



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, May 27, 2025, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Chair, Mary Erdei; Clerk, Ashley Andreas; Miranda Dupre; Ida Griesemer; Erik Krauss; Brandon Smith; John Haverstock; Peter Zendran; Dennis Brown; Matt Osborn; Lori Hirshfield; Scott Cooney; Gail Ostrout

Present on Zoom: Vice Chair, Michael Hoyt; Lana Livingston

JAM LINK:

- I. Call to Order the Selectboard Meeting by Chair, Mary Erdei at 6:01PM.
- II. Pledge of Allegiance was recited and led by Scott Cooney.
- III. Local Liquor Control Board:

Selectboard Chair, Mary Erdei, recessed the Selectboard meeting and opened the Local Liquor Control Board.

Renewals:

- a. Selectboard Member, Erik Krauss made the motion to approve the Renewal of REDCAN LLC, 129 South Main Street, Suite 100, White River Junction, VT 05001 for a 1st Class, 3rd Class and Outside Consumption Liquor License and
- b. to approve the Renewal of Quechee Pizza Chef, 5893 Woodstock Road, White River Junction, VT 05001 for a 1st Class, 3rd Class and Outside Consumption Liquor License and
- c. to approve the Renewal of Collaborative Stoke LLC, Doing Business as Trail Break Taps and Tacos, 5945 Woodstock Road, Quechee, VT 05059 for a 1st Class, 3rd Class and Outside Consumption Liquor License. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.

Selectboard Chair, Mary Erdei closed the Local Liquor Control Board and reopened the Selectboard Meeting at 6:05pm.

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

1. Public Comment:
Peter Zendran of WRJ asked a follow-up question from the last meeting about the legality of not accepting cash payments to vendors. He also commented on the Palestine and tariff situations.

Dan Fraser of WRJ commented on the “point of order” at the last meeting when a citizen’s call was terminated when she was swearing at the last meeting. This was disruptive and the Chair had the right to end the call. It is a privilege to comment at the Selectboard meeting.

2. Selectboard Comments and Announcements

Mary Erdei expressed her pleasure at attending the celebration and ground breaking of the Low Barrier Shelter in WRJ, located at the previous 25,000 gifts building site.

3. Appointments

New:

- a. Consider the Appointment of Katherine Williams to the Sister Cities Committee for a three year term beginning May 27, 2025 and ending May 26, 2028. Ms. Williams was not able to attend. This was tabled until June 10, 2025.

Reappointment:

- b. **Selectboard Member, Brandon Smith made the motion to Re-Appoint Brett Mayfield to the Parks & Recreation Commission for a three year term beginning May 27, 2025 and ending May 26, 2028. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.**

4. Town Manager Report

Clerical Worker's Union

Negotiations on the terms of a contract continued with a session on Friday, May 23. Additional sessions are scheduled for May 30 and June 6.

Fair & Impartial Policing Policy

The Town's working group proposed changes to Hartford's FIPP for the State's consideration. Once, we hear a response to our proposals, I will share them with the Selectboard.

Community Nurse Connect Reception

The Town's Fire Chief, Community Nurse and I attended a reception on May 14 hosted by Community Nurse Connect—the non-profit umbrella organization that supports Community Nurse programs in the Upper Valley. It was good to meet so many people who have dedicated themselves to helping others within their respective communities.

ADA Friendly Town

In follow-up to the Selectboard's Resolution Declaring the Town to be ADA Friendly, The Town Manager has spoken with Kendra LaRoche of the Special Needs Support Center. We will discuss the Town's ADA compliance on May 28 and plan for a Town Hall site visit to assure Town compliance with all terms of Resolution.

Curbside Recycling Program Discontinuance

Efforts are ongoing to alert Town residents of the discontinuance, effective June 30, of the Town's curbside recycling program. The Town has communicated the change to residents via E-Newsletters, social media announcements and a dedicated page on the Town's website, all of which note the alternatives residents have for recycling: the Transfer Station, local garbage haulers (which by law must offer recycling services) and the Lebanon Transfer Station. A postcard will soon be arriving at the home of every Town resident.

The Transfer Station is preparing for an increase in usership and is planning to make a modification to posted hours of operation, effective July 2, by offering early evening access on Wednesdays (open until 5:45pm)

Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=510>

5. Board Report, Motions & Ordinances

- a. Review and Approve Local Emergency Management Plan
Presented by Scott Cooney, Fire Chief

Selectboard Vice Chair, Mike Hoyt made the motion to adopt the 2025 Local Emergency Management Plan as corrected. Selectboard Member, Erik Krauss seconded the motion. All were in favor and the motion passed.

