



**TOWN OF HARTFORD
SELECTBOARD
MINUTES**

Tuesday, March 8, 2022, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

**This meeting was conducted in person at
Town Hall and Zoom.**

Present: Michael Hoyt, Chair; Dan Fraser, Vice-Chair; Kim Souza, Clerk; Lannie Collins, Member; Mary Erdei, Member; Rocket, Member; Ally Tufenkjian, Member; Tracy Yarlott-Davis, Town Manager; Lana Livingston, Administrative Assistant; Hanna Tyler; Pat Autilio; Brett Mayfield; Heidi Duto

Present via Zoom Participants: Martin Prevost; Emily Santaw; Jeff Arnold;

CATV Link: <https://catv.cablecast.tv/CablecastPublicSite/show/21199?channel=1>

I. Call to Order the Selectboard Meeting by Chair, Michael Hoyt at 6:00 PM.

II. Pledge of Allegiance was led by Rocket.

III. Local Liquor Control Board: The Selectboard meeting was recessed by Chair, Michael Hoyt and the Local Liquor Control Board was opened.

1. **Local Liquor Control Board Overview** – Martin Prevost from the Vermont Department of Liquor Control gave the Board an overview to their responsibilities with regard to the Licensing.
2. **Renewals**

Selectboard Member, Ally Tufenkjian made the motion to Renew Second Class Liquor Licenses to:

Hanover Consumer Cooperation Inc. Doing Business As: Co-op Food Store, 209 Maple Street, White River Junction, VT 05001 (Second Class)

and

Summit Stores, LLC, Doing Business As: Summit Stores, 3479 Woodstock Road, Quechee, VT 05059 (Second Class)

and

K-B Ventures Inc. Doing Business As: Jake's Market & Deli, 1477 Maple Street, Hartford, VT 05047 (Second Class).

Selectboard Member, Lannie Collins seconded the motion. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

Selectboard Member, Mary Erdei made the motion to Renew a Third Class Liquor License to Hartford Post 26, American Legion Inc. Doing Business As: Hartford Post 26, American Legion, Inc. 27 Farmvu, White River Jct., VT 05001. Selectboard Member, Ally Tufenkjian seconded the motion. 4 were in favor, 1 recused (Souza) 2 abstained (Fraser & Collins). The motion passed.

Selectboard Member, Lannie Collins made the motion to Renew a First Class and Outside Consumption Liquor License to River Roost Brewery, LLC Doing Business As: River Roost Brewery, 230 South Main Street, White River Junction, VT 05001. Selectboard Member, Mary Erdei seconded the motion. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

Selectboard Member, Mary Erdei made the motion to Renew a First Class, Third Class and Outside Consumption Liquor License to Simon Pearce (US) Inc. Doing Business As: Simon Pearce Restaurant and Parker House Bistro, 1792 Main Street, Quechee, VT 05059. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

Chair, Michael Hoyt closed the Local Liquor Control Board at 6:20PM and reopened the Selectboard Meeting.

NOTE: An Emergency Item was added at this time.

The Town Treasurer, John Clerkin, has given his notice to end his term as Treasurer in April 2022. The Board is asked to give their permission to post the opening for Treasurer as soon as possible.

Link: <https://www.hartford-vt.org/DocumentCenter/View/5780/Treasurer-Opening>

Selectboard Member, Lannie Collins made the motion to authorize the Town Manager to accept applications and cover letters for the position of Town Treasurer for the Town of Hartford, Vermont and to proceed forward on that and report back to the Board and giving the Town Manager authorization to post the opening. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

IV. Order of Agenda: No changes to the order of agenda.

V. Selectboard

- 1. Public Comment:** Heidi Duto from WRJ asked for clarification around the discussion and appointment of the 5th Charter Commission. The commission has not yet been formed. The town is still accepting applications. More discussion and/or appointments should happen at the next regular selectboard meeting on March 22nd.

Ms. Duto also commented on the Wilder Park & Ride and the car that has been there for a while. She asked if signs that were posted in the South Main Street Parking lot could be also posted at The Wilder Park & Ride. The Town Manager said they could order the signs.

Jeff Arnold from the Town of Hartford asked if the search for the Public Works Director could begin soon. He would like the Tree Warden position to be advertised. He asked if the Deputy Police Chief position could be filled along side of the Police Chief. The Town Manager said on the Deputy Chief position is going to be filled after the Chief position so the new Chief could be part of that process. Mr. Arnold also reminded people that the Tree Board does have 1 opening.

2. Selectboard Comments and Announcements

Rocket mentioned an email that was submitted online. He would need to have sent directly to him so he would know who to get back to.

Ally Tufenkjian mentioned that it is Hannah Tyler's last week as Director of Public Works. She thanked her for her work.

Kim Souza apologized to Lannie Collins for comments she made at the last meeting.

3. Appointments

New Appointments:

- a. Selectboard Member, Ally Tufenkjian made the motion to appoint Emily Santaw to the Town & School Meeting Committee for a 3-year term. Beginning March 8, 2022 and ending March 7, 2025. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.
- b. Selectboard Clerk, Kim Souza made the motion to appoint Pat Autilio to the Hartford Committee on Racial Equity and Inclusion (HCOREI) for a two-year term beginning March 8, 2022 and ending March 7, 2024. Selectboard Member, Rocket seconded the motion. All were in favor and the motion passed.

