



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, July 8, 2025, 6:00pm

RESCHEDULED TO:

Monday, July 14, 2025

Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Chair, Mary Erdei; Vice Chair, Michael Hoyt; Clerk, Ashley Andreas; Ida Griesemer; Erik Krauss; Brandon Smith; John Haverstock; Lori Hirshfield; Matt Osborn; Connie Kelley; William Furnari; James Donahey; Rob Hebert; Andrew Winter; Tim Fariel; Pater Zendran; Dana Clawson; Colin Butler; Dillon Walsh; Bryan Gazda; Chris Holzworth;

Absent: Miranda Dupre, Selectboard Member

Present on Zoom: Lana Livingston; Heidi Duto; Mike Morris

JAM LINK:

<https://www.youtube.com/watch?v=1IVYs5GD00E&list=PLAdkf9ugxof7FGsvb7b8PHLfaNfKZbq-g>

- I. Call to Order the Selectboard Meeting at 6:08pm by Chair, Mary Erdei.
- II. Pledge of Allegiance was recited and led by John Haverstock.
- III. Local Liquor Control Board: Selectboard Chair, Mary Erdei recessed the Selectboard Meeting and opened the Local Liquor Control Board

RENEWAL:

1. **Selectboard Vice Chair, Mike Hoyt made the motion to Renew Northern Stage LLC at 76 Gates Street, White River Junction, VT 05001 for an Outside Consumption License. Selectboard Member, Erik Krauss 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.

- IV. Local Cannabis Control Board: None
- V. Order of Agenda: Items rescheduled are 5. a and b, they will be at future meetings.
Item added: Recommendation to Utilize Wastewater Capital Reserve for Emergency Repairs added to the agenda – after item h.
- VI. Selectboard
 1. Public Comment
Peter Zendran commented on the lack of the Towns responding to threats to the Community.

Tim Fariel of WRJ watched the Selectboard Retreat. He asked for clarification if comments on agenda items should be made at the time of public comment or when the agenda item is being discussed. He suggested that the tax rate meeting should not be rushed. He requested more information concerning the assessment appeals and time to discuss the tax rate. He would like to know the outcome of the tax appeals.

Mike Morris of Hartford called to report that at the last meeting during the parking meters discussion he was interrupted. After the motion and second the Chair left out the opportunity for discussion.

2. Selectboard Comments and Announcements
Mike Hoyt commented on the July 4th celebration at Kilowatt.

3. Appointments

NEW:

- a. Selectboard Vice Chair, Mike Hoyt made the motion to Appoint James Donahey to the Conservation Commission for a four year term beginning July 14, 2025 and ending July 13, 2029. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.
- b. Selectboard Member, Brandon Smith made the motion to Appoint Rob Hebert II to the Housing and Homelessness Committee for a two year term beginning July 14, 2025 and ending July 13, 2027. Selectboard Clerk, Ashley Andreas 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, June 26. There will be another session on July 10.

HCC Block Party

Thanks to all involved, especially the Hartford Community Coalition, for making the June 25 Block Party such a smashing success. It is truly inspiring to meet so many people dedicating their efforts to helping others.

Hartford High Alumni Parade

Thanks also to all those involved in organizing this year's Hartford High Alumni parade on Saturday, June 28.

Curbside Recycling Program Discontinuance

The Town's residential curbside recycling program ended on **June 30**. The Town went to great lengths to alert residents of the impending change over the past two months. The Town communicated the change to residents via E-Newsletters, social media announcements and a dedicated page on the Town's website, all of which noted 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 was sent out to the home of every Town resident on Monday, June 2. The Town has separately reached out to condominium association presidents and landlords with the information.

In-House Recycling Collection Feasibility Study

As requested by the Selectboard, the Town Manager has done a great deal of research on the feasibility of establishing an "in house" recycling collection program. However, given that any implementation of such a program would have to be funded in the FY27 budgeting process, I recommend that the Board consider this proposal within the context of that budgeting cycle. That way, the current transition away from the Town-funded contracted curbside recycling program can be evaluated and the in-house proposal's importance can be measured against other worthy proposals for the investment of taxpayer dollars.

Local Option Sales Tax

On July 1, 2025, the Town's voter-approved local option sales tax took effect. If there are any retailers in Hartford (all 5 Villages) who have not heard from the State about the requirement to collect and report this tax revenue, please contact the Vermont Department of Taxes right away.

Thanks to the Vermont legislature (and Hartford's hard-working legislative delegation), the Town share of local option taxes all across the board (rooms, meals, alcohol and retail sales) has been increased from 70% to 75%.

