



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, March 22, 2022, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

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

Present: Michael Hoyt, Chair; Dan Fraser, Vice-Chair; Kim Souza, Clerk; Lannie Collins, Member; Rocket, Member, Ally Tufenkjian, Member; Tracy Yarlott-Davis, Town Manager; Lana Livingston, Administrative Assistant; Gail Ostrout; Lori Hirshfield; Jeremy Delisle; Heidi Duto; Simon Dennis; Lynn Bohi;

Zoom Participants: F.X. Flinn; Dana Clawson

Absent: Mary Erdei, Selectboard Member

CATV LINK:

- I. Call to Order the Selectboard Meeting:** Selectboard Chair, Michael Hoyt called the Selectboard Meeting to order at 6:01 PM.
- II. Pledge of Allegiance** was led by Lannie Collins.
- III. Local Liquor Control Board:** Selectboard Chair, Michael Hoyt recessed the Selectboard Meeting and opened the Local Liquor Control Board.

1. Renewals

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

Farms of Vermont, Inc. Doing Business As: Cumberland Farms #8007, 1167 Hartford Avenue, White River Junction, VT 05001

and

Evans Group of Vermont, Inc. Doing Business As: Evans Expressmart, Route 5 & Airport Road, White River Junction, VT 05001

and

Little Istanbul, Inc. Doing Business As: Little Istanbul, 27 North Main Street, White River Junction, VT 05001

and

Revco, LLC., Doing Business As: Revolution, 26 North Main Street, White River Junction, VT 05001.

Selectboard Member, Lannie Collins seconded the motion. 4 were in favor, 1 recused (Souza) and 1 (Fraser) abstained. The motion passed.

Selectboard Member, Lannie Collins made the motion to approve First and Third Class Liquor Licenses and Outside Consumption Licenses to: Quechee Club, Inc. Doing Business As: Base Lodge, 3369 Quechee Main Street, Quechee, VT 05059
and

Quechee Club, Inc. Doing Business As: Quechee Club, Inc. 3268 Quechee Main Street, Quechee, VT 05059

Selectboard Member, Rocket seconded the motion. 4 were in favor, 1 recused (Souza) and 1 (Fraser) abstained. The motion passed.

NOTE: Quechee Club, Inc. Doing Business As: Murphy Farm, 79 Murphy Road, Quechee, VT 05059 was tabled until the next Selectboard Meeting when questions about the Outside Consumption Areas can be answered.

Selectboard Chair, Michael Closed the Local Liquor Control Board and reopened the Selectboard Meeting at 6:14 PM.

IV. Order of Agenda: There were no changes to the order of agenda.

V. Selectboard

1. Public Comment

Heidi Duto from WRJ commented on the motion at the last meeting to remove the C&D pile from the landfill. She does not agree with a motion that agrees to pay for an estimate as this one did. It should reflect the whole payment. Paying an estimate is not a good practice.

Marie Alvin from WRJ called to ask for information on the 5th Charter Commission, the zoning person's participation at Emergency Shelter committee meetings and the traffic study that the Haven has contracted a company to do.

2. Selectboard Comments and Announcements

Kim Souza thanked Gail Ostrout for the tour of the Finance Department and MuniSmart. Kim also thanked Chris Holzwarth for the updated incident report of a burst pipe.

Lannie Collins commented that the discussion about the Haven's proposal of building projects is the business of Planning and Zoning. The Selectboard has no control over these types of projects.

3. Appointments:

Re-Appointments:

- a. **Selectboard Member, Rocket made the motion to Re-Appoint Susanne Abetti to the Hartford Historical Preservation Commission for a three year term beginning March 22, 2022 and ending March 21, 2025. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.**
- b. **Selectboard Vice Chair, Dan Fraser made the motion to Re-Appoint Chris Lowe to the Hartford Zoning Board of Abatement for a three year term beginning March 22, 2022 and ending March 21, 2025. Selectboard Member, Ally Tufenkjian seconded the motion. 5 were in favor and 1(Collins) abstained. The motion passed.**

Appointments:

- a. Consider the Appointment of Lynn Bohi to the Town of Hartford 5th Charter Commission.
- b. Consider the Appointment of Simon Dennis to the Town of Hartford 5th Charter Commission.

- c. Consider the Appointment of F.X. Flinn to the Town of Hartford 5th Charter Commission.
- d. Consider the Appointment of Geri Williams to the Town of Hartford 5th Charter Commission. (Withdrew her application on March 21, 2022)

Executive Session: Selectboard Member, Lannie Collins made the motion That In accordance with Vermont's Open Meeting Law requirements, I move that the Selectboard enter into Executive Session to discuss the employment, appointment, or evaluation of a Public Officer under the provisions of Title 1, Section 313 (1)(3) of the Vermont Statutes at 7:31PM. Selectboard Member, Rocket seconded the motion. All were in favor and the motion passed.

