

TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, December 10, 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; Laura Simon Miller; Matt Osborn; Jonathan Schechtman; Jesse Pollard; Gwen Tuson; Larnard Morse; George Miller; Scott Cooney; Bryan Gazda; Chris Holzwarth

Present on Zoom: Lana Livingston; Erik Krauss; Tim Fariel

JAM LINK: <https://www.youtube.com/watch?v=-jPwEpi7S7M>

- I. Call to Order the Selectboard Meeting by Chair, Mike Hoyt at 6pm.
- II. Pledge of Allegiance was recited and led by Ida Griesemer
- III. Local Liquor Control Board: None
- IV. Local Cannabis Control Board: None
- V. Order of Agenda: There were no changes to the Order of Agenda.
- VI. Selectboard
 1. Public Comment: None
 2. Selectboard Comments and Announcements: None
 3. Appointments
 - a. Selectboard Clerk, Mary Erdei made the motion to re-appoint Laura Simon to the Climate Action Steering Team (CAST) for a three year term beginning December 10, 2024 and ending December 9, 2027. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.
 - b. Selectboard Member, Ida Griesemer made the motion to re-appoint Jesse Pollard to the Hartford Energy Commission for a three year term beginning December 10, 2024 and ending December 9, 2027. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.

4. Town Manager's Report

December 10, 2024

Town Manager Return

The Town Manager was out for several days on vacation and would like to thank the many folks who pitched in to help while he was away. Thanks, in particular, to Finance Director Gail Ostrout and to the two Scotts (Hausler and Cooney) for hosting the two Stand Up sessions I missed and to all three for filling me in upon my return.

Community Nurse

Congratulations to Katie Williams, the Town of Hartford's first Community Nurse! We are very pleased to have her on board as Katie brings a wealth of experience from her long tenure as Hartland's Community Nurse.

Budget Update

Immediately after the December 3 budget meeting, I asked for the heads of our larger departments to meet targets for budget cuts totaling \$700,000. Gail and I have received a good response thus far and we are now collecting the input and plan to provide an update to you all leading up to the December 17 budget meeting.

Community Resilience Building

On December 5, the Town Manager joined with the Nature Conservancy and many local leaders and staff to participate in a Community Resilience Building discussion focusing on climate change and measures to be taken to prepare for more extreme weather events here in Hartford. The information gathered in that session will help to inform the Town's future work with the Two Rivers Ottauquechee Regional Commission to update the Town's Hazard Mitigation Plan. Many thanks to our Environmental Sustainability Coordinator, Dana Clawson, and the Planning Department for their work to set this meeting up.

Meeting with State Health Department Officials

On December 11, the Town Manager will meet with State Health Department officials to get acquainted and discuss areas of common interest and concern.

Significant Activity Reports: <https://www.hartfordvt.org/Archive.aspx?ADID=499>

5. Board Reports, Motions & Ordinances

a. Consider Adopting 250th Anniversary Resolution

Selectboard Clerk, Mary Erdei made the motion to adopt the 250th Anniversary Resolution pending legal review. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

Vermont 250th ANNIVERSARY RESOLUTION

A resolution of the Town of Hartford, State of Vermont, supporting the Vermont 250th Anniversary Commission;

WHEREAS, Vermont Governor Phil Scott signed an executive order to create the Vermont 250th Anniversary Commission on December 15, 2020, to plan, encourage, develop, coordinate, and promote observances and activities to be held in Vermont in commemoration of the historic events associated with the 250th anniversary of the 1776 signing of the Declaration of Independence, the Revolutionary War between 1775 and 1777, the founding of Vermont in 1777, and the creation of the political foundations of the United States of America;

WHEREAS, the Vermont 250th Anniversary Commission hopes to engage all 252 cities and towns through their many programs, projects, and events over the next several years, thereby inspiring future leaders and celebrating Vermonters' contributions to the nation over the last 250 years;

WHEREAS, by adoption of the Vermont 250th Anniversary Commission, we hope to inspire Vermonters to learn from the history, legacy, and context of the past to build stronger communities for the future.

