



**TOWN OF HARTFORD LOCAL
LIQUOR CONTROL BOARD
& SELECTBOARD MINUTES**

Tuesday, January 2, 2018 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

Present: Richard Grassi, Selectboard Chair; Dennis Brown, Selectboard Vice Chair; Sandra Mariotti, Selectboard Clerk; Alan Johnson, Selectboard Member; Mike Morris, Selectboard Member; Leo Pullar, Town Manager; Lana Livingston, Administrative Assistant; Dawn Pullar; Lannie Collins; Ryan Scelza; Lori Hirshfield, Director of Planning & Zoning; Marieke Sperry; David Izzo; Joann Erenhouse; Martha McDaniel.

Absent: Simon Dennis, Selectboard Member; Rebecca White, Selectboard Member.

I. Call to Order the Selectboard Meeting

Selectboard Chair, Richard Grassi called the meeting to order at 6:00 P.M.

II. Pledge of Allegiance

Citizen, Lannie Collins led the Pledge of Allegiance.

III. Local Liquor Control Board: None

IV. Order of Agenda: No Changes.

V. Selectboard

1. Citizen, Selectboard Comments and Announcements:

No Citizen comments.

No Selectboard comments.

2. Appointments:

- a. Consider the Appointment of Ryan Scelza to the Hartford Energy Commission.

Selectboard Vice Chair, Dennis Brown made the motion to go into Executive Session: (Public Officer Appointment) In accordance with Vermont's Open Meeting Law requirements, I move that the Selectboard enter into Executive Session to discuss the appointment of a Public Officer(s) under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes. Further, also in accordance with Vermont's Open Meeting Law requirements, finding that premature public knowledge would place a

person or entity at a substantial disadvantage, I move that the Selectboard enter into Executive Session to discuss negotiating or securing real estate purchase or lease options under the provisions of Title 1, Section 313(a)(2) of the Vermont Statutes. Selectboard Clerk, Sandra Mariotti seconded the motion. All were in favor and the motion passed at 6:03 P.M.

Selectboard Member, Alan Johnson made the motion to close the Executive Session. Selectboard Member, Mike Morris seconded the motion. All were in favor and the motion passed at 6:36 P.M.

b. Post Executive Session Actions on Appointments. (Mot. Req.)

Selectboard Member, Alan Johnson made the motion That the Selectboard appoint Ryan Scelza to a 3-year term on the Hartford Energy Commission from 1/2/2018 to 1/1/2021. Selectboard Member, Mike Morris seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Sandra Mariotti made the motion That the Selectboard authorize the Town Manager to continue discussions with interested parties concerning the potential sale of the Town's Cell Tower lease, acknowledging that any sale must receive final approval from the Selectboard. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

3. **Town Manager's Report:** (TBD, Board questions, concerns, requests, project updates, etc.)

No significant activity report for this meeting.

Updates: WABA ice arena is having problems with the cooling fan. They lost the ice today but are hoping to have it back for the game on Wednesday. A cooling fan failed and needs to be replaced.

The Town Hall has had problems with the heating system. Parts of the building are not coming on until 10:00 A.M. The IT and Energy Consultant are both trying to figure out a resolution to the problem. It could be a sensor that has malfunctioned. Back up heat solution is the use of space heaters and/or a pellet stove in the main lobby.

4. **Board Reports, Motions & Ordinances:**

a. Informational Presentation from Senior Solutions. (Info Only)

Ms. Joann Erenhouse presented to the Board the services that Sr. Solutions offer. They are a go between the Seniors with needs and the programs or services offered. The number that can be called is: 800-642-5119. This is for Windsor and Windham Counties.

- b. Review and Discuss for Approval Contract Renewal with Green Mountain Economic Development Corporation. (Mot. Req.)

Purpose: To gain Selectboard approval to renew the contract with GMEDC for their support to the Hartford Business Revolving Loan Fund (HBRLF) Committee and the Town of Hartford.

Background: Other than updating dates, now July 1, 2017 – June 30, 2018, no change to the agreement. GMEDC will provide professional services as Loan Fund Administrator for the HBRLF.

The Town shall pay GMEDC fees for services:

- \$3,000 annually for general administration services.
- \$300 per completed loan package submitted to the HBRLF Committee for review at a meeting.
- \$300 per loan package at loan closing for services.
- any application that appears to be outside the program guidelines must be preauthorized by the HBRLF chair.
- \$300 quarterly for maintenance of each existing loans determined to be active on the last business day of each quarter.
- Fee for service for other activities to be determined by both parties on a case-by-case basis.
- GMEDC will actively market the HBRLF program.
- GMEDC will schedule meetings of the HBRLF Committee as requested by the Town or GMEDC, usually quarterly.
- GMEDC will work with prospective borrowers to make sure that the loan packages are complete and meet the HBRLF Program Guidelines.
- GMEDC will collect any loan processing fees as stipulated in the HBRLF Program Guidelines.
- GMEDC will prepare a formal analysis of the loan application, including a brief description/history of the business, business plan, loan amount and terms, other sources of funding and collateral.
- GMEDC will coordinate all collection efforts of the HBRLF as per the instructions of the HBRLF Committee and the Town in accordance with the HBRLF Program Guidelines.