Significant Activity Reports: <https://www.hartford-vt.org/Archive.aspx?ADID=514>

5. Board Report, Motions & Ordinances

- a. Update from the Hartford Community Coalition – rescheduled to August 5, 2025
- b. Update from the Resilient Hartford Committee – rescheduled to July 22, 2025
- c. Public Hearing: Review and Consider Traffic and Parking Ordinance Updates Including Metered Parking.

Selectboard Chair, Mary Erdei recessed the Selectboard Meeting and opened the Public Meeting at 6:45pm.

Discussion in Public Meeting by the public.

Selectboard Chair, Mary Erdei closed the Public Session and reopened the Selectboard meeting at 7:16pm.

Selectboard Member, Erik Krauss made the motion that the Selectboard pass and sign the attached ordinance with the following amendments.

Amendment to section 220-9 to include language that stipulates that the Town will implement a grace period of the beginning of 15 minutes when the capability of the vendor's software exists to do so and an Amendment to section 220-29 to remove the monetary amounts and replace it with language that is similar to section 220-14 referencing Master Fee Schedule.

Selectboard Member, Ida Griesemer seconded the motion. 5 were in favor and 1 (Andreas) was not in favor. The motion passed.

d. **Waiver of Purchasing Policy for Interchange Areas Sidewalk Design**

Selectboard Vice Chair, Mike Hoyt 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.

And, to Award the contract to Stantec in the amount of \$75,000.00 to provide engineering design services for the I-91 Exit 11 Interchange sidewalk project and authorize the Town Manager to execute the contract and other actions necessary to complete the project, with the understanding that VTrans authorizes the grant restart. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.

e. Consider Request to Seek Bike/Ped Grant Funding for Quechee Main Street Sidewalk Project

Selectboard Vice Chair, Mike Hoyt made the motion to Approve submittal of a grant application to the 2025 Vermont Bicycle and Pedestrian Program for \$1,593,960 for the Quechee Main Street and Village Green sidewalk project and \$398,490 of Town matching funds with \$68,800 to be identified in the Town FY 2027 and in the FY 2028 CIP. The Selectboard also accepts maintenance responsibility for the improvements after construction and authorizes the Selectboard Chair or the Town Manager to sign all necessary grant documents on behalf of the Selectboard. Selectboard Member, Brandon Smith seconded the motion. 5 were in favor and 1 (Krauss) was not in favor. The motion passed.

f. Review Bids on Aggregate and Award Contract

Selectboard Member Erik Krauss made the motion to Authorize the Department of Public Works to utilize:

- 1. **Twin State Sand and Gravel, as the primary vendor for aggregates, with the exception of Winter Sand based upon their overall competitive bid pricing, with Pike Industries Inc., being utilized in the event of a produc**

shortage at Pike Industries or when deemed operationally expedient.
2. D & D Excavating, Inc., as primary vendor for Winter Sand based on their overall competitive bid pricing, with Twin State Sand & Gravel Co., Inc., being utilized in the event of a product shortage at D & D Excavating, Inc., or when deemed operationally expedient. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.

g. Review Bids on Sludge Hauling and Award Contract

Selectboard Member, Brandon Smith made the motion that The Selectboard accept the bid from Steams Septic Service, LLC, Grantham, NH in the amount of \$51,660 with any change orders to follow the Town's purchasing policy and authorize the Town Manager to execute a contract with Steams Septic Services. Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.

h. Review and Approve Roof Repair on Wilder Pump Station

Selectboard Member, Ida Griesemer made the motion that In accordance with Section 3.7 of the Town Purchasing Policy, the Selectboard waive the requirements of Section 5 - Competitive Sealed Bidding and award the replacement of the Wilder Pump Station roof to Dayco Inc., Sharon, VT in the amount of \$38,533, and authorize the expenditure or transfer of funds as determined by the Finance Director in the amount of \$38,533.00 from Fund 60 Wastewater Capital Reserve. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion passed.

i. Consider Proposal to Update Public Safety IT Infrastructure

Selectboard Member, Brandon Smith made the motion to Approve the additional funds from FY26 between the four departments (IT, PD, FD, and Dispatch) to cover the difference in IT infrastructure upgrades for the upcoming year. Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.

Proposed Additional Contributions:

- IT Department savings (Arctic Wolf deployment): \$27,400.74
- Additional IT FY26 contribution: \$8,688.46
- Additional PD FY26 contribution: \$10,000
- Additional FD FY26 contribution: \$10,000
- Additional Dispatch FY26 contribution: \$10,000

j. Review Proposal to Waive Purchasing Policy and Award Contract for Installation of Level 2 EV Chargers

Selectboard Vice Chair, Mike Hoyt 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 Norwich Technologies as the installers of 6 Level 2 chargers in the South Main St Parking Lot. Award the contract to Norwich Technologies in the amount of \$80,615.86 to provide the installation of six dual port chargers in the South Main St. Parking Lot. Selectboard Member, Ida Griesemer seconded the motion. 5 were in favor and 1 (Krauss) was not in favor. The motion passed.

k. Consider Local Group's Request that Town Serve as it's Fiscal Agent

Selectboard Member, Erik Krauss made the motion to designate the Town as Fiscal Agent for the Wilder Historic Marker Fund, as requested, to collect and distribute funds raised for this purpose in keeping with the Town's Purchasing Policy. Selectboard Clerk, Ashley Andreas seconded the motion. All were in favor and the motion passed.

