



**TOWN OF WEATHERSFIELD  
SELECTBOARD**

**REGULAR MEETING AGENDA**

MONDAY, MAY 17, 2021 AT 06:30PM  
5259 US ROUTE 5, ASCUTNEY, VT 05030

PHONE  
(802) 674-2626

FAX  
(802) 674-2117

**ZOOM MEETING**

PHONE NUMBER: **(929) 205 - 6099** | MEETING ID: **542-595-4364** |  
NO PARTICIPANT ID: **PRESS # MEETING PASSCODE: 8021**

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 Select Board 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 at <https://www.weathersfieldvt.org/home/news/public-meetings-zoom>

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 6:30PM**  
**Zoom: "Live/ Real-time" – May 3, 2021 | 6:30PM**  
**SAPATV.org – Wednesday Afternoon**

In-person attendance is 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. Executive Session - Personnel - TM Performance Review
3. Comments from Selectboard Members, Town Manager, and Residents on Topics not on the Agenda
4. Review minutes from previous meetings: 05-03-2021
5. YTD Finance Report
6. Vote to Approve the Weathersfield Local Emergency Management Plan
7. Listers Request to File a 21 Day Extension
8. Vote to Expend \$7,500 from Capital Reserve for Infrastructure Improvement
9. Personnel Policy Discussion
10. Work-At-Home Policy - First Reading
11. Solid Waste District Bids
12. 1879 Schoolhouse Bid Award
13. Police & Fire Radios Discussion
14. Proposed future agenda items
15. Appointments
  - a. Budget Committee (4 vacancies - 1 Year Terms)
  - b. Connecticut River Joint Commission Representative (1 Vacancy, 1 Year Term)
  - c. Energy Coordinator (1 Vacancy - 1 Year Term)
  - d. Planning Commission (1 Vacancy - 3 Year Term - 1 Year Remaining)
16. Warrants
17. Any other Business
18. Adjourn

Select Board Meeting  
Martin Memorial Hall  
5259 US Rte 5, Ascutney VT  
DRAFT of Select Board Meeting Minutes  
Monday, May 3, 2021 6:30 PM

Select Board Members Present:

Paul Tillman  
Michael Todd  
David Fuller  
Joey Jarvis  
Kelly O'Brien  
Brandon Gulnick, Town Manager

Attendees: Olivia Savage, Ray Stapleton, Susanne Terrill

Online Attendees: Rosalie McNamara, FloAnn Dango, John Esty

- 1.) Call to Order by David Fuller at 6:31 pm
- 2.) Comments from Selectboard Members, Town Manager and residents on topics not on the agenda.

David Fuller called attention to the changes that Governor Scott had made to the COVID restrictions.

No other comments.

- 3.) Review of minutes from previous meetings:

Paul Tillman made a motion to approve the minutes from 4/19/21:  
Kelly O'Brien– 2nd  
No discussion  
Vote – unanimous

- 4.) Town Manager Report

May 2021 Town Manager Report

Dear Select Board Members & Weathersfield Residents:

The following will keep you up to date on various topics.

COVID-19 & Emergency Management

On April 12th we learned of a COVID-19 positive case at Martin Memorial Hall. All town employees were sent home to work remotely between April 13 th & April 21 st . During that time, the building received a deep cleaning from SERVPRO, all employees exposed to this official quarantined following contact tracing. All Town employees have been working back at Martin Memorial Hall since April 22nd. The building continues to be open to the public by appointment, phone, and email. Face masks are required when in the presence of others, sign-in sheets are fixed at each entrance door for contact tracing, and tape markings have been placed on the floor to demonstrate 6-FT spacings. If anyone has any questions regarding Weathersfield COVID-19 protocols, please do not hesitate to ask.

## Tenney Tree Project

The final phase of the project includes the installation of the display board, signage on the front of the pavilion (which will be made from the remains of the memorial tree) displaying “Tenney Memorial Park,” flower plantings on the inner ring around the tree stump, and 2 picnic tables. There is a back order on picnic tables. According to vendors there has been an increase in the sale of outdoor sheds, picnic tables, and other outdoor furnishings. Our vendor (the carriage shed) said we can expect to wait for up to 2 months for delivery. Pricing has similarly increased. The family has decided on 2 types of carvings for memorial plaques and Rockledge Farms will get started carving those next week if they have not already started. The State of Vermont is reviewing the language for the display board submitted from the Historical Society. See Attachment A.

## Fire Department Contract Implementation

Due to the COVID exposure in the Office the scheduled Fire Department meetings were rescheduled by combining meeting #1 and meeting #2 together. On April 29th West Weathersfield Fire Department Chief Josh Dauphin, Treasurer Steve Hier, EAF Rosalie McNamara, and I held a meeting to discuss the transition of finance & the Fire Department Drive on the network. Our meeting will take place with the Ascutney Fire Department during the first week of May. All other meetings remain on schedule.

## Solid Waste RFP

### Solid Waste RFP

The Southern Windsor/Windham Counties Solid Waste Management District received proposals from Alva Waste and Casella Waste.

		Rockingham		Springfield		Weathersfield		Cavendish		Ludlow		District Total
		MSW*	C&D	MSW	C&D	MSW	C&D	MSW	C&D	MSW	C&D	
	Hauls	50	142	65	51	60	76	26	60	65	81	676
	Tons	403	409	676	205	632	249	313	227	577	454	4,145
Alva	Cost per Haul	\$205.00	\$205.00	\$190.00	\$190.00	\$210.00	\$210.00	\$232.00	\$232.00	\$235.00	\$235.00	
	Cost per Ton	\$111.00	\$111.00	\$111.00	\$111.00	\$111.00	\$111.00	\$111.00	\$111.00	\$111.00	\$111.00	
	Total per Town per Type	\$60,411.00	\$74,509.00	\$87,386.00	\$32,445.00	\$82,752.00	\$43,599.00	\$40,775.00	\$39,117.00	\$79,322.00	\$69,429.00	
	<b>Total per Town</b>	<b>\$134,920.00</b>		<b>\$119,831.00</b>		<b>\$126,351.00</b>		<b>\$79,892.00</b>		<b>\$148,751.00</b>		<b>\$609,745.00</b>
Casella	Cost per Haul	\$185.12	\$185.12	\$221.00	\$221.00	\$221.00	\$221.00	\$210.75	\$210.75	\$205.50	\$205.50	
	Cost per Ton	\$110.32	\$110.32	\$110.32	\$110.32	\$110.32	\$110.32	\$110.32	\$110.32	\$110.32	\$110.32	
	Total per Town per Type	\$60,060.00	\$71,407.92	\$88,941.32	\$33,886.60	\$82,982.24	\$44,265.68	\$40,009.66	\$37,687.64	\$77,012.14	\$66,730.78	
	<b>Total per Town</b>	<b>\$131,467.92</b>		<b>\$122,827.92</b>		<b>\$127,247.92</b>		<b>\$77,697.30</b>		<b>\$143,742.92</b>		<b>\$602,983.98</b>
Note:												
		YR 1	YR 2	YR 3								
	ALVA Waste annual escalator: 2.25%	#####	#####	#####								
	Casella Waste annual escalator 2.5%	#####	#####	#####								

The Executive Committee held a meeting on April 5<sup>th</sup> at 9am to review these proposals. After the meeting I was contacted by several of our surrounding communities. By reviewing the abovementioned bids, Alva Waste Services is the most financially beneficial option for Weathersfield and Springfield whereas Casella is the most financially beneficial for Ludlow and Rockingham. According to the Solid Waste District, there is no need for the entire district to select the same company for solid waste. Springfield has notified us that they will be moving forward with Alva Waste Services for Solid Waste. On May 13<sup>th</sup>, the SWWCSWMD BOS will be holding a meeting to discuss.

Ray Stapleton noted that the Transfer Station has had good luck with Alva. They have come up on the weekends to help out when requested.

The Solid Waste RFP will be on the next Selectboard meeting agenda for 5/17/21.

### Weathersfield, VT-131 Speed Limit

On February 17, 2021 we submitted a request to the State of Vermont AOT Traffic Operations requesting a review of the speed limit on VT-131 in the vicinity of Victory Drive and Lavigne Road. The 50MPH speed limit in front of Lavigne Road is not enough time to stop in the case there is a need to do so. There were 2 accidents in that area prior to submitting the letter. Following our letter Traffic Operations conducted an engineering study from the junction of Goulden Ridge Road (within the existing 40-mph zone at MP 7.67±) westerly to an area west of Victory Drive (within the existing 50-mph zone). The existing speed limit changes at MP 7.51±. A total of 3 separate speed studies were conducted. The 85th percentile speeds (the speed below which 85% of traffic measured was traveling) ranged from 49 to 53 mph. Traffic Operations recommended the existing 40/50-mph transition point be adjusted 0.27± miles westerly due to hidden drives and a combination of horizontal / vertical curves as approaching Lavigne Road and the current transition point. The recommendation was forwarded to the Vermont Traffic Committee who held a hearing on April 29 th and approved the request. The signs will go up by the end of May.

Ray Stapleton let the Selectboard know that there were funds in the paving grants for the State of VT that he applied for. He was awarded \$150,000 for Class II projects and \$100,000 for Class II paving.

### Transfer Station Update

The Transfer Station Joint Committee held a meeting on Thursday, March 22 nd at 6pm. During this meeting we reviewed and discussed a draft Transfer Station Contract between Weathersfield, Reading, and West Windsor. We will be meeting again at the end of May to discuss any comments, concerns, or recommended changes to the Agreement. Following this meeting our administration will update the contract and submit it to the Weathersfield Selectboard for review (inviting Reading and West Windsor to attend).

Michael Todd asked Brandon Gulnick, Town Manager for a progress report and where we were at with the Transfer Station Joint Commission.

Brandon Gulnick, Town Manager gave a brief run down:

- Drafted Transfer Station Letter
- Letter was signed by Selectboard
- West Windsor requested a study to be completed
- Study was completed and presented
- Drafted Contract & Agreement which was presented at the last Transfer Joint Commission meeting.
- Over the next 2 meetings the other Towns will send questions to Brandon Gulnick to be addressed at the 5/27/21 meeting.
- Contract & Agreement will be added to the 1<sup>st</sup> Selectboard meeting agenda in June.

Paul Tillman also noted that Transfer Station Joint Committee is trying to formalize their meetings by adding a Recording Secretary and had Jason Rasmussen from Regional Planning run the meeting.

### American Rescue Plan Act (ARPA)

According to VLCT, the sum of the Metro City, Local Government/Non-Entitlement and County Government funds is \$197,569,237. The US Treasury has 60 days from the date of the President signing the bill to send local



aid dollars to states. Then the states have 30 days to disburse local aid dollars to cities, towns, and villages. That means local aid dollars will be in local coffers by June 9, 2021. The state may not direct local governments expenditure of the ARPA local direct aid dollars.

ARPA funds will come with significant restrictions regarding what projects are eligible to be funded, tracking and reporting requirements, and data monitoring, as well as training and general consultation requirements. HR – 1319 provides funding to a narrow set of circumstances which US Treasury will interpret - responding to workers performing essential work during the crisis, provision of government services to the extent of the reduction in revenue of the state, territory, or tribal government due to the public health emergency, and making necessary investments in water, sewer, or broadband infrastructure.

As we have seen with the CARES Act, Treasury guidance continues to evolve throughout the lifespan of the federal funding program. Nor is it easy to follow. The consequences for failing to comply with Treasury Guidance or constraints imposed by the legislation are significant as the federal government may claw back funding.

The first Weathersfield allocation, according to State Representative John Arrison, will be for \$274,329 and the second will be for \$537,574.

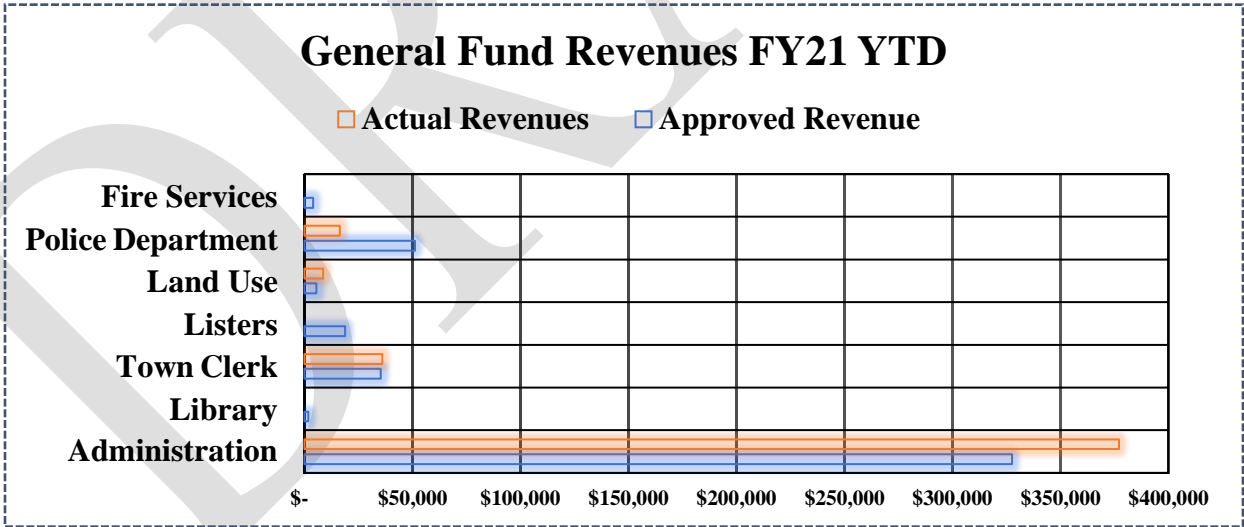
As additional guidance becomes available, we will update you via email/ in SB reports.

5.) April 2021 Finance Report

Town Manager presented the April 2021 Finance Report to the Selectboard.

FY21 YTD Actuals - All Departments

**GENERAL FUND REVENUES**

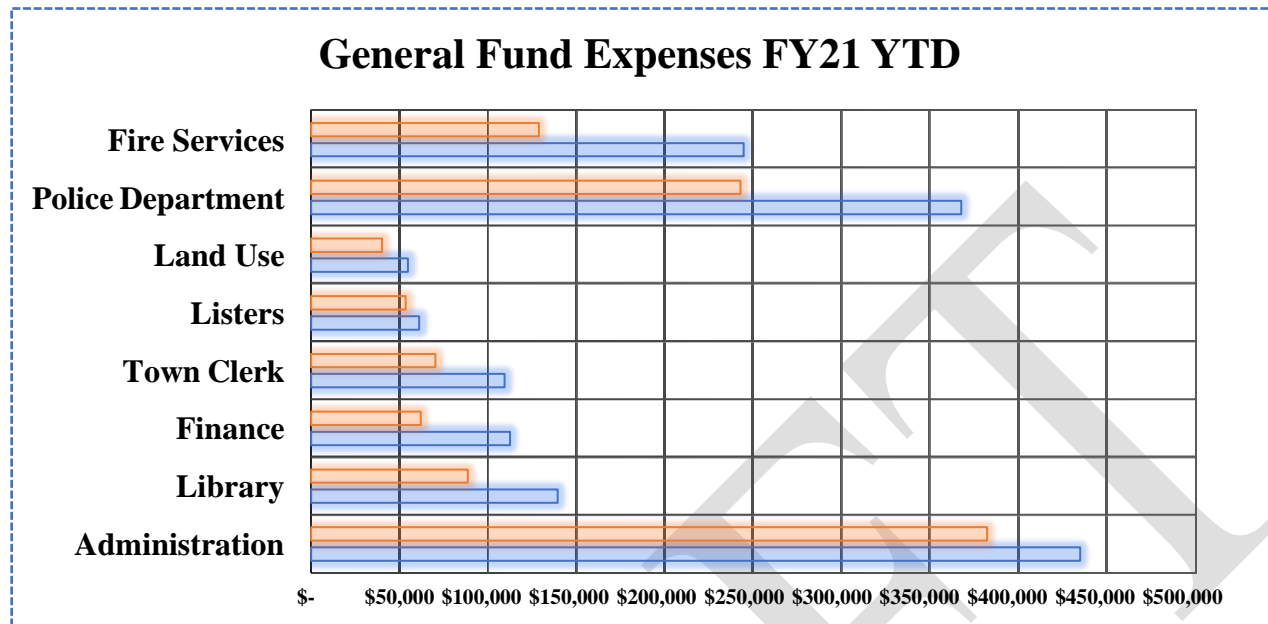


General Fund revenues are currently at 82%. We have collected \$1,248,606 as of March 31, 2021, Administration revenues are at 115% (\$377,259), Library revenues are at 0%, Town Clerk revenues are at 102% (\$36,304), Listers revenues are at 0%, Land Use revenues are at 156% (\$8,700), Police Department revenues are at 32% (\$16,304), and FireService revenues are at 0%.

GF Departments Summary	FY 21	FY21	FY21	FY21
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<i>Revenues</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>GF Tax Revenue</i>	1,080,411	810,309	(270,102)	75%
<i>Administration</i>	327,654	377,259	49,605	115%
<i>Library</i>	1,800	0	(1,800)	0%
<i>Town Clerk</i>	35,290	36,304	744	102%
<i>Listers</i>	18,861	0	(18,861)	0%
<i>Land Use</i>	5,594	8,700	3,106	156%
<i>Police Department</i>	51,171	16,304	(34,867)	32%
<i>Fire Services</i>	4,003	0	(4,003)	0%
<b><i>Subtotal - Revenues</i></b>	<b>1,524,784</b>	<b>1,248,606</b>	<b>276,178</b>	<b>82%</b>

## GENERAL FUND

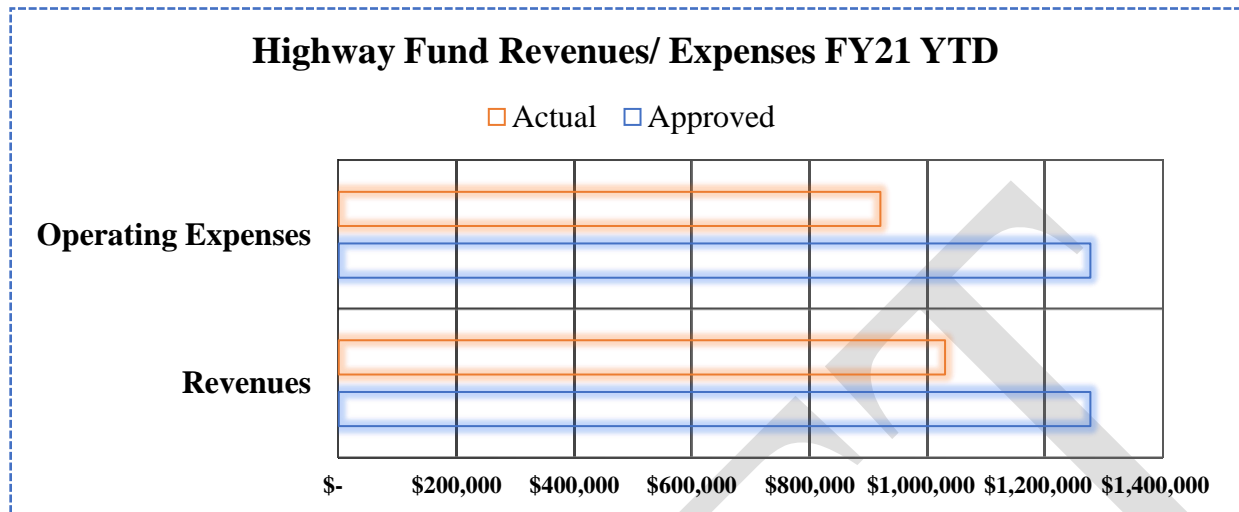


General Fund expenses are at 70% or \$1,068,806. Administration expenses are at 88% (\$382,518), Library expenses are at 64% (\$88,682), Finance expenses are at 55% (\$61,955), Town Clerk expenses are at 64% (\$70,336), Listers expenses are at 87% (\$53,440), Land Use expenses are at 73% (\$40,167), Police Department expenses are at 66% (\$242,952), and Fire Service expenses are at 53% (\$128,755).

<i>GF Department Summary</i>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<i>Expenses</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>Administration</i>	435,156	382,518	52,639	88%
<i>Library</i>	139,491	88,682	50,809	64%
<i>Finance</i>	112,513	61,955	50,558	55%
<i>Town Clerk</i>	109,444	70,336	39,107	64%
<i>Listers</i>	61,096	53,440	7,655	87%
<i>Land Use</i>	54,768	40,167	14,600	73%
<i>Police Department</i>	367,823	242,952	124,871	66%
<i>Fire Services</i>	244,494	128,755	115,889	53%
<i>Subtotal - Expenses</i>	<b>1,524,785</b>	<b>1,068,806</b>	<b>456,129</b>	<b>70%</b>

The cumulative general fund surplus transfers to reserves are included in revenues and expenses, increasing Police & Admin revenues/ expenses. See Budget Worksheets. See 2/1/2021 Select Board Minutes.

## HIGHWAY



Highway Fund revenues are currently at 81%. We have collected \$1,029,768 as of March 31, 2021.

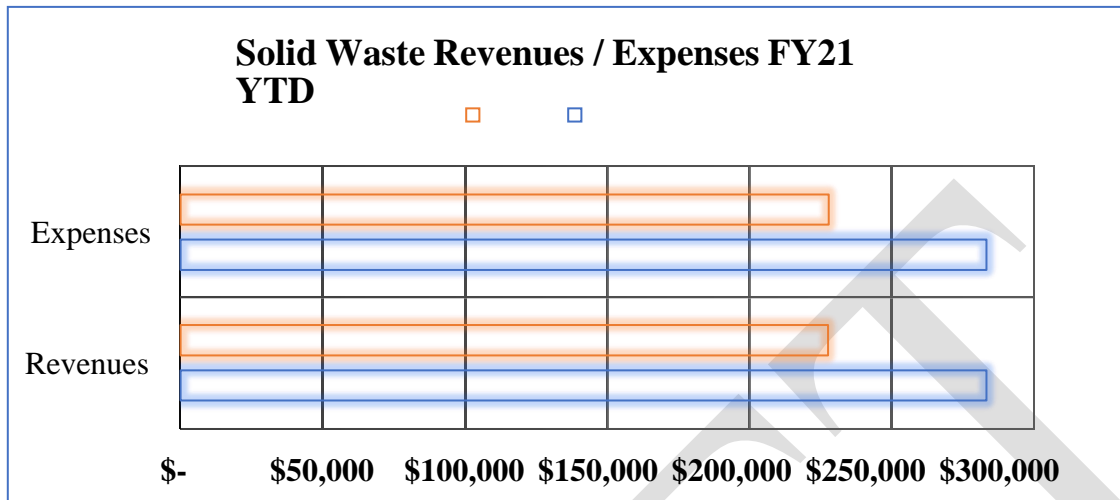
<i>Highway Fund Summary</i>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<b>Revenues</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>Tax Revenue</i>	946,770	710,079	(236,691)	75%
<i>State Aid to Highway</i>	142,000	149,974	7,974	106%
<i>Permit Revenue</i>	281	233	(49)	83%
<i>Service to Other Depts.</i>	34,750	16,582	16,582	48%
<i>Fund Balance/ Reserves</i>	153,000	153,000	0	100%
<i>Subtotal - Revenues</i>	<b>1,276,801</b>	<b>1,029,768</b>	<b>247,033</b>	<b>81%</b>

Revenue is at 75% (\$710,079), State Aid to Highway is at 106% (\$149,974), Permit Revenue is at 83% (\$233), Service to other departments is at 48% (\$16,582), and Fund Balance/ Reserves is at 100%.

<b>Highway Fund Summary</b>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<b>Expenses</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
Personnel	594,998	419,253	175,745	70%
Office	30,406	20,465	9,941	67%
Utilities	6,435	6,639	(204)	103%
Highway Garage & Truck	160,500	129,181	31,319	80%
Road Material / Repairs	253,000	114,366	138,634	45%
Fees & Permits	1,350	0	1,350	0%
Debt Service	77,112	77,092	20	100%
Fund Balance / Reserves	153,000	153,000	0	100%
<i>Subtotal - Expenses</i>	<b>1,276,801</b>	<b>919,997</b>	<b>356,805</b>	<b>72%</b>

Highway fund expenses are currently at 72% overall. Personnel is at 70%, Office expenses are at 67%, Utility expenses are at 103%, Highway Garage & Truck expenses are at 80%, Road Material/ Repairs expenses are at 45%, Fees and Permit expenses are at 0%, and Debt Service expenses are at 100%.

## SOLID WASTE



Solid Waste Revenues are at 80%. We have collected \$227,565 as of March 31, 2021.