RESOLVED, the Town of Hartford officially establishes a local committee, the Hartford 250th Commemoration Committee, made up of a diverse group of citizens to work with the Vermont 250th Anniversary Commission on any or all activities. This is a short-term committee to be active with the passing of this resolution and to dissolve by the end of the State of Vermont's 250th Commission time period conclusion September 1, 2027. There will be seven voting members. The participants of the Town of Hartford from the general public are voluntary roles and there will be no compensation for participation.

RESOLVED, Town of Hartford may provide funding for planning or implementation of 250th related commemorations in their community or region as available.

RESOLVED, that a copy of this resolution be sent to the Vermont 250th Anniversary Commission.

ADOPTED by the Selectboard of the Town of Hartford, the State of Vermont, this 10th day of December, 2024.

Select Board

Mike Hoyt, Selectboard Chair

Kim Souza, Selectboard Vice Chair

Mary Erdei, Selectboard Clerk

Lannie Collins, Selectboard Member

Ida Griesemer, Selectboard Member

Lisa O'Neil, Town Clerk
Town of Hartford

Brandon Smith, Selectboard Member

- b. Review Bids for Wastewater Chemicals (Chlorine)
Selectboard Member, Lannie Collins made the motion that The Selectboard award the bid to Allen Engineering & Chemical Corporation, Rutland, VT for an estimated 12,000 gallons of Sodium Hypochlorite at a price of \$3.50 per gallon and an estimated 3,000 gallons of Polymer 8837 at \$25.46 per gallon, and authorize the Town Manager to sign an agreement with Allen Engineering and Chemical Corporation for the period of December 1, 2024, to November 30, 2025. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.
- c. Review Bids for Wastewater Chemicals (Polymer)
Selectboard Clerk, Mary Erdei made the motion that The Selectboard award the bid to Holland Company, Inc., Adams MA. for an estimated 12,000 gallons of EPIC WW 58 at a price of \$3.50 per gallon and authorize the Town Manager to sign an agreement with Holland Company, Inc., for the period of December 1, 2024, to June 30, 2026. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.
- d. Purchase of a Used Front End Loader - Request to Waive Section 3.6 of the Purchasing Policy
Selectboard Clerk, Mary Erdei made the motion that In accordance with Section 3.7 of the Town Purchasing Policy, the Selectboard waives the requirement for competitive bidding for a used front-end loader and authorized the Director of Public Works to purchase a used front-end loader in an amount not to exceed \$37,437, which complies with all other applicable provisions of the Town Purchasing Policy. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.
- e. Grant #BC2344 Update and Request for Additional Selectboard Authorizations
Selectboard Vice Chair, Kim Souza made the motion The Selectboard authorize the Town Manager to execute a contract with MSK Engineers for \$56,980 for the Podunk Road culvert engineering project utilizing \$51,282 of Engineering Reserves for short-term financing until the grant reimburses the account, and \$5,698 from FY25 GL 10-325-318-0000 to cover the local contribution. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.
- f. Approval of Historic Preservation Certified Local Government Grant Application
Selectboard Member, Lannie Collins made the motion to Approve the submission of a grant application for the 2025 Certified Local Government Program and authorize the Town Manager to sign all documents related to the grant application and project implementation. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.
- g. Review Cleaning Contract Bids
Tabled until the next meeting on December 17th.