Out of Executive Session: Selectboard Member, Lannie Collins made the motion to close the Executive Session at 7:50PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

There were no motions for appointments at this time. Additional Applications will be accepted until March 30th at noon. The Board will reconsider appointments at the April 5, 2022 Selectboard meeting.

4. Town Manager's Report

Significant Activity Report: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/231>

CAP Purchasing Policy Update

We have not had the opportunity to use the new Climate Action Plan provisions of the purchasing policy. The Environment Sustainability Coordinator is still analyzing fiscal year 2021 purchases to determine if he can conclude on how the CAP purchasing policy provisions would have affected those expenditures.

Cannabis Update

Planning and Zoning is beginning their work on the regulations related to cannabis-based businesses. The Board must decide at an upcoming meeting if they will appoint a separate local cannabis control commission or if the Board will act in that capacity as they currently do as the local liquor control board.

Work Order system for Board and Town Manager communications and action items

Our IT Director is exploring an add-on with one of our current programs, Laserfiche. We're looking at it, not only for this task, but to manage large inter-departmental projects as well as Public Works workorders.

Selectboard Training Opportunities

We are looking for in-person training opportunities on effective communication for the Board to jump start a 2022 training program. Suggestions for facilitators or organizations are welcome!

Town Employment Opportunities

Searches for the Director of Public Works and Town Treasurer are open and listed on our website. We also have listings for several seasonal Parks and Recreation staff. The International Association of Chiefs of Police is in their final week of conducting confidential stakeholder interviews from a large pool that we provided to them.

5. Board Reports, Motions & Ordinances

- a. Fiscal Year 22 Mid-Year Financial Update
 - 12/31/2021 Financials <> 2nd Fiscal Quarter
 - 50% is the target glide path for this period
 - Presented BY: Gail Ostrout, Finance Director

- b. Solar Projects Preferred Site Designation:

Presented By Dana Clawson, Environmental Sustainability Coordinator

Subject: Norwich Solar's proposed Christian St. PV system and Preferred Sites.

Background: Norwich Solar is proposing installing a 500 kWh PV system on Christian St. and will be requesting in a future Select Board meeting that the Select Board deem the Christian St. site a "preferred site" under the Public Utility Commission's Rule Pertaining to Construction and Operation of Net Metering Systems section 503 (7).

c. TIF FY2021 Annual Report Revision

Presented By Lori Hirshfield, Planning and Development Director

Subject: Modification to Tax Increment Financing District FY 2021 Annual Report to Vermont Economic Progress Council.

Background: On February 8, 2022 the Selectboard received the FY 2021 Tax increment Finance District Annual Report. The report also includes all information reported since the District was established in 2011. The attached report includes a modification to information on the FY2020 Annual Report that was identified in FY2021.

The FY 2020 expenditures reported for the South Main Street, North Main St and Gates Street Construction were \$199,724 and should have been \$195,590 (see FY 2020 column on Attachment A) an expenditure of \$4,134 inadvertently was added twice when I completed the report.

Also, the interest earned in FY should be \$1,904.64. The total number originally listed was the total earned to date and not just for FY 2020. The modified report for FY 2021, July 1, 2020 through June 30, 2021, based on April 1, 2020 Grand List property values. The Town Manager and Town Assessor will need to certify the revised report.

MOTION: Selectboard Vice Chair, Dan Fraser made the motion that the Selectboard accepts the changes to the Fiscal Year 2021 TIF Annual Report to show the changed FY 2020 expenditures for the South Main Street, North Main St and Gates Street Construction Infrastructure to \$195,594, and interest earned as \$1,904.64. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

d. Wilder Water Treatment Plant Scada

Selectboard Member, Lannie Collins 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 the lowest bidder not-to-exceed \$42,000 for the replacement of the Hartford Water System's computers and SCADA software. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

e. Proclamation of Service

PROCLAMATION IN APPRECIATION OF SERVICE

WHEREAS, Braedon Vail has served the Town of Hartford with honor and distinction since 1993, and in his time with the Hartford Police Department has worked in Patrol, Investigative, and Administrative Operations with the highest level of skill and commitment to the citizens of Hartford, and;

WHEREAS, his commitment to excellence in policing includes service as President of the Vermont Police Association and as a graduate of the FBI National Academy, and;

WHEREAS, he has been a valued friend, neighbor, and colleague to the citizens of Hartford for nearly three decades and has served and protected them with honor and integrity;

NOW THEREFORE BE IT RESOLVED, by the Citizens of the Town of Hartford, that Braedon Vail be given our deepest gratitude and appreciation for twenty-nine years of outstanding service and dedication to the Hartford Police Department and the citizens of Hartford, and furthermore that this resolution be recorded in the Town records.