<i>SW Fund Summary</i>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<i>Revenues</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>Town Assessment</i>	81,100	77,200	(3,900)	95%
<i>Reading Assessment</i>	18,635	0	(18,635)	0%
<i>W. Windsor Permits</i>	6,000	11,220	5,220	187%
<i>Solid Waste Tokens</i>	150,000	120,156	(29,845)	80%
<i>Reading Punch</i>	2,400	1,575	(825)	66%
<i>W. Windsor Punch</i>	5,736	7,875	2,139	137%
<i>Duplicates</i>	245	70	(175)	29%
<i>C&amp;D Disposal Income</i>	4,220	0	(4,220)	0%
<i>Recycling Income</i>	15,000	9,099	(5,901)	61%
<i>Subtotal - Revenues</i>	<b>283,336</b>	<b>227,565</b>	<b>(55,771)</b>	<b>80%</b>

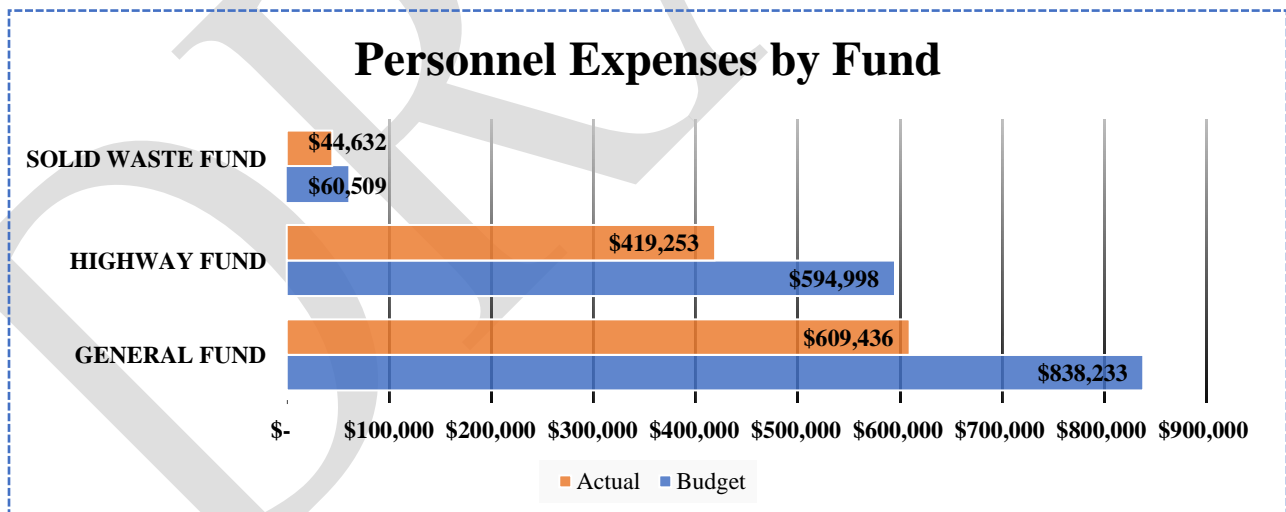
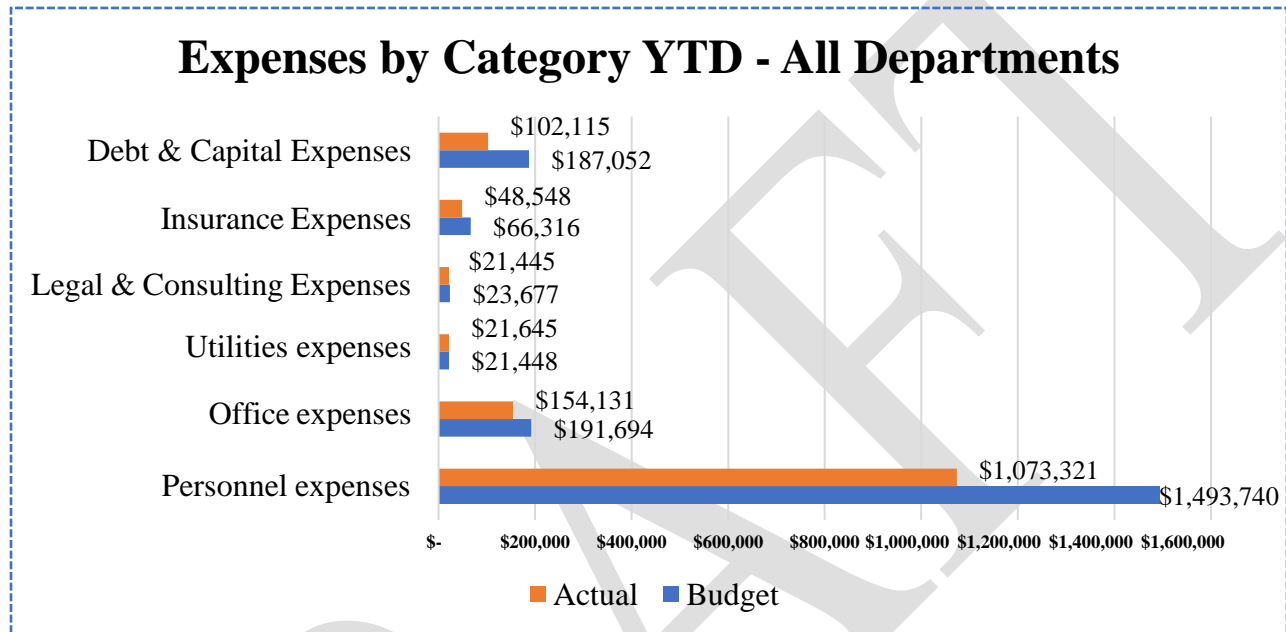
The reading assessment is generally received in April, which is the reason this revenue category is shown as 0. West Windsor permits increased as a result of Permit Sticker enforcement. Similarly, West Windsor Punch tickets increased. We are right on target with revenue at this time.

<i>SW Fund Summary</i>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<i>Expenses</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>Personnel</i>	60,509	44,632	15,877	74%
<i>Office</i>	47,070	36,909	10,161	78%
<i>Utility</i>	3,823	4,270	(447)	112%
<i>Trash Tipping</i>	64,400	35,983	28,417	56%
<i>C &amp; D Tipping</i>	38,760	21,551	17,209	56%
<i>Trash Pick-up (Trucking)</i>	13,300	19,214	(5,914)	144%
<i>C &amp; D Pick-up (Trucking)</i>	17,900	17,169	731	96%
<i>Zero Sort Pick Up &amp; Tipping</i>	30,336	33,470	(3,134)	110%
<i>Recycling Exp (Glass/ Comp)</i>	5,000	11,988	(6,988)	240%
<i>Disposal of Tires</i>	1,000	365	635	36%
<i>Insurance</i>	1,239	986	253	80%
<i>Subtotal - Expenses</i>	<b>283,336</b>	<b>226,535</b>	<b>56,800</b>	<b>80%</b>

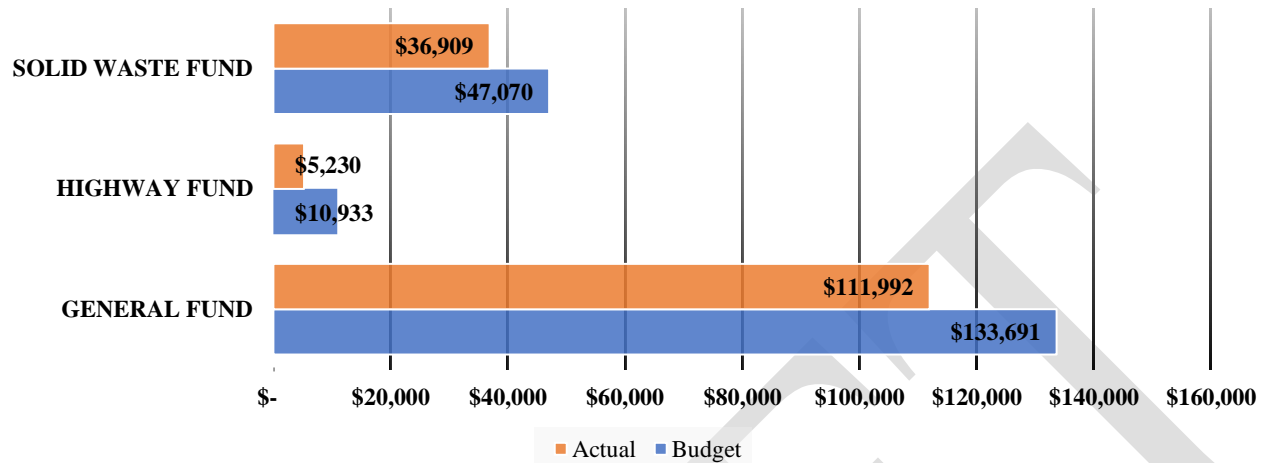


Solid Waste Fund expenses are currently at 80% (\$227,535). Personnel expenses are at 74% (\$44,632), Office expenses are at 78% (\$36,909), Utility expenses are at 112% (-\$447) Trash Tippage is at 56%, C&D Tippage is at 56%, Trash Pick-up (Trucking) is at 144%, which is the result of Casella's built-in price increase, which was not factored in last year during budget season in December 2019, Zero Sort Pick Up & Tippage is similarly at 110%, Recycling Expenses are at 240%, Disposal of Tires are at 36%, and Insurance expenses are at 80%. As of March 31, 2021 we are over by \$268 in expenses vs revenue.

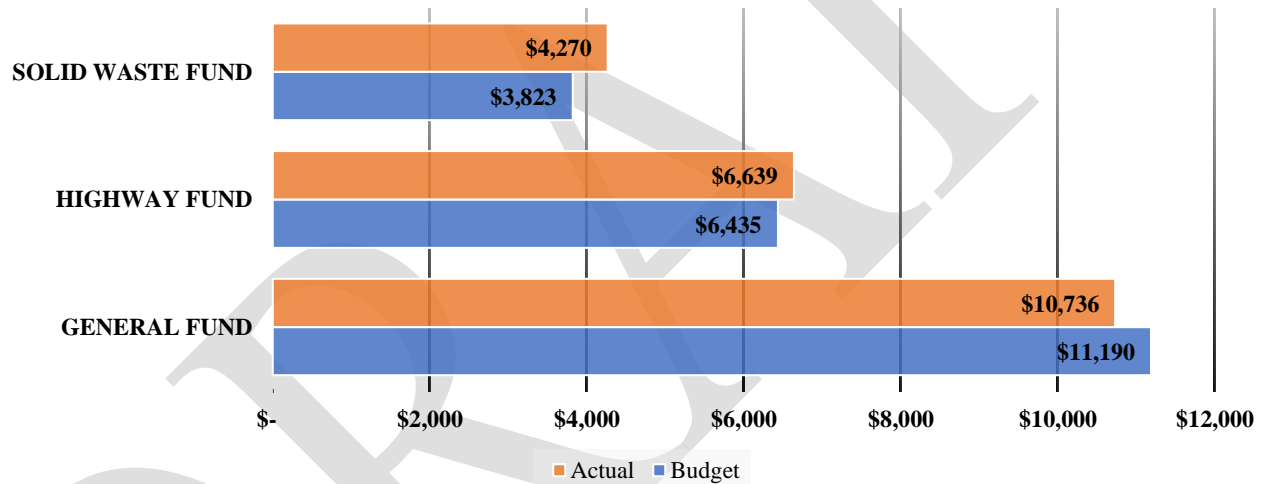
## OVERALL EXPENSES



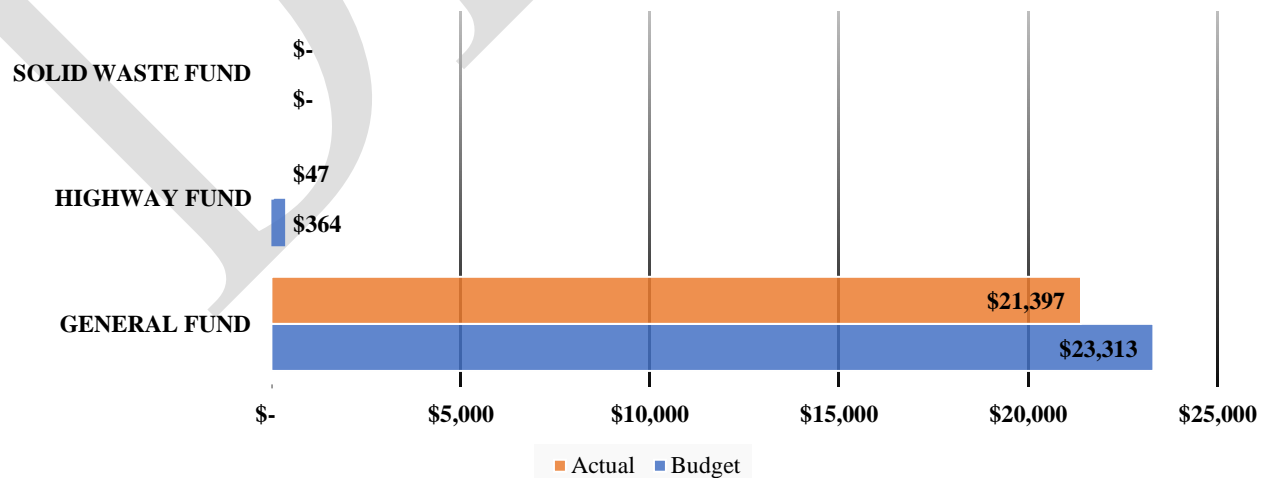
## Office Expenses by Fund



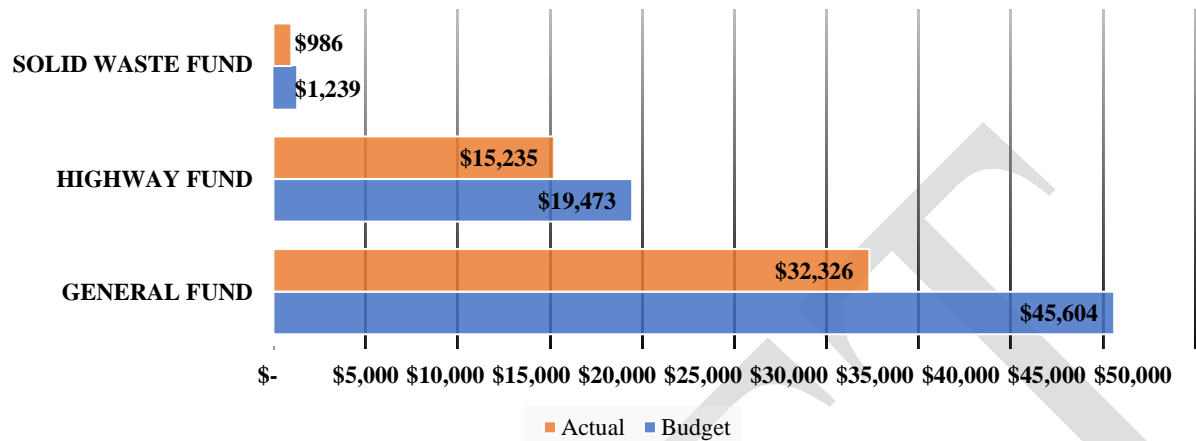
## Utilities Expenses by Fund



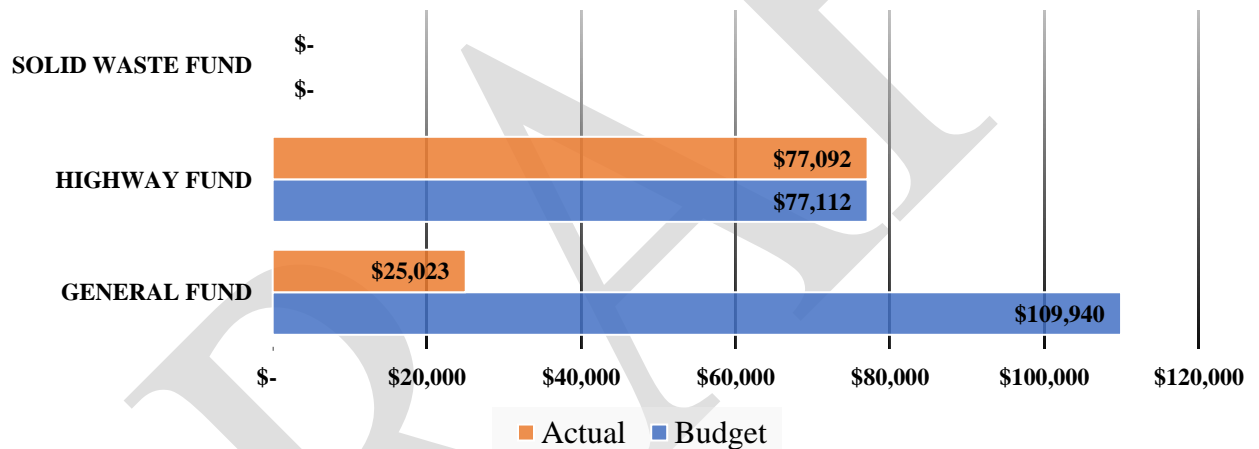
## Legal Fees by Fund



## Insurance

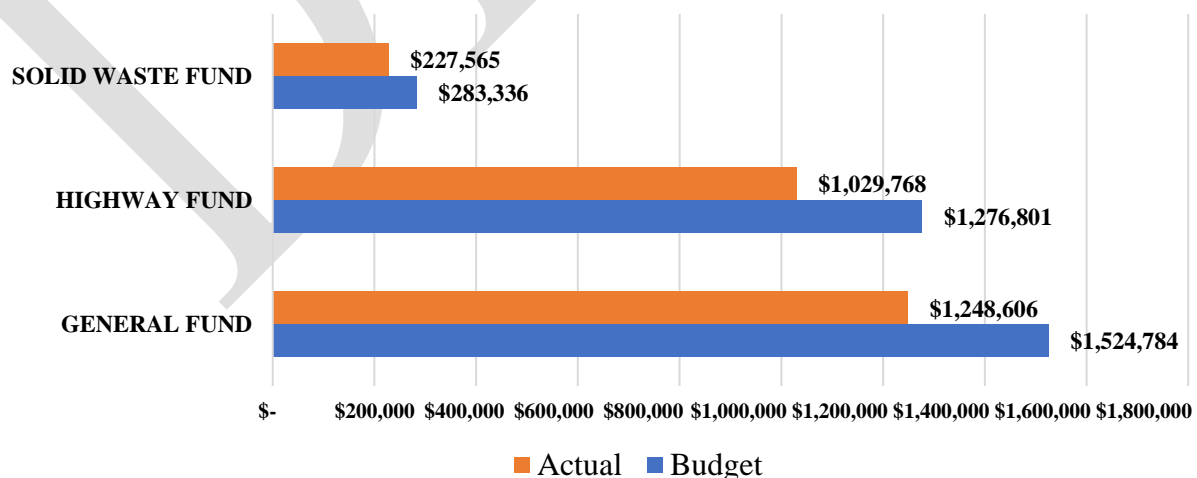


## Debt Service / Capital Purchase



## OVERALL REVENUES

### All Funds Revenues



## 6.) Personnel Policy Discussion

Brandon Gulnick, Town Manager presented the following to the Selectboard regarding the personnel policies. There is no consistency in the policy and there needs to be a clear definition of who is under the policies.

Weathersfield Select  
Board 5259 US Route 5  
Ascutney, VT 05030

Re: Personnel Policy Review

Dear Select Board Members & Weathersfield Residents:

The Personnel Policy requires updating. On Monday, May 3, 2021 HR and I will be meeting to mark the sections and propose language for these updates. Please review the personnel policy and acknowledgements and determine if there is anything you wish to review, revise, etc.

A copy of the most recent Personnel Policy was provided to the Selectboard.

Current issues to be addressed:

- Lunch times (paid, unpaid, duration, staggering of lunches for phone coverage)
- Holidays (Specifically the “floating holiday and how that should be used)
- Personnel Acknowledgment signed by employees and elected officials.
  - Different versions
  - “C” and “F” contradict each other
  - If these are signed by Elected Officials then they follow the same policies and procedures of the Town employees, they do not get to pick and choose which parts apply to them and which don't.

## 7.) Set Public Hearing Date and Time – Drumlin Road

A hearing was not set as there is an issue with the legality of the road situation for this lot. It has not been reviewed by the Planning Commission. This will be added to a future Selectboard agenda.

## 8.) Work – At – Home Policy

Weathersfield Select  
Board 5259 US Route 5  
Ascutney, VT 05030

Re: Draft Work at Home Policy

Dear Select Board Members & Weathersfield Residents:

In the beginning stages of the pandemic, we allowed for working from home for a COVID-19 eligible reason and created a “Work-At-Home Approval Form” outlining the date(s) an employee is requesting to work from home, a description of Town of Weathersfield property taken home, and the reasons for doing such. The form was then presented to me for approval. If approved the employee is required to submit a report outlining the tasks that were completed while working from home.

On April 21<sup>st</sup> HR reached out to VLCT Staff Attorneys to discuss a Model Work at Home Policy. According to VLCT, the process for approving a work at home schedule for employees is as follows:

1. Employee proposes arrangement. The employee proposes an arrangement to their supervisor in writing. This may be on the employee's accord or due to a supervisor presenting workplace flexibility options.
2. Supervisor reviews proposal. The supervisor reviews the proposal and consults with others for guidance when necessary (supervisor, department/unit head, IT support, HR representative). If an employee's proposal involves work conducted outside of New York State, the supervisor refers to the guidelines available.
3. Supervisor and employee review the proposal together. To answer remaining questions and address any concerns, the supervisor and employee review and discuss the proposed arrangement.
4. Supervisor makes a determination. The supervisor makes a determination. If the determination is to deny the arrangement, the supervisor must first consult with their local HR representative for review and guidance.
5. Supervisor communicates decision to employee.
6. Supervisor and employee document/file the arrangement. If approved, the supervisor and employee complete a Flexible Work Arrangement Agreement Form. Both employee and supervisor should retain the form for their records. The completed form must also be sent to the local HR representative.
7. Supervisor and employee routinely review the arrangement. The supervisor and employee review the arrangement and adjust address concerns/challenges. These reviews must be scheduled routinely and no less than annually and may occur more frequently at the beginning of the arrangement.

I recommend a policy that allows employees to work at home for a COVID-19 eligible reason or other circumstances, such as extreme weather where driving to work would be dangerous, no electricity at MMH, water issues at MMH, etc.

The attached documents serve as a kickoff point. Considering our administration received the request to add this onto the agenda yesterday, we have not had the time to take a deep dive into this nor have we fine-tuned/tailed a policy to the Town. The purpose of this agenda item is for the Selectboard to thoughtfully consider a Work-At-Home Policy and ultimately decide what the policy will look like.

If you have any questions or concerns, please do not hesitate to contact me.

Brandon Gulnick, Town Manager will meet with the Town employees to draft a policy for the Selectboard to review.



## 9.) Police Cruiser Purchase

Dear Select Board Members & Weathersfield Residents:

On April 20, 2020 Police Chief William Daniels submitted a memorandum to the Selectboard requesting \$37,000 to purchase a Police Cruiser for his department. In the memo the Police Chief stated, “the cost of the police cruiser and equipment may have an increase come July when we are set to purchase the cruiser.” *See Attachment A*. During the 4/20/20 SB meeting the board voted to spend \$35,000 for the purchase of a police cruiser, \$19,750 of which will be used from reserves and \$17,000 of which will be transferred from our fund balance. *See Attachment B*. We need the total amount in the vote to match the sum of the \$19,750 and \$17,000.

Vote to spend \$36,750 for the purchase of a police cruiser, \$19,750 of which will be used from reserves and \$17,000 of which will be transferred from our fund balance.

Michael Todd made a motion to amend the already original approved purchase of a 2021 Dodge Charger for the funds noted in 4/20/20, to read “to vote to spend \$36,750 for a police cruiser.”

Joey Jarvis – 2<sup>nd</sup>

No further discussion

Vote – unanimous

## 10.) Vote to expend \$3,546.83 from MMH Capital Maintenance Reserve for MMH Parking Lot Repairs

Dear Select Board Members & Weathersfield Residents:

The MMH Hall Parking lot required immediate repair at the beginning of April. The base of the parking lot is sand. The pavement around the drainage cover began to crack which allowed water to enter. From that point the sand washed away underneath the pavement and entered into the catch basin/ drain. The catch basin was old and cracked and the pavement began caving in. The Highway Department placed cones around the area and Jarvis & Sons, Inc was hired to repair this area of the parking lot. The contractor dug out the pavement 6FT around the drainage cover, replaced the sand with gravel, added a new sealed/waterproof catch basin with a rubber boot, and graded the area.

Michael Todd made a motion to expend \$,546.83 from MMH Capital Maintenance Reserve for MMH Parking Lot Repairs.

Paul Tillman – 2<sup>nd</sup>

No further discussion

Vote – unanimous

## 11.) 2014 Purchase & Sales Agreement Update

There will be a meeting held June 1<sup>st</sup>, 2021 for the Board of Abatement regarding the property on Thrasher Road.

