



## **TOWN OF HARTFORD SELECTBOARD MINUTES**

Tuesday, June 14, 2022, 6:00pm  
Hartford Town Hall, 171 Bridge Street,  
White River Junction, VT 05001

**This meeting was conducted in person at Town Hall**

**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; Christopher Brewer; Stephenny West; Sherry West; Jeff Arnold; Jon Bouton; Chuck Wooster; Jonathan Schectman; Jon Bouton

**Zoom Participants:** AJ Follensbee; Melinda Brooks Major; James Donahay

### **CATV LINK:**

- I. Call to Order the Selectboard Meeting** by Chair, Mike Hoyt at 6:00PM
- II. Pledge of Allegiance** was recited.
- III. Local Liquor Control Board:** Selectboard Chair, Mike Hoyt recessed the Selectboard Meeting and opened the Local Liquor Control Board.

#### **New:**

1. Selectboard member, Mary Erdei made the motion to approve Christopher F. Brewer, Doing Business As: Crazy Chris's Elixir Corp., 188 South Main Street, White River Junction, VT 05001 for a 1<sup>st</sup> and 3<sup>rd</sup> Class liquor license. Selectboard Member, Ally Tufenkjian seconded the motion. 5 were in favor, 1 abstained (Fraser) and 1 recused (Souza). The motion passed.

Selectboard Chair, Mike Hoyt closed the Local Liquor Control and reopened the Selectboard meeting at 6:05.

### **IV. Selectboard**

#### **1. Public Comment**

Sherry West, WRJ resident and Assistant Town Clerk for Hartford expressed her concern for the recent attitude of some of the Selectboard Members during the meetings. She hopes the Board can do better in the future.

Jonathan Schectman from Quechee asked when the roads in Quechee will be stripped. There is now hardly any markings and this needs attention soon. Mr. Schectman also noted that this is the first winter that the Covered Bridge in Quechee has blocked the walkway by the Town. This is causing the people that cross the bridge to walk in the roadway.

Mr. Schectman, as the Chair of the Historic Preservation Commission, spoke about the Demolition Delay Ordinance. The rectory at St. Paul's is scheduled to come down. The Parker house on Gates Street has also come down and they are proposing another house on Gates Street to be demolished.

Melinda Brooks Major requested an update on the status of the Town Ordinance for restricting fire arms zones in residential areas. The Town Manager said it is now with legal council and will probably be back to the Board in late summer.

James Donahay from WRJ called in to support the Town Forest Project.

## **2. Selectboard Comments and Announcements**

Lannie Collins mentioned the shooting incident in Woodstock today. He also asked if the Town has a cooling station scheduled because the weather is going to be turning hot soon. The Town Manager said that the Bugbee Sr. Center will be open on hot days to go and cool down. This is run by the Fire Chief, Scott Cooney.

Rocket is putting out some ideas for the Town to consider in the future: Open Container Law; public art on downtown buildings and a "Cop on a Horse" program.

Mary Erdei has been able to visit some Town departments. She toured Public Works and the Fire Department.

Kim Souza acknowledged the American flags on the light poles on Routes 5 & 14. She would like other flags as well to be considered.

Mike Hoyt reminded everyone about the Block party Wednesday, 5-8 at Lyman Point Park and the Juneteenth Celebration on Saturday. The Selectboard will have tables at both events.

## **3. Appointments: None**

## **4. Town Manager's Report**

Significant Activity Report:

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/237>

Town Manager's Report:

Many thanks to the Department Leadership Team as well as the Hartford Selectboard in supporting my time off this month. Considering that I'm forgoing a written Town Manager's report for this Board packet.

