



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, July 12, 2022, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting as 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, Administrative Assistant; Joe Major; Russ North; Robert Holmes; Miriam Wood; Emily Zanleoni;

Absent: Ally Tufenkjian, Member; Tracy Yarlott-Davis, Town Manager

Zoom Participants: None

CATV LINK: <https://catv.cablecast.tv/CablecastPublicSite/show/25863?channel=1>

- I. **Call to Order the Selectboard Meeting** by Selectboard Chair, Michael Hoyt at 6pm.
- II. **Pledge of Allegiance** was recited and led by Rocket.
- III. **Local Liquor Control Board: NONE**
- IV. **Order of Agenda: These items were pulled from the Consent Agenda:**
 - Contract for Structural Turnout Gear Bid Award; Contract for Namely;
 - Loan Amendment for Combined Sewer Outflow needing more information.

Lannie Collins made the motion to table the Police Contract scheduled to be discussed in Executive Session. Selectboard Clerk, Kim Souza seconded the motion. 1 voted yes (Collins) and 5 voted no. The motion did not pass.

IV. **Selectboard**

1. **Public Comment:** Robert Holmes from WRJ spoke to the Selectboard about a neighbor and the cars that come and go from that house across the street from him. He presumes that drug dealings are going on. He has called the police on several occasions. The Selectboard assured Mr. Holmes that they will follow up with the police.
Emily Zanleoni spoke to the board as the chair of the Hartford Community Coalition. She is not in favor of the Selectboard becoming the Local Cannabis Control Board. At the very least an advisory committee should be formed to address concerns around the businesses being started for cannabis distribution. Ms. Zanleoni also spoke against the proposed ordinance change for open containers in the Town of Hartford.
2. **Selectboard Comments and Announcements**
Rocket, responding to citizens requests, ask that citizen's questions to the Town be responded to in a timely manner. Rocket went to Bugbee Senior Center last week. The doors definitely need to be replaced as soon as possible.
Rocket announced that he has been appointed to the Vt OPIOD settlement advisory committee. Rocket would also like to find a way to pay the town staff a living wage.

Mary Erdei also went to Bugbee last week and agrees that new doors are needed. She also reminded people that Parks & Rec will be hosting a Mtn. Bike Race on July 23rd.

Kim Souza thanked all the construction people doing work in downtown WRJ. They are doing a great job with traffic and finishing up daily leaving the roadway passable

Dan Fraser report that everyone is enjoying the new pool.

3. Appointments:

Consider the Appointment of Victoria Chase to Resilient Hartford for a three-year term beginning July 12, 2022 and ending July 11, 2025.

Ms. Chase has withdrawn her application at this time.

4. Town Manager's Report

Significant Activity Report Link

<https://cms5.revize.com/revize/hartfordvt/Sig%20Acts%207.12.2022.pdf>

Town Manager's Report

New Website – still remodeling

Town staff continue to find old links and routing as we clean up the migration. Please email me the broken URL links and we'll put in a ticket to fix them. Tyarlott-davis@hartford-vt.org

We are going to wait until the dust settles on content before editing photos so please stay tuned!

Police Chief Search

Ten candidates were moved forward from resume review to the IACP phone interview and internet screening. Of those two, three self-opted out of the process. Upon a deeper dive, three of the ten did not have the level of experience needed for the role. Myself and the advisory group will be performing interviews the July 13-15 and the week of July 18-22. Many thanks to community members and staff who stepped up to take time out of their day to do this with me

Please Update Your Address

We're seeing a record number of returned mailings recently. Please make sure that your address is updated to receive your water/sewer bills, items related to tax bills and delinquent tax bills, and assessment related mailings. You can email assessors@hartford-vt.org or dnadeau@hartford-vt.org

Upcoming Meeting Topics

These are tentative and subject to move or change. We also include additional items as needed.

July 26: Climate Action Plan FY24 goals and funding priorities, CIP Workshop

August 16: Board discussion of FY24 operating budget priorities, HCOREI Update

August 23: Board finalizes FY24 operating budget priorities

September 6: Tentative discussion on ARPA funding and FY24 Operating Budget

September 20: FY22 Encumbrances

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). 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. HCOREI Charge update

Selectboard Clerk Kim Souza made the motion that the Selectboard approve the proposed HCOREI charge revisions as amended to include 'Hartford High School' and add the phrase 'notwithstanding student members' in the constitution section.' Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

- b. Review of DEI Strategic Plan and Implementation Steps

This was tabled until the next Selectboard meeting.

- c. Energy Commission Charge update

Selectboard Clerk, Kim Souza made the motion that the Selectboard approve the proposed changes to the Energy Commission bylaws. Selectboard Vice Chair, Dan Fraser seconded the motion. 4 were in favor (Fraser, Souza, Erdei, Hoyt) and 2 (Collins, Rocket) were not in favor. The motion passed.