## 12.) No additional items other than listed throughout the meeting

13.) Appointments – tabled to another meeting

- Budget Committee (4 vacancies, 1-year term)
- Connecticut River Joint Commission Representative (1 Vacancy, 1- year term)
- Energy Coordinator (1 Vacancy, 1-year term)
- Planning Commission (1 Vacancy, 3-year term – 1 year remaining)

14.) Approval of Warrants

Michael Todd made a motion to approve the warrants of 5-3-21 as follows:

General Funds	Operating Expenses \$23,321.60 Payroll \$13,558.45
Highway Fund	Operating Expenses \$22,764.10 Payroll \$8,363.38
Solid Waste Management Fund	Operating Expenses \$11,333.00 Payroll \$1,553.02
Library	Operating Expenses \$0.00 Payroll \$1,937.70
Police Cruiser	Operating Expense: \$28,333.00
People's Loan WWVFD Truck	Operating Expense \$48,060.62
Grants	Operating Expenses \$0.00
Special Revenue	Operating Expenses \$0.00
MES	\$2,475.50 from Fire Equip. Reserves
Long Term Debt	\$0.00
Grand Totals	Operating Expenses \$133,812.32 Payroll \$25,412.55

Paul Tillman- 2<sup>nd</sup>  
No further discussion –  
Vote - Unanimous

15.) Any Other Business

None

16.) Executive Session – Personnel

Tabled until the next Selectboard Meeting

17.) Adjourn

Michael Todd made motion to adjourn the meeting at 9:03 pm

Paul Tillman – 2<sup>nd</sup>

No discussion

Vote – unanimous

Respectfully,  
Chauncie Tillman  
Alt. Recording Secretary

## WEATHERSFIELD SELECTBOARD

---

N. John Arrison, Selector

---

David Fuller, Chairperson

---

Joseph Jarvis, Clerk

---

Paul Tillman

---

Michael Todd, Vice- Chairperson

CHARTERED BY  
NEW HAMPSHIRE  
AUGUST 20, 1761

# Town of Weathersfield

POST OFFICE BOX 550  
ASCUTNEY, VERMONT 05030-0550

CHARTERED BY  
NEW YORK  
APRIL 8, 1772

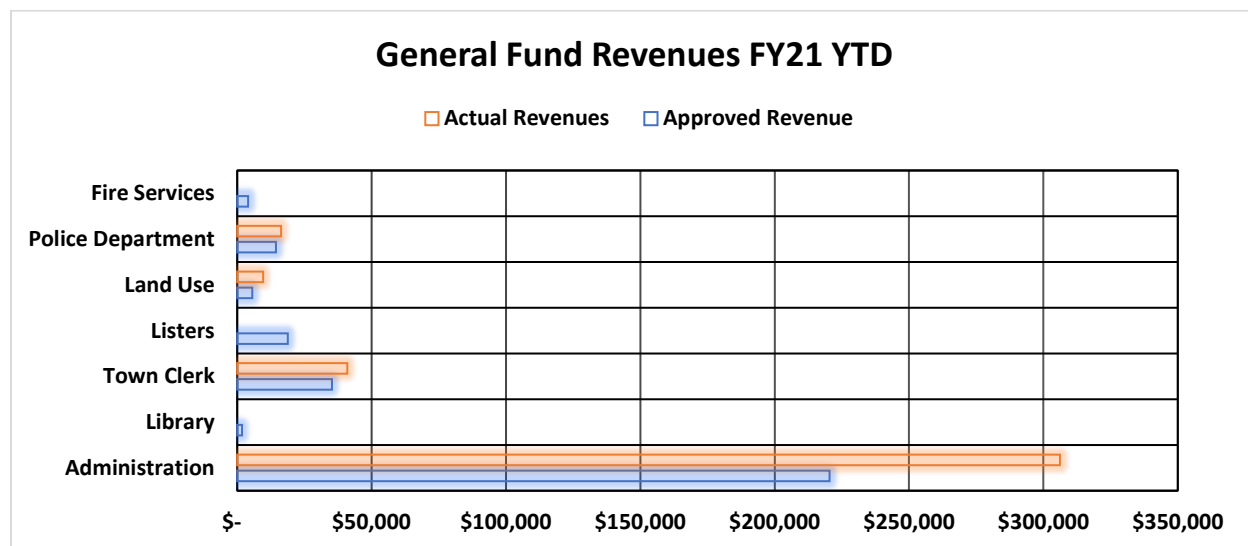
Telephone: [802] 674-2626 E-mail: [rmcnamara@weathersfield.org](mailto:rmcnamara@weathersfield.org)

Facsimile: [802] 674-2117 Website: <http://www.weathersfieldvt.org>

## FINANCE DEPARTMENT

DATE: 14 05 21  
TO: Selectboard  
FROM: Brandon Gulnick & Rosalie McNamara  
SUBJECT: FY21 YTD Actuals - All Departments

## GENERAL FUND REVENUES

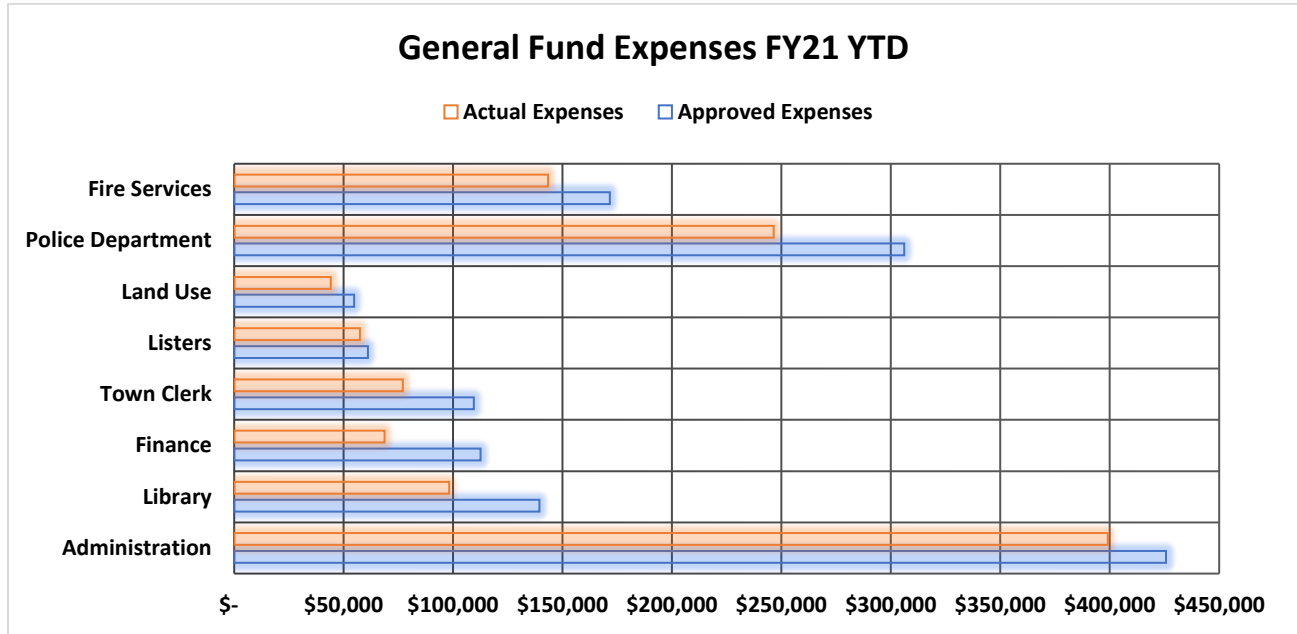


Note: Fund Balance Transfers to Reserves are backed out of this budget report. General Fund revenues are currently at 92%. We have collected \$1,273,498 as of April 30, 2021, Administration revenues are at 139% (\$306,202), Library revenues are at 0%, Town Clerk revenues are at 116% (\$40,971), Listers revenues are at 0%, Land Use revenues are at 173% (\$9,666), Police Department revenues are at 113% (\$16,316), and Fire Service revenues are at 0%.

<i>GF Departments Summary</i>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<i>Revenues</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>GF Tax Revenue</i>	1,080,411	900,343	(180,069)	83%
<i>Administration</i>	220,363	306,202	85,839	139%
<i>Library</i>	1,800	0	(1,800)	0%
<i>Town Clerk</i>	35,290	40,971	5,681	116%
<i>Listers</i>	18,861	0	(18,861)	0%
<i>Land Use</i>	5,594	9,666	4,072	173%
<i>Police Department</i>	14,421	16,316	(1,895)	113%
<i>Fire Services</i>	4,003	0	(4,003)	0%
<b>Subtotal - Revenues</b>	<b>1,380,743</b>	<b>1,273,498</b>	<b>(84,814)</b>	<b>92%</b>



## GENERAL FUND EXPENSES

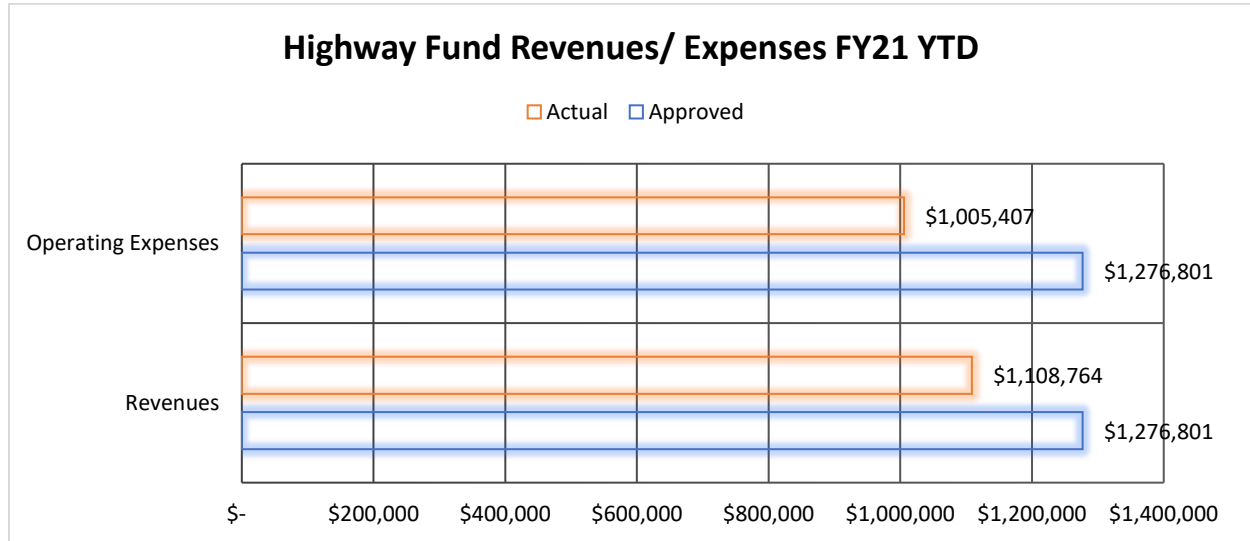


General Fund expenses are at 82% or \$1,134,213. Administration expenses are at 94% (\$399,046), Library expenses are at 70% (\$98,170), Finance expenses are at 61% (\$68,646), Town Clerk expenses are at 70% (\$77,002), Listers expenses are at 94% (\$57,426), Land Use expenses are at 80% (\$44,071), Police Department expenses are at 81% (\$246,493), and Fire Service expenses are at 84% (\$143,359).

<i>GF Department Summary</i>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<i>Expenses</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>Administration</i>	425,714	399,046	26,669	94%
<i>Library</i>	139,491	98,170	41,332	70%
<i>Finance</i>	112,513	68,646	43,867	61%
<i>Town Clerk</i>	109,444	77,002	32,442	70%
<i>Listers</i>	61,096	57,426	3,670	94%
<i>Land Use</i>	54,768	44,071	10,696	80%
<i>Police Department</i>	306,073	246,493	59,580	81%
<i>Fire Services</i>	171,644	143,359	28,284	84%
<i>Subtotal - Expenses</i>	<b>1,380,743</b>	<b>1,134,213</b>	<b>246,530</b>	<b>82%</b>

The cumulative general fund surplus transfers to reserves are NOT included in revenues and expenses in this Budget Report. See 2/1/2021 Select Board Minutes. See previous reports.

## HIGHWAY FUND



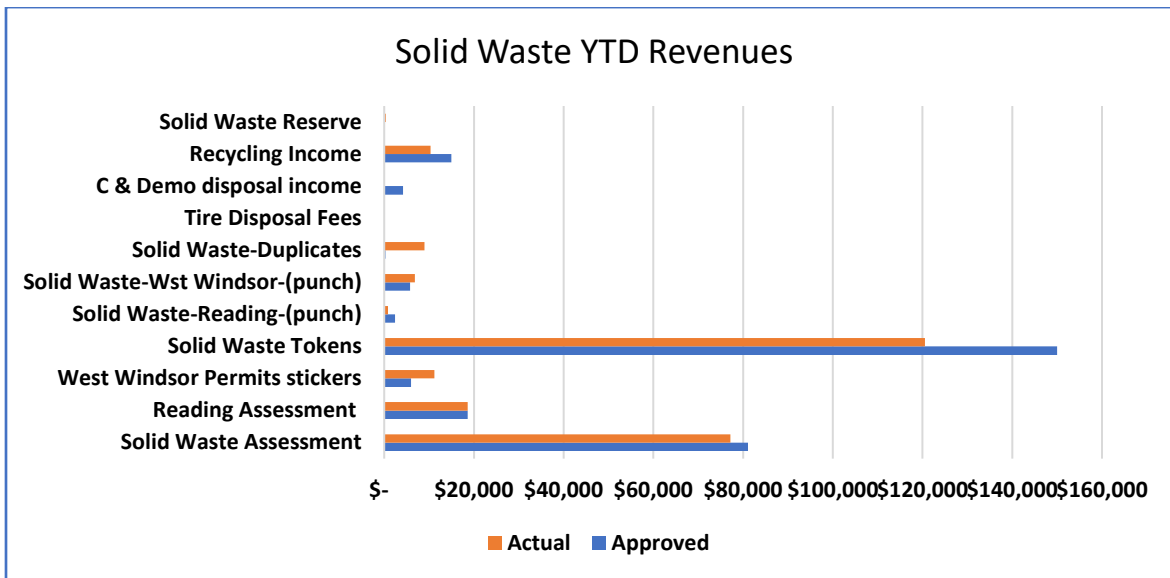
<i>Highway Fund Summary</i>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<i>Revenues</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>Tax Revenue</i>	946,770	788,975	(157,795)	83%
<i>State Aid to Highway</i>	142,000	149,974	7,974	106%
<i>Permit Revenue</i>	281	233	49	83%
<i>Service to Other Depts.</i>	34,750	16,582	(16,582)	48%
<i>Fund Balance/ Reserves</i>	153,000	153,000	0	100%
<i>Subtotal - Revenues</i>	<b>1,276,801</b>	<b>1,108,764</b>	<b>(168,037)</b>	<b>87%</b>

Revenue is at 87% (\$1,108,764), State Aid to Highway is at 106% (\$149,974), Permit Revenue is at 83% (\$233), Service to other departments is at 48% (\$16,582), and Fund Balance/ Reserves is at 100%.

<b>Highway Fund Summary</b>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<b>Expenses</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
Personnel	594,998	472,316	122,682	79%
Office	30,406	26,208	4,198	86%
Utilities	6,435	7,128	693	111%
Highway Garage & Truck	160,500	134,376	26,124	84%
Road Material / Repairs	253,000	135,204	117,796	53%
Fees & Permits	1,350	0	1,350	0%
Debt Service	77,112	77,092	20	100%
Fund Balance / Reserves	153,000	153,000	0	100%
Subtotal - Expenses	<b>1,276,801</b>	<b>1,005,325</b>	<b>271,476</b>	<b>79%</b>

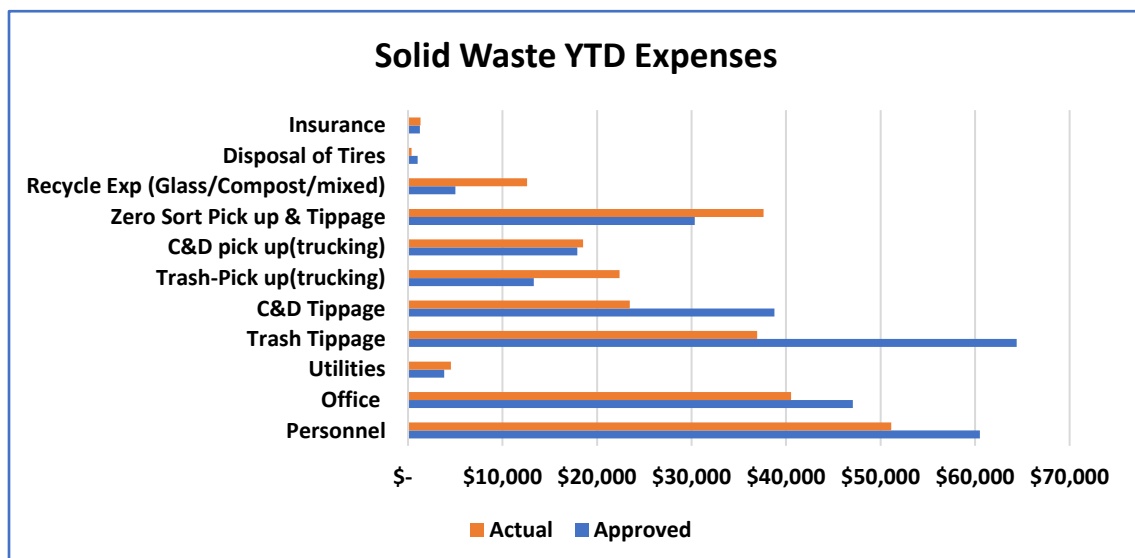
Highway fund expenses are currently at 79% overall. Personnel is at 79%, Office expenses are at 86%, Utility expenses are at 111%, Highway Garage & Truck expenses are at 84%, Road Material/ Repairs expenses are at 53%, Fees and Permit expenses are at 0%, and Debt Service expenses are at 100%.

## SOLID WASTE FUND



Solid Waste Revenues are at 90%. We have collected \$254,988 as of April 30, 2021. Note: Solid Waste Duplicate revenues contains revenues that needs to be transferred to Reading and West Windsor Punches. This matter will be resolved in the May Actuals Report in June.

<i>SW Fund Summary</i>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<i>Revenues</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>Town Assessment</i>	81,100	77,200	(3,900)	95%
<i>Reading Assessment</i>	18,635	18,635	0	100%
<i>W. Windsor Permits</i>	6,000	11,220	5,220	187%
<i>Solid Waste Tokens</i>	150,000	120,524	(29,477)	80%
<i>Reading Punch</i>	2,400	875	(1,525)	36%
<i>W. Windsor Punch</i>	5,736	6,870	1,134	120%
<i>Duplicates</i>	245	8,985	8,740	3,667%
<i>C&amp;D Disposal Income</i>	4,220	0	(4,220)	0%
<i>Recycling Income</i>	15,000	10,309	(4,691)	69%
<i>Subtotal - Revenues</i>	<b>283,336</b>	<b>254,988</b>	<b>(28,348)</b>	<b>90%</b>



<i>SW Fund Summary</i>	<b>FY 21</b>	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>
<i>Expenses</i>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>	<b>Percent</b>
<i>Personnel</i>	60,509	51,116	9,393	84%
<i>Office</i>	47,070	40,527	6,543	86%
<i>Utility</i>	3,823	4,535	(712)	119%
<i>Trash Tipping</i>	64,400	36,939	27,461	57%
<i>C &amp; D Tipping</i>	38,760	23,461	15,299	61%
<i>Trash Pick-up (Trucking)</i>	13,300	22,397	(9,097)	168%
<i>C &amp; D Pick-up (Trucking)</i>	17,900	18,505	(605)	103%
<i>Zero Sort Pick Up &amp; Tipping</i>	30,336	37,616	(7,280)	124%
<i>Recycling Exp (Glass/ Comp)</i>	5,000	12,586	(7,586)	252%
<i>Disposal of Tires</i>	1,000	365	635	36%
<i>Insurance</i>	1,239	1,335	(96)	108%
<i>Subtotal - Expenses</i>	<b>283,336</b>	<b>249,381</b>	<b>33,955</b>	<b>88%</b>

Solid Waste Fund expenses are currently at 88% (\$249,381). Personnel expenses are at 84% (\$51,116), Office expenses are at 86% (\$40,527), Utility expenses are at 119% (-\$712). Trash Tipping is at 57%, C&D Tipping is at 61%, Trash Pick-up (Trucking) is at 168%, which is the result of Casella's built-in price increase that was not factored in last year during budget season in December 2019, Zero Sort Pick Up & Tipping is similarly at 124%, Recycling Expenses are at 252%, Disposal of Tires are at 36%, and Insurance expenses are at 108%.





# Town of Weathersfield

CHARTERED BY  
NEW HAMPSHIRE  
AUGUST 20, 1761

Board of Listers  
POST OFFICE BOX 550  
ASCUTNEY, VERMONT 05030-0550

CHARTERED BY  
NEW YORK  
APRIL 8, 1772

Telephone: [802] 674-2626  
Facsimile: [802] 674-2117

E-mail: [lister@weathersfield.org](mailto:lister@weathersfield.org)  
[lister3@weathersfield.org](mailto:lister3@weathersfield.org)

May 12, 2021

Jill Remick, Director  
Property Valuation & Review Division  
State of Vermont, Department of Taxes  
133 State Street  
Montpelier, VT 05633-1401

Under the provisions of 32 V.S.A. §4342, with the approval of the Selectboard, the Board of Listers may request an extension of time to complete work relating to the duties of lister and/or assessors.

Due to a two-week shut down of the Town Offices due to a positive COVID test in April, we are respectfully requesting an extension time of twenty-one (21) days.

Sincerely,

Lynn Esty, Chair  
Carolyn Hier  
Alexis Skalaban

We, the Selectboard for the Town of Weathersfield, approve this extension for the 2021 Grand List filing.

Selectboard Chair:

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_/\_\_\_\_/2021  
(Date)

TH 61  
“Kendricks Corners” Road  
Culvert Replacement Plan

Project overview:

This project is for the replacement of culverts on TH 61” Kendricks Corner” Road. A plan to pave TH 61 is projected for FY21/FY22. Culverts need to be replaced before the paving project is started. We will be installing 80’ of 36” culvert, 40’ of 18” culvert, and 100’ of 48” culvert. The Highway Department will hire an excavator to replace the 100’ of 48” culvert and the remaining culverts will be replaced using the Highway Departments back hoe. The Highway Department has begun the removal of trees, and brush, the reshaping of ditches, and berm removal along the roadsides in preparation for this paving project.

Culverts:

Two 48” x 50’ (in highway inventory)

Two 36” x 40’ (need to purchase)

One 18” x 40” (in highway inventory)

Cost:

36” x 80’ culvert \$3,700(not including shipping)

Installation of 48” culverts \$3,000(estimate)

Total estimated funds needed \$6,700

I would like to request approval of funds not to exceed \$7,500 to be available from the Highway Department Capital Reserve for infrastructure to fund this project.

Ray Stapleton

The Southern Windsor/Windham Counties Solid Waste Management District is seeking proposals from qualified firms for transporting of municipal solid waste (MSW) and construction and demolition waste (C&D) from its five municipal transfer stations.

The District also seeks to provide similar terms for all the haulers operating within the District for disposal of municipal solid waste.

## **SECTION I. INTRODUCTION**

### **A. INTRODUCTION OF DISTRICT**

The Southern Windsor/Windham Counties Solid Waste Management District (District) is a legal entity consisting of towns in the east central portion of Vermont along the Connecticut River: Andover, Athens, Baltimore, Cavendish, Chester, Grafton, Ludlow, Plymouth, Reading, Rockingham, Springfield, Weathersfield, West Windsor, and Windsor.

There are currently five transfer stations located in the District: Cavendish, Ludlow, Rockingham, Springfield, and Weathersfield. In 2019, 2643 tons of MSW and 1542 tons of C&D was collected at District transfer stations. The total amount of MSW collected in the District was 16,355 tons. In 2020, 2424 tons of MSW and 1625 tons of C&D was collected at District transfer stations. The total amount of MSW collected in the District was 17,521 tons and 8080 tons of C&D.

### **B. INFORMATIONAL MEETING**

The District will hold a remote informational meeting via ZOOM due to COVID-19 pandemic precautions on **Thursday, March 4, 2021 at 2:00 p.m.** Interested parties must call or email to notify the District of their intent to participate. Prior notification will enable the District to contact interested parties with the ZOOM link, and in case of change of time or date.

Please contact:

Thomas J. Kennedy  
Southern Windsor/Windham Counties Solid Waste Management District  
Voice: 802-674-9201  
Email: [tkennedy@marcvt.org](mailto:tkennedy@marcvt.org)

## Instructions for Response

**Proposals are due on or before 3:00 p.m. Thursday, March 25, 2021.** Proposals will be accepted via **email, USPS mail, FedEx, UPS or by hand delivery.** It is the responsibility of the proposer to confirm the receipt of the proposal.

Each proposal must be submitted as required in this request for proposals (RFP). No changes shall be made in the phrasing of the proposal or the requirements. The District requires that all proposals be double-sided. Proposals must be typed. Proposals that are illegible, or contain omissions or items not requested, may be rejected.

All Proposals must be submitted to:

Thomas Kennedy, District Manager  
Southern Windsor/Windham Counties Solid Waste Management District  
P. O. Box 320  
Ascutney, VT 05030

The proposals will be opened and read aloud. Any proposal received after the 3:00 p.m. deadline will be rejected.

Any questions answered verbally cannot be considered binding on the District. Modifications shall only be made in writing and approved by the District, and will be distributed to all parties who have attended the informational meeting.

## C. DISTRICT'S RIGHTS AND OPTIONS

This RFP constitutes only an invitation to submit a proposal to the District. The District reserves, holds, and may in its sole discretion exercise, the following rights and options with respect to this RFP:

- a. To reject any or all Proposals.
- b. To select and enter into an agreement with the Proposer whose proposal best meets the need of the District and its member towns, and is most responsive to the RFP.
- c. To issue subsequent solicitations for Proposals.
- d. To conduct investigations with respect to the qualifications of each Proposer.
- e. To negotiate with Proposers for amendments or other modifications to the Proposals.

## **SECTION II. BACKGROUND INFORMATION**

### **A. DESCRIPTION OF MUNICIPAL SOLID WASTE AND CONSTRUCTION & DEMOLITION WASTE**

- B.** Solid waste delivered to the town-owned transfer stations consists of typical municipal solid waste from residential and commercial sources, as well as construction and demolition debris and bulky goods. Municipal waste is compacted in 40-cubic-yard roll-off containers, and C&D and bulky wastes are stored in 30- or 40-cubic yard roll-off containers.

### **C. GENERAL TOWN OPERATIONS**

Delivery of waste to the towns' transfer stations is typically made by small contractors, small commercial entities, and private residential users. The towns' transfer stations are located in:

- Cavendish, on Route 131 just east of the village of Proctorsville;
- Ludlow, located on Route 100 about 1.5 miles south of the intersection of Routes 100 & 103;
- Rockingham, located on the east side of Route 5 just south of the village of Bellows Falls;
- Springfield, located on Fairground Road about 1.3 miles from the intersection of Fairground Road and Route 11; and,
- Weathersfield, located on Route 106 about  $\frac{3}{4}$  mile north of the intersection of Routes 106 and 131 near Downers Four Corners.

The Towns operate and maintain their own transfer stations.

It is the responsibility of the Proposer to familiarize themselves with the exact nature of the operation in each of the five towns.

## SECTION III. REQUEST FOR SERVICE/SCOPE OF WORK

### A. DISPOSAL

The District seeks proposals from qualified entities to provide **MSW and C&D** disposal services at the Town's transfer stations that are members of the District.

