



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, October 29, 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; Brandon Smith, Member; Ida Griesemer, Member; John Haverstock; Bryan Gazda; Chris Holzwarth; Lori Hirshfield; Scott Hausler; Dana Clawson; Tim Fariel; Heidi Duto; Kate Hagner; Crystal Pearson; Keisha Desnoyers; Tim Thompson; Shawn Kelley; Sandra Cary;

Present on Zoom: Lana Livingston; Greg Sheldon; Marie Alvin; Chris Long

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

- I. Call to Order the Selectboard Meeting: Selectboard Chair, Mike Hoyt called the meeting to order at 6:00 PM.
- II. Pledge of Allegiance was recited and led by Ida Griesemer.

Selectboard Chair Announcements:

Selectboard member, Sue Buckholz has resigned her position on the Selectboard. He reminded everyone in the room to please sign in at the back table.

- III. Local Liquor Control Board: Selectboard Chair, Mike Hoyt recessed the Selectboard meeting and opened the Local Liquor Control Board.
 1. **Selectboard Clerk, Mary Erdie made the motion to approve the Renewal of Putnam's Vineyard, LLC d/b/a Putnam's Vineyard, 188 South Main Street, White River Jct., VT 05001 for: 1st Class, 2nd Class, Outside Consumption Permits. Selectboard Member, Brandon Smith 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 6:02pm.

- IV. Local Cannabis Control Board: None
- V. Order of Agenda: There were no changes to the order of agenda.
- VI. Selectboard
 1. Public Comment

Tim Fariel from WRJ has done research on Town & School Budgets. Everything about these budgets is troubling to him. The Town needs to be aggressive to have our CLA in line and to work with the School to have it where it is supposed to be and was at one time.

Marie Alvin from WRJ reports that Hartford Ave is looking great right now. She would like the lights at the Park & Ride to be considered during the budget process. She will be presenting something to the Board in the near future concerning this.
 2. Selectboard Comments and Announcements

Kim Souza reported that it looks like a strong turnout for the November election. Mary Erdei agreed with Kim Souza.

Ida Griesemer reminded people that on this Friday (First Friday) the Tree Board will be offering a tree identification walk. This is with the UV Co-op.

Lannie Collins is disheartening to have a Selectboard Member resign. Being on the Selectboard is not an easy job.

3. Appointments – None

4. Town Manager's Report

Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=496>

Town Manager's Report

October 29, 2024

Budgeting Process and Town Meeting Planning

Budget season is in full swing. The Town Manager and Finance Director have reviewed the budget proposals from Department Heads and tried to identify additional potential revenues and cost savings within those departmental budgets before they were presented to the Selectboard in the form of notebooks made available to Selectboard members on October 25.

Community Nurse

The Town has concluded another recruitment period for its Community Nurse position and we have interviewed one exceptional candidate. We hope to be able to share good news soon, so stay tuned.

EMS Calls in Sharon, VT

The Town's EMS staff have fielded excessive call-outs recently in Sharon, VT. The Town has a very modest contract with Sharon and a very small area of coverage. Sharon's primary reliance has been on the South Royalton Rescue Service (SRRS), but that agency has had staffing issues, vehicle problems and a leadership turnover. At a Sharon Selectboard meeting on Monday, October 21, it appeared that SRRS has revamped itself with the hope of better fulfilling its contract with Sharon. Chief Cooney and I will monitor the situation for 60 days to determine whether the problems have been addressed satisfactorily.

Quechee Lakes

The leadership of Quechee Lakes reached out to the Town in an effort to initiate a dialog on how QLLA might improve communications with the Town. Communications and Media Specialist JD Hawks and I attended a meeting on Tuesday, October 22 to discuss the matter.

VTCMA Conference

The Town Manager attended the Vermont Town and City Manager's Association (VTCMA) fall conference on Thursday and Friday, October 24 and 25.

5. Board Reports, Motions & Ordinances

a. **Public Information Hearing on Fairview Terrace & Gates Street
Bond Vote Article**

Selectboard Chair, Mike Hoyt recessed the Selectboard Meeting and opened the Public Information Hearing at 6:46PM.

Cost: The overall cost of the project is estimated at **\$4,100,000** including easement acquisitions, estimated base construction cost, construction administration and resident engineering services, and a contingency.

Funding: Funding is proposed to be through the Pooled Loan Program of the Vermont Bond Bank utilizing either a 20-Year or 30-Year Term loan depending upon the FY-26 budget approval process.

If approved by the voters, the selected loan would commence on 3/01/25 with the first of 3 interest only bi-annual payments starting on 5/01/25, and the first of the principal and Interest bi-annual payments beginning on 11/01/2026.

