

TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, November 28, 2023, 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; Kim Souza, Clerk; Lannie Collins, Member; Mary Erdei, Member; John Haverstock; Lana Livingston; Gail Ostrout; Dillon Walsh; Lori Hirshfield; Chris Holzwarth; Rick Vincent; Will Adler; Heidi Duto; Janet Potter; John Haffner; David Davis; Tom Kahl; Joe Major

Zoom: Dan Fraser, Vice-Chair; Rocket, Member; Marie Alvin; Mike Morris

Absent: Ally Tufenkjian, Member

JAM LINK:

<https://www.youtube.com/watch?v=AGYgE1bIgBs&list=PLAdkf9ugxof7FGsvb7b8PHLFaNfKZbq-g&index=1&t=32s>

- I. Call to Order the Selectboard Meeting by Chair, Mike Hoyt at 6pm.
- II. Pledge of Allegiance was recited and led by Town Manager, John Haverstock.
- III. Local Liquor Control Board: None
- IV. Local Cannabis Control Board: None
- V. Order of Agenda: 5.c. IT Budget will be before 5.a. the Audit Presentation.
- VI. Selectboard

1. Public Comment

Joe Major, Treasurer for the Town of Hartford, announced that the State of Vermont Treasurer and Representative Cole will be holding a “Vermont Cares Symposium” for Small Business Owners in the Town of Hartford. Most likely the date will be January 22nd and will be about Federal Funds that will be available for Small Business Owners as Grants. Mr. Major will work with the Town Manager to make this happen.

Heidi Duto, WRJ, asked the Chair about the November 14th agenda item concerning the ratification of the pay for the Acting Town Manager and the Acting Assistant Town Manager.

Marie Alvin, from WRJ, asked what the Resilience Hartford Committee does. She was directed to the charge that is on the website. She also asked about the progress on the Park & Ride Area Fence – there has been no decisions on this yet.

Mike Morris, Hartford, asked if the Town Manager or Board could investigate the Lebanon Landfill punch cards for Hartford Residents. He purchased one recently and it is only good until December 31, 2023. He will be losing money as he cannot use it up that fast and there will be no refunds for unused cards. The Town Manager will follow up on this. Mr. Morris also expressed his concern about Board members not attending the meetings and only participating via zoom.

2. Selectboard Comments and Announcements

Rocket noted the promotions of several staff in HPD and the Fire Department. The North Pole Polar express is looking for volunteers.

Mary Erdei went for a walk in the Ratcliffe Park and there was a family there with

the child using the bike path. She is looking forward to volunteering at the Polar Express.

Kim Souza thanked the Town Manager for answering her many questions about the budget.

3. Appointments – the two appointments were tabled until they are advertised as openings for 30 days. They will be on the December 26th agenda.
 - a. Consider the Re-appointment of Dylan Kreis to Resilient Hartford for a three-year term beginning November 28, 2023 and ending November 27, 2026.
 - b. Consider the Re-appointment of Laura Simon to Resilient Hartford for a three-year term beginning November 28, 2023 and ending November 27, 2026.

4. Town Manager's Report

Orientation

Since my last report, I have driven the roads of Hartford with DPW Director Bryan Gazda and toured Town recreational facilities with Parks & Recreation Director Scott Hausler. I also attended a Chamber of Commerce's event at the Upper Valley Aquatic center, met lots of residents and businesspeople and toured the very impressive facility. I have now met individually with all seven members of the Select Board and have enjoyed getting to know you all a bit better.

Community Safety Study

As you know, the Town awarded the contract for our upcoming Community Safety Study to Strategy Matters. Per input from some Select Board members at a recent Agenda-setting meeting, the November 30 deadline for all those wishing to apply to serve on the Town's 5–7-member Process Management Team (PMT) will be extended to the end of the year and the Town is letting the community know that compensation is available to those who request it for participation on the PMT.

Wilder Dam Re-Licensure

The Wilder Hydroelectric Dam re-licensure process is under way and it may soon be time for the Connecticut River Conservancy to address the Select Board to encourage the Town to submit comments to the Federal Energy Regulatory Commission (FERC) who has jurisdiction over the matter. Scott Hausler, Lori Hirshfield and I had a meeting with Kathy Urffer of the Connecticut River Conservancy and learned that this is a good opportunity to request support from Dam owner, Great River Hydro, aka Hydro Quebec for Recreation infrastructure and programs located at Kilowatt Park and perhaps broader mitigation of the dam's impacts on the Town. Scott and Lori will be involving the Town's Conservation Commission and drafting comments.