The successful Proposer will be expected to dispose of approximately 385 tons (on average) of MSW and 614 tons of C&D per quarter as received by the Towns at their transfer stations. This estimate is based upon calendar year 2019 and 2020 records:

<b>Cavendish</b>	<b>C&amp;D tons</b>			<b>MSW tons</b>	
	<b>2019</b>	<b>2020</b>		<b>2019</b>	<b>2020</b>
1 <sup>st</sup> quarter	25.72	26.99		65.26	69.12
2 <sup>nd</sup> quarter	58.54	56.52		64.69	74.58
3 <sup>rd</sup> quarter	77.23	80.74		71.17	89.62
4 <sup>th</sup> quarter	51.04	61.93		71.33	79.13
<b>Totals:</b>	212.53	226.18		272.45	312.45

<b>Ludlow</b>	<b>C&amp;D tons</b>			<b>MSW tons</b>	
	<b>2019</b>	<b>2020</b>		<b>2019</b>	<b>2020</b>
1 <sup>st</sup> quarter	65.29	50.23		133.07	139.17
2 <sup>nd</sup> quarter	147.56	157.66		117.59	111.15
3 <sup>rd</sup> quarter	142.99	136.36		123.81	142.68
4 <sup>th</sup> quarter	94.04	137.62		129.33	149.71
<b>Totals:</b>	449.88	481.87		503.80	542.71

<b>Rockingham</b>	<b>C&amp;D tons</b>			<b>MSW tons</b>	
	<b>2019</b>	<b>2020</b>		<b>2019</b>	<b>2020</b>
1 <sup>st</sup> quarter	48.91	61.69		95.53	93.85
2 <sup>nd</sup> quarter	107.31	108.41		106.31	110.07
3 <sup>rd</sup> quarter	90.62	142.8		106.42	72
4 <sup>th</sup> quarter	67.15	88.23		98.55	113.5
<b>Totals:</b>	313.98	401.13		406.8	295.5

<b>Springfield</b>	<b>C&amp;D tons</b>			<b>MSW tons</b>	
	<b>2019</b>	<b>2020</b>		<b>2019</b>	<b>2020</b>
1 <sup>st</sup> quarter	25.80	23.68		180.91	152.32
2 <sup>nd</sup> quarter	46.00	73.25		210.27	157.22
3 <sup>rd</sup> quarter	36.78	58.80		183.23	191.26
4 <sup>th</sup> quarter	29.43	49.12		153.97	174.97
<b>Totals:</b>	138.01	204.85		728.38	675.77

<b>Weathersfield</b>	<b>C&amp;D tons</b>			<b>MSW tons</b>	
	<b>2019</b>	<b>2020</b>		<b>2019</b>	<b>2020</b>
1 <sup>st</sup> quarter	38.67	20.07		138.86	146.26
2 <sup>nd</sup> quarter	85.09	61.30		170.03	161.54
3 <sup>rd</sup> quarter	110.42	82.54		162.50	168.20
4 <sup>th</sup> quarter	57.31	67.04		164.23	156.51
<b>Totals:</b>	291.49	230.95		635.62	632.51

The District makes no representation or guarantee of the amount of material available to be disposed of from the five transfer stations during the contract period.

## B. TRANSPORT

The District is seeking proposals for the transport of the Towns' transfer station waste to either a certified disposal site or commercial transfer station. Note that this may include transport on Saturdays for those transfer stations that operate on Saturdays. Transport shall be available on a 24-hour notice.

## **SECTION IV. GENERAL PROVISIONS**

### **A. PUT OR PAY PROVISIONS**

The District **WILL NOT** entertain any proposal that requires a guarantee or minimum tonnage provision for the delivery of solid waste.

### **B. LICENSES AND PERMITS**

The Proposer shall conduct its operation in accordance with the requirements of all applicable federal, state and local laws, rules or regulations and shall possess all necessary permits and licenses. The Proposer shall be prepared to submit copies of all applicable permits, registrations, and other necessary government authorizations that demonstrate its capability to perform the proposed services.

### **C. VERMONT STATE SOLID WASTE FRANCHISE TAX**

The State of Vermont currently levies a \$6.00 per ton fee on solid waste generated within the State. The Contractor will be required to pay this tax to the State. This tax should be included as a separate line item on the proposal form.

### **D. TIPPING FEE SURCHARGE**

The District currently charges a \$9.00 per ton surcharge. For a complete description, see the Southern Windsor/Windham Counties Solid Waste Management District's "Waste Management Ordinance."

**The selected Contractor is responsible for collecting and paying the State Franchise Tax and the District Surcharge, associated with the waste collected at the transfer station. The Contractor will remit payment to the District for its surcharge on a quarterly basis. The remittance schedule is found below.**

Monthly tonnage reports shall be submitted by the 10<sup>th</sup> of the following month. Payments to be made quarterly by the 10<sup>th</sup> of the month following the close of a quarter. Quarters are as follows: January 1-March 31, April 1-June 30, July 1-September 30, and October 1-December 31.



#### **E. MANIFEST AND DISPOSAL TICKETS**

A manifest and/or a disposal ticket shall be provided by the Proposer indicating the disposal of each load of waste removed from the Towns' transfer stations. The manifest/disposal ticket shall include the name, address, telephone number of the facility, the facility's operating permit number(s), the number of tons disposed of, and the time and date of disposal. The ticket shall also be signed by the driver delivering the waste to the facility.

On a quarterly basis, the successful proposer shall provide the District with tonnage reports for each transfer station of all collected wastes collected under the term of this contract.

#### **F. LABOR**

The Proposer will be expected to comply with applicable laws, rules, regulations, ordinances and executive orders, whether federal, state, or local including, without limitation, requirements regarding minimum wages, hours, worker's compensation, and equal employment opportunity. The Proposer must also abide by the provisions of applicable Federal and State affirmative action programs.

#### **G. USE OF SUBCONTRACTORS**

The Proposer shall identify any subcontractors utilized to provide the required services. The subcontractor's experience and qualifications and other pertinent information shall be required for each subcontractor. The Proposer shall not award work to any subcontractor without the prior written approval of the District.

The successful Proposer will be responsible for any acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them. Subcontractors will be subject to all applicable obligations, requirements and limitations under the contract awarded to the successful Proposer. There will be no direct contract between any subcontractor and the District.

#### **H. SAFETY**

Proposer agrees to perform all operations associated with the eventual Contract in a safe manner in accordance with federal, state and local laws, rules and regulations.

All employees and supervisory personnel used in the performance of the Solid Waste Contract shall be competent and have the appropriate training to perform the required services. The Proposer shall devote sufficient personnel, time, and equipment to assure the satisfactory and safe performance of the required solid waste services.

Contact Name and Phone Number

The Proposer is required to provide, as part of this proposal, a contact name and telephone number for the Primary Contact should a Contract be awarded.

## I. HOLIDAYS

The following two (2) holidays (“Authorized Holidays”) are to be observed when providing solid waste services each year:

Thanksgiving Day      Christmas Day

## J. PROPOSER REPRESENTATIONS

The Proposer shall be licensed to conduct business in the State of Vermont at the time of the Contract award and will be in full compliance with all applicable federal, state, and local laws. The Proposer shall comply with all permits, rules, regulations, laws, and statutes of the State of Vermont and any other jurisdiction that has regulatory power over the conditions of the eventual Contract. The Proposer will promptly notify the District of any instances of non-compliance and the methods to be used to address the non-compliance issue.

## K. TERM

The District is requesting a **three- (3) year Contract** beginning **July 1, 2021**, with **two one-(1) year** renewal options to be exercised at the sole discretion of the District. The District will notify the successful Proposer of its intention to renew the Contract at least 90 days prior to the expiration of the Contract. As part of this RFP, the District will entertain, but is not compelled to accept, alternative terms such as longer Contract length if it reflects lower costs.

## L. 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.

The Proposer agrees to defend, indemnify and hold harmless, the District and its agents and employees against any and all claims, suits or liability which might arise in connection with the Contract. The Proposer shall further defend, indemnify and hold harmless, the District and its agents, employees from any and all claims, suits, or liabilities that might arise as a result of depositing, disposing, processing, transporting, storing, or use of the solid waste as defined herein.

## SECTION V. PROPOSAL SUBMISSION REQUIREMENTS

### A. GENERAL PROVISIONS

To be considered responsive, Proposers must follow the instructions for proposal preparation outlined in this section. One original and one (1) copy and one digital copy of the proposal shall be submitted to:

Thomas Kennedy  
District Manager  
So. Windsor/Windham Counties Solid Waste Management District  
P. O. Box 320  
Ascutney, VT 05030

**Proposals are due by 3:00 p.m. on Thursday, March 25, 2021.**

Each copy must contain all the necessary forms and information. One copy must be clearly marked “Original” and must contain all original, executed copies. Late proposals will be considered non-responsive, and returned to the Proposer unopened.

1. Expenses of Proposal Preparation

Each responding Proposer will prepare all required materials and submittals and participate in the proposal and negotiation process at its own risk and expense, with the express understanding that there can and will be no claims whatsoever for reimbursement from the District for the costs and expenses associated with this process.

2. Confidential Information

Proposals submitted in response to this RFP may contain technical or other data for which public disclosure may be deemed to cause substantial injury to the Proposer’s competitive position, or which may constitute a trade secret. To protect this information from disclosure, the Proposer should submit it under separate cover in a sealed envelope, and mark it clearly as *confidential information*. The District makes no guarantees that this material will be kept confidential, but will make reasonable efforts to maintain confidentiality.

3. Proposer Interviews

If desired by the District, interviews will be held. The District expects that key members on the Proposer's team will attend the interview. Any Proposer finding any discrepancy in or omission from, the requirements of this RFP may request clarification of the meaning and intent prior to the interview. Written inquiries should be faxed or mailed to the Proposal Contact. If any questions require written clarification, an addendum will be issued upon request.

## **B. ORGANIZATION OF PROPOSAL**

The requirements for the proposal are described below. This format must be followed to be deemed responsive.

One (1) double-sided copy along with one unbound original and a digital copy are required.

### Proposal Submission Requirements

- I. COVER LETTER
- II. PROPOSAL OUTLINE
  - A. OPERATIONS AND MANAGEMENT PLAN
  - B. QUALIFICATIONS
    - 1. Experience and Management Capability
    - 2. Operations Experience
    - 3. Financial Condition and Resources
  - C. COST PROPOSAL
  - D. TERMS OF THE PROPOSED AGREEMENT
- III. PROPOSAL FORMS (as explained below)

#### 1. Cover Letter and Signature Requirements

Each copy of the proposal will be accompanied by an original cover letter committing the Proposer, if selected, to carrying out all the provisions of the proposal. The cover letter will designate the individuals who will be the key technical and business negotiators. The cover letter must be signed by the individual of the proposing organization empowered to sign the contract.

All forms requiring signatures shall be signed by the same individual signing the cover letter. One copy of the proposal documents must be clearly marked as the "Original," and must contain the original signature forms, bond, and other original documents; the remaining documents may be a reproduction.

## 2. Qualifications

Proposer shall complete all the required information in Forms A through C. Failure to complete the required information may result in the firm's disqualification from consideration. Any knowingly false statement will be grounds for a Proposer's disqualification and the District may criminally prosecute knowingly false statements.

Any corporation not incorporated under Vermont State law must furnish a copy of a Certificate of Good Standing from the Vermont Secretary of State to do business in Vermont.

To be deemed qualified; the Proposer shall demonstrate the requisite experience, skills, and resources necessary to undertake waste handling and disposal. The Proposer must also demonstrate that they have the technical and management experience, as well as the financial resources, to perform the required tasks. Additionally, if a subcontractor is used for any part of this proposal, the District must be advised of same and provided with full details of any subcontractor's experience and qualifications. The Proposer shall not award work to any subcontractor without prior written approval of the District.

### A. Experience and Management Capacity

Each Proposer shall demonstrate the ability to perform all required tasks successfully, and have the requisite management skills and experience.

### B. Technical Reliability

To be deemed qualified; Proposers must demonstrate that the proposed disposal facility has adequate capacity to serve the District's needs for a minimum of three years, and that the Proposer has the requisite number of trucks and drivers to assure timely collection of waste from each own transfer station.

### C. Financial Resources

The Proposer must demonstrate sufficient financial resources to carry out its responsibilities as outlined in this RFP. The District reserves the right to request to financial statements from the bidder.

## 3. Cost Proposal

In addition to all other requirements contained in the RFP, each proposal shall clearly identify and specify all of the costs necessary to perform the required services. The selected Contractor will be responsible for direct billing of all costs to each Town with a transfer station and to any commercial haulers who choose to deliver waste under this Contract. The Contractor is responsible for providing a monthly summary of tonnages and charges to the District.

The Proposer must submit cost proposals by using the form substantially similar to the attached Form C. The Proposer agrees that the prices will remain valid from one hundred eighty (180) days after the submission date.

4. Investigation of Conditions

The submission of a proposal in response to this RFP shall be considered a representation that the Proposer has carefully investigated all conditions which affect or may, at some future date, affect the performance covered by the proposal, and that the Proposer is fully informed concerning the District's operations and the conditions. In addition, a submission shall indicate that the Proposer is familiar with all federal, state, and local laws which may affect the performance of the work.

5. District Tipping Fee Surcharge and Vermont State Solid Waste Franchise Tax

The District has a surcharge/fee of \$9.00 per ton for all waste, (including MSW and C&D) generated within the District to pay for District Programs. The District surcharge is subject to change and the District will provide sixty (60) days' notice of the change in the fee.

The State of Vermont currently levies a \$6.00 per ton fee on solid waste generated within the State or on all waste that shipped out of a Vermont Facility.

**These two fees total \$15.00/ton.**

## **SECTION VI. EVALUATION OF PROPOSALS**

### **A. GENERAL**

The District retains the right to reject any and all proposals and to waive defects or irregularities in any proposal. The District is not obligated to evaluate proposals received after the designated time for submission, or proposals that it deems to be incomplete. At the sole discretion of the District and its agents, proposals submitted indicating any exceptions to the terms of this RFP may be included in or excluded from the evaluation process.

The District reserves the right to award the eventual Contract to one or more responsible Proposers or not award any Contract.

### **B. EVALUATION CRITERIA**

Evaluation of information submitted by the Proposer will be based on a number of pre-selected criteria that reflect the needs of the participating District towns. The major evaluation criteria are:

- Safety and environmental considerations,
- Disposal and hauling fees charged to each participating town, and
- Proposer's financial condition and resources.

The selected Proposer will have submitted the proposal that is in the best interests of the District. If a proposal does not satisfy the minimum requirements set forth in this RFP, it will be disqualified from further consideration at the discretion of the District.

Having satisfied the minimum requirements, each proposal will be reviewed by the evaluation team and graded as to responsiveness on the basis of the criteria as identified in the RFP.

### **C. PROPOSAL REJECTION**

The District reserves the right to reject any and all proposals and to waive any defects or irregularities in the proposals received and to accept the proposal most favorable to the interest of the District.

### **D. PROPOSER REJECTIONS DUE TO ARREARAGE IN PAYMENTS DUE AND OWING TO THE DISTRICT OR MEMBER TOWNS**

The Proposer whose proposal has been accepted must, prior to the execution of the Contract, warrant and affirm that it is in good standing with the Vermont Secretary of State.

## **SECTION VII. PROPOSAL FORMS**

Proposers shall submit the following forms with their proposals: (See attached)

- Form A: Statement of Non-Collusion
- Form B: Disposal Site(s) Information
- Form C: Cost Proposal

### **PROPOSER'S VERIFICATION**

The person signing the Proposal certifies that s/he has fully informed her/himself regarding the accuracy of the statements contained in this certification and, under penalties of perjury, affirms the truth thereof, such penalties being applicable to the Proposer as well as to the person signing on its behalf.

I understand that this information is submitted as part of a Request for Proposals issued by the District, and may be relied upon by the District in awarding a Contract for solid waste disposal services pursuant to this RFP. As such, any knowingly or willfully false statement will provide grounds for disqualification of the Proposal.

REQUEST FOR PROPOSAL  
SOUTHERN WINDSOR/WINDHAM SOLID WASTE DISTRICT

Dated: \_\_\_\_\_

Proposer's  
Business  
Name: \_\_\_\_\_

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_



## FORM A

### **Statement of Non-Collusion**

*District Solid Waste Disposal RFP*

By submission of this Proposal, the Proposer certifies that:

- a. This Proposal has been independently arrived at without collusion with any other Proposer or with any competitor or potential competitor.
- b. This Proposal has not been knowingly disclosed and will not be knowingly disclosed prior to the opening of Proposals to any other bidder, competitor, or potential competitor.
- c. No attempt has been or will be made to induce any other person, partnership, or corporation to submit or not to submit a Proposal.
- d. The attached hereto (if a corporation Proposer) is a certified copy of resolution authorizing the execution of this certificate by the signature of this Proposal on behalf of the corporate bidder.

Resolved that \_\_\_\_\_ (name of individual) be authorized to sign and submit the Proposal of \_\_\_\_\_ for Solid Waste Disposal and to certify *as to* non-collusion as the act and deed ... *contained in* such certificates *that this* corporate proposer shall be liable ... *being duly sworn, deposes and swears* under the penalties of perjury.

## FORM B

### **Disposal Site and/or Transfer Station Information**

*Southern Windsor/Windham Counties Solid Waste District  
Solid Waste Disposal RFP*

NOTE: THIS FORM MUST BE COMPLETED FOR EACH DISPOSAL SITE  
PROPOSED FOR FINAL DEPOSITION OF WASTE.

The following is information on the undersigned Proposer's Solid Waste Disposal Site:

#### I. GENERAL

##### A. Disposal Site Location

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

##### B. Disposal Site Mailing Address (if different than A.)

Address: \_\_\_\_\_

\_\_\_\_\_

#### II. CURRENT OPERATIONS

##### A. Operations Permit

a. Permittee: \_\_\_\_\_

b. No.: \_\_\_\_\_

c. State: \_\_\_\_\_

d. Issuing Entity: \_\_\_\_\_

e. Date of Issue: \_\_\_\_\_

f. Date of Expiration: \_\_\_\_\_

g. Copy Enclosed? \_\_\_\_\_ (Yes or No)

##### B. Hours of Operation

1. What are the PERMITTED operating hours of the disposal location?

DAY	AM	to	PM
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	
Sunday		to	

2. Are there any PERMITTED closure periods stipulated?

---

3. What are the ACTUAL operating hours:

DAY	AM	to	PM
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	
Sunday		to	

4. What holiday or other days is the disposal site typically closed?

DAY	AM	to	PM
New Year's Day		to	
Memorial		to	
Independence		to	
Labor		to	
Thanksgiving		to	

REQUEST FOR PROPOSAL  
SOUTHERN WINDSOR/WINDHAM SOLID WASTE DISTRICT

**Christmas**

\_\_\_\_\_ to \_\_\_\_\_

**Other**

\_\_\_\_\_ to \_\_\_\_\_

REQUEST FOR PROPOSAL  
SOUTHERN WINDSOR/WINDHAM SOLID WASTE DISTRICT

The undersigned hereby certifies that services, material, or equipment to be furnished as a result of this proposal will be in full accordance with Southern Windsor/Windham Solid Waste District specifications applying thereto unless exceptions are indicated above and an explanation attached.

Proposing Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
City State Zip

By: \_\_\_\_\_  
(Please print or type) Name and Title

Signature: \_\_\_\_\_

Phone No: \_\_\_\_\_

Date: \_\_\_\_\_

## FORM C

### COST PROPOSAL

All Proposers shall provide cost data for the base services outlined below. However, if the Proposer wishes to provide an Alternative(s) to the base service, they must provide a detailed explanation of the Alternative(s) along with pricing similar to the base service plan for comparison purposes.

#### Transport

1A. **MSW** - Cost per ton/pull to transport the District's MSW waste stream from the individual Town's Transfer Stations based on the pull charges shown below for the period July 1, 2021 through June 30, 2024. The District recognizes costs will vary by Town and the Proposer should provide the rates per Town in their proposal.

Town of Cavendish Transfer Station	_____ per pull
Town of Ludlow Transfer Station	_____ per pull
Town of Rockingham Transfer Station	_____ per pull
Town of Springfield Transfer Station	_____ per pull
Town of Weathersfield Transfer Station	_____ per pull

1B. **C&D** - Cost per ton/pull to transport the District's Construction and Demolition waste from the individual Town's transfer station based on the pull charges shown below for the period July 1, 2021 through June 30, 2024. The District recognizes costs will vary by Town and the Proposer should provide the rates per Town in their proposal.

Town of Cavendish Transfer Station	_____ per pull
Town of Ludlow Transfer Station	_____ per pull
Town of Rockingham Transfer Station	_____ per pull
Town of Springfield Transfer Station	_____ per pull
Town of Weathersfield Transfer Station	_____ per pull

Also indicate if Saturday service is provided at the above rates or if a premium will be charged for the Saturday service.

2. Provide a formula for any proposed fuel surcharge using a base cost per gallon of diesel fuel increased OR decreased over time.
3. Will there be any annual increases? Which costs (transportation and/or disposal) will be subject to the annual increase? What index will you use to apply the cost?
4. Disposal Costs for Transfer Stations

**Cost per ton to dispose of the Municipal Solid Waste.**

**Municipal Solid Waste** \$\_\_\_\_\_/ton for July 1, 2021 - June 30, 2024

a) + District Surcharge: \$9.00/ton

b) + State Fee: \$6:00/ton

**TOTAL Disposal Cost for MSW:** \_\_\_\_\_for July 1, 2021 - June 30, 2024

**Cost per ton to dispose of Construction & Demolition material**

**C&D Waste** \$\_\_\_\_\_/ton for July 1, 2021 - June 30, 2024

a) + District Surcharge: \$9.00/ton

b) + State Fee: \$6:00/ton

**TOTAL Disposal Cost for C&D:** \_\_\_\_\_for July 1, 2021 - June 30, 2024

Mr. Tom Kennedy

Southern Windsor/Windham Solid Waste Management District

PO Box 320

Ascutney, VT 05030

Alva Waste Services, LLC

Matthew Priestley

1050 Charlestown Rd

Springfield, VT 05156

802-885-2994

March 24, 2021

Dear Tom,

Alva Waste Services, LLC is excited for the opportunity to offer this proposal for serving the five transfer stations with transporting and disposal of Municipal Solid Waste, Construction and Demolition and Bulky Waste to the Southern Windsor/Windham Solid Waste Management District.

Alva has been providing waste and recycling services within the district towns since 2006. In 2018, Alva took the next step and opened its own transfer station in Springfield, Vermont creating a local option for other haulers and the district communities to dispose of msw, c&d, organics, and bulky waste.

Matthew Priestley, owner, and Serena Chaves, office manager, will be the main points of contact if awarded this contract. Both will always be available on their cell phones.

Matthew Priestley- Cell- 802-291-4807

Serena Chaves- Cell- 802-384-2102

Thank you for this opportunity, and we look forward to building our relationship with the district.

Thank you,



Matthew Priestley, Owner



#### Experience and Management Capability

Alva is proud to have opened our transfer station that is located within the district which is a very cost effective and environmentally sound solution for our towns and district. We currently serve some of the towns and the district with the hauling of glass, as well as with single stream recycle services. We also take pride in documenting and keeping track of all services we provide for them.

#### Operations Experience

All the waste hauled from the towns will be hauled to our own transfer station located at 1050 Charlestown Rd, Springfield, VT which is fully permitted with all state, federal, and local laws and regulations. We are working with landfills throughout New England to ensure consistent pricing in future years as well.

For the last couple of years, our transfer station assisted the Upper Valley Solid Waste District with the collection of organics while they were in the process of permitting their facility. This made us the largest consolidation facility for organics in the state of Vermont.

Currently, Alva Waste operates nine trucks, which includes the recent purchase of a 2021 roll-off truck. Having our transfer station located within the solid waste district enables us to have quick turnaround times on all containers concerned with this RFP.

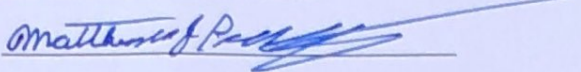
#### Financial Resources

Alva Waste has always been a financially sound company, which takes great pride in the fact that it has completed all of its expansions and purchases without the use of any public money. Our financial institution has granted us lines of credit that we are able to use if needed. We can proudly say that as of this date, we have had the lines of credit in place for twelve years and never had to use them.

Dated: 3/24/2021

Proposer's  
Business

Name: Alva Waste Services, LLC

Signed by: 

Title: Owner

**FORM A**

**Statement of Non-Collusion**

*District Solid Waste Disposal RFP*

By submission of this Proposal, the Proposer certifies that:

- a. This Proposal has been independently arrived at without collusion with any other Proposer or with any competitor or potential competitor.
- b. This Proposal has not been knowingly disclosed and will not be knowingly disclosed prior to the opening of Proposals to any other bidder, competitor, or potential competitor.
- c. No attempt has been or will be made to induce any other person, partnership, or corporation to submit or not to submit a Proposal.
- d. The attached hereto (if a corporation Proposer) is a certified copy of resolution authorizing the execution of this certificate by the signature of this Proposal on behalf of the corporate bidder.

Resolved that Matthew Priestley (name of individual) be authorized to sign and submit the Proposal of Alva Waste Services, LLC for Solid Waste Disposal and to certify *as to* non-collusion as the act and deed ... *contained in* such certificates *that this* corporate proposer shall be liable ... *being duly sworn, deposes and swears* under the penalties of perjury.



## FORM B

### Disposal Site and/or Transfer Station Information

*Southern Windsor/Windham Counties Solid Waste District  
Solid Waste Disposal RFP*

NOTE: THIS FORM MUST BE COMPLETED FOR EACH DISPOSAL SITE PROPOSED FOR FINAL DEPOSITION OF WASTE.

