

TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, April 16, 2024, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting was conducted at Town Hall

Present: Michael Hoyt, Chair; Kim Souza, Vice-Chair; Mary Erdei, Clerk; Lannie Collins, Member; Susan Buckholz, Member; Brandon Smith, Member; Ida Griesemer, Member; John Haverstock; Lori Hirshfield; Bryan Gazda; Chris Holzwarth; Rick Vincent; Heidi Duto; Will Adler; Todd Campbell; David McInnis; Dillon

Zoom: Lana Livingston; Gail Ostrout; Matt Bogaczyk; Taylor Sisson; Sophia Schintzel; Chris Lathrop; Megan Savage; Michael Redmond

JAM Link: <https://www.youtube.com/watch?v=ienkwei-ehw>

- I. Call to Order the Selectboard Meeting by Chair Mike Hoyt at 6:00PM.
- II. Pledge of Allegiance was recited and led by Ida Griesemer.
- III. Local Liquor Control Board: Selectboard Chair, Mike Hoyt recessed the Selectboard meeting and opening the Local Liquor Control Board.
 - a. Selectboard Clerk, Mary Erdei made the motion to Renew Simon Pearce US, Inc, d/b/a Simon Pearce Restaurant: 1760 Quechee Main Street, Quechee, VT 05059 for a 1st Class and 3rd Class License. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.
 - b. Selectboard Vice Chair, Kim Souza made the motion to Renew Simon Pearce US, Inc, d/b/a Simon Pearce Glass, 1760 Quechee Main Street, Quechee, VT 05059 for a 2nd Class License. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.
 - c. Selectboard Member, Brandon Smith made the motion to Renew Simon Pearce US, Inc, d/b/a Parker House Bar & Bistro, 1792 Quechee Main St, Quechee, VT 05059 for a 1st Class, 3rd Class and Outside Consumption License. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.
 - d. Selectboard Vice Chair, Kim Souza made the motion to Renew Wicked Awesome BBQ, 93 Beswick Drive, White River Junction, VT 05001 for a 1st Class and Outside Consumption License. Selectboard Clerk, Mary Erdei seconded the motion. 6 were in favor and 1 (Collins) abstained. The motion passed.
 - e. Selectboard Member, Ida Griesemer made the motion to Renew Crazy Chris's Elixir Corp d/b/a Elixir, 188 Main Street, White River Junction, VT 05001 for a 1st Class and 3rd Class License. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.
 - f. Selectboard Member, Lannie Collins made the motion to Renew Squeaky Wheel Inc, d/b/a The Filling Station, 70 Gates Street, White River Junction, VT 05001 for a 1st Class and 3rd Class License. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.
 - g. Selectboard Clerk, Mary Erdei made the motion to Renew Northern Hospitality LTD Partnership d/b/a Hotel Coolidge, 39 South Main Street, White River Junction, VT 05001 for a 1st Class and 3rd Class License. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.

- h. Selectboard Member, Brandon Smith made the motion to Renew Jake's Quechee Market Inc., d/b/a Jake's Quechee Market, 7161 Woodstock Road, Quechee, VT 05059 for a 2nd Class and Tobacco License. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

Selectboard Chair, Mike Hoyt closed the Local Liquor Control Board and reopened the Selectboard Meeting at 6:12 PM.

- IV. Local Cannabis Control Board: None
V. Order of Agenda: Add Minutes from March 27, 2024 to the consent agenda for approval.
VI. Selectboard

1. Public Comment: NONE
2. Selectboard Comments and Announcements
Selectboard Clerk, Mary Erdei congratulated Joe Major on his Senate Candidacy.
3. Appointments
 - a. Selectboard Vice Chair, Kim Souza made the motion to Re-Appoint Denise Welch-May to the Design Review Committee for a Three Year Term beginning April 16, 2024 and ending April 15, 2027. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.

4. Town Manager's Report

School District Voting

On Monday, April 15, the voters came out to vote on the School District's revised budget proposal, its bond proposal and its charter revision proposal (which was identical in content and format to the Town's charter revision proposal).

Town Manager Activities

The Town Manager has met with several Hartford Police Officers at their Monday morning meeting and plans to meet more Police Officers at the Wednesday morning meeting.

The planned Hartford/Pomfret March 28 site visit on River Road has been postponed to Thursday, April 25.

Planning is under way to implement the will of the voters with regard to two new positions authorized within the FY 2024-25 General Fund budget. The Town Manager has drafted classified advertisements and Job Descriptions for the Community Nurse and Public Information officer positions, each of which will soon be presented to the Selectboard for approval.

The Town Manager has now met with all new Selectboard members to get better acquainted and is scheduled to meet up with Ida Griesemer on Thursday morning.

Tour of the HACTC

Thanks to Dane Clawson and Lana Livingston for facilitating a poll of the Selectboard regarding the Hartford Area Career & Technical Center's invitation to tour its facility.