The current interest rate for the 20-Year Loan is currently 3.64% with the first principal and interest payment totaling \$279,682 due on 6/30/2026 and the final payment of \$208,734 due on 6/30/2046. The total interest payments would total \$1,680,336.

The current interest rate for the 30-Year loan is 3.98% with the first principal and interest payment of \$218,154 due on 6/30/2026 and the final payment of \$139,383 due on 6/30/2056. The total interest payments would total \$2,648,344 or \$968,008 more than the interest due on the 21-Year Loan.

Article 1: The Selectboard has warned the project as Article 1 for voting by residents at a special meeting on November 5, 2024 at the Hartford High School between the hours of 7:00 AM and 7:00 PM or by mail.

Residents: One resident would like nothing done. Many other residents are in favor of the proposed project.

Selectboard Chair, Mike Hoyt Closed the Public Information Hearing and reopened the Selectboard Meeting at 7:47pm.

- b. Consider Proposed Contract for Engineering Services for FEMA Buy-out Grant presented by Lori Hirshfield.

Selectboard Clerk, Mary Erdei made the motion to Approve an exception to the Town's Purchasing Policy and Procedure under Section 3.7 to obtain engineering services to address sever slope failure and erosion conditions at 361 South Street for public safety and providing information to the State and FEMA to obtain assistance to address these conditions. and to Award a contract to DeBois & King, Inc in the amount of \$115,400 to provide engineering services as specified in the attached May 28, 2024, proposal from DuBois & King for 361 South Street. and to direct the Town Manager to execute the Contract. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.

- c. Consider Proposal to Seek Justice Assistance Grant Funding for Police Department presented by Chief Grag Sheldon.

Selectboard Clerk, Mary Erdei made the motion that the Town accept the FY2024 Edward Bryne Memorial Justice Assistance Grant (JAG) in the amount of \$11,186 to fund that purchase of new ballistic helmets for sworn members of the Hartford Police Department and that the Town Manager be authorized to sign the US DOJ's related Certifications and Assurances document. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

- d. Consider Proposed use of Quechee Wastewater Reserves for Leach Field Engineering

Selectboard Vice Chair, Kim Souza made the motion that the Selectboard authorize the Town Manager to execute a Contract with Dubois & King for up to \$10,000 utilizing Quechee Wastewater Engineering Reserves Fund. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

- e. Award Engineering Contract for Podunk Road Culvert

Selectboard Vice Chair, Kim Souza made the motion that The Selectboard authorize the Town Manager to execute a Contract with MSK Engineers for Tasks 1 through 6 in the amount of \$32,150 and to execute any necessary or prudent change orders up to \$2,500 utilizing the funding previously approved by the Selectboard on September 17, 2024 and to authorize the Town Manager to apply for a grant amendment requesting an additional \$19,980 for the project. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

- f. Consider Proposed Use of Hartford Water Reserves for Wilder Mains Engineering

Selectboard Clerk, Mary Erdei made the motion that The Selectboard authorize the Town Manager to execute a contract amendment with Dufresne Group for \$9,250 utilizing Hartford Water Engineering Reserves. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.

- g. Award Contract for Solid Waste Monitoring Funded with Reserves

Selectboard Member, Lannie Collins made the motion to recommend that the Town Manager to execute a Contract with Sanborn Head in amount of \$34,705 for water quality monitoring within the landfill. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.

- h. Consider Options for Improving West Hartford Library Water Quality

Discussion was led by Dana Clawson and Scott Hausler.
The Selectboard agreed by consensus that John Haverstock and Scott Hausler will look into options.

- i. Budget Overview

Discussion led by John Haverstock. First presentations will be on Nov. 12th from the Assessor and Town Clerk.

- VII. Commission Reports – Mary Erdei reported from HCOEI.

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

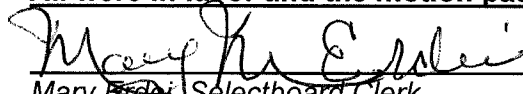
Approve Payroll Ending: 10/26/2024

Approve A/P Manifest of: 10/25/24 & 10/31/2024

Approve Meeting Minutes of: 10/15/2024

Future Meetings: 11/12/2024; 11/14/2024 (Budget Meeting);
11/19/2024 (Budget Meeting); & 11/26/2024

- IX. Adjourn the Selectboard Meeting: **Selectboard Vice Chair, Kim Souza made the motion to adjourn the meeting at 9:15PM. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.**



Mary Erdei, Selectboard Clerk

October 29, 2024, Selectboard Meeting