



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, November 1, 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; Mary Erdei, Member; Rocket, Member; Ally Tufenkjian, Member; Lana Livingston; Gail Ostrout; Paula Nulty; David Briggs; Peggy Adams; Joe Major; Patrick Adrian

Zoom Participants: Esme Cole, Michele Boleski

CATV/JAM LINK: <https://catv.cablecast.tv/CablecastPublicSite/show/30307?channel=1>

- I. Call to Order the Selectboard Meeting** by Selectboard Chair, Mike Hoyt at 6:00PM.
- II. Pledge of Allegiance** was recited and led by Rocket.
- III. Local Liquor Control Board: NONE**
- IV. Order of Agenda** There were no changes to the order of agenda.
- V. Selectboard**

Prior to Public Comments, Selectboard Chair Mike Hoyt said the Board has been advised not to comment about the situation involving Tracy Yarlott-Davis until there is a final resolution. Mr. Hoyt also commented about the questions around the parking ordinances enforcement. There will be an agenda item in November or early December to address this with Acting Police Chief, Connie Kelly and the town's social worker.

1. Public Comment

David Briggs from WRJ wished to revisit the closure of Gate Street to Fairview Terrace. He would like to have it opened to 2-way traffic. This would only involve moving the barriers a small distance. There is plenty of room to accommodate this request. It is a tremendous inconvenience to the citizens that live there.

Joe Major from WRJ sent Kudos to Parks & Rec for a great Truck or Treat event again this year. Mr. Major asked the Board to look at the Budget line for pavement. The amount is only half of what is really needed to care for our 140 miles of roads. Mr. Major also would like the Board to look at the employee salaries. The Town is in direct competition with all businesses for employees. Look at retention bonus, sign on bonuses and salaries. Public works remains understaffed.

2. Selectboard Comments and Announcements

Rocket is in full support of the Gates Street opening which also ties in to pavement costs. He has walked Gates Street and would like to bring attention to his previous idea of painting the walls. There are also other places in town that walls could be painted to bring more vibrance to the WRJ downtown. For staff salaries he suggested creating a fund to support staff at a later date.

Kim Souza urged the other selectboard members to take advantage of VLCT budget webinars if they have not yet done so.

3. Appointments

- a. Selectboard Clerk, Kim Souza made the motion to Appoint Esme Rose Cole to the Hartford Energy Commission for a three-year term beginning November 1, 2022 and ending October 31, 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 Lee Michaelides to the Conservation Commission for a four-year term beginning November 1, 2022 and ending October 31, 2026. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

4. Significant Activity Report Link:

<https://cms5.revize.com/revize/hartfordvt/Sig%20Acts%20Total%2011.1.2022.pdf>

5. Board Reports, Motions & Ordinances

- a. Town Forest Tree Harvesting
Selectboard Member, Ally Tufenkjian made the motion to Award a contract to Long View Forest to undertake the Winter 2023 Town Forest timber harvest and authorize the Selectboard Chair or Vice Chair to execute a contract and approve other necessary items to implement the timber harvest. Selectboard Member, Mary Erdei seconded the motion. 6 were in favor and 1 not in favor (Fraser). The motion passed.
- b. Safe Routes to School Grant Application
Selectboard Member, Mary Erdei made the motion to Approve the submission of a grant application for the 2022 Safe Routes to School Program and authorize the Selectboard Chair or Vice Chair to sign the letter of support and take any other action needed to accept the grant and implement the project. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor the motion passed.
- c. Budget Schedule
Selectboard Member, Ally Tufenkjian made the motion that the Selectboard adopt the revised FYE2024 Budget Calendar as presented. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.
- d. Signature Card Authorization for Bond Bank & VT Drinking and Clean Water Loans.

Selectboard Clerk, Kim Souza made the motion that the Selectboard authorizes Michael Hoyt, Selectboard Chair and Dan Fraser, Selectboard Vice Chair as the two authorized representatives for all the existing Bonds held at the Vermont Bond Bank and Revolving Loans held with the State of Vermont Drinking and Clean Water Loan Program. Selectboard Member, Mary Erdei seconded the motion. 5 were in favor, 2 abstained (Hoyt and Fraser.) The motion passed.

e. Salt Purchase

Selectboard Clerk, Kim Souza made the motion that the Selectboard accept the exception of the Purchasing Policy 4.6 by the Finance Director Gail Ostrout to ensure the Town's ability to secure the proper materials/services in a sensitive time frame. On 10/26/22 the Finance Director authorized the Interim Public Works Director, Jeremy Delisle, to accept and execute the bid award by Cargill. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

f. Selectboard FYE 2024 Budget

That the Selectboard requests the Finance Director to enter the following numbers into FYE 2024 draft budget:

10-111-101-0000	Salaries	\$ 38,250.00
10-111-210-0000	FICA	\$ 2,926.13
10-111-311-0000	Travel & Meetings	\$ 100.00
10-111-312-0000	Advertising	\$ 6,500.00
10-111-315-0000	Recruitment & Training	\$ 12,500.00
10-111-318-0000	Contracted Services	\$ 1,500.00
10-111-323-0000	Materials and Supplies	\$ 500.00

The Selectboard members agreed by consensus on the amounts for each account.