- b. Consider Writing Off Uncollectable Ambulance Charges
Presented by Scott Cooney, Fire Chief

Selectboard Clerk, Ashley Andreas made the motion to authorize the Town Manager to direct the Finance Director and the Fire Department to write-off \$149,455.90 as uncollectable ambulance debt. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.

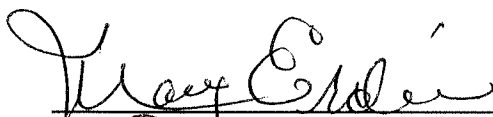
- c. Review Q3 Financials with Finance Director, Gail Ostrout. Presentation only.
<https://www.hartford-vt.org/DocumentCenter/View/12621/Q3-Financials-Agenda-52725>

- d. Consider and Award Construction Contract for Route 5 Sidewalk Project between Ballardvale Drive to Arboretum Lane, Presented by Matt Osborn, Town Planner
Selectboard Member, Brandon Smith made the motion to award the contract to United Construction Corporation in the amount of \$430,421.00 to construct the Route 5 sidewalk between Ballardvale Drive and Arboretum Lane and authorize the Town Manager to execute the contract and other actions necessary to complete the project. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

- e. Consider and Award Contract for Construction Engineering Services for Route 5 Sidewalk Project between Ballardvale Drive to Arboretum Lane, Presented by Matt Osborn, Town Planner
Selectboard Member, Erik Krauss made the motion to Waive the requirement of Section 3.6 of the Town Purchasing Policy and Procedure for competitive sealed proposals for contracts over \$20,001 as authorized by Section 3.8 of the Town Purchasing Policy and Procedure to utilize the VTrans At-the-Ready process to hire a consultant. Selectboard Clerk, Ashley Andreas seconded the motion.

Selectboard Member, Erik Krauss made the motion to Award the contract to DuBois & King in the amount of \$87,195.00 to provide construction engineering oversight of the Route 5 sidewalk project and authorize the Town Manager to execute the contract and other actions necessary to complete the project. Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.

- f. Consider Request for Permission to Hang Banners on Telephone Poles
Presented by Dennis Brown, Citizen.
Mr. Brown was looking for the Selectboard Support to put brackets, that his group will purchase, on the GMP Utility Poles in the 4 villages outside of WRJ. More information is needed by the Board, from VLCT, to go forward with this. They will invite Mr. Brown back at a future meeting.
Selectboard Member, Erik Krauss made the motion to table this item until the next meeting. Selectboard Member, Miranda Dupre seconded the motion. All were in favor and the motion passed.
- g. Update on Proposed Bugbee Committee Membership and Bylaws
Presented by John Haverstock, Town Manager.
After much discussion, it was generally agreed that Mr. Haverstock will come back to the Board with a more complete membership list for the next meeting and draft bylaws. It was also discussed if more members should be town residents, in place of town staff members. The town staff members could serve as consultants, not voting members.
- h. Continued Discussion of Facilities Tours and Selectboard Training
It was generally agreed that the DPW tour would take place on a Thursday in June beginning at 8am. The Public safety tours would take place June 11, 16 or 17, 3-4:30pm.
Selectboard training would take place on a Sunday – June 22nd or 29th.
Mr. Haverstock will contact VLCT to see if they can come on a Sunday and do a “shortened” version of their training. The Selectboard members would also like to work on a plan for the next 9 months as well as other items.
- VII. Commission Reports: Erik Krauss reminded everyone that the Historic Preservation Commission is still looking for members.
- VIII. Consent Agenda: **Selectboard Clerk, Ashley Andreas made the motion to accept the Consent Agenda. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.**
Approve Payroll Ending: 5/24/2025
Approve A/P Manifest: 5/23/2025 & 5/29/2025
Approve Meeting Minutes of: 5/13/2025
Future Meetings Approved: 6/10/2025 and 6/24/2025
- IX. Executive Session: None
- X. Adjourn the Selectboard Meeting
Selectboard Member, Brandon Smith made the motion to adjourn the meeting. Selectboard Member, Erik Krauss seconded the motion. All were in favor and the motion passed.



Mary Erdos, Chair
Selectboard Meeting 5/27/2025