The following is information on the undersigned Proposer's Solid Waste Disposal Site:

#### I. GENERAL

##### A. Disposal Site Location

Name: Alva Waste Services, LLC

Address: 1050 Charlestown Rd

Springfield, VT 05156

Phone: 802-885-2994

##### B. Disposal Site Mailing Address (if different than A.)

Address: \_\_\_\_\_

\_\_\_\_\_

#### II. CURRENT OPERATIONS

##### A. Operations Permit

a. Permittee: Alva Waste Services, LLC

b. No.: WS995

c. State: Vermont

d. Issuing Entity: Vermont Agency of Natural Resources

e. Date of Issue: 4/1/2018

f. Date of Expiration: 4/1/2028

g. Copy Enclosed? No (Yes or No)

##### B. Hours of Operation

1. What are the PERMITTED operating hours of the disposal location?

SOUTHERN WINDSOR/WINDHAM SOLID WASTE DISTRICT

DAY	AM	to	PM
Monday	<u>6:00</u>	<u>to</u>	<u>6:00</u>
Tuesday	<u>6:00</u>	<u>to</u>	<u>6:00</u>
Wednesday	<u>6:00</u>	<u>to</u>	<u>6:00</u>
Thursday	<u>6:00</u>	<u>to</u>	<u>6:00</u>
Friday	<u>6:00</u>	<u>to</u>	<u>6:00</u>
Saturday	<u>6:00</u>	<u>to</u>	<u>6:00</u>
Sunday		<u>to</u>	

2. Are there any PERMITTED closure periods stipulated?

3. What are the ACTUAL operating hours:

DAY	AM	to	PM
Monday	<u>7:00</u>	<u>to</u>	<u>5:00</u>
Tuesday	<u>7:00</u>	<u>to</u>	<u>5:00</u>
Wednesday	<u>7:00</u>	<u>to</u>	<u>5:00</u>
Thursday	<u>7:00</u>	<u>to</u>	<u>5:00</u>
Friday	<u>7:00</u>	<u>to</u>	<u>5:00</u>
Saturday	<u>7:00</u>	<u>to</u>	<u>5:00</u>
Sunday		<u>to</u>	

4. What holiday or other days is the disposal site typically closed?

DAY	AM	to	PM
New Year's Day	<u>Closed</u>		
Memorial	<u>7:00</u>	<u>to</u>	<u>4:00</u>
Independence	<u>Closed</u>		
Labor	<u>7:00</u>	<u>to</u>	<u>4:00</u>
Thanksgiving	<u>Closed</u>		

Christmas

Closed

Other

The undersigned hereby certifies that services, material, or equipment to be furnished as a result of this proposal will be in full accordance with Southern Windsor/Windham Solid Waste District specifications applying thereto unless exceptions are indicated above and an explanation attached.

Proposing Company: Alva Waste Services, LLC

Address: 1050 Charlestown Rd

Springfield, Vermont 05156

City

State

Zip

By: Matthew Priestley, Owner (Please print or type) Name and Title

Signature: 

Phone No: 802-291-4807

Date: 3/24/21



## FORM C

### COST PROPOSAL

All Proposers shall provide cost data for the base services outlined below. However, if the Proposer wishes to provide an Alternative(s) to the base service, they must provide a detailed explanation of the Alternative(s) along with pricing similar to the base service plan for comparison purposes.

#### Transport

1A. **MSW** - Cost per ton/pull to transport the District's MSW waste stream from the individual Town's Transfer Stations based on the pull charges shown below for the period July 1, 2021 through June 30, 2024. The District recognizes costs will vary by Town and the Proposer should provide the rates per Town in their proposal.

Town of Cavendish Transfer Station \$232.00 per pull

Town of Ludlow Transfer Station \$235.00 per pull

Town of Rockingham Transfer Station \$205.00 per pull

Town of Springfield Transfer Station \$190.00 per pull

Town of Weathersfield Transfer Station \$210.00 per pull

1B. **C&D** - Cost per ton/pull to transport the District's Construction and Demolition waste from the individual Town's transfer station based on the pull charges shown below for the period July 1, 2021 through June 30, 2024. The District recognizes costs will vary by Town and the Proposer should provide the rates per Town in their proposal.

Town of Cavendish Transfer Station \$232.00 per pull

Town of Ludlow Transfer Station \$235.00 per pull

Town of Rockingham Transfer Station \$205.00 per pull

Town of Springfield Transfer Station \$190.00 per pull

Town of Weathersfield Transfer Station \$210.00 per pull

Also indicate if Saturday service is provided at the above rates or if a premium will be charged for the Saturday service.



2. Provide a formula for any proposed fuel surcharge using a base cost per gallon of diesel fuel increased OR decreased over time.

If fuel goes above \$3.25 we will negotiate a fuel surcharge with the district.

3. Will there be any annual increases? Which costs (transportation and/or disposal) will be subject to the annual increase? What index will you use to apply the cost?

Both the rate of hauling and tonnage will be adjusted according to the BLS Water & Sewer, and Trash collection services index. In no case will the increase be less than 2.25% each year.

#### 4. Disposal Costs for Transfer Stations

**Cost per ton to dispose of the Municipal Solid Waste.**

**Municipal Solid Waste** \$ 96.00 /ton for July 1, 2021 - June 30, 2024

a) + District Surcharge: \$9.00/ton

b) + State Fee: \$6:00/ton

**TOTAL Disposal Cost for MSW:** \$111.00 for July 1, 2021 - June 30, 2024

**Cost per ton to dispose of Construction & Demolition**

**material C&D Waste** \$ 96.00 /ton for July 1, 2021 - June 30, 2024

a) + District Surcharge: \$9.00/ton

b) + State Fee: \$6:00/ton

**TOTAL Disposal Cost for C&D:** \$111.00 for July 1, 2021 - June 30, 2024

REQUEST FOR PROPOSAL  
SOUTHERN WINDSOR/WINDHAM SOLID WASTE DISTRICT

2. Provide a formula for any proposed fuel surcharge using a base cost per gallon of diesel fuel increased OR decreased over time.

*NO FUEL SURCHARGE*

3. Will there be any annual increases? Which costs (transportation and/or disposal) will be subject to the annual increase? What index will you use to apply the cost?

*100% OF THE GARBAGE AND TRASH CPI*  
4. Disposal Costs for Transfer Stations *AND NO LESS THAN 2.5%.*

**Cost per ton to dispose of the Municipal Solid Waste.**

Municipal Solid Waste \$ 95.32 /ton for July 1, 2021 - June 30, 2024

a) + District Surcharge: \$9.00/ton

b) + State Fee: \$6.00/ton

**TOTAL Disposal Cost for MSW: \$110.32/ton** for July 1, 2021 - June 30, 2024

**Cost per ton to dispose of Construction & Demolition material**

C&D Waste \$ 95.32 /ton for July 1, 2021 - June 30, 2024

a) + District Surcharge: \$9.00/ton

b) + State Fee: \$6.00/ton

**TOTAL Disposal Cost for C&D: \$110.32/ton** for July 1, 2021 - June 30, 2024



ESTABLISHED 1975

## Southern Windsor/ Windham Solid Waste District

RFP: Municipal Solid Waste and C&D  
Transportation and Disposal

March 25, 2021



ESTABLISHED 1975

March 25, 2021

Thomas Kennedy, District Manager  
Southern Windsor/Windham Counties Solid Waste Management District  
P. O. Box 320  
Ascutney, VT 05030

**RE: RFP- Southern Windsor/ Windham Solid Waste District**

Dear Tom,

Casella Waste Systems, Inc. ("Casella") is pleased to provide the Southern Windsor and Windham Solid Waste District ("District") with this proposal for transportation and disposal of solid waste and construction and demolition debris. As the leading resource management company in the Northeast, we have over four decades of experience in transportation, disposal and recycling processing services.

Specific to the District's needs, Casella has been providing services to the five transfer stations for the past 14 years with our locally based assets and industry experiences. The District's point of contacts will remain in place with Jim Toher, White River Junction Market Area Manager and Randy Dapron, our Rutland VT Market Area Manager. Combined, Jim and Randy have over 75 years of experience in the solid waste industry. As such, we believe Casella is the most qualified partner to meet the District's needs.

We are committed to working collaboratively with the District both environmentally and economically. Paramount to success is our strength as an organization, which begins with selecting the best individuals to be a part of our team. We are committed to building a diverse workforce that is passionate about serving our customers, adhering to the highest ethical standards, complying with all state and federal regulations, all the while improving our communities and environment.

Our proposal provides the District transportation and disposal services effective the week of July 1, 2021. We feel that this proposal reflects our strong desire to continue our esteemed partnership with the District. We have outlined our qualifications and scope of work in the following pages and look forward to discussing the opportunity in greater details and would like to call a few to your attention.


- Casella's proposal is based on the award of both MSW and C&D services, we are able to provide disposal support to other local haulers if needed.



- 
- Casella intends on utilizing some of our local owned and operated transfer stations for consolidation of waste with transportation and final disposal at Casella's owned and operated landfill in Coventry.

If at any time you have any questions, please feel free to reach directly to Jim Toher at (802) 236-3229, or Randy Dapron at (802) 236-3121.

Sincerely,



**Michael Stehman**  
**Western Region Vice President**  
**Casella Waste Systems, Inc.**

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## Who We Are

Casella is the Northeast's most experienced resource management company, with headquarters in Rutland, Vermont. Founded in 1975 with a single truck, Casella has grown its operations to over 100 owned and operated facilities across six Northeastern states, providing services to residential, commercial, municipal, industrial, and institutional customers. We service nearly 200,000 customers in our Northeast operating footprint, provide curbside collection service to over 485,000 households, and provide professional resource management services to over 10,000 customer locations across 42 states. We are the largest recycler in the Northeast, recovering nearly 800,000 tons of recyclables and 450,000 tons of organic residuals each year. Today, Casella is the preferred service provider and maintains contracts with over 400 municipalities and 80 Wastewater Treatment Plants across the Northeast.

## What We Do

We apply expertise and best practice, and innovations gained through experience with hundreds of communities throughout the Northeast to recommend opportunities for improved efficiency, waste reduction, and cost savings.

Heard in before, Here's how we're different:



**True Sustainability:** We develop resource solutions that are sustainable in every sense of the word. They are practical and safe for your operations, cost-effective for your budget, and good for the environment.



**Experience:** We've been in this business for over three decades. We've seen fad technologies come and go, and we know what works and what lasts. We can help find the solutions that work for your community.



**Full-Service Solutions:** We provide one point of contact for all your resource management needs, backed up by a team of experts and partners to support your organization's needs. We recycle traditional recyclables, organics, and hard-to-recycle materials. We provide collection, processing, recycling, energy recovery, disposal, and a range of education, technical assistance, reporting, and engagement programs.

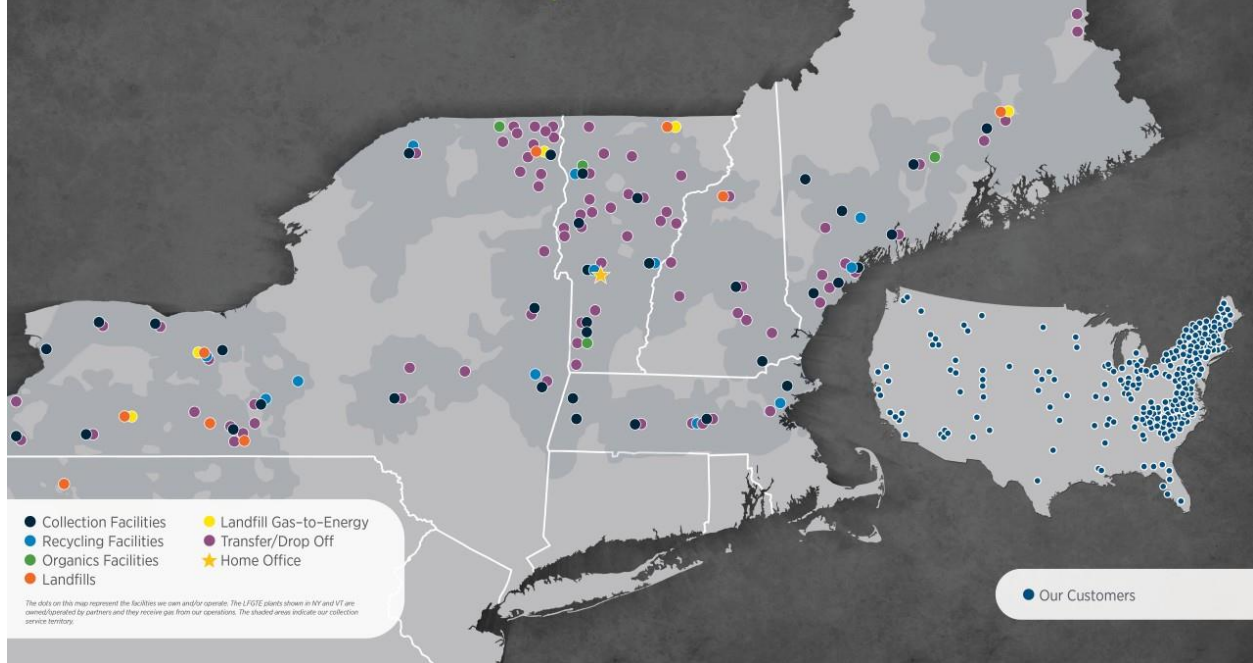


**Innovation:** We love a challenge. Show us your hard-to-recycle byproducts and give us the chance to leverage our expertise and networks to put those resources to productive use.

***Casella has built a network of facilities to meet our customers' needs throughout the Northeast.***

# OUR OPERATIONS

## Overview of Casella's Footprint



## Partnering for Success

We view Municipal work as a partnership. Our over-arching goal is to provide the highest level of service and satisfaction to our municipal partners. We see no merit where one partner wins and one partner loses. Everything we do is in the best interest of both parties.

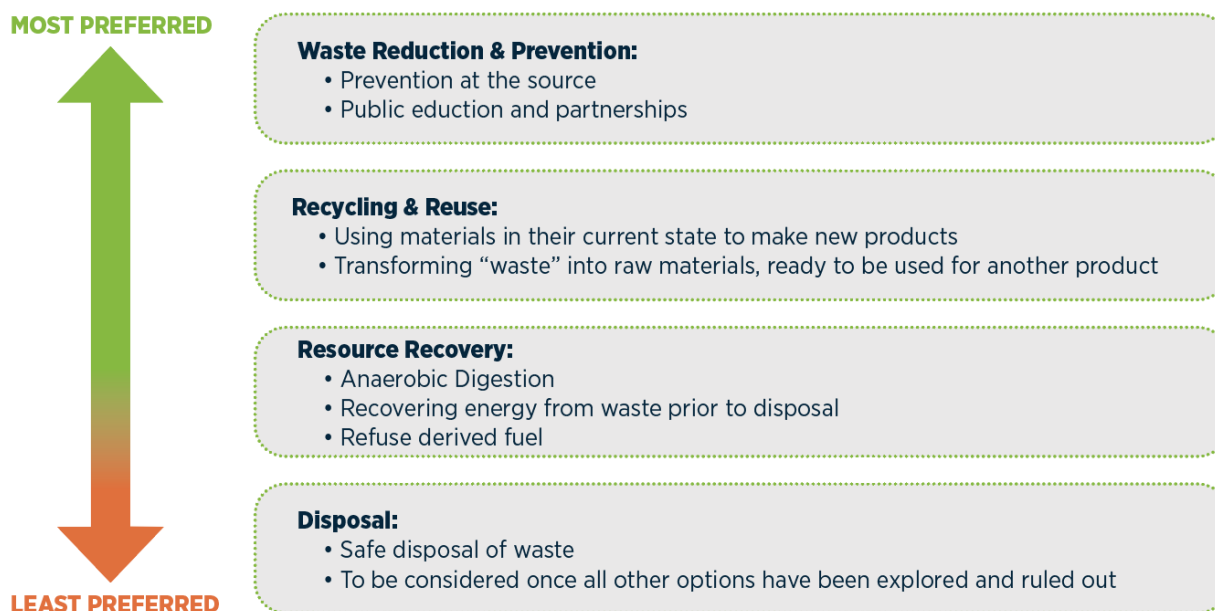
Public-Private partnership can have extensive benefits to host communities and Casella has effectively partnered with many municipalities to provide curbside collection, operate landfills, transfer stations, recycling facilities, and land application programs throughout the Northeast. Some of the major benefits Casella would like to extend to the District, include:

- Reliable and local service
- State-of-the-art equipment
- Company resources and experience
- Keep your community clean, safe, and attractive, improving its reputation and image.
- Increased recycling and diversion rates.
- In-house marketing and Community Engagement team.
- Experienced permitting and compliance team.

## How We Do It

**Commitment to Service-** Casella believes in the public-private partnership model. A basic tenet of that model includes both entities sharing all benefits available from the partnership and both partners are involved in a state-of-affairs that provides a win for each. We are committed to providing consistent, professional, and timely services and being environmental stewards for your community.

### The Concept of Integrated Solid Waste Management- How Casella Applies This:



## Waste Reduction & Prevention

We live in a closed-loop environment. Everything is connected. An innovative approach to managing today’s waste includes the realization that renewing the life cycle of the products our communities consume is a critical step in reducing waste. The concept of managing solid waste means giving trash new purpose and new life. It’s about turning waste into a resource.

Casella believes that improving the lives of our customers and those in the communities we serve encompasses the three pillars of sustainability:

1. **Economic Development**
2. **Environmental Leadership**
3. **Social Responsibility**





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## Operations and Management Plan

### Transportation & Management Plan

The District's five transfer stations will receive transportation services from our local hauling division located at 1544 East Woodstock Rd, White River Junction, VT, where our administrative offices and fleet vehicles are dispatched. Casella is fully equipped to provide and maintain equipment to service the District in addition to being fully qualified and licensed in accordance with all Federal, State, and local laws. Our trucks are routinely serviced and inspected. We have ample backup equipment in our existing fleet located at our local WRJ division.

### Disposal- Solid Waste and C Construction & Demolition Waste

All solid waste collected locally will be delivered to Casella's owned and operated transfer stations in either Newport, NH or Rutland, VT to be consolidated and transported to our landfill located in Coventry, VT as our primary final disposal site. Casella has a network of disposal facilities in the Northeast to redirect volume should there ever be a need.

### Equipment & Containers

Casella will utilize roll-off trucks to service the needs of this Contract. We have a sufficient inventory of trucks, containers, carts and bins to service the differing needs of the variety of customers we service from our local divisions.



Casella will supply containers and equipment needed per each Town's specific needs:

**Ludlow**- Casella will provide a swap box to swap with the Town owned box.

**Cavendish**- Casella will provide a swap box to swap with the Town owned box along with two (2) roll-off containers.

**Rockingham**- Casella will provide three (3) roll-off containers.

**Springfield**- Casella will provide compactor, two (2) compactor boxes and two (2) roll-off containers.

**Weathersfield**- Casella will provide a swap compactor box to swap with the Town owned compactor box along with two (2) roll-off containers.

### Operations & Customer Service

The District's main point of contacts will remain to be Jim Toher, White River Junction Market Area Manager and Randy Dapron our Rutland VT Market Area Manager. Our operations will continue to be led by Benny Fluette. District and Town officials will have direct access to our local Management and Operations team, all of whom are very familiar with the intricacies and specific needs at each of the Transfer Stations.

**Jim Toher**- WRJ Market Area Manager (802) 236-3229

**Randy Dapron**- Rutland Market Area Manager (802) 236-3121

**Benny Fluette**- Operations (603) 543-7171

**Paul Schiffer**- Compactor Specialist (802) 738-8689

The District Transfer Stations will continue to have 24/7 service and support by calling 1-800-CASELLA.

## Qualifications

### Compliance & Safety

Casella operates under strict compliance with all local, state, and federal regulations and laws, including E.P.A., OSHA, and D.O.T. regulations. All Town ordinances will be clearly communicated and adhered to within our organization. All necessary permits, licenses, certificates, and inspections would be provided.

The safety of our employees and environmental compliance at our sites are two top priorities for Casella. Company-wide we have over twenty (20) dedicated safety and environmental personnel to assist in training operations management and staff. Safety and Environmental training provided to staff on a regular schedule and as needed. Training is conducted by Site by Operations Management or Safety and Environmental Staff. Casella provides weekly and monthly safety meetings covering specific seasonal and market conditions. See **Exhibit 1** – for a copy of our monthly safety meeting agenda as well as our Preventative Maintenance schedule on our trucks.

### Reporting & Invoicing

Casella recognizes the importance of providing the District with monthly and annual reports for quantities of Municipal Solid Waste and C&D materials. We have the ability to customize reports based on needs of each Town or the District. Monthly invoices for service, will be sent directly to the Town's within the District.

### Insurance and Bonding Capabilities

Casella has the ability meet the bonding and insurance requirements set forth in this RFP. Please see the attached certificate from our insurance agency, the Noyle W. Johnson Group. Casella can provide additional information needed upon further request.

### Marketing

Through our in-house marketing and design staff, we have the ability and willingness to support the District in designing specialized outreach and educational material tailored towards specific needs, see example of list of acceptable recyclables.



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## Operational Experience

Casella has had the opportunity to work with many municipalities, commercial businesses and institutions in the State of Vermont and we are very pleased to continue what we believe is a strong partnership with the Southern Windsor/Windham Solid Waste District Officials and communities.. We believe the best testament of our experience is from our customers. We encourage the District to contact any of the below contacts as reference to our capabilities, our dedication to our customer partnerships and our experience.

### Addison County, Vermont

**Name:** Terry Kuczynski

**Title:** Addison County Solid Waste District Manager

**Phone:** (802) 388-2333

**Address:** 1223 US-7, Middlebury, VT 05753

### Rutland County, Vermont

**Name:** Mark Shea

**Title:** District Manager

**Phone:** (802) 775-7209

**Address:** 2 Greens Hill Lane, Rutland, VT 05701

### Town of Bennington, Vermont

**Name:** Stuart Hurd

**Title:** Town Manager

**Phone:** (802) 442-1037

**Address:** 205 South Street, P.O. Box 469, Bennington, VT 05201

## Financial Conditions and Resources

### Financials

Casella Waste Systems, Inc. has a strong record of financial success and sound business practices. As a publicly traded company [NASDAQ: CWST], Casella is required to submit publicly audited financial reports and meet the strict internal reporting requirements. The financial assets of Casella. have supported the financing of multi-million-dollar waste and recycling infrastructure projects.

The financial needs for Casella to soundly provide the Southern Windsor/Windham Solid Waste District with disposal services for MSW and C&D.

Casella's financial statements can be found and downloaded at

<https://ir.casella.com/financialinformation>

Casella's annual report can be found and download at

<https://ir.casella.com/static-files/e5136baa-8223-418a-95f9-f350929a8efe>

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## Sustainability

Casella is a proud provider of environmental sustainability services. Our biennial Sustainability Report describes our work with our customers to create value from their waste streams, to improve the sustainability of our own operations, to reduce greenhouse gas emissions, and to build strong people and relationships to fundamentally change the way society views waste. produces and publishes a Sustainability Report, accessible at [www.casella.com/about-us/casella-sustainability](http://www.casella.com/about-us/casella-sustainability)

## Management

*Contact information of the owner, all principles and partners, and stockholders holding greater than ten percent of the company's authorized and issued stock:*

NAME	TITLE	ADDRESS
Casella, John W.	President	25 Greens Hill Lane, Rutland, VT 05701
Casella, Douglas R.	Vice President	25 Greens Hill Lane, Rutland, VT 05701
Coletta, Edmond	VP & Treasurer	25 Greens Hill Lane, Rutland, VT 05701
Johnson, Edwin	Vice President	25 Greens Hill Lane, Rutland, VT 05701
Casella, John W.	Clerk	25 Greens Hill Lane, Rutland, VT 05701
Stehman, Michael	Regional Vice President	58 Clifton County Road, Suite 200, Clifton Park, NY 12065

## PROPOSER'S VERIFICATION

The person signing the Proposal certifies that s/he has fully informed her/himself regarding the accuracy of the statements contained in this certification and, under penalties of perjury, affirms the truth thereof, such penalties being applicable to the Proposer as well as to the person signing on its behalf.

I understand that this information is submitted as part of a Request for Proposals issued by the District, and may be relied upon by the District in awarding a Contract for solid waste disposal services pursuant to this RFP. As such, any knowingly or willfully false statement will provide grounds for disqualification of the Proposal.

Dated:	<u>March 24, 2021</u>
Proposer's Business Name:	<u>Casella Waste Management Inc.</u>
Signed by:	<u>Michael Stehman</u>
Title:	<u>Western Region Vice President</u>

## CERTIFICATE OF AUTHORITY

At a duly authorized meeting of the Board of Directors of Casella Waste Management, Inc., it was voted that John W. Casella, Vice President and Secretary, and/or Michael Stehman, Vice President are each authorized to execute any and all bid and contract documents for the Southern Windsor/Windham Counties Solid Waste Management District's Request for Proposals for Transportation of Municipal Solid Waste and Construction and Demolition Waste From Its Five Municipal Transfer Stations. In the name of and on behalf of Casella Waste Management, Inc., all such documents shall be valid and binding upon this company.

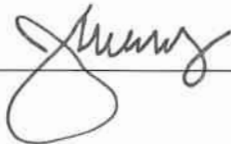
A True Copy Attested,

Company Name: Casella Waste Management, Inc.  
Address: 25 Greens Hill Lane, Rutland, VT 05701  
Name & Title of Signatory: John W. Casella, Vice President and Secretary

Date: March 22, 2021

I hereby certify that I am the Secretary of Casella Waste Management, Inc. and that the above vote has not been amended or rescinded and remains in full force and effect as of the date written above.

Signature: \_\_\_\_\_



## FORM A


### Statement of Non-Collusion

#### *District Solid Waste Disposal RFP*

By submission of this Proposal, the Proposer certifies that:

- a. This Proposal has been independently arrived at without collusion with any other Proposer or with any competitor or potential competitor.
- b. This Proposal has not been knowingly disclosed and will not be knowingly disclosed prior to the opening of Proposals to any other bidder, competitor, or potential competitor.
- c. No attempt has been or will be made to induce any other person, partnership, or corporation to submit or not to submit a Proposal.
- d. The attached hereto (if a corporation Proposer) is a certified copy of resolution authorizing the execution of this certificate by the signature of this Proposal on behalf of the corporate bidder.