The plan is to conduct the tour on Tuesday, April 23 at 4:30 p.m.

Wilder Dam Re-Licensing Comment Deadline

The Federal Energy Regulation Commission has extended by one month the deadline for public comments and intervention motions – May 22, 2024.

Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=479>

5. Board Reports, Motions & Ordinances
 - a. Resolution for Municipal Planning Grant Designated Officials
Selectboard Vice Chair, Kim Souza made the motion that the Selectboard sign the Amended Resolution for the Municipal Planning Grant to assign the Primary Municipal Authorizing Official as Town Manager, John Haverstock, the Alternate Municipal Authorizing Official as Michael Hoyt and the Grant Administrator as Planning and

Development Director, Lori Hirshfield. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.

- b. Review of Proposed Utility Appraiser Contract
Selectboard Member, Ida Griesemer made the Motion to approve the Bryan Fogg Utility Appraisal contract as part of the 2025 town-wide reappraisal project and authorize the Town Manager to sign the associated contract with Bryan Fogg LLC. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.
- c. VTrans Update on Route 5 Project – presentation by Matt Bogaczyk; Taylor Sisson and Sophia Schintzel from VTrans.
- d. Update on Gates Street/Fairview Terrace – presentation by Chris Lathrop, Engineer from Dubois and King.
- e. Review Walking Bridge Repair Bids presented by Chris Holzwarth.
Selectboard Clerk, Mary Erdei made the motion that the Selectboard waive section 5.0 of the purchasing policy as the project was competitively bid by a select group of available and qualified firms and approve the Town Manager to execute a contract with Daniels Construction for \$182,500 and to approve any reasonable change orders up to a maximum additional amount of \$18,000 or a maximum total contract value of \$200,500. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.
- f. Bridge Assessment and Highway Capital Plan Discussion
Selectboard Member, Brandon Smith made the motion to approve the Town Manager to sign a contract with Stantec Consulting Services, Inc. for \$35,700 and to approve reasonable change orders based upon inspection discoveries up to a maximum contract value of \$50,000. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.
- g. FY24 Paving Contract Change Order
Selectboard Member, Lannie Collins made the motion to authorize the Town Manager to execute: Change Order #1 in the amount of \$15,576.72 to Blaktop Inc. to cover the overage paid to date and Change Order #2 in the amount of \$223,056 to Blaktop for the revised scope of work for a new contact amount of \$923,752.30. With the remaining balance of \$38,689.71 to be utilized following the purchasing policy for the supporting vendors and contracted services required to implement the plan. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.
- h. Highway Grant-in-Aid Letter of Intent presented by Bryan Gazda
Selectboard Vice Chair, Kim Souza made the motion to authorize the submission of the FY25 VTrans Grant-in-Aid Program Letter of Intent and authorize the Town Manager to sign the Letter of Intent. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.
- i. Update on Curbside Recycling
Selectboard Clerk, Mary Erdei made the motion to enter into a 6-month extension with Casella Waste Services, Inc. to allow time for further

discussion regarding the continuance of the program and to authorize the Town Manager to sign the 6-month agreement, with Casella Waste Services, Inc., dated March 22, 2024. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

- j. Consider Adoption of Proposed Policy on Policies
Selectboard Vice Chair, Kim Souza made the motion that the Selectboard adopt the proposed template for Town of Hartford Policies and that the Selectboard also adopt the proposed Policy on Policies as presented. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.

This policy is effective immediately and not retroactive.

- k. Preview Draft New Selectboard Rules of Procedure discussion only.
Selectboard Members now have a proposed Draft of Selectboard Rules of Procedure provided by Dominic Cloud and the current Policy. They will review it, compare to current policy, and present their suggestions at the April 30th Selectboard Meeting.
- l. Preview Draft of Lightpole Banner Policy
The Lightpole policy will be reviewed and considered for adoption at the April 30th Selectboard meeting.

VII. Commission Reports

- VIII. Consent Agenda: Selectboard Member, Ida Griesemer made the motion to approve the Consent Agenda. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 4/13/2024

Approve A/P Manifest of: 4/12/2024 & 4/18/2024

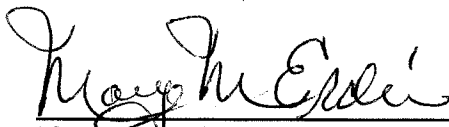
Approve Meeting Minutes of: 4/2/2024 & 3/27/2024

Selectboard Meetings: 5/14/2024 and 5/28/2024

Annual Review of Internal Financial Controls Checklist

Note: Already Approved Selectboard Meetings are: 4/30/2024 & 3/27/2024

- IX. Adjourn the Selectboard Meeting: Selectboard Vice Chair, Kim Souza made the motion to close the Selectboard Meeting at 8:45PM. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.



Mary Erdei, Selectboard Clerk

April 16, 2024 Meeting (updated III. d. Vote)