- l. Consider and Approve Flyer to Accompany Tax Bills
Approved at the July 10, 2025 Emergency Selectboard Meeting.
- m. Ratification of Fiscal Year-End Payroll and AP Approvals
Selectboard Clerk, Ashley Andreas made the motion that the full Selectboard ratify the actions of Selectboard Chair, Mary Erdei on July 1, 2025 to provisionally approve the Payment Manifest dated July 1, 2025 (as previously authorized by the Selectboard). Selectboard Vice Chair, Mike Hoyt seconded the motion. All were in favor and the motion passed.
- n. Set Municipal Tax Rates – done on Thursday, July 10, 2025
- o. Added Item: Recommendation to Utilize Wastewater Capital Reserve for Emergency Repairs
Selectboard Member, Erik Krauss made the motion that The Selectboard authorizes the Town Manager to execute Change Order #6 with Isaac's Construction & Excavation in the amount of \$28,640.00 utilizing remaining ARPA funds dedicated to the construction of the Nutt Lane Water Main and Wastewater Capital Reserves from Fund 60 to complete the abandonment of the manhole under the railroad tracks. Further, the board authorizes the Town Manager to execute a contract with Insituform Technologies, LLC, or Eastern Pipe Services for up to \$82,775.00 waiving Section 3.6 (Competitive Sealed Bidding) of the purchasing policy, recognizing the urgency of the project and unique capabilities and availability of the firms as allowed under Section 3.7 (Waivers) of the Purchasing Policy. Selectboard Member, Brandon Smith seconded the motion. All were in favor and the motion was passed.

VII. Commission Reports

Brandon Smith reported on this month's Housing and Homelessness committee meeting, July 10, 2025. The committee heard a presentation from a member of the revolving loan fund. The Housing committee is working on a proposal for an easy path for folks to follow to help increase so-called "missing middle" or "infill" housing, which sometimes takes the form of an "accessory dwelling unit." The committee is in the preliminary stages of this work, but the goal is to make it as easy as possible for residents to build new housing units or reconfigure existing housing for more units. The committee might work with the revolving loan fund this year to offer some kind of gap financing as "a piece of the funding pie" for residents who seek to add housing units to their properties.

Erik Krauss reported:

HCC report: HCC Awards Program

The Hartford Conservation Commission (HCC) is looking for candidates who exemplify sustainability and passion towards nature and its surrounding community for their Conservation Commission Conservator of the Year Award. They are looking for individuals who; act to protect wildlife habitat and/or watersheds, increase conservation awareness around town, work to advance nature-education goals, and further the Commission's mission of protecting Hartford's natural resources. Does this sound like an individual you know?

Nominations are being accepted until July 31, 2025.

VIII. Consent Agenda: Selectboard Vice Chair, Mike Hoyt made the motion to approve the Consent Agenda. Selectboard Member, Ida Griesemer seconded the motion. All were in favor and the motion passed.

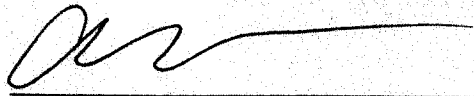
Approve Payroll Ending: 7/5/2025 - Ratified
Approve A/P Manifest: 7/3/2025 & 7/10/2025
Approve Meeting Minutes of: 6/24/2025 and 6/29/2025
Future Meetings Approved: 7/22/2025; 8/5/2025; 8/19/2025

- IX. Executive Session: None
- X. Adjourn the Selectboard Meeting: Selectboard Clerk, Ashley Andreas made the motion to adjourn the meeting at 9:10pm. Selectboard Member, Erik Krauss seconded the motion. All were in favor and the motion passed.

Ashley Andreas, Selectboard Clerk
July 14, 2025 Meeting

Approve Payroll Ending: 7/5/2025 - Ratified
Approve A/P Manifest: 7/3/2025 & 7/10/2025
Approve Meeting Minutes of: 6/24/2025 and 6/29/2025
Future Meetings Approved: 7/22/2025; 8/5/2025; 8/19/2025

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Ashley Andreas, Selectboard Clerk
July 14, 2025 Meeting

With amendments