Resolved that Michael Stehman (name of individual) be authorized to sign and submit the Proposal of Southern Windsor/Windham Counties for Solid Waste Disposal and to certify *as to* non-collusion as the act and deed ... *contained in* such certificates *that this* corporate proposer shall be liable ... *being duly sworn, deposes and swears* under the penalties of perjury.

  
\_\_\_\_\_  
John W. Casella

## FORM B

### Disposal Site and/or Transfer Station Information

*Southern Windsor/Windham Counties Solid Waste District  
Solid Waste Disposal RFP*

NOTE: THIS FORM MUST BE COMPLETED FOR EACH DISPOSAL SITE  
PROPOSED FOR FINAL DEPOSITION OF WASTE.

The following is information on the undersigned Proposer's Solid Waste Disposal Site:

#### I. GENERAL

##### A. Disposal Site Location

Name: New England Waste Services of Vermont, Inc.

Address: 21 Landfill Lane, Coventry, Vermont

Phone: 802-334-3127

##### B. Disposal Site Mailing Address (if different than A.)

Address: same as above

#### II. CURRENT OPERATIONS

##### A. Operations Permit

a. Permittee: New England Waste Services of Vermont, Inc.

b. No.: OL510

c. State: Vermont

d. Issuing Entity: VTANR

e. Date of Issue: 10/18/18

f. Date of Expiration: 6/30/28

g. Copy Enclosed? No (Yes or No)

**\*Can provide copy upon request**

##### B. Hours of Operation

1. What are the PERMITTED operating hours of the disposal location?



<b>DAY</b>	<b>AM</b>	<b>to</b>	<b>PM</b>
<b>Monday</b>	6:00	to	5:00
<b>Tuesday</b>	6:00	to	5:00
<b>Wednesday</b>	6:00	to	5:00
<b>Thursday</b>	6:00	to	5:00
<b>Friday</b>	6:00	to	5:00
<b>Saturday</b>	6:30	to	4:00
<b>Sunday</b>	Closed	to	Closed

2. Are there any PERMITTED closure periods stipulated?

No

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3. What are the ACTUAL operating hours:

<b>DAY</b>	<b>AM</b>	<b>to</b>	<b>PM</b>
<b>Monday</b>	6:30	to	3:00
<b>Tuesday</b>	6:30	to	3:00
<b>Wednesday</b>	6:30	to	3:00
<b>Thursday</b>	6:30	to	3:00
<b>Friday</b>	6:30	to	3:00
<b>Saturday</b>	Closed	to	Closed
<b>Sunday</b>	Closed	to	Closed

4. What holiday or other days is the disposal site typically closed?

<b>DAY</b>	<b>AM</b>	<b>to</b>	<b>PM</b>
<b>New Year's Day</b>	Closed	to	Closed
<b>Memorial</b>	Closed	to	Closed
<b>Independence</b>	Closed	to	Closed
<b>Labor</b>	Closed	to	Closed
<b>Thanksgiving</b>	Closed	to	Closed
<b>Christmas</b>	Closed	to	Closed
<b>Other</b>	n/a	to	n/a



## FORM C

### COST PROPOSAL

All Proposers shall provide cost data for the base services outlined below. However, if the Proposer wishes to provide an Alternative(s) to the base service, they must provide a detailed explanation of the Alternative(s) along with pricing similar to the base service plan for comparison purposes.

#### Transport

1A. **MSW** - Cost per ton/pull to transport the District's MSW waste stream from the individual Town's Transfer Stations based on the pull charges shown below for the period July 1, 2021 through June 30, 2024. The District recognizes costs will vary by Town and the Proposer should provide the rates per Town in their proposal.

Town of Cavendish Transfer Station	<u>\$210.75</u> per pull
Town of Ludlow Transfer Station	<u>\$200.50</u> per pull
Town of Rockingham Transfer Station	<u>\$185.12</u> per pull
Town of Springfield Transfer Station	<u>\$221.00</u> per pull
Town of Weathersfield Transfer Station	<u>\$221.00</u> per pull

1B. **C&D** - Cost per ton/pull to transport the District's Construction and Demolition waste from the individual Town's transfer station based on the pull charges shown below for the period July 1, 2021 through June 30, 2024. The District recognizes costs will vary by Town and the Proposer should provide the rates per Town in their proposal.

Town of Cavendish Transfer Station	<u>\$210.75</u> per pull
Town of Ludlow Transfer Station	<u>\$200.50</u> per pull
Town of Rockingham Transfer Station	<u>\$185.12</u> per pull
Town of Springfield Transfer Station	<u>\$221.00</u> per pull
Town of Weathersfield Transfer Station	<u>\$221.00</u> per pull

Also indicate if Saturday service is provided at the above rates or if a premium will be charged for the Saturday service.

2. Provide a formula for any proposed fuel surcharge using a base cost per gallon of diesel fuel increased OR decreased over time.
3. Will there be any annual increases? Which costs (transportation and/or disposal) will be subject to the annual increase? What index will you use to apply the cost?
4. Disposal Costs for Transfer Stations

**Cost per ton to dispose of the Municipal Solid Waste.**

**Municipal Solid Waste** \$ 95.32 /ton for July 1, 2021 - June 30, 2024

a) + District Surcharge: \$9.00/ton

b) + State Fee: \$6:00/ton

**TOTAL Disposal Cost for MSW:** \$110.32/ton for July 1, 2021 - June 30, 2024

**Cost per ton to dispose of Construction & Demolition material**

**C&D Waste** \$ 95.32 /ton for July 1, 2021 - June 30, 2024

a) + District Surcharge: \$9.00/ton

b) + State Fee: \$6:00/ton

**TOTAL Disposal Cost for C&D:** \$110.32/ton for July 1, 2021 - June 30, 2024

## CASELLA RESOURCE SOLUTIONS 2021 ANNUAL SAFETY TRAINING SCHEDULE

	Landfill / GTE	MRF / Transfer Station	Hauling	Mechanics	Industrial Solutions	Administrative
<b>January</b>	Fire Precautions / Fire Extinguisher Truck Fire Procedures Landfill Equipment Procedures Landfill Fire Procedures	Fire Precautions Fire Extinguisher Truck Fire Procedures Safe Backing	Fire Precautions Fire Extinguisher Truck Fire Procedures Safe Backing	Fire Precautions Fire Extinguisher Truck Fire Procedures Safe Backing	Fire Procedures Fire Extinguisher Truck Fire Procedures	Fire Precautions Fire Extinguisher
<b>February</b>	Forklift / Skid-Steer Safety Forklift Certification/Observation Pushing Waste Landfill Driver Safety	Forklift / Skid-Steer Safety Forklift Certification/Observation Trailer Securement Machine Guarding	Safe Work Guidelines (by LOB) Landfill Driver Safety	Forklift / Skid-Steer Safety Forklift Certification/Observation Machine Guarding	Forklift / Skid-Steer Safety Forklift Certification/Observation Trailer Securement	
<b>March</b>	Emergency Response Landfill Emergency Action Plan Spill Response Sloping and Grading	Emergency Response Review Site Action Plan Spill Response	Emergency Response Review Site Action Plan Spill Response	Emergency Response Review Site Action Plan Spill Response	Emergency Response Review Site Action Plan Spill Response	Emergency Response Review Site Action Plan
<b>April</b>	Confined Space Awareness Mounting and Dismounting Lock-Out / Tag-Out LOTO Periodic Test/Certification Towing Stuck Vehicles	Mounting and Dismounting Lock-Out / Tag-Out LOTO Periodic Test/Certification	Mounting and Dismounting Lock-Out / Tag-Out LOTO Periodic Test/Certification	Mounting and Dismounting Lock-Out / Tag-Out Awareness Procedures for Mechanics LOTO Periodic Test/Certification	Mounting and Dismounting Lock-Out / Tag-Out LOTO Periodic Test/Certification	
<b>May</b>	Heat Stress Personal Protective Equipment Safe Lifting Heavy Equipment and Landfill Vehicle Parking	Heat Stress Personal Protective Equipment Safe Lifting	Heat Stress Personal Protective Equipment Safe Lifting	Heat Stress Personal Protective Equipment Safe Lifting Portable Ladder Safety	Heat Stress Personal Protective Equipment Safe Lifting	Safe Lifting
<b>June</b>	Cell Phone Policy Accident & Injury Reporting Dust Control	Cell Phone Policy Accident & Injury Reporting	Cell Phone Policy Accident & Injury Reporting Helper Safety Overhead and Downed Power Line Safety	Cell Phone Policy Accident & Injury Reporting Welding Safety - Hot Work Permits	Cell Phone Policy Accident & Injury Reporting	Accident & Injury Reporting
<b>July</b>	Landfill Bird Control Program Landfill Communications Offloading Trucks at Landfills	Safe Backing Backing Observation Certificate Smith System - Driving	Safe Backing Backing Observation Certificate Smith System - Driving	Safe Backing Backing Observation Certificate Smith System - Driving	Lead Acid Battery Safety	
<b>August</b>	Stress Management Workplace Violence Heavy Equipment Blocking/Cribbing	Stress Management Workplace Violence Tipping Floor Vehicle Dumping Awareness	Stress Management Workplace Violence Tipping Floor Vehicle Dumping Awareness	Stress Management Workplace Violence Tipping Floor Vehicle Dumping Awareness	Stress Management Workplace Violence	Stress Management Workplace Violence
<b>September</b>	Equipment Inspection Maintenance and Cleaning of Equipment	Equipment Inspection Maintenance and Cleaning of Equipment Baler and Grinder Safety	Driver Vehicle Inspection Report Hours of Service (2020 update)	Equipment Inspection Maintenance and Cleaning of Equipment DVIR- Mechanic Procedures Hours of Service (2020 Update)	Equipment Inspection Baler and Grinder Safety	
<b>October</b>	Cold Stress Pedestrian Safety Awareness Landfill Walking Safety	Cold Stress Pedestrian Safety Awareness	Cold Stress Pedestrian Safety Awareness	Cold Stress Pedestrian Safety Awareness Power and Hand Tool Safety	Cold Stress Pedestrian Safety Awareness	
<b>November</b>	Hazard Communication Slips, Trips, and Falls Hydrogen Sulfide (H2S) Safety Gas Extraction / HDPE Fusing / Pipe Work Safety	Hazard Communication Slips, Trips, and Falls	Hazard Communication Slips, Trips, and Falls	Hazard Communication Slips, Trips, and Falls Flammable Liquids Compressed Gases	Hazard Communication Slips, Trips, and Falls	Slips, Trips, and Falls
<b>December</b>	Blood Borne Pathogens Wheel Berms and Stops Excavation and Trenching	Blood Borne Pathogens Hearing Conservation Fall Protection (if applicable)	Bloodborne Pathogens	Blood Borne Pathogens Hearing Conservation Fall Protection Crane/Hoist/Chain Safety Jacks and Jack Stands	Blood Borne Pathogens Hearing Conservation	

**CASELLA WASTE SYSTEMS  
2021 ANNUAL TRAINING SCHEDULE  
Safety / Compliance**

The following schedule is provided as a guideline for completion of all required annual review and updates.

	Landfill / GTE	MRF / Transfer Station	Hauling	Mechanics	Industrial Solutions	Administrative
<b>January</b>	Respirator Clearance & Audiograms Are Due (Where Appropriate) / <b>Complete &amp; Post 300A by Feb. 1st</b>	Respirator Clearance & Audiograms Are Due (Where Appropriate) / <b>Complete &amp; Post 300A by Feb. 1st</b>	Respirator Clearance & Audiograms Are Due (Where Appropriate) / <b>Complete &amp; Post 300A by Feb. 1st</b>	Respirator Clearance & Audiograms Are Due (Where Appropriate) / <b>Complete &amp; Post 300A by Feb. 1st</b>	Respirator Clearance & Audiograms Are Due (Where Appropriate) / <b>Complete &amp; Post 300A by Feb. 1st</b>	Respirator Clearance & Audiograms Are Due (Where Appropriate) / <b>Complete &amp; Post 300A by Feb. 1st</b>
<b>February</b>	<b>Post 300A by Feb. 1st/ONLINE REPORTING TO OSHA BY MARCH 2nd</b>	<b>Post 300A by Feb. 1st/ONLINE REPORTING TO OSHA BY MARCH 2nd</b>	<b>Post 300A by Feb. 1st/ONLINE REPORTING TO OSHA BY MARCH 2nd</b>	<b>Post 300A by Feb. 1st/ONLINE REPORTING TO OSHA BY MARCH 2nd</b>	<b>Post 300A by Feb. 1st/ONLINE REPORTING TO OSHA BY MARCH 2nd</b>	<b>Post 300A by Feb. 1st/ONLINE REPORTING TO OSHA BY MARCH 2nd</b>
<b>March</b>	Crane, Hoisting & Lifting Equipment Inspections	Hoisting & Lifting Equipment Inspections	Hoisting & Lifting Equipment Inspections	Hoisting & Lifting Equipment Inspections	Crane, Hoisting & Lifting Equipment Inspections	
<b>April</b>	Fire Detection & Suppression Systems Inspection (Contact Vendor)	Fire Detection & Suppression Systems Inspection (Contact Vendor)	Fire Detection & Suppression Systems Inspection (Contact Vendor)	Fire Detection & Suppression Systems Inspection (Contact Vendor)		Fire Detection & Suppression Systems Inspection (Contact Vendor)
<b>May</b>	Remove & File 300A Posting	Remove & File 300A Posting	Remove & File 300A Posting	Remove & File 300A Posting	Remove & File 300A Posting	Remove & File 300A Posting
<b>June</b>	Process MVRs / Weighmaster Certificates	Process MVRs / Weighmaster Certificates	Process MVRs	Process MVRs	Process MVRs	Process MVRs
<b>July</b>	Hydration on Hot Days	Hydration on Hot Days	Hydration on Hot Days	Hydration on Hot Days	Hydration on Hot Days	Hydration on Hot Days
<b>August</b>	Back to School / / Hydration on Hot Days	Back to School / / Hydration on Hot Days	Back to School / / Hydration on Hot Days	Back to School / / Hydration on Hot Days	Back to School / / Hydration on Hot Days	Back to School / / Hydration on Hot Days
<b>September</b>	Check Tires	Check Tires	Check Tires	Check Tires	Check Tires	Check Tires
<b>October</b>	Purchase Cold Weather PPE & Winterization Equipment	Purchase Cold Weather PPE & Winterization Equipment	Purchase Cold Weather PPE & Winterization Equipment	Purchase Cold Weather PPE & Winterization Equipment	Purchase Cold Weather PPE & Winterization Equipment	Purchase Cold Weather PPE & Winterization Equipment
<b>November</b>	Flu Shots / Deer & Moose Avoidance	Flu Shots / Deer & Moose Avoidance	Flu Shots / Deer & Moose Avoidance	Flu Shots / Deer & Moose Avoidance	Flu Shots / Deer & Moose Avoidance	Flu Shots / Deer & Moose Avoidance
<b>December</b>	Process MVRs	Process MVRs	Process MVRs	Process MVRs	Process MVRs	Process MVRs



# Preventative Maintenance Inspection

## Perform Partial LO/TO Procedure

Technician Name \_\_\_\_\_

INDICATE "OK" OR "NC" IN STATUS COLUMN (Complete both sides) Technician Name \_\_\_\_\_

Unit #: \_\_\_\_\_ WO #: \_\_\_\_\_ Date: \_\_\_\_\_ Miles: \_\_\_\_\_ Hours \_\_\_\_\_

CAB		status	WALK AROUND		status	UNDERCARRIAGE		status
1. Inspect seats, seat belts, & seat adjusters			21. Inspect wheel bearing reservoirs for level & leaks			39. Lightly lubricate clutch release bearing & inspect return spring		
2. Inspect all cab warning devices, lights, buzzers, strobes			22. Inspect wheels, spacers, lugs, & nuts			40. Clean transmission vent or venting hose		
3. Inspect automatic transmission neutral interlock system			23. Inspect cab, front bumper & hood for damage			41. Inspect transmission rear bearing for looseness or leaks		
4. Clean & lube treadle valve(s) & inspect pedal pads (also check dual drive)			24. Inspect for matched tires & irregular wear			42. Inspect driveline for proper phase, play, or wear		
5. Inspect emergency brake activation (pump down)			25. Inspect tires for wear, cuts, bulges, & valve stem caps			43. Inspect slip yokes, flanges, carrier bearings & u-joints		
6. Inspect operation of low air warning devices (light and buzzer)			26. Record tire tread depth & air pressure on chart (over)			44. Inspect & refill diff. oils & clean vents		
7. Inspect air pressure build up time (85-100psi in 40 sec)			27. Torque Wheels to OEM specs			45. Inspect rear brake components, log wear & stroke (over)		
8. Inspect air dryer operation (listen for clean purge)			<i>Raise the hood of the vehicle</i>			46. Remove plugs and inspect all brake chambers return/emergency springs		
9. Inspect air compressor cut out pressure (120-135psi)			28. Inspect & refill washer solvent			47. Drain all air tanks & note any oil discharge		
10. Inspect for air leak on foot brake application (listen and watch gauges)			29. Inspect/refill power steering fluid			48. Lubricate entire chassis, replace any broken zerk fittings		
11. Inspect operation of trolley valve if equipped			<b>FRONT CHASSIS</b> <i>Raise the front end of the vehicle</i>			<b>BODY</b>		
12. Inspect operation of tractor protection valve if equipped			30. Inspect PTO shaft & u-joints, lubricate			49. Inspect & lubricate tailgate pins, hinge & locking devices		
<b>WALK AROUND</b> <i>Turn on all lights</i>			31. Inspect front wheel bearing			50. Inspect & lube top door tracks & cylinder pins		
13. Inspect for leakage under engine, transmission & rear differentials			32. Inspect & grease kingpins			51. Inspect & Lube winch/reeving cylinder pins & pulleys		
14. Inspect back up alarm & back up lights			33. Inspect front brake components, log wear & stroke on chart (over)			52. Inspect all safety switches for proper operation		
15. Inspect ALL exterior lights for operation			34. Inspect front brake lines & hoses			53. Inspect & lubricate all pins, rollers & guides		
<b>Perform Complete LO/TO Procedure</b>			35. Inspect front springs, center bolts, u-bolts & hangers, lubricate if applicable			54. Inspect all hydraulic lines for leaks, wear, routing & abrasion		
16. Inspect ALL safety equipment (spill kit, fire ext, flares, accident kit, triangles)			36. Inspect steering components for looseness & wear, lubricate			55. Inspect hopper floor, sides, steps & grab handles		
17. Inspect fuel tank mounts, lines, & cap			<i>Lower the front end of vehicle</i>			56. Inspect & lubricate all pins, sheaves & cable blocks		
18. Inspect Signs/Decals (Company/Safety/Regulatory)			<b>UNDERCARRIAGE</b>			57. Inspect & lubricate 5 <sup>th</sup> wheel, jaws, latches & mounting		
19. Inspect steps, sides & channels for damage			37. Inspect bell housing bolts & engine mounts			58. Lubricate entire body, replace all broken zerk fittings		
20. Inspect ICC bumper per DOT requirements			38. Inspect & refill manual transmission, Inspect for leaks			<b>(please complete reverse side)</b>		



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Noyle W Johnson Insurance 119 River Street P.O. Box 279 Montpelier VT 05601-0279	<b>CONTACT NAME:</b> Amanda Mercier <b>PHONE (A/C, No, Ext):</b> (802) 223-8072 <b>FAX (A/C, No):</b> (802) 223-7515 <b>E-MAIL ADDRESS:</b> casella@nwjinsurance.com														
<b>INSURED</b> Casella Waste Management, Inc. Northeast Waste 1544 Woodstock Rd. White River Jct VT 05001	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Lexington Insurance Co.</td><td>19437</td></tr><tr><td>INSURER B: Old Republic Insurance Co.</td><td>24147</td></tr><tr><td>INSURER C: The Cincinnati Casualty Company</td><td>28665</td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Lexington Insurance Co.	19437	INSURER B: Old Republic Insurance Co.	24147	INSURER C: The Cincinnati Casualty Company	28665	INSURER D:		INSURER E:		INSURER F:	
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**COVERAGES****CERTIFICATE NUMBER:** Northeast Waste 2021#1**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		082695204	04/30/2020	04/30/2021	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$</td><td>3,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$</td><td>1,000,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$</td><td>5,000</td></tr><tr><td>PERSONAL &amp; ADV INJURY</td><td>\$</td><td>3,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$</td><td>4,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$</td><td>3,000,000</td></tr><tr><td></td><td>\$</td><td></td></tr></table>	EACH OCCURRENCE	\$	3,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,000	MED EXP (Any one person)	\$	5,000	PERSONAL & ADV INJURY	\$	3,000,000	GENERAL AGGREGATE	\$	4,000,000	PRODUCTS - COMP/OP AGG	\$	3,000,000		\$	
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B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> MCS-90			MWTB 311995 21	01/01/2021	01/01/2022	<table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$</td><td>5,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td><td></td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td><td></td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td><td></td></tr><tr><td></td><td>\$</td><td></td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$	5,000,000	BODILY INJURY (Per person)	\$		BODILY INJURY (Per accident)	\$		PROPERTY DAMAGE (Per accident)	\$			\$							
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B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	MWC 311994 21	01/01/2021	01/01/2022	<table border="1"><tr><td><input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER</td><td></td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$</td><td>1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$</td><td>1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$</td><td>1,000,000</td></tr></table>	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER			E.L. EACH ACCIDENT	\$	1,000,000	E.L. DISEASE - EA EMPLOYEE	\$	1,000,000	E.L. DISEASE - POLICY LIMIT	\$	1,000,000									
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B	Excess Auto Liability			MWZX 315503 20	04/30/2020	04/30/2021	\$2M Excess \$5M Auto Liability 2,000,000																					
C	Excess Auto Liability			EXS0575546	04/30/2020	04/30/2021	\$3M Excess \$7M Auto Liability 3,000,000																					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Southern Windsor/Windham Counties Solid Waste Management District and the towns of Cavendish, Ludlow, Rockingham, Springfield and Weathersfield, VT are Additional Insured under the General Liability Policy where required by written contract subject to the terms and conditions of the policy.

**CERTIFICATE HOLDER****CANCELLATION**

Southern Windsor/Windham Counties  
Solid Waste Management District  
PO Box 320  
Ascutney, VT 05030

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Timothy Ayer/AMANDA

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/22/2021

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<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. 7 Park Central 12750 Merit Drive, Suite 1000 Dallas TX 75251	<b>CONTACT NAME:</b> Maria Hines	
	<b>PHONE (A/C, No, Ext):</b> 972-663-6174 <b>FAX (A/C, No):</b> 972-663-6075	
	<b>E-MAIL ADDRESS:</b> maria_hines@ajg.com	
<b>INSURED</b> Casella Waste Management, Inc. Northeast Waste 1544 Woodstock Rd White River Jct VT 05001	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> XL Insurance America, Inc.	24554
	<b>INSURER B:</b> Lloyd's Syndicate 3623 (Beazley Furlonge Limited)	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

## COVERAGES

CERTIFICATE NUMBER: 1027568787

REVISION NUMBER: 1

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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> <b>OCCUR</b> <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> <b>CLAIMS-MADE</b> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		US00075159LI20A	4/30/2020	4/30/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 45,000,000 see participation \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N				
B	Pollution Liability Contractors Professional Liability		W1E7A2200401 W1E7A8200401	4/30/2020 4/30/2020	4/30/2021 4/30/2021	Pollution Each Claim \$15,000,000 Pollution Aggregate \$15,000,000 Contractors E&O \$10,000,000

### DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

When coverage for additional insured, waiver, etc., is included in underlying General Liability, Auto, and Work Comp policies, the umbrella follows form per endorsement CUU 050-0805 for all applicable parties. Umbrella does not cover over pollution policy. Pollution SIR \$50,000 Pollution limits do not stack. Contractors Professional (E&O) Annual Aggregate \$10,000,000

Umbrella Participating carriers: XL Insurance American, Inc.; Endurance American Specialty Insurance Company; Westchester Surplus Lines Insurance Company; Aspen American Insurance Company; Great American Assurance Company.

## CERTIFICATE HOLDER

## CANCELLATION

Southern Windsor/Windham Counties Solid Waste Management District PO Box 320 Ascutney, VT 05030	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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# Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | PHONE (802) 674-2626 | FAX (802) 674-2117

Brandon W. Gulnick  
Town Manager

May 14, 2021

Selectboard  
5259 US Route 5  
Ascutney, VT 05030

**Re: 1879 Schoolhouse Belfry Restoration Project Bid Results**

Dear Weathersfield Selectboard,

On April 20, 2021, an RFP for the Belfry Restoration Project was advertised in the Valley Newspaper, Vermont Bid Website, and the Weathersfield Website. Matt Keniston and I held a site visit at the 1879 Schoolhouse on April 28<sup>th</sup> at 10AM. All Seasons Construction attended this meeting. Sealed bids were accepted in our office until May 13, 2021 at 12PM. On the same date, a bid opening took place at 2pm. The Town Clerk, Principal Clerk, Highway Superintendent, and I attended this meeting. At 2pm the public bid opening took place, and the bids were read aloud and logged onto the attached sheet.

Matt Keniston and I held a phone meeting to review the bids and confirmed the bids matched the scope of work outlined in the RFP.

Bid Results		
	All Seasons	Concept Carpentry
Cost of Materials	\$7,486	\$3,020
Labor	\$21,714	\$12,620
Additional	\$8,800	\$0
Total Project Cost	\$38,000	\$15,640
Estimated Time	8 Weeks	2.5 Weeks
Completion Date	08/27/2021	10/25/2021

The Town of Weathersfield received a grant from Historic Preservation in the amount of \$15,312 to partially fund this project. Additional costs will be paid for through 1879 Schoolhouse, which has a balance of \$25,949.59.

