

Resilient Hartford Meeting
Approved Minutes of January 28, 2025

Resilient Hartford Members Present: Earl Hatley (4/4/25), Michaela Lavelle (6/27/26), Sally Mansur (9/16/27), Laura Simon (1/8/27) and Chair Kyle Katz (10/30/26).

Staff Present: Matt Osborn, Town Planner.

Others Present: Rachel Kent.

A Resilient Hartford Meeting was held on Tuesday, January 28th in Room 312 of the Hartford Town Hall. Chair Kyle Katz called the meeting to order at 5:05 p.m. and proceeded to read the hybrid meeting script followed by roll call.

1. **Public Comments:** There were no public comments.
2. **RH Minutes of November 26, 2024:** Kyle asked if there are any changes to the draft minutes of 10/26/24 RH meeting. There were no corrections. Earl made a motion to approve the minutes as written. The motion was seconded by Michaela Lavelle and unanimously approved.
3. **Food Forest Community Gathering:** Matt noted that RH agreed to hold a Food Forest community gathering event in late February. Michaela noted that RH discussed tying in an educational component. She reported that she spoke with Ben Fletcher of the Upper Valley Documentary Club (UVDC) about holding an event during one of their monthly screenings. Kyle noted that Laura previewed some educational videos. Sally stated that partnering with another organization makes sense. RH agreed to partnering with the UVDC and hold a gathering on Thursday, February 20th. Michaela agreed to follow-up. It was agreed to consider holding another community event such as a potluck in the late winter or spring.
4. **Potential Collaboration:** Kelsey Head of the Cedar Circle Farm and Educational Center (CCF&EC) in East Thetford was present to discuss possible collaboration opportunities with RH. She noted that CCF&EC is sponsoring a seed saver event with the Upper Valley Seed Savers and wanted to know if RH would like to be a co-sponsor. The event will provide free seeds and planting supplies to attendees. The event would occur in March or April. Sponsorship would involve helping to organize and promote the event. RH agreed to co-sponsor the event. Kelsey agreed to send RH possible dates for the event.

Kelsey also mentioned another collaboration opportunity about partnering on a March 8th meeting on the relicensing of the Wilder Dam. Sponsorship would require a financial contribution and/or assistance promoting the event. Michaela stated that dams and ecology fit with the RH mission. Earl agreed. RH agreed to help promote the March 8th event.

Kyle thanked Kelsey for attending the meeting. She thanked RH and offered to promote Food Forest workdays.

5. **Food Forest Signage:** Matt reported that he spoke to Zoning Administrator Jo-Ann Ells about the installation of a kiosk/sign for the Food Forest. Jo-Ann noted the sign is exempt from the Sign Ordinance but the sign structure must conform with the Hartford Flood Hazard Area Regulations and be designed to minimize flood damage and be adequately anchored to prevent moving or collapse during a flood event. It will require having an engineer approve the design and certify that it meets the Flood Regulations. Matt will contact a local engineer about the cost to prepare the required submissions.

6. **Clifford Park Riparian Area Planning:** Sally reported that she met with Rachel to look at trees and shrubs appropriate for floodplains. Sally noted that the East Hill Tree Farm has excellent tree stock, but orders must be made by March. Earl reported that he met with Karen Ganey to prepare a plan for specific riparian tree and shrub locations. Matt noted that the plan has to be approved by Parks and Recreation Department Director Scott Hausler to ensure that the plan meets Parks and Recreation Department goal to create designated view corridors to the river from the Park. Rachel noted that Sally and she will review the allowed tree and shrub species stipulated by the Vermont Fruit & Nut Tree grant.
7. **Community Resilience Building in Hartford:** Kyle reported that he attended the Nature Conservancy sponsored Community Resilience Building event held at the Wilder Club on December 5th. He thought it was a very good event with small and large group discussions. It was attended by several town department representatives, non-profit organizations and residents. He noted that the event focused on Town strengths and vulnerabilities with the goal of helping make Hartford a more resilient community. Kyle added that a report is being prepared and that it will tie in with the update of the Hartford Hazard Mitigation Plan that will get underway this year.
8. **Hartford Hazard Mitigation Plan:** Matt reported that the Town was included in a state grant request to update the Hazard Mitigation Plan. Matt contacted the state Emergency Services Department last week and was told that they are waiting to hear if the grant was awarded. Kyle noted along with the Planning and Development Office; RH will take the lead on the update.
9. **Seed Library:** Michaela reported that last year, the Northeast Organic Farming Association of Vermont provided vegetable seeds to libraries. Kyle thinks it makes sense to work with the Upper Valley Seed Savers and the Cedar Circle Farm and Educational Center on it.
10. **RH Openings:** Kyle noted that there are two openings on RH. Sally reported that she posted a write-up about the openings on the Hartford List Serv. Matt added that the Town Manager's Office Administrative Assistant regularly posts committee vacancies on the Hartford List Serv, Town website, and Town Facebook page.
11. **Announcements:**
 - a. Winter Pruning Workshop 2/22/25: Rachel Kent reported that a fruit tree pruning workshop sponsored by Apple Corps is scheduled for Saturday, February 22nd at the Hartford Town Hall. Veteran pruner Kevin Geiger will lead the event. Rachel asked if Resilient Hartford would like to be a co-sponsor. The RH agreed.
 - b. Hartford Environmental Stewardship Mix & Mingle: Earl Hatley reported that the Hartford Conservation Commission is sponsoring the second annual environmental stewardship mix & mingle event on Friday, 3/7 at 5:30 p.m. at the Bugbee Senior Center. He noted that he agreed to present on behalf of Resilient Hartford and the Quechee Abenaki Garden. Kyle offered to staff the RH table that evening.
12. **Next RH Meeting:** Kyle noted that the next RH meeting is scheduled for Tuesday, February 25th.
13. **Adjournment:** The meeting was adjourned at 6:22 p.m.
14. **Date RH Member Terms Expire:** Earl Hatley (4/4/25), Michaela Lavelle (6/27/26), Sally Mansur (9/16/27) Laura Simon (1/8/27) and chair Kyle Katz (10/30/26).