



TOWN OF HARTFORD SELECTBOARD MINUTES

Wednesday, November 12, 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; Vice Chair, Michael Hoyt; Clerk, Ashley Andreas; Miranda Dupre; Erik Krauss; Tim Fariel; John Haverstock; Lana Livingston; Rebecca Chollet; Wendy Moody, Ron Burnham; Peter Zendran; Preach; Scott Cooney; Chris Holzwarth

Absent: Ida Griesemer

JAM LINK: <https://www.youtube.com/watch?v=9jShUJgBi2U>

- I. Call to Order the Selectboard Meeting by Chair Mary Erdei at 6:00PM.
- II. Pledge of Allegiance was recited and led by Fire Chief, Scott Cooney.
- III. Local Liquor Control Board: Selectboard Chair, Mary Erdei recessed the Selectboard Meeting and opened the Local Liquor Control Board at 6:01PM.
 1. Selectboard Vice Chair, Mike Hoyt made the motion to approve the renewal for Rachel Burge & Matthew Burge, d/b/a Honey Child, LLC; 139 Hillridge Rd., White River Junction, VT 05001 for a 3rd Class Restaurant/Bar License. Selectboard Member, Miranda Dupre seconded the motion. All (6) were in favor and the motion passed.
 2. Selectboard Member, Erik Krauss made the motion to Renew the Application for Putnam's Vineyard, LLC; 188 South Main Street, Unit 110, White River Junction, VT 05001 for a 1st Class; 2nd Class and Outside Consumption License. Selectboard Member, Tim Fariel seconded the motion. All (6) were in favor and the motion passed.

Selectboard Chair, Mary Erdei closed the Local Liquor Control Board and opened the Local Cannabis Control Board at 6:02PM.

- IV. Local Cannabis Control Board
 1. Selectboard Vice Chair, Mike Hoyt made the motion to Renew the Application for Five Seasons Cannabis Company, 52 Bridge Street, White River Junction, VT 05001 for a Local Cannabis License. Selectboard Member, Miranda Dupre seconded the motion. All (6) were in favor and the motion passed.

Selectboard Chair, Mary Erdie closed the Local Cannabis Control Board and reopened the Selectboard Meeting at 6:05PM.

- V. Order of Agenda – Item VI.5.b. for HBRLF update is off the agenda for tonight.
- VI. Selectboard
 1. Public Comment

Wendy Moodie from Windsor spoke on behalf of her Aunt and Uncle Stephen Burnham of Hartford. Mr. Burnham was in an accident and the Fire and Police response was exceptional. She thanked both departments and all the staff members that responded.

Peter Zendran from WRJ reported that there is suspicious activity in the Town.

2. Selectboard Comments and Announcements

Tim Fariel reported that there is no activity in December for the Zoning Board.

Ashley Andreas reminded everyone of the Community Forum on the 19th of November at the Quechee Club.

Mary Erdei reminded everyone about the beginning of Veterans Day and that it is time to remember all who served.

3. Appointments

1. **Selectboard Member, Miranda Dupre made the motion to Appoint Becky Chollet to the Town and School Meeting Committee for a three year term beginning November 12, 2025 and ending March 31, 2028. Selectboard Member, Tim Fariel seconded the motion. 5 were in favor and 1 (Krauss) recused himself, the motion passed.**

4. Town Manager Report

Upcoming Selectboard Meetings

There will be a Special Selectboard Budget meeting on November 18 to feature presentations from the IT Department, the Planning & Development Department, the Parks & Recreation Department and the Town Manager.

There will be a Community Forum at the Quechee Club's Main Dining Hall on Wednesday, November 19 from 5:30 pm to 7:00 pm, at which all Town residents are welcome. JAM will be covering the event.

There will be a regular Selectboard meeting on Tuesday, November 25.

Audit Report

The Auditor has let the Finance Director that she will not be available to present her findings on November 25 as we had planned. The Finance Director proposes collecting and distributing the Audit Report and affording the Selectboard members one week to review it and pose any questions to the auditor before voting to accept the Audit Report. The Town Treasurer has been consulted and stated no objection to this approach. See attached Email.

Taxation Report from the State

The Town has received a quarterly report (covering July thru September) from the State Tax Department setting forth the amount of money it has collected from the Town's Local Option Sales Tax (rooms, meals and alcohol) and its new Local Option Sales Tax. This also includes information on the Town's share of this revenue, based on the 70/30% split. The new 75/25% split took effect in October and will be reflected in the February quarterly report.

