00	885.11
MORANCY	MORANCY, WALTER W.	E	12292	03/26/20	0.00	857.86
SMITH	SMITH, STEVEN		47754	03/26/20	127.87	0.00
STAPLENIC	STAPLETON, NICKOLAS E.		47755	03/26/20	242.22	100.00
TERRILL	TERRILL, SUSANNE	E	12296	03/26/20	0.00	688.93
					803.58	6122.11
					=====	=====

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E 12281	03/26/20	0.00	638.09
HUNTDON	HUNTLEY, DONALD A.	E 12287	03/26/20	0.00	546.44
LIVAS	LIVAS, PHILLIP A.	E 12289	03/26/20	0.00	547.41
LONGTIN	LONGTIN, ALEXANDER J.	E 12290	03/26/20	0.00	426.16
MOORER	MOORE, RAY A.	E 12291	03/26/20	0.00	661.75
PIPE	PIPE, SCOTT	E 12293	03/26/20	0.00	551.36
STAPLETON	STAPLETON, RAY E.	E 12295	03/26/20	0.00	771.61
				-----	-----
				0.00	4142.82
				=====	=====

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Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E	12279	03/26/20	0.00	111.45
RICHARDMA	RICHARDSON, MARK P.	E	12294	03/26/20	0.00	642.77
TOPOLSKI	TOPOLSKI, JUDITH A.	E	12297	03/26/20	0.00	145.55
					-----	-----
					0.00	899.77
					=====	=====

*****899.77

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	47753	03/26/20	278.19	0.00
WATERST	WATERS, TYLER M.	47756	03/26/20	482.81	0.00
				761.00	0.00
				=====	=====

*****761.00

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
CONGDONJ	CONGDON, JENNIFER B.	47763	04/02/20	47.62	0.00
DANGOF	DANGO, FLORA ANN	E 12299	04/02/20	0.00	711.17
DANIELSWI	DANIELS, WILLIAM J.	E 12300	04/02/20	0.00	714.78
ESTYLYNNE	ESTY, LYNNETTE A.	E 12302	04/02/20	0.00	242.94
GRAHAMJ	GRAHAM, JOHN J.	E 12303	04/02/20	0.00	363.95
GULNICKB	GULNICK, BRANDON W.	E 12304	04/02/20	0.00	969.35
HIERCA	HIER, CAROLYN A.	E 12305	04/02/20	0.00	223.89
HIERS	HIER, STEVE A.	E 12306	04/02/20	0.00	148.58
KELLY	KELLY, DARLENE R.	E 12308	04/02/20	0.00	885.11
MORANCY	MORANCY, WALTER W.	E 12312	04/02/20	0.00	857.86
MORSE	MORSE, MARTHA J.	E 12313	04/02/20	0.00	101.03
SMITH	SMITH, STEVEN	47765	04/02/20	127.87	0.00
STAPLENIC	STAPLETON, NICKOLAS E.	E 12316	04/02/20	0.00	352.83
TERRILL	TERRILL, SUSANNE	E 12318	04/02/20	0.00	688.93
				175.49	6260.42

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Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E	12301	04/02/20	0.00	710.71
HUNTDON	HUNTLEY, DONALD A.	E	12307	04/02/20	0.00	566.64
LIVAS	LIVAS, PHILLIP A.	E	12309	04/02/20	0.00	557.18
LONGTIN	LONGTIN, ALEXANDER J.	E	12310	04/02/20	0.00	425.72
MOORER	MOORE, RAY A.	E	12311	04/02/20	0.00	720.07
PIPE	PIPE, SCOTT	E	12314	04/02/20	0.00	560.70
STAPLETON	STAPLETON, RAY E.	E	12317	04/02/20	0.00	733.68
					-----	-----
					0.00	4274.70
					=====	=====

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Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E	12298	04/02/20	0.00	111.45
RICHARDMA	RICHARDSON, MARK P.	E	12315	04/02/20	0.00	642.77
TOPOLSKI	TOPOLSKI, JUDITH A.	E	12319	04/02/20	0.00	145.55
					-----	-----
					0.00	899.77
					=====	=====

*****899.77

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	47764	04/02/20	274.87	0.00
WATERST	WATERS, TYLER M.	47766	04/02/20	473.68	0.00
				748.55	0.00

*****748.55