

TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, May 14, 2024, 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, Vice-Chair; Mary Erdei, Clerk; Lannie Collins, Member; Susan Buckholz, Member; Brandon Smith, Member, Ida Griesemer, Member; John Haverstock; Pat Cook; Michael F. Copp; Brian Kelley; Allison Litten; Dennis Brown; Miranda Sprang; Heidi Duto; Scott Cooney; David Briggs; Joe Major; John Reid, Bruce Riddle

Present on Zoom: Lana Livingston; Marie Alvin; Mike Morris

JAM LINK: <https://www.youtube.com/watch?v=Nslj4KBr804>

- I. Call to Order the Selectboard Meeting at 6pm by Chair, Mike Hoyt.
- II. Pledge of Allegiance was recited and led by John Haverstock, Town Manager.
- III. Local Liquor Control Board: Selectboard Chair, Mike Hoyt recessed the Selectboard Meeting and opened the Local Liquor Control Board at 6:02PM.
Renewals:
 - a. Selectboard Clerk, Mary Erdei made the motion to renew Quechee Club, Inc. d/b/a Murphy Farm, 78 Murphy Rd., Quechee, VT 05059 for a 1st Class, 3rd Class and Outside Consumption License as presented. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.
 - b. Selectboard Vice Chair, Kim Souza made the motion to renew Little Istanbul, Inc. d/b/a Little Istanbul, 27 North Main Street, White River Jct., Vt 05001 for a 2nd Class License. Selectboard Member, Sue Buckholz 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 @ 6:14pm.

- IV. Local Cannabis Control Board: None
- V. Order of Agenda: Item 5.d. will be moved to the next meeting on May 27th.
- VI. Selectboard
 1. Public Comment
David Briggs, WRJ, updated the Board on his Coolidge/Gates Blocks Project. Marie Alvin, WRJ, reported that everything is going good at the Park & Ride. She thanked everyone involved. She inquired if the Town has a policy on Conflict of Interest. Why she is inquiring is that the Town Treasurer and a Board Selectboard Member both sit on the Haven's Board. Marie also notified the Board that the "Shanties" are popping up again. She wants to know if the Zoning Board approved these. The one she cited across from King Arthur's is in Norwich.
 2. Selectboard Comments and Announcements
Kim Souza announced that the Community Safety Survey is now live and accessible.
Mike Hoyt announced that the Town Charter Revision (H.888) had been approved by the House and Senate. It is now in the Governor's Office.

3. Appointments

- a. Selectboard Clerk, Mary Erdei made the motion to Appoint Pat Cook to the Sister Cities Committee for a three year term beginning May 14, 2024 and ending May 13, 2027. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.
- b. Selectboard Member, Brandon Smith made the motion to appoint Michael F. Copp to the Town of Hartford Tree Board for a three year term beginning May 14, 2024 and ending May 13, 2027. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

4. Town Manager's Report

Wilder Dam Re-Licensing

The Town has submitted its Comment to the Federal Energy Regulatory Commission (FERC). A reminder to all that comments may be filed until May 22, 2024.

Tax Sale Process Update

May 17 is the deadline by which seriously delinquent taxpayers were to either bring their taxes current or set up a mutually-agreeable payment plan. Once this deadline passes, the Town will refer accounts which remain seriously delinquent to an attorney with whom the Town has worked in the past, to begin title search work and other steps in preparation for a potential sale of delinquent tax liens.

Room 1 Electricity

An electrician has been consulted and an estimate should be forthcoming for the installation of a Room 1 ceiling outlet (to enable JAMS to hang "owls" overhead) and installation of electrical outlets at several locations in the Selectboard table for connecting laptops/phone chargers, without the need for unsightly and dangerous electrical cords on the floor.

Welcoming and Engaging Cohort

The final meeting of this year's Welcoming and Engaging cohort of Vermont towns and organizations will take place in Montpelier on the morning of May 14. It has been a pleasure working with Lt. Commander Connie Kelley and Kim Souza on this project.

Capital Improvement Plan

Town staff is working to review the history of Town capital planning and to discuss options for moving forward to revive those efforts and to routinize the process of planning for and budgeting for future capital needs. This will hopefully assure that the Town has resources available, when needed, to improve, replace and/or create Town infrastructure to serve the needs of residents in the future.

Town Manager Activities

On May 1, the Town Manager had a lunch meeting with the Lebanon City Manager and the Hanover Town Manager to discuss municipal and regional issues having to do with garbage and recycling. There was more trash talk on May 7 in an Upper Valley leadership meeting facilitated by Vital Communities.

The Town Manager has met with a community outreach team from the Hanover Coop, which has coop locations in Hanover, Lebanon and here in Hartford.

The Town Manager will be out of the office on Thursday and Friday of next week (May 16 and 17) to attend VTCMA's (Vermont Town and City Manager's Association) Spring Conference.

Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=481>

5. Board Reports, Motions & Ordinances

- a. Refresher on Municipal Role in Liquor Licensing. Presentation from Martin Prevost.

- b. Update from the Planning Commission; Presented by Planning Commission Chair, John Reid and Bruce Riddle.
- c. Discussion/Update of Properties Subject to Hazard Mitigation Presentation by Lori Hirshfield, Director, Department of Planning & Development.

Selectboard Vice Chair, Kim Souza moved that the Selectboard authorize the Town Manager to execute the necessary documents and submit to the State, with the understanding that Selectboard approval is required to go forward with a purchase. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.

- d. Hartford Community Coalition Request for Opioid Settlement Funds: *Postponed until the May 28th Selectboard Meeting.*
- e. Discuss Community Nurse Position: Presented by Scott Cooney, Fire Chief
- f. Continued Discussion of Town Lightpole Banner Policy
After much discussion from the public and selectboard members it was decided to table this discussion until the specific details can be worked out and agreed upon by the majority of the Selectboard. Also, there may be guidelines from VLCT coming soon. This may be reviewed at a special meeting or workshop to be determined later.
- g. Consider New Selectboard Rules of Procedure
This has been tabled until it can be reviewed at a Special Meeting at the same time as the Lightpole Policy and Code of Conduct.
- h. Consider New Selectboard Code of Conduct
This has been tabled until it can be reviewed at a Special Meeting at the same time as the Lightpole Policy and the Selectboard Rules of Procedure.
- i. Grant for Abundant Sun Survey Analysis
Selectboard Member, Brandon Smith made the motion that the Selectboard accept the \$1,500 Vermont Community Foundation grant and engage with Abundant Sun to provide a presentation of the Belonging & Inclusion Index survey to the Hartford Selectboard. Selectboard Clerk, Mary Erdei seconded the motion. 6 voted yes and 1 (Smith) abstained. The motion passed.
- j. Consider Selectboard Training Options
Selectboard Member, Ida Griesemer made the motion that the Selectboard delegate Vice Chair, Kim Souza, to research and coordinate a plan for Board development trainings and a strategic planning session and to effectuate a plan pending Selectboard approval. Selectboard Member, Sue Buckholz seconded the motion. All were in favor and the motion passed.

VII. Commission Reports
Kim Souza

Planning Commission/Town Plan Economic Development Chapter Update (Steering Committee)

The Steering Committee met on May 7th and received a preliminary summary of the responses to the economic development survey from Better City, the consultants working on the Town Plan Economic Development chapter update. The process is

ongoing and will provide content for updates to the economic development chapter of the Town Plan relating to a) what the community cares about, b) what is possible and c) who is going to do it and how. Refer to the May 7th Planning Commission minutes for more details on the discussion.

- VIII. Consent Agenda: **Selectboard Vice Chair, Kim Souza made the motion to approve the Consent Agenda. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 5/11/2024

Approve A/P Manifest of: 5/10/2024 & 5/16/2024

Approve Meeting Minutes of: 4/30/2024 & 4/16/2024 as updated minutes

Selectboard Meetings Already Approved: 5/28/2024

- IX. Executive Session
Evaluation of a Public Official

"Move that the Selectboard go into executive session for the evaluation of a public official, pursuant to 1 V.S.A. Section 313 (a)(3)". Sue Buckholz made the motion and Lannie Collins seconded the motion. The motion passed 4 Yes, 2 no (Erdei, Griesemer) with one abstention (Brandon Smith) @ 9:15PM.

Discuss Pending Litigation

"Move to find that there are legal matters involving the Town and premature general public knowledge would clearly place the Town and/or persons at a substantial disadvantage."

And,

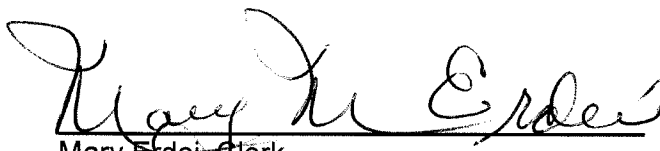
"Move that the Selectboard go into executive session to discuss a pending regulatory matter in which the town may become involved and attorney-client communications made for the purpose of providing professional services, as set forth in 1 V.S.A. Section 313 (a)(1)(E) and (F)". Kim Souza made the motions and Lannie Collins seconded the motions. Motions were passed with a unanimous vote.

Out of Executive Session

Mary Erdei made the motion to close the Executive Session at 9:43PM. Kim Souza seconded the motion. All were in favor and the motion passed.

No action was taken at this time.

- X. Adjourn the Selectboard Meeting: **Selectboard Vice Chair, Kim Souza made the motion to adjourn the Selectboard Meeting at 9:46PM. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.**



Mary Erdei, Clerk
5/14/2024 Meeting