### Upcoming Meeting Topics

These are tentative and subject to move or change. We also include additional items as needed on June 28: Focused listening session on solid waste and curbside recycling as well as ARPA funding

July 12: Review of DEI Strategic Plan Implementation

July 26: Climate Action Plan FY24 goals and funding priorities

If you have an item that you'd like to bring forth to the Board, please email the Chair ([mhoyt@hartford-vt.org](mailto:mhoyt@hartford-vt.org)) and Vice Chair ([dfraser@hartford-vt.org](mailto:dfraser@hartford-vt.org)). We meet on the Wednesday prior to the meeting to set the agenda.

The agenda is released the Thursday prior to the meeting and supporting documentation is emailed out by 3pm Friday.

**5. Board Reports, Motions & Ordinances**

- a. Street Closure Request: Ryder Hathaway  
Selectboard Vice Chair, Dan Fraser made the motion to approve the Street Closure Application as presented. Selectboard Member, Mary Erdei seconded the motion. 6 were in favor and 1 opposed (Souza). The motion passed.
- b. Capital Improvement Plan – Presented by Tracy Yarlott-Davis.
- c. FY23 Fee Schedule – Presented by Tracy Yarlott-Davis  
Selectboard Vice Chair, Dan Fraser made the motion to Adopt the fiscal year 2023 Fee Schedule and authorize the Town Manager to implement the new rates effective July 1, 2022. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.
- d. Town Forest Timber Harvest: Selectboard Clerk, Kim Souza made the motion to Approve the Conservation Commission request to schedule the winter 2023 Town Forest timber harvest. Selectboard Member, Rocket seconded the motion. 5 were in favor and 2 (Collins & Fraser) were not in favor. The motion passed.
- e. 2022 VT Bicycle & Pedestrian Program Grant Applications  
Selectboard Member, Ally Tufenkjian made the motion to
  - Approve submittal of an application to the 2022 Vermont Bicycle and Pedestrian Program for \$483,027 of additional grant funding for the North Hartland Road/Route 5 sidewalk and bike lane project,
  - Authorize an additional \$72,000 of local funding for a total Town match of \$120,757 as described in this memorandum,
  - Accept future maintenance responsibility for the grant related improvements after construction,
  - Designate the North Hartland Road/Route 5 project as priority 1 for the Town's 2022 Bicycle/Pedestrian grant applications, and
  - Authorize the Town Manager to sign all necessary grant documents on behalf of the Selectboard and to implement the project.Selectboard Clerk, Kim Souza seconded the motion. 6 were in favor, 1 (Collins) was not in favor. The motion passed.

Selectboard Vice Chair, Dan Fraser made the motion to

- Approve submittal of the Hartford Avenue VTrans Bicycle Pedestrian Small Scale Program grant application for \$150,000.
- Authorize the expenditure of \$188,342 for this project with the understanding that any grant reimbursement of up to \$75,000 will be credited to the accounts described in this memorandum with an anticipated a net financial impact of \$113,342 required as matching funds.
- Accept future maintenance responsibility for the grant related improvements after construction
- Designate the Hartford Avenue Small Scale project as priority 2, and
- Authorize the Town Manager to sign all necessary

**grant documents on behalf of the Selectboard and to implement the project.**  
**Selectboard Member, Mary Erdei seconded the motion.**  
**All were in favor and the motion passed.**

f. Special Olympics Proclamation

On Tues the 21<sup>st</sup> the athletes will be at Town Hall to recognition at 5:30PM.

**SPECIAL OLYMPICS PROCLAMATION June 2022**

**WHEREAS**, Special Olympics is a global organization that unleashes the human spirit through the transformative power and joy of sport every day around the world; and

**WHEREAS**, through programming in sports, health, education, and community building, Special Olympics changes the lives of people with intellectual disabilities and raises awareness about their talents and abilities; and

**WHEREAS**, the Upper Valley has had a Special Olympics team for many years referred to most recently as the Upper Valley Hawks supporting athletes from Hartford, Norwich and Windsor in the state of Vermont and Hanover, Lebanon, and Enfield in the state of New Hampshire; and