Dated this 22nd day of March 2022.

Selectboard Member, Rocket made the motion to accept the Proclamation as read for Braedon Vail's Service. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

VI. Commission Reports

Dan Fraser

Tree Board:

1. Discussion about objectives and reasons for Forest Management Plan.
2. Brainstorm on ways to highlight and increase awareness of the Year of the Tree proclamation.
3. 4/23/22- Tree ID Walk at Wright Reservoir
4. Still seeking a Tree Warden as well as one vacant seat on Tree Board

Energy Commission:

April 23 "Drive Electric Week"

Window Dressers program continue to move forward- Wilder Library will be the site location- watch for details as we get closer to the event in Nov.

Rocket

Sister Cities Committee:

The committee is developing a logo contest to involve local students, as well as working closely with Katie Hluchy's French class at Hartford High School to coordinate a pen pal project with another class in our sister city in France.

Mary M. Erdei

Parks and Recreation met on March 10 beginning with a presentation by Resilient Hartford on the Clifford Park Forest Project's goals, designs, and tree plantings past and future. Also, reports on races, derbies, camps and skating exceeded expectations and pool project progress discussed with June pool opening anticipated.

Ally Tufenkjian

Ad Committee on Emergency Shelter (HADCES):

-The Committee is awaiting a legal opinion regarding whether or not Rental Housing Code applies to recreational vehicles. The town's Public Health Officer has shared that an owner-

occupied RV parked on land that is not owned by the occupant would not fall under the Rental Housing Codes.

Hartford Committee on Racial Equity and Inclusion (HCOREI):

- The Committee elected new officers - Sara Campbell as Chair, John Hall as Vice Chair and Pat Autilio as Clerk.
- The Committee formed a working group to plan this year's Juneteenth celebration, scheduled for June 18th
- In the absence of the Committee's two School Board liaisons at its most recent meeting, HCOREI is pausing its work on potentially including high school liaisons as voting members until it can receive feedback from the School Board.
- The Committee is considering the best new home for its Anti-racism and DEI Resource Library; including it on the town's new website could be a possibility to consider.

Kim Souza

Design Review Committee met Feb 24: Approved design application for Roost Holdings d/b/a River Roost.

Planning Commission held a workshop March 7: Discussed PC's relationship with Hartford Historic Preservation Committee, potential Zoning changes in the district around Ballardvale Drive to allow residential mixed-use development and the proposal for a designated preferred site for a solar field by Norwich Technologies.

Hartford Business Revolving Loan Fund met March 9: General overview of existing loan statuses and discussions around marketing available funds to Hartford businesses and the committee upcoming negotiations to renew the town's contract with GMEDC (Green Mountain Economic Development Corporation).

Planning Commission met March 21: Elected new officers. Approved letter of support for designation of the preferred site status from Norwich Technologies and approved 2 applications for residential site adjustments, 1 application to add a residential site to a commercial area of Quechee Lakes and approved the proposed expansion of River Roost (aka Roost Holdings, LLC). Near the end of the meeting a substantive discussion about parking initiated. The committee will dedicate a workshop to parking considerations for downtown WRJ in the near future.

Lannie Collins

Hartford Community Coalition they had discussion about the possibilities of the ARPA funds being used for their programs as well as the drug settlement funds to be distributed in their direction as well considering that this was the initial formation piece of the HCC.

In addition to this concerns implementation of cannabis sales in Hartford and the Cannabis control board.

There was also talk about the increase of child sex trafficking in the town and the need for resident to be vigilant to watch out for this and report anything that they see as being unusual. There is also a plan to have a block party on June 15 5-8 PM.

Zoning Board: The Plan for site visit on 2448 Quechee main street to revisit a request for setback waiver and improvements to the riparian buffer-continuance

Approval of conditional use permits to 3 properties on Galaxy Hill Road in Quechee for onsite movement of fill for driveways and house lots. Sites #3,7&8

Election of officers took place with current officers continuing for next year.

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

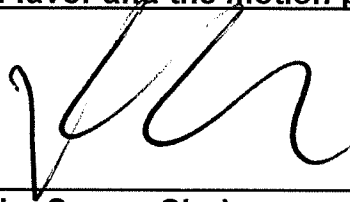
Approve Payroll Ending: 3/19/2022

Approve Meeting Minutes of: 3/8/2022

Approve A/P Manifest of: 3/18/2022 & 3/22/2022

Selectboard Meeting Dates of: Already Approved: 4/5/2022 & 4/19/2022

- VIII. Adjourn the Selectboard Meeting
Selectboard Clerk, Kim Souza made the motion to adjourn the meeting at 9:45PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

A handwritten signature in black ink, appearing to be 'KS' or similar, written over a horizontal line.

Kim Souza, Clerk