Community Nurse

Hanover's Town Manager has asked to meet with me on November 30 to discuss the Town of Hartford's recent consideration of implementing a community nurse program

Significant Activity Reports

Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/462>

5. Board Reports, Motions & Ordinances

- a. Audit Presentation from the firm of Mudgett, Jennett & Krogh-Wisner, P.C. presented by John Mudgett and Bonnie Dow.
Selectboard Member, Mary Erdei made the motion to accept the Independent Auditor's Report on the FYE 2023 Draft Financial Statements as presented. Selectboard Clerk, Kim Souza seconded the motion, All were in favor and the motion passed.
- b. Finance Budget and Quarterly Review presented by Gail Ostrout

- c. IT Budget presented by Dillon Walsh
- d. Planning and Development Budget presented by Lori Hirshfield
- e. Validation Resolutions for TIF Bond Warrants
Selectboard Member, Lannie Collins made the motion to Adopt the Validation Resolution regarding the March 1, 2016 Town Meeting and adopt the attached Validation Resolution regarding the March 5, 2019 Town Meeting. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.
- f. Stream Erosion Update presented by John Haverstock.
- g. Assessor Errors and Omissions Parcel # 45-180 presented by Rick Vincent.
Selectboard Member, Rocket made the motion to Approve the E&O correction to the property located at 0 Fairview Terrace, Map ID 45-180, SPAN #285-090-12311 and Map ID 45- 180-TIF, SPAN #285-090-17062 & 2023 Grand List. Selectboard Member, Mary Erdei seconded the motion. 5 were in favor and 1 (Collins) was not in favor. The motion passed.
- h. Water/Wastewater Bid Review
Selectboard Member, Mary Erdei made the motion that the Selectboard authorizes the Director of Public Works to execute a contract not to exceed \$120,000 with the Dufresne Group of Springfield to engineer and permit water main improvements in Wilder. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.
- i. CSO Grant Discussion
Selectboard Member, Lannie Collins made the motion to Appoint Bryan Gazda, Director of Public Works as the primary Authorized Representative to sign FFA – Standard ARPA Grant Agreement, and Christopher Holzwarth, as alternate Authorized Representative to sign any necessary documents related to Sewer Overflow Elimination and Abatement Grant #06140-2023-ARPA-CSO-05 within the Town of Hartford. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

VII. Commission Reports

Hartford Parks and Recreation Respectfully submitted by Mary Erdei, Liaison

The Ice Rink became fully operational on October 18th. A multitude of hours have already been booked to use the rink at this point. Trunk or Treat was a large success— over 1200 people came through (parents and young people) and had a good time. The best booth was the Super Mario Brothers booth by the Service Credit Union. The after-school cooking club is a huge success: there are 12 participants and 2 on the waiting list. There has been some discussion between the school and Parks and Rec regarding needs for a special school social worker who would aid in specific needs regarding truant kids (getting kids to come to school and stay throughout the day with programs that would benefit their needs.) There are 2 (two) vacancies on this Board at this time.

VIII. Consent Agenda: Selectboard Clerk, Kim Souza made the motion to approve the Consent Agenda. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 11/25/2023

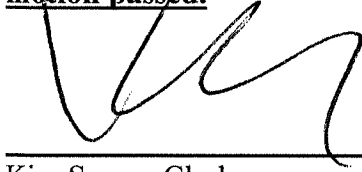
Approve A/P Manifest of: 11/22/2023 and 11/30/2023

Approve Meeting Minutes of: 11/14/2023 and 11/21/2023

Approve Selectboard Meetings: 12/5/2023, 12/12/2023, 12/19/2023 and 12/26/2023 (12/14 and 12/21 if needed for Budget)

IX. Adjourn the Selectboard Meeting

Selectboard Clerk, Kim Souza made the motion to adjourn the meeting at 10:15PM.
Selectboard Member, Mary Erdei seconded the motion. All were in favor and the
motion passed.

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

Kim Souza, Clerk
November 28, 2023 Meeting.