**WHEREAS**, the Upper Valley Hawks have continued to improve and grow their program; and

**WHEREAS**, in 2022 each of the Upper Valley Hawks basketball teams were awarded Gold medals during their respective competitions in either the Vermont or New Hampshire state Special Olympics games; and

**NOW, THEREFORE, WE**, the Hartford Selectboard, on behalf of the Town of Hartford, do hereby proclaim our admiration and respect to the Upper Valley Hawks Athletes and Coaches;

Dated this 14<sup>th</sup> day of June in the year 2022 in the Town of Hartford, Vermont.

g. Selectboard Training Coordinator

**Selectboard Member, Ally Tufenkjian made the motion that The Selectboard delegate member, Kim Souza, to coordinate board development trainings and a facilitator for the Town Manager evaluation session and to help establish a process for institutionalizing board training and Town Manager evaluation in collaboration with the Selectboard for the 2022-23 fiscal year. Selectboard Vice Chair, Dan Fraser seconded the motion. 5 were in favor, 1 (Collins) not in favor and 1 (Souza) abstained. the motion passed.**

**V. Commission Reports**

**Mary Erdei**

Hartford Conservation Commission

Meeting June 6th, 2022

Karen Douville was the guest speaker as well as a former CC member in 2017/2018 and discussed the Linking Lands Alliance's updated maps of habitat blocks, landforms and ecologically important priorities, of which Hartford has the top spot. The Commission also compiled about 9-10 suggestions for use of ARPA funds, among them such items as controlling invasives, contributing to the Conservation Trust Fund, pollinator projects, educational projects, studies of trail maintenance in sensitive biological and/or ecological areas of importance and purchasing conservation easements. Finally, discussion included the upcoming report to the Board on 6/14 and the amazing output for Green Up Day, resulting in 456 volunteers involved, 85 miles of roads cleaned up and 3.2 Tons of refuse gathered.

### **Ally Tufenkjian**

#### **Hartford Committee on Racial Equity & Inclusion (HCOREI):**

- HCOREI will be tabling at the Hartford Community Coalition's Block Party on Wednesday, June 15th in Lyman Point Park at 5pm - stop by and say hello!
- After initial support from the Selectboard and School Board, HCOREI made a draft revision of the constitution of its charge to include two high school student liaisons as official members. This charge should be coming forward on a forthcoming agenda for approval.
- Hartford's Juneteenth Celebration will be this Saturday, June 18th from 3:30-5:30pm in Lyman Point Park. There will be food, a live DJ, short performances from JAG Productions, and speeches from some of our state representatives like Kesha Ram Hinsdale and Kevin "Coach" Christie, as well as from Maggi Ibrahim (Hartford School District's Equity Coordinator) and Dia Draper (Assistant Dean for Diversity, Equity, and Inclusion at Tuck School of Business).

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### **Kim Souza**

The Planning Commission met June 13 to consider Application #22-13 by St. Paul's Episcopal Church (owner) and Twin Pines Housing Trust (applicant) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for a multi-unit dwelling on proposed lot 43-0074-001, 747 Hartford Avenue, Wilder, in a proposed Planned Development. There were presentations from various professionals relating to the site plan including parking, landscaping and lighting and extensive discussion with many questions from commission members. The Public Hearing was continued until June 20<sup>th</sup> to satisfy some questions from commissioners.

#### **VII. Consent Agenda: Selectboard Vice Chair, Dan Fraser made the motion to accept the Consent Agenda. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**

**Approve Payroll Ending: 6/11/2022**

**Approve Meeting Minutes of: 5/31/2022**

**Approve A/P Manifest of: 6/10/2022 & 6/14/2022**

**Approve Selectboard Meetings: 7/12/2022 and 7/26/2022**

(Already approved - 6/28/2022)

#### **VIII. Adjourn the Selectboard Meeting: Selectboard Member, Lannie Collins made the motion to close the meeting at 11:00PM. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**

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/ Kim Souza, Selectboard Clerk.