Attachment A - RFP - 1879 Schoolhouse Belfry Restoration  
Attachment B - 1879 Schoolhouse Bid Proposals  
Attachment C - Matt Keniston's Memorandum to 1879 Schoolhouse Committee  
Attachment D - Grant Award Letter - Vermont Historic Preservation

Recommendation: Vote to award the 1879 Schoolhouse Belfry Restoration project to Concept Carpentry.

Respectfully,

*Brandon Gulnick*

Brandon Gulnick  
Town Manager

ATTACHMENT A  
[RFP - 1879 SCHOOLHOUSE BELFRY RESTORATION]

**Town of Weathersfield Vermont  
Request for Bids (RFB) For  
1879 Schoolhouse Belfry Restoration Project  
(1862 Route 106, Perkinsville VT)**

**Funded in part by a grant from  
Vermont Historic Preservation**

**1. GOAL**

- 1.1 It is the goal of this project to restore the structural integrity of the belfry, and replace, repair, and paint the exterior woodwork as needed and specified in the following documentation.

**2. SCOPE OF WORK**

- 2.1 The first is structural, wherein over time there has been deflection of the rafters and roof boards due to the concentrated weight of the belfry and bell through the four main cupola support posts to the main roof structure.
- 2.2 The second is separating corners of the flush board siding and quoins at the lower cupola corners, which is likely the result of the settling mentioned above.
- 2.3 Third is the overall weather tightness of the cupola due to deterioration of the finish, lack of flashing at the step or shelf between the cupola base and the louvered second tier, and deteriorated hip ridge caps.

**3. GENERAL CONDITIONS**

- 3.1 The contractor will specify in their proposal any material or process used where it differs or enlarges upon the materials and processes included in this specification.
- 3.2 The contractor will maintain the security, weatherproofing, and heat retention of the building while in the execution of this contract.
- 3.3 The contractor will specify the range of dates in which they expect the work will commence and be completed.
- 3.4 The contractor will hold a current EPA Lead Renovators Certificate if any paint removal is done onsite.

**4. STRUCTURAL RESTORATION AND STRUCTURAL ADDITIONS**

**Note:** When originally constructed the corner supports for the belfry rested in part on single rafters and the spanning 1” thick roofing boards.

- 4.1 Canted 6x6 posts, blocks, shims, and spreaders to provide additional support to affected rafters will be added **per the included drawings, numbered Page 1 and Page 2** of the 1879 Schoolhouse Structural Additions.
- 4.2 Steel corner braces, truss connectors, or CDX plywood gussets as needed will be installed inside the belfry to stabilize the main support columns in order to arrest further spreading, and installed so as not to limit access to the bell and interior of the belfry. These will not be visible from the outside.
- 4.3 The center post supporting the belfry hip rafters shall be replaced, or shored up. The original bell lifting timber may be utilized to carry the new post or shoring.
- 4.4 All structural additions will be hammer tight and installed to maximize shear resistance. The object will be to arrest further sagging and spreading of the rafters and structural elements of the belfry.
- 4.5 The existing threaded iron anchor rods will be tightened to bring the hold down plank flush with rafters, and timed to happen in such a way so as not to worsen the sagging state of the roof boards.
- 4.6 2 - #14 x 14" exterior grade lumber lock screws with washers shall be installed near the base of each belfry corner posts so as to pass through the post and into the block now installed below the roof boards at an angle roughly perpendicular to the rafters. Belfry corner posts shall be pre-drilled to prevent splitting.
- 4.7 Screws of appropriate size and length shall be used in all shear and 'toenail' applications and be pre-drilled where splitting would otherwise result.
- 4.8 The following list shall serve to clarify which pieces comprise the major wooden structural additions.
  - a. 4 - 6"x 6" rough-cut hemlock canted posts.
  - b. 4 - 6"x 6"x16" min. rough-cut hemlock, or other wood beveled blocks.
  - c. 2 - 4"x 6"x6 ft. +- rough-cut hemlock spreaders.
  - d. 4 - 6"x6" x 12 min. blocking and shims.

## **5. Exterior Trim and Details:**

- 5.1 The two lowest rows of flush board siding of the lower tier will be replaced with similar width and thickness planed pine boards.
- 5.2 The two lowest wooden corner quoins in all four corners will be replaced with matching quoins as well as any others that have deteriorated and are unable to be fastened securely at the corners and refinished.
- 5.3 Remaining flush board siding and quoins will be refastened to correct any separation at the corners. Gaps between the original flush board siding will not be corrected, but the gaps will be cleaned of old finish to allow for new caulking prior to painting.
- 5.4 A minimum of a ½" space shall be left between the lower flush board siding boards and quoins and the roofing and flashed behind with upturned lead flashing as permitted by the removal of the boards.
- 5.5 All lower tier and upper tier crown molding will be replaced with similar molding or restored as feasible with corners joints tight and able to hold finish. The use of high quality wood epoxy fillers and epoxy consolidators will be permitted.

- 5.6 New custom pre-painted aluminum flashing will be installed on the shelf between the lower tier and upper tier of the belfry. The flashing shall be brake formed with an upturn behind the facing boards and under the sills with a proper drip edge over the lower crown molding. All flashing corners and joints will be lock seamed and sealed. Any structurally compromised boards forming the shelf will be replaced before flashing is installed.
- 5.7 All fasteners exposed to corrosive elements will be weather and corrosion resistant, such as hot dipped galvanized, ceramic coated, and stainless steel.

## **6. Painting:**

- 6.1 The entire belfry will be scraped, sanded, and prepared for repainting.
- 6.2 Bare wood resulting will be two-part liquid epoxy sealed.
- 6.3 All cleaned joints in the lower tier fascia boards will be caulked with a silicone rubber or polyurethane caulking.
- 6.4 All exterior woodwork will be oil base primed, and top coated with two coats of semi gloss exterior latex paint.
- 6.5 The louvers are to be considered part of the woodwork.

## **7. Roofing:**

- 7.1 Belfry hip roof metal ridge caps shall be replaced with new bent roofing grade galvanized steel ridge caps.

## **8. Access:**

- 8.1 Since the slates on the main roof are intact and functioning, but of undetermined stability, utmost care will be taken to ensure that work is done from staging that is designed and mounted so as to protect the slates from damage.
- 8.2 Effective protection of the classroom ceilings shall be maintained while work continues in the attic space.
- 8.3 If access to the roof and belfry involves use of the ell and ADA ramp roof, the metal roofing shall be protected to prevent damage to the standing seam roof and painted coating.
- 8.4 The Town shall provide and maintain access to the work areas and provide electricity for tools and lighting. The contractor will have access to the bathroom on premises but will maintain it in a clean and tidy condition.

## **9. INDEMNIFICATION AND INSURANCE**

- 9.1 The chosen contractor shall comply with the following requirements
- 9.2 The contractor agrees to defend and save harmless the Town of Weathersfield, its officers, agents and employees against all claims, demands, payments, suits, actions, recovery, and judgments of every kind and description arising out of the performance of the Agreement, including personal injury or property damage brought or

recovered against it by reason of any negligent action or omission of the consultant, its agents, or employees and with respect to the degree to which the Town is free from negligence on the part of itself, its employees and agents.

- 9.3 The contractor shall carry Comprehensive Broad Form General Liability Insurance in the amount shown below including protection for bodily injury and property damage.
- 9.4 The contractor shall also maintain Automobile Liability Insurance providing limits prescribed by the Town and Umbrella or Excess Liability Insurance in the amount shown below. The Workers' Compensation Insurance shall provide coverage pursuant to V. S. A. Title 21, Section 600 et seq.
- 9.5 Prior to the commencement of the work, Certificates of Insurance shall be supplied to the Town by the contractor detailing the required coverage. These Certificates shall be issued by a carrier authorized to do business within the State of Vermont. The State of Vermont and the Town of Weathersfield shall also be named as an additional insured.
- 9.6 The contractor shall have and require all sub-consultants to have and maintain insurance coverage and list the Town as an additional insured in accordance with the minimum amounts listed below. Prior to the start of any work, the Town shall be furnished with an insurance certificate as proof that coverage is in place.
  - 9.6.1 General Liability-\$1,000,000 per occurrence
  - 9.6.2 Product Liability-\$1,000,000 per occurrence
  - 9.6.3 Property Damage-\$1,000,000 per occurrence
  - 9.6.4 Personal Injury-\$1,000,000 per occurrence
  - 9.6.5 Automotive Liability-\$500,000 per occurrence
  - 9.6.6 Worker's Compensation-Statutory Requirement

## **10. INSTRUCTIONS TO BIDDER**

- 10.1 Proposals shall be typewritten or written in ink. Officials of corporations shall designate their official title; partners or sole owners shall so state giving the names of all interested parties. The person signing the bid shall initial all corrections or erasures.
- 10.2 Requested descriptive material shall be submitted with the bid.
- 10.3 In submitting the bids the contractor agrees that acceptance of any bid by the Town of Weathersfield within 90 calendar days constitute a contract. No work shall be started until a purchase order has been approved by the Town Manager and a Notice to Proceed has been given.
- 10.4 This project is funded by a Vermont Historic Preservation Grant and all contractors must ensure:
- 10.5 All Project work must be consistent with the Vermont Division of Historic Preservation-approved Scope of Work;
- 10.6 All Project work must comply with the Secretary of the Interior's Standards for Rehabilitation;
- 10.7 The proposal must reflect a historic preservation approach to the Project; and
- 10.8 Traditional materials should be repaired or replaced in kind with materials that match the original and are joined in the same way.

- 10.9 Discounts for immediate payment or credit terms where offered will not be a factor in the determination of the lowest responsible bidder. Payment terms by the Town will be cash, less any applicable discounts, to be paid within 30 days of the completion of the work by the contractor and formal acceptance by the Town.
- 10.10 The successful bidder shall indemnify and hold harmless the Town of Weathersfield against all claims for royalties, for patents, or suit for infringement thereon which may be involved in the manufacture or use of the material to be furnished.
- 10.11 All materials shall remain the property of the contractor until delivered to, installed and accepted by the Town
- 10.12 Deviations from these specifications are permitted only as separate bids provided they are submitted as alternate proposals accompanying a conforming bid.
- 10.13 Selection criteria: This bid shall be awarded to the vendor whose bid represents the best value to the Town of Weathersfield.

## **11. BID INSTRUCTIONS**

- 11.1 All bids shall include the following
- 11.1.1 Project costs
  - 11.1.2 Project schedule
- 11.2 Questions relating to these specifications may be directed to Brandon Gulnick, Town Manager of the Town of Weathersfield:  
(802)674-2626 or [townmanager@weathersfield.org](mailto:townmanager@weathersfield.org)
- 11.3 Interested bidders shall submit an original and one copy of their bid in a sealed envelope, marked "Town of Weathersfield: Window Restoration Project" to:

Town Manager  
Town of Weathersfield  
5259 Route 5  
P.O. Box 550  
Ascutney, VT 05030

## **12. THE TOWN RESERVES THE RIGHT:**

- 12.1 to accept or reject any or all bids in whole or in part and to accept other than the lowest price proposal;
- 12.2 to amend, modify, or withdraw this Request for Bids
- 12.3 to require supplemental statements or information from proposers
- 12.4 to extend the deadline for responses to this Request for Bids
- 12.5 to waive or correct any irregularities in bids received
- 12.6 to negotiate separately with competing bidders.

## **13. CALENDAR**

- 13.1 Request for Bids posted April 20<sup>th</sup>, 2021
- 13.2 Site Visit 10:00 AM, April 28<sup>th</sup>, 2021
- 13.3 Proposals due: **May 13<sup>th</sup>, 2021 by 12:00 P.M**
- 13.4 Bid Opening: May 13<sup>th</sup>, 2021 at 2:00 P.M.



# ATTACHMENT A

[Bid Sheet]

**TOWN OF WEATHERSFIELD, VERMONT**  
**REQUEST FOR BIDS FOR**  
**FOR 1879 SCHOOLHOUSE BELFRY RESTORATION PROJECT**

Bidder's name, address, email address, and phone number:

List similar work bidder has successfully completed:

Cost of Materials: \$ \_\_\_\_\_

Labor: \$ \_\_\_\_\_

Additional projected costs \$ \_\_\_\_\_

\_\_\_\_\_

TOTAL COST OF PROJECT: \$ \_\_\_\_\_

Date for completion: \_\_\_\_\_

Total estimated project time: \_\_\_\_\_

Please provide an explanation for any deviations to this RFB on a separate sheet of paper:

The undersigned, having familiarized themselves with the conditions of project as set forth in the Request for Bids, hereby proposes to furnish all supervision, technical personnel, labor, materials, tools, appurtenances, equipment and services required to perform the required project, all for the TOTAL COST of this bid.

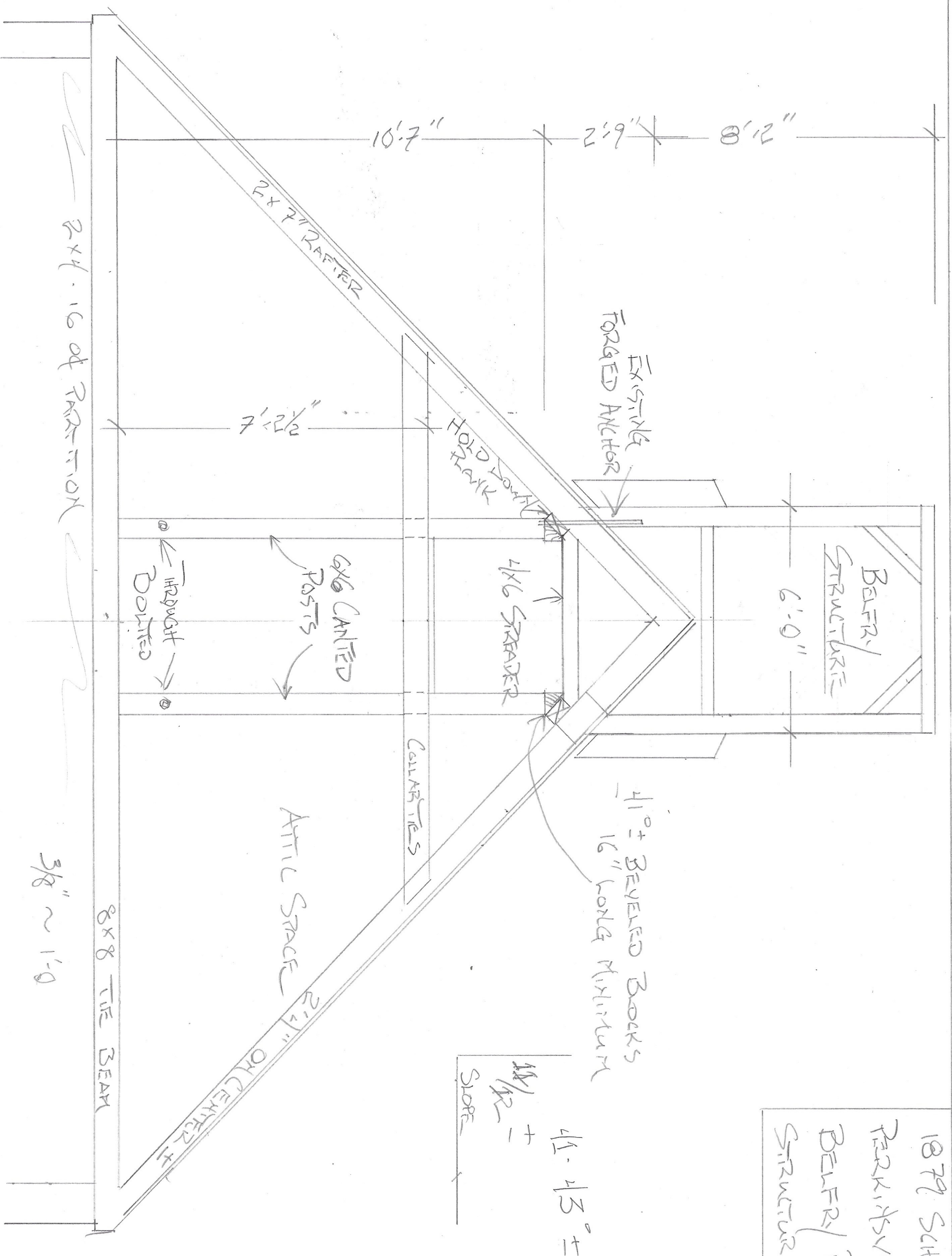
Signature of bidder: \_\_\_\_\_ Date: \_\_\_\_\_

## ATTACHMENT B

[Drawing #1]

1879 Schoolhouse  
 Parkersville, VA  
 BEAR/RESTORATION  
 STRUCTURAL ADDITIONS

MR 4/9/21



ALL DIMENSIONS  
 MUST BE  
 FIELD VERIFIED

## ATTACHMENT C

[Drawing #2]

BELRY  
STRUCTURE  
C-141



ATTACHMENT B  
[BID PROPOSALS]

**TOWN OF WEATHERSFIELD, VERMONT**  
**REQUEST FOR BIDS FOR**  
**FOR 1879 SCHOOLHOUSE BELFRY RESTORATION PROJECT**

Bidder's name, address, email address, and phone number:

Jonathan Nelson - Concept Carpentry LLC  
31 Myrtle St, Claremont, NH  
jonathan@concept-carpentry.com  
802-881-6185

List similar work bidder has successfully completed:

Ferry House restoration at 41 Ferry Landing Rd, Claremont, NH  
Victorian restoration at 47 Atkinson Rd, Bellows Falls, VT  
Craftsman restoration at 22 Highland Ave, Claremont, NH  
New Englander farmhouse restoration at 13 Prospect St, Claremont, NH

Cost of Materials: \$ 3,020

Labor: \$ 12,620

Additional projected costs \$                     

---


TOTAL COST OF PROJECT: \$ 15,640

Date for completion: 10/25/21

Total estimated project time: 2.5 weeks

Please provide an explanation for any deviations to this RFB on a separate sheet of paper:

The undersigned, having familiarized themselves with the conditions of project as set forth in the Request for Bids, hereby proposes to furnish all supervision, technical personnel, labor, materials, tools, appurtenances, equipment and services required to perform the required project, all for the TOTAL COST of this bid.

Signature of bidder: 

Date: 5/13/21



The only deviation I would like to see made to the RFB scope of work is to avoid the use of petrochemical products as much as possible. Wood epoxies will only be used where absolutely necessary to repair surface rot on structurally sound woodwork. Then, the woodwork will be painted with linseed oil paint. A primer coat of 50/50 paint and boiled linseed oil will be used. This will be much closer in scope to what the belfry was originally painted with and it protected the woodwork for 100+ years. Petrochemical epoxies and paints do not allow the woodwork to breath and expel moisture and I am concerned about premature paint failure and rot.

Sincerely,  
Jonathan Nelson

Rec'd at Weatherfield, VT  
on May 13, 2021  
Ho. for Damp  
to Mr. Clark

**TOWN OF WEATHERSFIELD, VERMONT**  
**REQUEST FOR BIDS FOR**  
**FOR 1879 SCHOOLHOUSE BELFRY RESTORATION PROJECT**

Bidder's name, address, email address, and phone number:

ALL SEASONS CONSTRUCTION CORP.

76 HARTNESS AVE.

SPRINGFIELD, VT 05156-0590

802-885-5722

List similar work bidder has successfully completed:

WEATHERSFIELD CONGEGATIONAL CHURCH

WALPOLE UNITARIAN CHURCH

LANGDON CONGREGATIONAL CHURCH

Cost of Materials: \$ 7,486.00

Labor: \$ 21,714.00

Additional projected costs \$ 8,800.00

---

TOTAL COST OF PROJECT: \$ 38,000.00

Date for completion: AUGUST 27, 2021

Total estimated project time: 8 WEEKS

Please provide an explanation for any deviations to this RFB on a separate sheet of paper:

The undersigned, having familiarized themselves with the conditions of project as set forth in the Request for Bids, hereby proposes to furnish all supervision, technical personnel, labor, materials, tools, appurtenances, equipment and services required to perform the required project, all for the TOTAL COST of this bid.

Signature of bidder:  Date: MAY 13, 2021

*Rec'd at Weathersfield, VT  
on May 13, 2021.  
Flo. Ann. Dango  
Town Clerk*

**TOWN OF WEATHERSFIELD, VERMONT**  
**REQUEST FOR BIDS FOR**  
**FOR 1879 SCHOOLHOUSE BELFRY RESTORATION PROJECT**

Bidder's name, address, email address, and phone number:

ALL SEASONS CONSTRUCTION CORP.

76 HARTNESS AVE.

SPRINGFIELD, VT 05156-0590

802-885-5722

List similar work bidder has successfully completed:

WEATHERSFIELD CONGEGATIONAL CHURCH

WALPOLE UNITARIAN CHURCH

LANGDON CONGREGATIONAL CHURCH

Cost of Materials: \$ 7,486.00

Labor: \$ 21,714.00

Additional projected costs \$ 8,800.00

---

TOTAL COST OF PROJECT: \$ 38,000.00

Date for completion: AUGUST 27, 2021

Total estimated project time: 8 WEEKS

Please provide an explanation for any deviations to this RFB on a separate sheet of paper:

The undersigned, having familiarized themselves with the conditions of project as set forth in the Request for Bids, hereby proposes to furnish all supervision, technical personnel, labor, materials, tools, appurtenances, equipment and services required to perform the required project, all for the TOTAL COST of this bid.

Signature of bidder: *Raymond C. Spence*

Date: MAY 13, 2021

*Rec'd at Weathersfield, VT  
on May 13, 2021.  
Flo. Ann. Ques  
Town Clerk*

ATTACHMENT C  
[MEMO TO 1879 SCHOOLHOUSE COMMITTEE]

BJ Esty

Chair: 1879 Schoolhouse Restoration and Repurpose Committee,

Please find attached the bids for the 1879 Schoolhouse Belfry Restoration Project per the RFP for the same. I have reviewed the bids and place them in order of preference based on cost. Both contractors have professional experience with this type of work, have good references, and I have met with both and believe they understand the scope of the project.

Jonathan Nelson - Concept Carpentry LLC, Claremont NH.

Bid for specified project: \$15,640.

All Season Const. Springfield VT.

Bid for specified project: \$. 38,000.

Though Concept Carpentry's bid is significantly lower than All Season's it is in line with the original estimate I did for the project in 2018. We based the request for grant money on the All-Season's estimate of 2019, which was \$ 29,000.

In conclusion I recommend the 1879 Schoolhouse Committee forward to the Select Board their recommendation to award Concept Carpentry LLC of Claremont the project.

Sincerely,

Matt Keniston

ATTACHMENT D  
[GRANT AWARD LETTER]



**State of Vermont**

**Division for Historic Preservation**

Deane C. Davis Building, 6<sup>th</sup> Floor

One National Life Drive, Montpelier, VT 05620-0501

[www.accd.vermont.gov/strong\\_communities/preservation/](http://www.accd.vermont.gov/strong_communities/preservation/)

[phone] 802-828-3540

*Agency of Commerce and  
Community Development*

December 18, 2020

Brandon Gulnick  
Town of Weathersfield  
PO Box 550  
Lower Waterford, VT 05030

**Re: Historic Preservation Grant to the Town of Weathersfield, District No. 1 School  
Lower Waterford, Windsor County  
Grant #07110 HP21-036**

Dear Brandon Gulnick:

Congratulations! I am very pleased to inform you that the Vermont Advisory Council on Historic Preservation and the Vermont Division for Historic Preservation (Division) have awarded State Historic Preservation Grant Funds in an amount up to \$15,312 to partially fund the historic preservation project referenced above and described in the grant application submitted for funding for this project.

Thirty-seven applications were submitted to the Division, requesting \$550,669 in matching funds. The selection process is always very competitive because we receive many more applications than we can fund. Thirteen grants were awarded this year.

To accept this award of grant funding, you will need to fill out and return:

- A *2021 Award Conditions and Acknowledgement Form*
- A Certificate of Insurance that demonstrates your organization has insurance in the types and amounts required as listed in the *State Historic Preservation Grants 2021 Grant Administration Manual*.
- A completed and signed w-9 Form with your organization's tax ID number.

**You must return these materials by February 1, 2021.**

*Please note, we are not mailing hard copies of any grant materials this year as staff continue to telework and do not have ready access to printers or State mail services. To the extent possible, please submit any required grant material digitally.*





Please keep in mind that the submission of the requested materials may not completely satisfy the Award Conditions as outlined in the *2021 Award Conditions and Acknowledgement Form* as staff may have further questions upon their review. Once the applicable Award Conditions are fulfilled, the Division will prepare a formal Grant Agreement contract for your signature and the State's signature. **You cannot start any work on the grant-funded project until the Grant Agreement is signed by both you and the State.** You will have until **December 31, 2022** to complete your Project.

Finally, please be advised that failure to meet the timeframes set forth in the *2021 Grants Administration Manual* enclosed with this award letter may result in your required appearance before the Vermont Advisory Council on Historic Preservation to explain the reasons why and/or in the forfeiture of the use of these funds.

If you have any questions about the information in this award letter, or at any time while undertaking your project, please do not hesitate to contact Caitlin Corkins, Tax Credits and Grants Coordinator. Ms. Corkins will be your contact at the Division for this grant and she can be reached by phone at 802-828-3047 or by email at [caitlin.corkins@vermont.gov](mailto:caitlin.corkins@vermont.gov).

Again, congratulations on the award! The Division for Historic Preservation looks forward to working with you to enhance Vermont's architectural heritage, and we commend you on your commitment to your historic building.