- d. Selectboard appointment as Local Cannabis Control Commission

Selectboard Vice Chair, Dan Fraser made the motion That the Selectboard authorize the attached resolution for a local cannabis control commission and direct the Town Manager to develop the administrative process for the Selectboard to act as the Local Cannabis Control Commission. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

HARTFORD TOWN CLERK'S OFFICE
This 13th day of July 2022
at 11:30 AM PM
Recorded in Bk 30 Pg. 422
Lisa O'Neil Town Clerk



Local Cannabis Control Commission

Whereas, Title 7, Chapter 33 of Vermont State Statutes was Amended in 2020 to provide for the safe, equitable, and effective regulation of Adult-Use Cannabis; and

Whereas, 7 VSA § 863(b) provides that a municipality that hosts any cannabis establishment may choose to establish a cannabis control commission; and

Whereas, a Local Control Commission may issue and administer local control license for cannabis establishment within the municipality; and

Whereas, the commission may condition the issuance of a local control license upon compliance with any bylaw adopted pursuant to 24 VSA §4414 or ordinance regulating signs or public nuisances adopted pursuant to 24 VSA §2291; and

Whereas, the Local Control Commission may suspend or revoke a local control license for a violation of any condition placed upon the license pursuant to 7 VSA §863(b); and

Whereas, prior to issuing a cannabis establishment license the State Cannabis Control Board must ensure that an applicant has obtained a local control license if a municipality as established a Local Control Commission;

Now Therefore Be It Resolved, that the Hartford Selectboard has voted affirmatively to form a Local Cannabis Control Commission effective as of the date of this resolution July 12, 2022.

Be it further resolved that; the Local Commission will be comprised of the Hartford Selectboard.

Be it further resolved, the Local Cannabis Control Commission of Hartford will:

- a) Review information provided by the State Cannabis Control Board;
- b) Review information provided by applicants for the approval or denial of a local control license;
- c) Will communicate approval, denial, or conditions placed on the local control license to licensees and to the State Cannabis Control Board; and
- d) Comply with the provisions of 7 V.S.A. § 863 and Cannabis Control Board Rule 2.14.

Michael Hoyt
Michael Hoyt, Selectboard Chair

Kim Souza
Kim Souza, Selectboard Clerk

Mary Erdei
Mary Erdei, Selectboard Member

Ally Tufenkjian, Selectboard Member

Dan Fraser
Dan Fraser, Selectboard Vice Chair

Lannie Collins
Lannie Collins, Selectboard Member

Rocket
Rocket, Selectboard Member

Lisa O'Neil
Lisa O'Neil, Town Clerk

- e. Proposed Ordinance Change: Prohibition of Open Containers.
Rocket presented to the Board the idea of Prohibition of Open Containers. The Board asked him for more information from: the Dept of Liquor Control, VLCT and who are the interested stakeholders.

V. Commission Reports

Kim Souza

The Design Review Committee met on July 7 and unanimously approved an application by Northern Stage Company for a proposed Multi- Unit Dwelling and Performing Arts Facility, lots 45-0150-000, 45-0151-000, and 45-0152-000, 140, 146, 160 and 178 Gates Street, White River Junction, in CB and Design Review Districts.

The Planning Commission met on July 11 and approved Application #22-11 by The Upper Valley Haven, Inc., and St. Paul's Episcopal Church (owners/applicants) for Site Development Plan Approval under section 260-45 of the Hartford Zoning Regulations for changes to uses at The Upper Valley Haven, an amendment to the Upper Valley Haven's Master Plan to include "Food Distribution," as a Conditional Use, and approval of shared parking between the lots, 713 and 749 Hartford Avenue, lots 430074-000 and 43-0092-000, Wilder, in a VR-C zoning district and a Planned Development. The application was approved with a condition to add a 2-way vehicular passage between the 2 parking lots. The applicant for Application #22-15 by The Upper Valley Haven Inc. then requested a continuance of that public hearing due to the extensive re-design and engineering that would be required with the condition of adding the roadway between the properties.

Mary Erdei

Hartford Conservation Commission, July 11, 2022. The Commission first discussed a resident's concern regarding mountain bikers on Hurricane Wildlife Refuge land and cut timber alongside a shared road where only the owner/s have right of way (as well as Public Works); No Trespassing signs recommended as well as locked fencing and outreach. The Climate Action Plan's achievable strategies in the short term include: Insulating the Bugbee Center, addressing the heating system needs at Public Works Department, and moving police cruisers to hybrids as vehicles need replacing. Better wetland mapping was discussed as well as educational strategies provided to the public for healthy forest management "before", "during" and "after" the timber harvest as well as a permanent educational series as outreach. Parks and Rec. sponsors the 10K and 5K bike races on July 23rd this summer that include large sections of the town forest and typically garners app. 100 racers for the event.

- 1. Consent Agenda: Selectboard Vice Chair, Dan Fraser made the motion to approve the Consent Agenda as amended. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 7/9/2022

Approve Meeting Minutes of: 6/28/2022 & 7/6/2022

Approve A/P Manifest of: 7/8/2022 & 7/12/2022

Approve Selectboard Meetings: 8/16/2022 & 8/23/2022

Approve the Selectboard Chair to Sign the Manifest for August 9, 2022

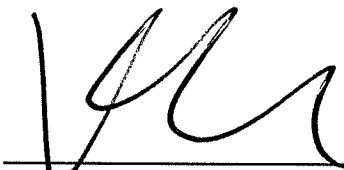
Contract for Line Stripping

Contract for Water Filter Media Replacement

VIII. Executive Session: Selectboard Clerk, Kim Souza made the motion That the body has made a specific finding that premature general public knowledge would clearly place the state, municipality, other public body, or a person involved at a substantial disadvantage, it may go into executive session to discuss one of the following: contracts; labor relations agreements with employees; arbitration or mediation. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Kim Souza made the motion to close the Executive Session at 9:03PM. Selectboard Vice Chair, Dan Fraser seconded the motion. All were in favor and the motion passed.

IX. Adjourn the Selectboard Meeting
Selectboard Member, Lannie Colins made the motion to adjourn the meeting at 9:04pm. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.



Kim Souza, Clerk