I am pleased to report that the new Local Option Sales Tax is on track to generate approximately \$1,200,000 in net annual revenue to the Town. See attached Report and email thread.

HCRS Discussions

The Town and HCRS are in cordial discussions aimed at the resumption of the relationship between HPD/Outreach and HCRS. Stay tuned for updates.

Town Meeting Preparations

Planning is under way for another Town Meeting cycle of events. This work will involve staff and hopefully a growing number of members of the Town and School Meeting Committee.

Bugbee Building Committee

The hard-working Bugbee Building Committee has met six times and is working on a set of recommendations for the Selectboard to consider. A final committee meeting to finalize these recommendations will take place on Monday, November 24. Stay tuned for a discussion which may impact the FY27 budget and/or Town Meeting ballot.

Resignation of Finance Director

I am very sorry to report the recent resignation of the Town's Finance Director, effective on Friday, December 5. The Town Manager and HR Director are working to develop a strategy to fill this spot on an interim and permanent basis. Stay tuned for further information.

Veterans Day Holiday

Town offices will be closed in observance of Veterans Day on Tuesday, November 11. Thanks to all veterans who have served this nation, especially those who have made the supreme sacrifice for their country.

Attachments to the Town Manager's Report:

<https://www.hartforvt.org/DocumentCenter/View/13045/Attachments>

Significant Activity Reports Link: <https://www.hartford-vt.org/Archive.aspx?ADID=535>

5. Board Report, Motions & Ordinances

- a. Consider Fire Department's Proposal to Purchase Battery-Operated Vehicle Extrication Equipment presented by Fire Chief, Scott Cooney.

Selectboard Vice Chair, Mike Hoyt made the motion to authorize the Fire Department to proceed with the purchase of battery-operated automobile extrication tools from TNT Rescue Systems in the amount of \$56,810, utilizing Local Option Tax funds as previously approved by voters. Selectboard Member, Erik Krauss seconded the motion. All (6) were in favor and the motion passed.

- b. Update from Hartford Business Revolving Loan Fund (HBRLF) **Rescheduled**

- c. Consider DPW Proposal to Purchase New Software Platform for Asset and Workflow Management presented by Chris Holzwarth.

Selectboard Member, Erik Krauss made the motion that the Selectboard approves John Haverstock, Town Manager, to execute a multi-year contract with Brightly Software, Inc. recognizing that the software and services are being purchased through our membership in the Omnia Partnership which has conducted the competitive bidding process in the amount of \$21,834.76 or \$4,366.95± per DPW Division except Solid Waste which will not contribute, \$20,322.40 or \$4,064.48 per Division for FY27, and \$20,932.06 or \$ 4,186.41± per Division for FY28. Selectboard Member, Tim Fariel seconded the motion. All (6) were in favor and the motion passed.

- d. Consider DPW Proposal to Purchase New Software/Hardware Platform for Paved Roadway Assessments and Planning presented by Chris Holzwarth.

Selectboard Vice Chair, Mike Hoyt made the motion that the Selectboard grants a waiver of Section 3.6 of the purchasing policy allowing John Haverstock, Town Manager, to execute a contract in the amount \$22,450

with Vialytics, recognizing that the software and services being purchased are uniquely qualified to meet the planning and budgeting needs of the Hartford Highway Division. Selectboard Member, Tim Fariel seconded the motion. All (6) were in favor and the motion passed.

VII. Commission Reports – Mary Erdei reported that the final meeting for the Bugbee Committee will be Monday, November 24.

VIII. Consent Agenda **Selectboard Vice Chair, Mike Hoyt made the motion to approve the Consent Agenda as listed. Selectboard Member, Erik Krauss seconded the motion. All (6) were in favor and the motion passed.**

Approve Payroll Ending: 11/8/2025

Approve A/P Manifest: 11/7/2025 & 11/13/2025

Approve Meeting Minutes of: 10/28/2025, 10/30/2025 & 11/6/2025

Future Meetings Approved: 11/18/2025 (Budget); 11/19/2025 (Community Forum in Quechee); 11/25/2025; 12/2/2025 (Budget); 12/9/2025; 12/16/2025 (Budget); 12/30/2025

IX. Executive Session: None

X. Adjourn the Selectboard Meeting
Selectboard Clerk, Ashley Andreas made the motion to Adjourn the meeting at 7:50P.M. Selectboard Vice Chair, Mike Hoyt seconded the motion. All (6) were in favor and the motion passed.



Ashley Andreas, Clerk
November 12, 2025 Meeting