- h. Select Vendor to Perform Ordinance Digitization
Selectboard Vice Chair, Kim Souza made the motion that the Town Manager be instructed to award the ordinance digitization contract to Municode (Civic Plus) at the quoted price terms. Selectboard Member, Lannie Collins seconded the motion. All were in favor and motion passed.
- i. Review Bids for HFD Cardiac Monitors
Selectboard Member, Lannie Collins made the motion to authorize the Town Manager to award the bid for three Cardiac Monitors to Zoll Medical Corporation for \$123,566.02 and authorize the Town Manager to transfer \$44,051.02 from the Fire/Ambulance Reserve account. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.
- j. Consider Making Recommendation to Voters to Adopt Local Option Sales Tax

Local Option Sales Tax motion:

Selectboard Member, Lannie Collins made the motion that the Selectboard recommend that the Town vote to enact a one percent local option sales tax at Town Meeting on Tuesday, March 4, 2025. Selectboard Vice Chair, Kim Souza seconded the motion. All were in favor and the motion passed.

Proposed Local Option Sales Tax Ballot Language for a future meeting.

Shall the Town assess a one percent (1%) tax on sales, pursuant to 24 V. S. A. Section 138 (b), with the proceeds of such sales tax being dedicated exclusively to the reduction of Town property tax rates?

- k. Consider Canceling December 24 Meeting
- l. Authorize Selectboard Chair and Vice Chair to approve Holiday Season Payroll and Accounts Payable

Selectboard Member, Ida Griesemer made the motion that the December 24 , 2024 Selectboard meeting be cancelled and that that the Selectboard leadership (Chair or Vice Chair) be authorized to approve Payroll and Accounts Payable, as needed, between now and the January 7, 2025 meeting. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.

VII. Commission Reports

Hartford Conservation Commission

December 2, 2024

Mary Erdei, Selectboard Liaison

Present: Katie Mann (Chair), Chris Beetham, Holly Henderson, Matt Osborn (Staff)

Online: Ted Levin, Dan Gibson (Guest), Mary Erdei (SB Liaison)

Absent: Sky Claud, Mary Hutchins, Mike Harris

The Commission introduced Dan Gibson from Hartford Area Career and Technology Center (HACTC) who will be working with the students on the Game of Logging. He is a Natural Resources specialist whose area of focus is tree care, landscaping and logging and stonework. He is anxious to help the Conservation Commission as well as his students to assist in best practices for Forestry Management and HCC's Plan as previously approved by the board.

The upcoming year's forest schedule is tentatively set for such outings as:

January (Winter Walk)

March 7 (Meet and Greet at Bugbee, modeled after last year's program)

April (TBD)

May 3 (Green Up Day)

May 17 (Migratory Birds)

June 7 (Hurricane Forest Workday)

And continuing Forest Frolic meetings with Sky and area families will be also included in future agendas.

HCOREI

Dec. 4, 2024

Respectfully submitted

By Mary Erdei, Selectboard Liaison

Present: Pat Autilio (Chair), Nancy Russell, Mary Erdei.

Online: Jasmine (guest)

Absent: Joe Major, Tatum Barnes (staff liaison), Sara Campbell, Susan Mullens

One vacancy for high school student liaison

HCOREI met without a quorum and briefly discussed their budget and whether, in addition to Juneteenth, if there might be interest in hosting an Upper Valley racial/cultural event in the future that would draw on several and diverse cultures and ethnic groups to celebrate our varied and valued community residents. Hopefully it could become an Upper Valley event and not just a Hartford event, much like how Juneteenth has attracted our neighbors in Lebanon.

Other discussion centered around the disappointments of trying to establish an NAACP in Windsor county. And we looked at the upcoming 2025 calendar.

VIII. Consent Agenda: Selectboard Vice Chair, Kim Souza 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: 12/7/2024

Approve A/P Manifest of: 12/6/2024 & 12/10/2024

Approve Meeting Minutes of: 11/26/2024; 12/3/2024

Future Meetings: 12/17/2024 Budget; (12/18/2024 Budget if needed); 12/19/2024 Budget and January 7, 2025.

IX. Adjourn the Selectboard Meeting: Selectboard Vice Chair, Kim Souza made the motion to adjourn the meeting at 8:00pm. Selectboard Clerk, Mary Erdei seconded the motion. All were in favor and the motion passed.



Mary Erdei, Selectboard Clerk

December 10, 2024 Selectboard Meeting