

TOWN OF
EAST MONTPELIER, VERMONT
SELECTBOARD

Amy Willis (2017 – 2020)

Gene Troia (2018 – 2020)

Kim Swasey (2019 – 2021)

Carl Etnier (2019 – 2022)

Chair, Seth Gardner (2018 – 2021)

June 17, 2019

Tim Frazier
Creative Visions, LLC
1425 VT Rte. 14 South
East Montpelier, VT 05651

Re: 2017 – 2019 Town Lawn & Grounds Maintenance Contract Amendment 1

Dear Mr. Frazier:

On behalf of the East Montpelier Selectboard, I'm happy to offer you this amendment to the executed contract to provide lawn care and grounds maintenance services for the town in 2017, 2018 & 2019. This amendment covers only 2019.

In particular, the town agrees to pay you an additional \$120/month as depicted on the schedule listed in the enclosed agreement.

To complete the contract for lawn mowing we need 3 items:

1. Completion of the enclosed mowing agreement amendment.

We appreciate your continued service to East Montpelier. Please feel free to contact me with any questions or concerns.

Sincerely,

C. Bruce Johnson
East Montpelier Town Administrator

**Agreement for 2017, 2018 & 2019 Lawn Care & Grounds Maintenance Services
Amendment 1**

The **Town of East Montpelier (Town)** agrees to hire **Tim Frazier, d.b.a. Creative Visions, LLC**, to provide the following lawn care and grounds maintenance services for the 2019 season:

1. Weekly mowing, trimming, and general clean-up of the Town office building lawn.
2. Weekly mowing, trimming, and general clean-up of the pocket park in front of the Old Brick Church, including trimming around the plantings and structures.
3. Weekly mowing, trimming, and general clean-up of the lawn in front of the Old LaPerle Farm property farmhouse.
4. Occasional mowing, trimming, and general clean-up of US Route 2 sidewalk zones.
5. Weekly mowing and trimming of the Town recreation field with the understanding that scheduling needs to be coordinated with the Town's Recreation Board.
6. Occasional cutting of both sides of the recreation field's fence line.
7. Annual grounds maintenance:
 - a. Spring clean-up: sweeping Church Street parking lots & sidewalks;
 - b. Pressure washing of town office building;
 - c. Planting of flowers in town office building planters (flower value \$100/side);
 - d. Mulch around flower and shrub beds at town office building as well as around trees and shrubs on the Church Street green.
8. [New in 2019] Weekly mowing, trimming, and general clean-up of the Park 'n Ride Facility and adjacent grounds on the Old LaPerle Farm property.

The Town agrees to pay Creative Visions, LLC six equal payments of \$1,700 payable on or before the 1st of six consecutive months beginning with June and ending with November for 2019. Creative Visions, LLC agrees to provide an invoice for the correct installment amount with a list of services rendered for the relevant time period no later than 15 days prior to the payment due date. Should the Town agree to engage Creative Visions, LLC for other services on occasion, payment shall be from invoice with a due date of no less than 15 days from date of invoice delivery.

This Agreement may be terminated at any time by either party with the understanding that proportional payment is due to Creative Visions, LLC for services rendered prior to termination.

This Agreement may be amended as necessary to reflect a potential alteration in the recreation field's management, new lawn care needs for the Old LaPerle Farm property and the soon-to-be-constructed park 'n ride facility, and any other changes to the Town's lawn care & grounds maintenance needs.

Date: _____

Date: _____

Tim Frazier, d.b.a.
Creative Visions Landscaping LLC

C. Bruce Johnson
East Montpelier Town Administrator