Sincerely,  
VERMONT DIVISION FOR HISTORIC PRESERVATION

E-SIGNED by Laura V. Trieschmann  
on 2020-12-18 09:28:32 EST

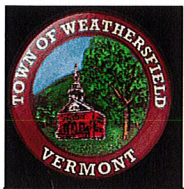
Laura Trieschmann  
State Historic Preservation Officer

Enclosures





Meeting date May 17, 2021  
 AP warrant date 05/17/21  
 Payroll warrant date 1 05/06/21  
 Payroll warrant date 2 05/13/21



# TOWN OF WEATHERSFIELD, VERMONT

## Warrants for Meeting of May 17, 2021

	Check Date	Payroll	Operating Expenses
General Fund			
	5/6/2021	\$6,821.33	
	5/13/2021	\$6,621.76	
AP	5/17/2021		\$20,301.72
Total		\$13,443.09	\$20,301.72
Highway Fund			
	5/6/2021	\$3,901.98	
	5/13/2021	\$3,900.80	
AP	5/17/2021		\$13,311.06
		\$7,802.78	\$13,311.06
Solid Waste Mgmt Fund			
	5/6/2021	\$804.16	
	5/13/2021	\$748.67	
AP	5/17/2021		\$7,410.17
Total		\$1,552.83	\$7,410.17
Library			
	5/6/2021	\$968.85	
	5/13/2021	\$968.85	
Total		\$1,937.70	\$0.00
Grand Totals			
		\$24,736.40	\$41,022.95

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 \$65,759.35. Let this be your order for the payments of these amounts.

05/13/21

## Town of Weathersfield Accounts Payable

Page 1 of 3

10:04 am

Check Warrant Report # 19442 Current Prior Next FY Invoices For Fund (General Fund)

Finance

Manually Selected For Check Acct 1 (General Fund) 05/04/21 To 05/17/21

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
AMERIGAS	AMERIGAS - CLAREMONT	04/30/21	Tank rental 3121484091	11-7-301-30.00 Electricity & Gas	56.65	223778	05/17/21
ANTONIVIC	JACQUI ANTONIVICH	05/12/21	Dog reg overpayment OVERPYMTD21	11-7-103-99.00 TC-Miscellaneous Expenses	7.00	223819	05/17/21
ASVFD	ASCUTNEY VOL. FIRE DEPT.	05/04/21	April Reimbursement 300122	11-7-206-30.00 AVFD Funding	1500.42	223779	05/17/21
BIBENS	BIBENS HOME CENTER INC.	05/06/21	1879 School House 270181/1	11-7-302-39.00 1879 School house Maint	31.46	223782	05/17/21
BIBENS	BIBENS HOME CENTER INC.	05/06/21	Cruiser 2 270186/1	11-7-201-53.50 Service to Police vehicl	15.39	223782	05/17/21
BURTO	BURTON, ROY	05/03/21	Northern Woodlands CONSVCOM21	11-7-105-38.50 Conservation Commission	67.84	223784	05/17/21
C&S	C&S LOGGING LLC	05/07/21	Wood transportation 674364	11-7-302-38.12 Tenny Tree Memorial	200.00	223823	05/13/21
CAN	CANON SOLUTIONS AMERICA	05/01/21	Usage; PD 4036201838	11-7-201-20.00 Police-Office Supplies	63.49	223786	05/17/21
CANON	CANON	04/30/21	May 21 copier 26667263	11-7-201-20.00 Police-Office Supplies	33.00	223785	05/17/21
CANON	CANON	04/30/21	May 21 copier 26667263	11-7-103-18.00 TC-Copier Usage/Supplies/	49.00	223785	05/17/21
CHOICECAR	COBRA ADMINISTRATION & HE	05/12/21	May21 Basic Admin fee 40-510726	11-7-101-14.30 GF-COBRA Admin fee	30.00 E	1732	05/17/21
COLLIER	JACKIE COLLIER	05/12/21	Dog registration overpymt OVERPYMTD21	11-7-103-99.00 TC-Miscellaneous Expenses	4.00	223818	05/17/21
COMCASTBU	COMCAST INTERNET	05/10/21	acct8773501440106826 MMHINTMAY21	11-7-101-31.00 GF-Telephone	256.98	223789	05/17/21
COMCASTBU	COMCAST INTERNET	05/01/21	acct0009194 March 21 WWVFD4/21	11-7-207-30.00 WWVFD Funding	176.17	223789	05/17/21
COMPETIT	CCI MANAGED SERVICES	05/01/21	IT May CW-51218	11-7-101-25.05 GF-IT Services	2182.75	223788	05/17/21
DOLITL	DOOLITTLE'S PRINTSERVE, I	03/25/21	WWVFD 49626	11-7-207-30.00 WWVFD Funding	150.00	223791	05/17/21
FAIRPOINT	CONSOLIDATED COMMUNICATIO	04/27/21	April211879 School house 6745347APR21	11-7-302-39.00 1879 School house Maint	53.33	223790	05/17/21
GALLS	GALLS, LLC	05/03/21	Supplies, gloves 018275472	11-7-205-31.00 Emergency Management	260.87	223793	05/17/21
GALLS	GALLS, LLC	05/04/21	Uniform 018290344	11-7-201-24.00 Police-Equipment and Supp	132.00	223793	05/17/21
GMP	GREEN MOUNTAIN POWER	05/05/21	4/5-5/5 acct31348200002 1862APRIL21	11-7-301-30.01 GF-Perkins Village elec	72.68	223796	05/17/21
GMP	GREEN MOUNTAIN POWER	05/05/21	4/5-5/5 acct 58757200009 FIREPAPRIL21	11-7-205-31.10 Fire Hydrant El Service	20.32	223796	05/17/21
GMP	GREEN MOUNTAIN POWER	05/05/21	4/5-5/5 acct 90947992575 QSTLIGHTAP21	11-7-301-30.01 GF-Perkins Village elec	231.06	223796	05/17/21
GMP	GREEN MOUNTAIN POWER	05/05/21	4/5-5/5 acct 80547200008 WWVFDAP21	11-7-207-30.00 WWVFD Funding	163.77	223796	05/17/21
GOLDEN	GOLDEN CROSS AMBULANCE IN	05/01/21	May 2021 MAY2021	11-7-204-45.00 Golden Cross Ambulance	1859.00	223795	05/17/21
INGRA	INGRAM LIBRARY SERVICES	04/19/21	Books 52505738	11-7-601-78.00 Library-Media	31.02	223798	05/17/21

05/13/21

## Town of Weathersfield Accounts Payable

Page 2 of 3

10:04 am

Check Warrant Report # 19442 Current Prior Next FY Invoices For Fund (General Fund)

Finance

Manually Selected For Check Acct 1(General Fund) 05/04/21 To 05/17/21

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
INGRA	INGRAM LIBRARY SERVICES	04/20/21	Books 52533075	11-7-601-78.00 Library-Media	10.36	223798	05/17/21
JOHN ESTY	ESTY, JOHN	04/28/21	Vaccine reimbursement COVIDMILEAGE	11-7-205-31.00 Emergency Management	180.54	223792	05/17/21
LEAF	LEAF	04/30/21	Copier lease May21 11833343	11-7-101-44.00 GF-Copier Lease	311.50	223799	05/17/21
LEGACY	LEGACY PLUMBING AND HEATI	04/29/21	Plumbing materials 1402	11-7-207-30.00 WWVFD Funding	1647.38	223800	05/17/21
PITNEY	PITNEY BOWES GLOBAL FINAN	05/08/21	April-July Lease 3313485035	11-7-101-21.00 GF-Postage	205.05	223803	05/17/21
PITNEYPP	PITNEY BOWES POSTAGE BY P	03/22/21	Refill 3/22/21 REFILL3/22	11-7-101-21.00 GF-Postage	200.00 E	1733	03/22/21
PITNEYPP	PITNEY BOWES POSTAGE BY P	05/11/21	Refill 5/11/21 REFILL5/21	11-7-101-21.00 GF-Postage	200.00 E	1727	05/11/21
PRIOR	PRIORITY EXPRESS	04/30/21	Interlibrary 816821118	11-7-601-21.00 Library-Postage	100.00	223804	05/17/21
PRTAXES	IRS - PAYROLL TAXES	05/06/21	Payroll Transfer PR-05/06/21	11-2-011-01.00 Federal Income Tax W/H	1510.57 E	1726	05/06/21
PRTAXES	IRS - PAYROLL TAXES	05/06/21	Payroll Transfer PR-05/06/21	11-2-011-02.00 Social Security W/H	2783.54 E	1726	05/06/21
PRTAXES	IRS - PAYROLL TAXES	05/13/21	Payroll Transfer PR-05/13/21	11-2-011-01.00 Federal Income Tax W/H	1475.47 E	1728	05/13/21
PRTAXES	IRS - PAYROLL TAXES	05/13/21	Payroll Transfer PR-05/13/21	11-2-011-02.00 Social Security W/H	2731.76 E	1728	05/13/21
PRUDEN	PRUDENTIAL RETIREMENT	05/06/21	Payroll Transfer PR-05/06/21	11-2-011-11.00 Deferred Compensation	161.41 E	1730	05/06/21
ROCELE	ROCKINGHAM ELECTRICAL SUP	04/16/21	1879 LED lamp S3341279.001	11-7-302-60.15 1879 Schoohse Renov.Repai	287.21	223806	05/17/21
S.G.REED	REED TRUCK SERVICES INC	04/16/21	Hway freightliner 3662	11-7-206-53.10 AVFD Fire Equip Repair	-1982.30	223805	05/17/21
SAVAGEO	SAVAGE OLIVIA	05/11/21	Mileage March-May MILEMAR-MAY	11-7-101-29.20 GF-Travel/Mileage	57.22	223807	05/17/21
SFPD	SPRINGFIELD POLICE DEPART	05/10/21	Vest 1001	11-7-201-15.00 Police-Uniforms and Clean	308.76	223808	05/17/21
SPURRS	SPURRS REPAIR	04/30/21	Cruiser tires 22044	11-7-201-53.50 Service to Police vechicl	80.00	223809	05/17/21
TESSIERKA	TESSIER, KARL	05/12/21	Dog registration overpaym OVERPYMTD21	11-7-103-99.00 TC-Miscellaneous Expenses	5.00	223821	05/17/21
TJ PROPER	TJ PROPERTY MANAGEMENT LL	05/06/21	Spring clean up 5629	11-7-301-60.10 Building Maintenance	35.00	223811	05/17/21
TJ PROPER	TJ PROPERTY MANAGEMENT LL	05/06/21	Spring clean up 5629	11-7-601-62.10 Library-Building Maint.	35.00	223811	05/17/21
TJ PROPER	TJ PROPERTY MANAGEMENT LL	05/06/21	Spring clean up 5629	11-7-302-38.85 Town Parks	35.00	223811	05/17/21
TJ PROPER	TJ PROPERTY MANAGEMENT LL	05/06/21	Spring clean up 5629	11-7-302-38.85 Town Parks	100.00	223811	05/17/21
TJ PROPER	TJ PROPERTY MANAGEMENT LL	05/06/21	Spring clean up 5629	11-7-302-38.85 Town Parks	55.00	223811	05/17/21
TJ PROPER	TJ PROPERTY MANAGEMENT LL	05/06/21	Spring clean up 5629	11-7-302-38.85 Town Parks	55.00	223811	05/17/21

05/13/21

## Town of Weathersfield Accounts Payable

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10:04 am

Check Warrant Report # 19442 Current Prior Next FY Invoices For Fund (General Fund)

Finance

Manually Selected For Check Acct 1(General Fund) 05/04/21 To 05/17/21

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
TOWNWEATH	TOWN OF WEATHERSFIELD	05/06/21	Payroll Transfer PR-05/06/21	11-2-011-15.00 Miscellaneous Deduction	119.70	223812	05/17/21
USC	US CELLULAR	04/16/21	WWVFD April 0434625873	11-7-207-30.00 WWVFD Funding	53.54	223814	05/17/21
VANDERSTO	MEGAN VAN DER STOK	05/12/21	Dog registration overpymt OVERPYMTD21	11-7-103-99.00 TC-Miscellaneous Expenses	10.00	223820	05/17/21
VT MV	VT DEPT OF MOTOR VEHICLES	05/11/21	Cruiser registration CRUISERREG21	11-7-201-90.00 Cruiser Purchase	47.00	223816	05/17/21
VT TAX	VERMONT DEPARTMENT OF TAX	05/06/21	Payroll Transfer PR-05/06/21	11-2-011-04.00 State Income Tax W/H	591.17 E	1729	05/06/21
VT TAX	VERMONT DEPARTMENT OF TAX	05/13/21	Payroll Transfer PR-05/13/21	11-2-011-04.00 State Income Tax W/H	565.07 E	1731	05/13/21
VTAGHUMAN	OFFICE OF CHILD SUPPORT	05/06/21	Payroll Transfer PR-05/06/21	11-2-011-07.00 Garnishments	327.84	223802	05/17/21
VTAGHUMAN	OFFICE OF CHILD SUPPORT	05/13/21	Payroll Transfer PR-05/13/21	11-2-011-07.00 Garnishments	327.84	223802	05/17/21
WBMASON	WB MASON CO INC	04/30/21	Cooler rental, water IS1270037	11-7-101-20.00 GF-Office Supplies	4.95	223817	05/17/21
WBMASON	WB MASON CO INC	04/30/21	Cooler rental, water IS1270037	11-7-601-20.00 Library-Supplies	17.94	223817	05/17/21

Report Total

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20301.72  
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05/13/21  
10:04 am

Town of Weathersfield Accounts Payable  
Check Warrant Report # 19442 Current Prior Next FY Invoices For Fund (Highway Fund)  
Manually Selected For Check Acct 1 (General Fund) 05/04/21 To 05/17/21

Page 1 of 1  
Finance

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
BRENNTA	04/29/21	BRENNTAG LUBRICANTS Mobil delvac hdeo	12-7-101-52.00	1646.38	223783	05/17/21
		BLN589977	Repairs & Supplies			
COMCASTBU	04/23/21	COMCAST INTERNET HW Internet April21	12-7-101-25.00	129.50	223789	05/17/21
		HWAYINTAP21	Internet Services			
GLOB	04/30/21	GLOBAL MONTELLO GROUP April 21 Gas	12-7-101-51.20	304.02	223794	05/17/21
		263001	Gasoline			
GMP	05/05/21	GREEN MOUNTAIN POWER 4/5-5/5 acct 79327200006	12-7-101-30.00	285.62	223796	05/17/21
		HWAPRIL21	Electricity			
NORTRAX	04/27/21	NORTRAX EQUIPMENT COMPANY Oil filters	12-7-101-52.00	48.08	223801	05/17/21
		2080909	Repairs & Supplies			
S.G.REED	04/16/21	REED TRUCK SERVICES INC Hway freightliner	12-7-101-52.00	5859.51	223805	05/17/21
		3662	Repairs & Supplies			
STPIERRE	04/30/21	ST. PIERRE INC. Gravel	12-7-101-58.26	3338.33	223810	05/17/21
		1009376	Gravel Purchase			
U1ST	04/30/21	UNIFIRST CORPORATION Uniforms 4/30	12-7-101-15.20	111.26	223813	05/17/21
		1070027028	HWY-Uniforms & Cleaning			
U1ST	05/07/21	UNIFIRST CORPORATION Uniforms 5/7	12-7-101-15.20	111.26	223813	05/17/21
		1070028906	HWY-Uniforms & Cleaning			
VALLEYNEW	05/08/21	VALLEY NEWS RFP paving	12-7-101-23.50	56.10	223826	05/13/21
		463357	Highway Advertising			
VT MV	05/12/21	VT DEPT OF MOTOR VEHICLES Dumptruck registration	12-7-101-71.00	71.00	223822	05/17/21
		DUMPTREG21	Fees and Permits			
WATERMGMT	05/13/21	STATE OF VERMONT MRGP fee	12-7-101-71.00	240.00	223824	05/13/21
		MRGPFEE21	Fees and Permits			
WATERMGMT	05/13/21	STATE OF VERMONT Stormwater fee	12-7-101-71.00	1110.00	223825	05/13/21
		STORMWTR21	Fees and Permits			
Report Total				13311.06		

05/13/21  
10:04 am

Town of Weathersfield Accounts Payable  
Check Warrant Report # 19442 Current Prior Next FY Invoices For Fund (Solid Waste)  
Manually Selected For Check Acct 1 (General Fund) 05/04/21 To 05/17/21

Page 1 of 2  
Finance

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
ATLANTI	ATLANTIC RECYCLING EQUIPM	05/11/21	Work on compactor 66382	21-7-102-52.00 Repairs and Supplies	712.50	223780	05/17/21
BESTSEPTI	BEST SEPTIC SERVICE LLC	05/01/21	April21 TS port a potty 26657	21-7-101-45.00 Contractual Rental Expens	110.00	223781	05/17/21
CALL2REC	CALL2RECYCLE USA	05/05/21	Battery recycling CREDITMEMO	21-7-102-45.01 Recycling Expense	-16.00	-----	--/--/--
GMP	GREEN MOUNTAIN POWER	05/05/21	4/5-5/5 acct 70547200009 TFSAPRIL21	21-7-101-30.00 Electricity	140.55	223796	05/17/21
GOBIN	CASELLA WASTE SERVICES	04/26/21	Trash, C&D 4/21-4/23 0640249	21-7-101-45.10 C&D Tippage	251.13	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	04/26/21	Trash, C&D 4/21-4/23 0640249	21-7-101-45.26 C&D-Container Charge	492.03	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	04/26/21	Trash, C&D 4/21-4/23 0640249	21-7-101-45.05 Trash-Tippage	251.13	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	04/26/21	Trash, C&D 4/21-4/23 0640249	21-7-101-45.25 Trash Container charge	807.54	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	04/26/21	Trash, C&D 4/21-4/23 0640249	21-7-101-45.10 C&D Tippage	251.13	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	04/26/21	Trash, C&D 4/21-4/23 0640249	21-7-101-45.05 Trash-Tippage	454.52	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	05/01/21	Trash, C&D 4/27-4/29 0642368	21-7-101-45.10 C&D Tippage	251.13	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	05/01/21	Trash, C&D 4/27-4/29 0642368	21-7-101-45.26 C&D-Container Charge	393.84	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	05/01/21	Trash, C&D 4/27-4/29 0642368	21-7-101-45.05 Trash-Tippage	251.13	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	05/01/21	Trash, C&D 4/27-4/29 0642368	21-7-101-45.25 Trash Container charge	1210.21	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	05/01/21	Trash, C&D 4/27-4/29 0642368	21-7-101-45.05 Trash-Tippage	251.13	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	05/01/21	Trash, C&D 4/27-4/29 0642368	21-7-101-45.25 Trash Container charge	487.61	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	05/01/21	Trash, C&D 4/27-4/29 0642368	21-7-101-45.10 C&D Tippage	251.13	223787	05/17/21
GOBIN	CASELLA WASTE SERVICES	05/01/21	Trash, C&D 4/27-4/29 0642368	21-7-101-45.26 C&D-Container Charge	261.46	223787	05/17/21
GRO	GROW COMPOST OF VERMONT L	04/30/21	Compost April12 14669	21-7-102-45.01 Recycling Expense	598.00	223797	05/17/21

05/13/21

10:04 am

Town of Weathersfield Accounts Payable

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Check Warrant Report # 19442 Current Prior Next FY Invoices For Fund (Solid Waste)

Finance

Manually Selected For Check Acct 1 (General Fund) 05/04/21 To 05/17/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
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Report Total				7410.17		
				=====		

05/12/21  
09:54 am

Town of Weathersfield Payroll  
Check Warrant Report #  
Check date 05/06/21 to 05/06/21 Departments 111 to 111

Page 1 of 1  
Finance

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
BALLAM	BALLAM, MARION J.	E	13778	05/06/21	0.00	111.25
CONGDONJ	CONGDON, JENNIFER B.	E	13780	05/06/21	0.00	47.95
DANGOF	DANGO, FLORA ANN	E	13781	05/06/21	0.00	721.19
DANIELSWI	DANIELS, WILLIAM J.	E	13782	05/06/21	0.00	980.76
ESTYLYNNE	ESTY, LYNNETTE A.	E	13784	05/06/21	0.00	354.56
GRAHAMJ	GRAHAM, JOHN J.	E	13785	05/06/21	0.00	181.92
GULNICKB	GULNICK, BRANDON W.	E	13786	05/06/21	0.00	985.91
HIERCA	HIER, CAROLYN A.	E	13787	05/06/21	0.00	271.62
HIERS	HIER, STEVE A.	E	13788	05/06/21	0.00	262.27
MCNAMARAR	MCNAMARA, ROSALIE	E	13791	05/06/21	0.00	527.23
MORANCY	MORANCY, WALTER W.	E	13794	05/06/21	0.00	908.60
SAVAGE	SAVAGE, OLIVIA I.		47965	05/06/21	402.69	0.00
SMITH	SMITH, STEVEN		47966	05/06/21	186.65	0.00
TERRILL	TERRILL, SUSANNE	E	13798	05/06/21	0.00	928.06
WHIDDEN	WHIDDEN, BERT C.	E	13801	05/06/21	0.00	540.01
					589.34	6821.33
					=====	=====

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05/12/21  
09:55 am

Town of Weathersfield Payroll  
Check Warrant Report #  
Check date 05/06/21 to 05/06/21 Departments 121 to 121

Page 1 of 1  
Finance

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E	13783	05/06/21	0.00	781.26
HUNTDON	HUNTLEY, DONALD A.	E	13789	05/06/21	0.00	546.21
LONGTIN	LONGTIN, ALEXANDER J.	E	13790	05/06/21	0.00	418.86
MOORER	MOORE, RAY A.	E	13793	05/06/21	0.00	667.26
PIPE	PIPE, SCOTT	E	13795	05/06/21	0.00	755.87
STAPLETON	STAPLETON, RAY E.	E	13797	05/06/21	0.00	732.52
					-----	-----
					0.00	3901.98
					=====	=====

\*\*\*3,901.98

05/12/21  
09:55 am

Town of Weathersfield Payroll

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Check Warrant Report #

Finance

Check date 05/06/21 to 05/06/21 Departments 211 to 211

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	E 13792	05/06/21	0.00	323.35
WATERST	WATERS, TYLER M.	E 13800	05/06/21	0.00	480.81
				0.00	804.16

\*\*\*\*\*804.16

05/12/21  
09:55 am

Town of Weathersfield Payroll  
Check Warrant Report #  
Check date 05/06/21 to 05/06/21 Departments 131 to 131

Page 1 of 1  
Finance

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E 13779	05/06/21	0.00	122.71
RICHARDMA	RICHARDSON, MARK P.	E 13796	05/06/21	0.00	695.53
TOPOLSKI	TOPOLSKI, JUDITH A.	E 13799	05/06/21	0.00	150.61
				0.00	968.85

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05/12/21  
09:55 am

Town of Weathersfield Payroll  
Check Warrant Report #  
Check date 05/13/21 to 05/13/21 Departments 111 to 111

Page 1 of 1  
Finance

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
SAVAGE	SAVAGE, OLIVIA I.		47968	05/13/21	423.29	0.00
SKALABAN	SKALABAN, ALEXIS H.		47969	05/13/21	45.47	0.00
SMITH	SMITH, STEVEN		47970	05/13/21	186.65	0.00
CONGDONJ	CONGDON, JENNIFER B.	E	13803	05/13/21	0.00	167.65
DANGOF	DANGO, FLORA ANN	E	13804	05/13/21	0.00	721.19
DANIELSWI	DANIELS, WILLIAM J.	E	13805	05/13/21	0.00	980.76
ESTYLYNNE	ESTY, LYNNETTE A.	E	13807	05/13/21	0.00	331.92
GULNICKB	GULNICK, BRANDON W.	E	13808	05/13/21	0.00	985.91
HIERCA	HIER, CAROLYN A.	E	13809	05/13/21	0.00	358.68
HIERS	HIER, STEVE A.	E	13810	05/13/21	0.00	262.27
MCNAMARAR	MCNAMARA, ROSALIE	E	13813	05/13/21	0.00	429.65
MORANCY	MORANCY, WALTER W.	E	13816	05/13/21	0.00	908.60
MORSESTEP	MORSE, STEPHANIE J.	E	13817	05/13/21	0.00	71.29
TERRILL	TERRILL, SUSANNE	E	13821	05/13/21	0.00	928.06
WHIDDEN	WHIDDEN, BERT C.	E	13824	05/13/21	0.00	475.78
					655.41	6621.76

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05/12/21  
09:55 am

Town of Weathersfield Payroll  
Check Warrant Report #  
Check date 05/13/21 to 05/13/21 Departments 121 to 121

Page 1 of 1  
Finance

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E	13806	05/13/21	0.00	780.66
HUNTDON	HUNTLEY, DONALD A.	E	13811	05/13/21	0.00	558.07
LONGTIN	LONGTIN, ALEXANDER J.	E	13812	05/13/21	0.00	419.30
MOORER	MOORE, RAY A.	E	13815	05/13/21	0.00	676.22
PIPE	PIPE, SCOTT	E	13818	05/13/21	0.00	734.03
STAPLETON	STAPLETON, RAY E.	E	13820	05/13/21	0.00	732.52
					-----	-----
					0.00	3900.80
					=====	=====

\*\*\*3,900.80

05/12/21  
09:56 am

Town of Weathersfield Payroll  
Check Warrant Report #  
Check date 05/13/21 to 05/13/21 Departments 211 to 211

Page 1 of 1  
Finance

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
DENNETTSH	DENNETT, SHAWN M.	47967	05/13/21	66.49	0.00
MERICLE J	MERICLE, JAMES S.	E 13814	05/13/21	0.00	267.14
WATERST	WATERS, TYLER M.	E 13823	05/13/21	0.00	481.53
				66.49	748.67
				=====	=====

\*\*\*\*\*815.16

05/12/21  
09:56 am

Town of Weathersfield Payroll

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Check Warrant Report #

Finance

Check date 05/13/21 to 05/13/21 Departments 131 to 131

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E 13802	05/13/21	0.00	122.71
RICHARDMA	RICHARDSON, MARK P.	E 13819	05/13/21	0.00	695.53
TOPOLSKI	TOPOLSKI, JUDITH A.	E 13822	05/13/21	0.00	150.61
				0.00	968.85

\*\*\*\*\*968.85