



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, July 26, 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; Joe Major, Treasurer; Scott Cooney, Fire Chief; Dillion Walsh, IT; Jeremy Delisle, Public Works Director; Heidi Duto; Robert Holmes; Miriam Wood; Beth Demers; Eric Lamoureux; Jennifer Lamoureux; Georgianna Wilson; Scott and Patti Holmes; Pat Autilio; Cathy Melocik; Michael Redmond

Zoom Participants: Sue Ellen Parmenter; Remington Nevin; Michele Boleski; Marie Alvin

CATV LINK: <https://catv.cablecast.tv/CablecastPublicSite/show/26937?channel=1>

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

1. **Public Comment**

In Town Hall: Heidi Duto from WRJ said it was time that changes needed to come from the Board.

Jennifer Lamoureux from WRJ spoke to the Board about the Latham Works Lane and the drug activity taking place there.

Georgianna Wilson as the owner of the house on Latham Works Lane asked for help removing the tenant that is involved with drug activity.

Beth Demers from Demers Avenue spoke about drug activity in her area near the Haven and the Twin Pines Project.

Bob Holmes from Latham Works Lane reported that the drug activity continues on his street.

Cathy Melocik from Wilder said drugs are everywhere in Town. She also spoke to the letter that was released from Rocket.

Zoom participants: Remington Nevin called in to ask the Board to consider the Hartford Vermont petition drive to present 3 articles on the ballot.

Sue Ellen Parmenter from Wilder spoke about the letter from Rocket and the transparent issues.

Marie Alvin from WRJ asked if the Town has any laws or policies around pan handling. She also asked for more communications from the town to all people. She cited the recent Haven proposal where some people in town have no idea what was happening with this.

Michelle Boleski from WRJ called with gratitude that the Pool has brought to her and many people and families. The quality of the facility and the workers is exceptional.

2. **Selectboard Comments and Announcements:** Rocket apologized that a letter he wrote to the other Board members had been released to the public. He said he did not seek guidance about the way to respond to a request from the public and that was on him.

Rocket also requested a way to release funds to get Bugbee Senior Center new doors that they need now.

3. **Appointments: None**

4. **Town Manager's Report**

Significant Activity Report:

<https://cms5.revize.com/revize/hartfordvt/Total%20Significant%20Activity%2007.26.2022.pdf>

Town Manager 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

Semi-finalist interviews will be completed July 22. Next, I'll be doing a second-round interview for the top two candidates. We're still anticipating an announcement within the next month.

Town Safety Committee

Our internal safety committee has been meeting every other month. I Chair the meetings and we have representatives from most departments. Recently, we have been discussing a procedure for determining when it is too hot for staff to work outside and providing education and resources for working in summer heat.

Quechee Library

Many thanks to Kate Schall and her team for the informative tour and update on Quechee Library. And their generous offer of a library card. We discussed the unique relationship between the town and the libraries and how reading has changed during covid-19. For hours and more information, go to

<https://www.quecheeandwilderlibraries.com/>

Future Changes to Lebanon Landfill

Many Hartford residents use the Lebanon landfill. Recently, Lebanon announced that they will be discontinuing the current punch card system for a pay-as-you-throw bag system over the next 18-24 months. We're working with Lebanon to identify more locations in Hartford for residents to purchase the required bags to throw away trash at the landfill.

Welcome Will Casela

We're pleased to announce that Will Casela has joined us as the second member of our IT department. Will's title is officially Systems Administrator and he'll be providing a variety of front-line services across the town. Funding and filling this position has been on the table for over three years and we're all very excited to have additional IT help as we modernize Town processes.

Peer Support Advocate – Year 1 in review

I recently had the chance to reflect on our first year of our part-time peer support advocate position with both Rachel Hobart and Kate Lamphere of HCRS. Creating a new role such as this is bound to have bumps as we reach consensus on what is needed and where this role fits into the greater fabric of the Town. We have found in the past few months that the greatest value add from this type of position has been helping those that are experiencing unstable housing or those that may have recently lost with housing. The Peer Support Advocate helps connect individuals with services such as home repair, meal planning, legal aid, financial assistance programs, and rides to appointments. All of these taken the burden off of our Police and Fire staff and help individuals stay in their homes. For those that are unhoused, the Peer Support Advocate has helped with job applications, obtaining a phone, and overcoming aversions to asking for help from other organizations.

The goals for this position next year is to increase awareness in the community about this resource and help those in unstable or those unhoused better advocate for themselves and the resources they have available to them. She is also exploring bringing community members together in downtown White River Junction to open dialogue between residents, business owners, low income and unhoused individuals.

Upcoming Meeting Topics

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

August 16: Board discussion of FY24 operating budget priorities, Climate Action Plan Update

August 23: Board finalizes FY24 operating budget priorities, CIP Workshop, HCOREI Update

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

Items Postponed for July 12, 2022 Selectboard Meeting

a. Contract for Namely:

Selectboard Member, Rocket made the motion to enter into a one year agreement with Namely, that includes onboarding and setup, as well as support and to waive the RFP purchasing policy 3.7 process. Selectboard Vice Chair, Dan Fraser seconded the motion. 7 voted yes, the motion passed.

b. Contract for Structural Turnout Gear Bid Award:

Selectboard Member, Lannie Collins made the motion that the Selectboard authorize the Town Manager to award the purchase of structural turnout gear to Reynolds & Sons, Inc. Selectboard Member, Ally Tufenkjian seconded the motion. 7 voted yes, the

motion passed.