VI. Commission Reports

Mary Erdei: Parks and Recreation

After a cancellation due to rain, the Commissioners met on Wednesday, October 19th to take a tour of 6 of our parks, beginning at Lyman Park here by the town hall and ending at sunset at Clifford Park, with some pizza as dark closed in on us. We examined the enormous benefits of our park system as well as discussed, the individual needs of some of these parks. We had a small tour of the Food Forest at Clifford as it is being established with qualified and enthusiastic community volunteers. A work party at Clifford for November will soon be listed.

Dan Fraser: Tree Board

The Tree Board is comparing the landscaping regulations between Lebanon, Hanover and Hartford specifically looking at green space requirements.

The old Gateway Auto property (Key Auto) is currently getting its huge parking lot sealed. The board reached out to them to encourage that more shrubs/trees be planted.

Hanover has a salaried and licensed Tree Warden in charge of all grounds/maintenance for the town. This might be a direction Hartford considers to relieve DPW and Rec. Directors of tree duties.

20 people attended the September Tree Identification Walk at the Town Hall.

We honored a Ukrainian couple who currently reside in White River Junction as well as Ukraine by planting a Viburnum which is their national tree near the bandstand at the Town Hall.

Ally Tufenkjian: Resilient Hartford

-The Committee is continuing to pursue making the lawn of the Wilder School the site of another food forest in partnership with other Hartford committees and organizations.

The principal of the school is so far in support and they're working to connect with other partners.

- The Climate Action Plan (CAP) was added to the committee mission statement under actions.

- There was a good turnout for the work outing at the Quechee Abenaki Garden on Saturday, October 22nd. They planted elderberry bushes, erected fences and laid down cardboard covered in wood chips. They also built a fire circle.

- The Climate Action Steering Team is restarting the Solarize Hartford program. They are currently in the research phase and are coordinating with Vital Communities.

Hartford Committee on Racial Equity & Inclusion (HCOREI):

- As part of the Public Information Officer and communications plan scoping project with the Tuck School of Business, Tuck is looking for community members to meet with and wants to visit Town Hall to get input. The Committee is working to organize a community meeting to get feedback on folks' wants and needs for town communication.

- Two HCoreI members, Joe Major and Miriam Wood, are now part of the Police Chief Search Advisory Committee.

- Adding a student liaison to HCoreI with full voting rights was approved by the School Board; this will be incorporated into the Committee charge.

Housing and Homelessness Committee:

- Committee applications have been extended until November 4th at 5pm. They can be submitted to the Town Manager's office or emailed to Lana Livingston.

Kim Souza: The Design Review Committee met on Oct 27 and unanimously approved the site plan application for Northern Stage's proposed multi-unit dwelling and performing arts facility at 178 Gates Street. The application will move forward to the Planning Commission later in November.

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 Payroll Ending: 10/29/2022

Approve Meeting Minutes of: 10/18/2022 & 10/25/2022

Approve A/P Manifest of: 10/28/2022 & 11/1/2022

Approve Selectboard Meetings:

Selectboard Meeting Already Approved: 11/15/2022; 11/22/2022 and 11/29/2022.

VIII. 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 and under 1 V.S.A. § 313(a)(1)(E): To discuss pending or probable civil litigation or a prosecution, to which the public body is or may be a party. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

Selectboard Vice Chair, Dan Fraser made the motion to close the Executive Session at 8:51PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Motion: Selectboard Clerk, Kim Souza moved that the position of acting Town Manager be offered to Gail Ostrout and the position of acting assistant Town Manager be offered to Paula Nulty contingent on an agreement of conditions between Ostrout, Nulty and the Selectboard. Seconded by Selectboard Vice Chair, Dan Fraser. 6 Voted in favor (Hoyt, Fraser, Souza, Erdei, Rocket & Tufenkjian) 1 Opposed (Collins). The motion passed.

- IX. Adjourn the Selectboard Meeting
Selectboard Member, Mary Erdei made the motion to adjourn the motion a 8:53PM. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

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

Kim Souza, Clerk