Re-Appointments:

Selectboard Vice Chair, Dan Fraser made the motion to appoint: Alice Maleski for a three-year term on the Zoning Board of Adjustment. Beginning March 8, 2022 and ending March 7, 2025 and
Stephen C. Lagasse for a three-year term on the Zoning Board of Adjustment. Beginning March 8, 2022 and ending March 7, 2025 and
Jonathan Schechtman to the Design Review Committee for a three-year term. Beginning March 8, 2022 and ending March 7, 2025 and
Jeff Arnold to the Hartford Tree Board for a three-year term. Beginning March 8, 2022 and ending March 7, 2025 and
Pat Stark for a three-year term on the Historical Preservation Commission. Beginning March 8, 2022 and ending March 7, 2025 and

Brett Mayfield for a three-year term on the Sister City Committee. Beginning March 8, 2022 and ending March 7, 2025. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Selectboard Member, Rocket made the motion to appoint the Health Officers to also serving as the Humane Officer as defined in the Vermont State Statute 13 V.S.A. § 351(4.b.2.). Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

4. Town Manager's Report & Significant Activity Report.

Sig. Acts Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/230>

Town Manager Report:

Thank you Town Clerk and Election Workers

Lisa O'Neil led an amazing team of election workers to complete another election – and another COVID election, her third. Thank you to each and every person who arrived early, stayed late, loaded, unloaded, wiped down used pens, and assisted voters.

Website Update

The team at Revize has finished mitigating the webpages over. We anticipate “going live” in 6-8 weeks as they complete their internal processes. Please bear with staff as we will be completing training and updating the individual webpages using the new platform.

We're looking for high resolution photos to feature on the site! Please email photos@hartford-vt.org with your photo/photos of all five of our villages. You must own the photo and give us permission to use it on the website. We'll try to use as many as we can around the site to feature the places and people that make this home.

The 2022-2023 Board Cycle

As we look forward to the next year together, I wanted to highlight some upcoming topics. These are tentative and subject to move or change. We also include additional items as needed.

March 22: Third quarter FY22 financial report, Charter Committee appointments, solar field preferred site information.

April 5: Information on assessment, Tax anticipation line of credit, solar field preferred site part 2.

April 19: updated Capital Improvement Plan.

May 3: Climate Action Steering Team update.

May 17: Priorities for local, state, and federal ARPA and Infrastructure funding.

If you have an item that you'd like to bring forth to the Board, please email the Chair (mhoyt@hartford-vt.org) and Vice Chair (dfraser@hartford-vt.org). In the past we set the agenda once week prior to the meeting. More time is always helpful if you have a request.

The agenda is released the Thursday prior to the meeting and supporting documentation (also known as The Packet) is emailed out by 3pm Friday.

Board Emails

Board emails and the distribution list (Selectboard@hartford-vt.org) have been updated. Board members should use their @hartford-vt.org email for all Selectboard related emails so we can maintain public records. Others should be aware that due to Open Meeting Laws, the Board must refrain from replying to the entire email.

5. Board Reports, Motions & Ordinances

a. Face Covering Rule Reauthorization

Selectboard Member, Lannie Collins made the motion to allow the Face Covering requirements to sunset at midnight.

Selectboard Member, Rocket seconded the motion. All were in favor and the motion passed.

Hartford Town-wide Face Covering Rule Sunsets Midnight
Tuesday March 8 2022.

b. Solid Waste Construction & Demolition Debris Pile Hauling

Selectboard Member, Rocket made the motion That the Selectboard approve an exception to section 3.6 of the purchasing policy so the Town can enter into a contract with United Construction Corporation for the hauling and associated taxes and fees of the processed construction and demolition debris estimated at \$118,815. Selectboard Member, Ally Tufenkjian seconded the motion, Six were in favor and One (Collins) not in favor. The motion passed.

c. Introduction to Town Purchasing – presented by the Town Manager.

d. Approval of Purchasing Policy

Selectboard Member, Ally Tufenkjian made the motion that the Selectboard approve version four of the Town Purchasing Policy. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

e. HCoreI – John Hall, Chair of HCoreI and Selectboard Member, Ally Tufenkjian presented to the Selectboard the change to have students become full voting members of this committee. The majority of the Board seemed to support this and suggested it go to the School Board for their feedback.

VI. Commission Reports

Mary Erdei reported from the Conservation Commission. They had a discussion around the Town Forest integrated plan.

Ally Tufenkjian reported that Giavanna Munafo is retiring from the HCoreI committee. She thanked her for all her work she did on the committee. The Emergency Shelter committee is waiting to hear back from the Planning commission. Resilient Hartford is debating on having a Harvest Festival or a Hartford Resilient Week.

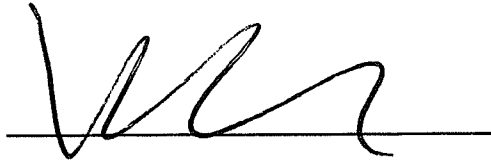
Dan Fraser reported that the Energy Commission needs some members. The Tree Board also has one opening.

VII. Consent Agenda: Selectboard Vice Chair, Dan Fraser made the motion to approve the consent agenda. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Approve Meeting Minutes of: 2/22/2022 & 3/3/2022
Approve A/P Manifest of: 3/2/2022 & 3/8/2022
Selectboard Meeting Dates of: Needs Approval: 4/5/2022 and 4/19/2022
Already Approved: 3/22/2022

VIII. Executive Session: NONE

IX. Adjourn the Selectboard Meeting: Selectboard Member, Lannie Collins made the motion to Adjourn the meeting at 9:15PM. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

A handwritten signature in black ink, appearing to read 'Kim Souza', is written over a horizontal line.

Kim Souza, Clerk