- c. Loan Amendment for Combined Sewer Outflow
Selectboard Vice Chair, Dan Fraser made the motion That the Selectboard approve increasing the borrowing limit for 1272 Order Permit #3-1225 by an additional \$38,000 and to authorize The Town Manager and Jeremy Delisle as representative to sign off on the documents. Selectboard Member, Mary Erdei seconded the motion. 7 voted yes and the motion passed.

- d. Review of DEI Strategic Plan and Implementation Step

Presented by the Town Manager. Discussion only. The next update will be in the FY23 operation budget.

- e. Police Collective Bargaining Agreement

Presented by the Town Manger. More information is needed to move forward on this. The Board asked if Gail Ostrout, Finance Director could be brought in on this as well. The Town Manager will work the numbers and bring it back on a future meeting.

Fiscal Impact:

If the Board so choses to make these changes, we will likely have to reallocate funds allocated to supplies and equipment in the FY23 budget across the town to fund this unbudgeted cost.

- f. Housing and Homelessness

Selectboard Clerk, Kim Souza made the motion that the Selectboard approve the standing committee for Housing and Homelessness in Hartford with the charge as presented with one amendment to the constitution regarding the members be all Hartford residents with the exception of the possible Town employee member. Selectboard Member, Ally Tufenkjian seconded the motion. 5 voted yes, 1 (Collins) voted no, 1 (Fraser) abstained. The motion passed.

Charge:

[https://cms5.revize.com/revize/hartfordvt/Hartford%20Committee%20on%20Housing%20and%20Homelessness%20Charge Ratified%207 26.pdf](https://cms5.revize.com/revize/hartfordvt/Hartford%20Committee%20on%20Housing%20and%20Homelessness%20Charge%20Ratified%207%2026.pdf)

VI. Commission Reports

Ally Tufenkjian

Hartford Committee on Racial Equity & Inclusion (HCOREI):

-Meeting with Dartmouth's Tuck School of Business about what curricular projects could support the Public Information Officer position.

-Gathering "Policy on Policy" examples to support more equitable and accessible town policies.

-Debriefed the Juneteenth celebration and next year, are excited to explore making the celebration more Upper Valley-wide and kid-friendly with more arts/entertainment included. The Committee also hopes to request more funding for next year's celebration.

-Updating HCOREI's charge to clarify the application process for student liaisons.

- Exploring an 'Equitable and Inclusive Communities' grant from the Vermont Community Foundation and ARPA as opportunities to continue supporting town DEI work.
- Continuing to identify ways HCOEI can support Climate Action Plan goals.

Kim Souza

Design Review Committee met on July 21 and unanimously approved demolition of a garage structure owned by Northern Stage on Gates Street in White River Junction.

Rocket

Hartford Historic Preservation Commission

Northern Stage gave a wonderful presentation on the proposed multi-purpose facility that would be built adjacent their existing operations on Gates St. A historic sign board that was feared to be stolen has been discovered, accidentally misplaced!

Sister Cities

A student from HHS won \$100 for designing the Committee's new logo! Canon, France has extended our community an official invitation to their Toutes L'Attitudes Festival in November.

Mary Erdei

Parks and Recreation

Discussion was held regarding Laura Simon's letter addressing the Climate Action Plan's schedule/goals on Local Food and Agriculture and Greenspace and Trees. From there, Parks and Rec. discussed the great job everyone is doing and staffing at Sherman Manning Pool; the training for pool staff has included CPR, 1st Aid, Lifesaving and use of AEDs accomplished by Chris Hamilton, a certified pool operator. The Quechee Balloon Festival was successful in that it gleaned about \$10,000 in scholarship funding, just under last year's amount. The members of the Parks and Rec. will tour Clifford Park most likely in Sept, possibly on the 8th.

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

Approve Payroll Ending: 7/23/2022

Approve Meeting Minutes of: 7/12/2022

Approve A/P Manifest of: 7/22/2022 & 7/26/2022

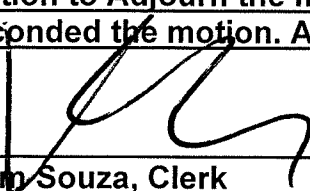
Selectboard Meetings: Already Approved: 8/15/2022, 8/16/2022 & 8/23/2022

- VIII. Executive Session: Selectboard Clerk, Kim Souza 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. Selectboard Member, Mary Erdei 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 11:10PM. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

- IX. Adjourn the Selectboard Meeting: Selectboard Member, Ally Tufenkjian made the

motion to Adjourn the meeting at 11:11 P.M. Selectboard Member, Lannie Collins
seconded the motion. All were in favor and the motion passed.



Kim Souza, Clerk