Recommendation: That the Selectboard Approve the proposed contract between the Town and Green Mountain Economic Development Corporation for administration of

the Hartford Business Revolving Loan Fund Program as presented in the attached draft contract, and Further, authorize the Town Manager to execute the contract.

Selectboard Clerk, Sandra Mariotti made the motion That the Selectboard Approve the proposed contract between the Town and Green Mountain Economic Development Corporation for administration of the Hartford Business Revolving Loan Fund Program as presented in the attached draft contract, and Further, authorize the Town Manager to execute the contract. Selectboard Member, Alan Johson seconded the motion. All were in favor and the motion passed.

- c. Library Update from Selectboard Library Liaison. (Info Only)
Selectboard Clerk, Sandra Mariotti presented to the Board a comprehensive picture of all the Libraries in the Town of Hartford.
We currently have 4 Libraies:

One Municipal Library located in:
West Hartford (open for 33 hours per week) and

Three public libraries located in:
Hartford (open for 42 hours per week),
Wilder (open for 17 hours per week) and
Quechee (open for 39 hours per week).

The annual total cost (per request) is \$366,625.

From the presentation offered from the Libraries at the December 21st Selectboard meeting, it was clearly evident that the Libraies are working together to offer the most to all the Hartford residents. There is also much support from the Libraries staff, boards, patrons and residents.

- d. Review and Discuss for Approval Cemetery Committee Charge. (Mot. Req.)
Presented by Town Manager, Leo Pullar.

Purpose: For the Selectboard to consider the charge for the formation of an ad hoc advisory Town Committee on Cemeteries.

Committee Charge:

Term: The term of this committee shall end upon completion of the charge; not later than September 30, 2018.

Constitution:

This advisory committee will be constituted of seven citizen members appointed by the Selectboard. Each member shall have equal weight in discussion and voting. The Selectboard and the Town Manager shall each appoint a liaison to the committee.

Charge:

To evaluate concerns and issues with cemeteries Town-wide; explore future needs; and provide recommendations for a way ahead for cemeteries within the Town.

- Primary areas of focus include, but are not limited to:
 - Funding:
 - Shortfalls
 - Care & Maintenance
 - Limiting Rules
 - Retirement/Aging of Trustees/Sextons
 - Loss of Knowledge/Records
 - Burial Spaces (Long Term)
 - Statute
 - Education

To Provide regular, every 60-90 days, updates to the Selectboard in person or in writing.

To conduct a final out brief of their activity and recommendations to the Selectboard prior to September 30, 2018.

Next Steps:

Approve/Amend Charge

Publicize Committee/Solicit Interest

- Already have six volunteers, possibly seven
- Review Volunteers/Select Committee

Selectboard Vice-Chair, Dennis Brown made the motion That the Selectboard approve the Cemetery Committee Charge as written/amended and further, authorize the Town Manager to execute the next steps as briefed. Selectboard Clerk, Sandra Mariotti seconded the motion. All were in favor and the motion passed.

- e. First Review Draft Warrant Language. (Info Only)

Purpose:

To inform the Selectboard of possible Warrant language for the Indigenous Peoples' Day and the Climate Change questions, as well as the Climate Change Resolution.

Indigenous Peoples' Day: Shall the Town of Hartford advise the Selectboard to proclaim the second Monday of October as Indigenous Peoples' Day, In place of Columbus Day?

Climate Change: Shall the Town of Hartford advise the Selectboard to forward the attached resolution on ~~Climate Change~~ **the Transition to Renewable Energy** to the State of Vermont?

Climate Change Resolution:

- WHEREAS climate change is one of the most urgent problems facing our state, nation, and the world, and
- WHEREAS, the use of fossil fuel and the expansion of fossil fuel infrastructure is broadly understood by the scientific community to be a **(primary or fundamental)** driver of climate change, and
- WHEREAS, climate scientists predict that New England will experience an increase in the frequency and intensity of severe ~~rain storms~~ **weather events** and flooding, such as Tropical Storm Irene in 2011 and the floods that caused millions of dollars of damage to public and private infrastructure in Hartford in July 2017. And
- WHEREAS, the State of Vermont has a goal in the Comprehensive Energy Plan to meet 90% of its remaining energy needs from renewable sources and to reduce greenhouse gas emissions by 80-95% below 1990 levels by 2050, yet has so far seen a moderate increase in emissions and will not meet its renewable energy goals with a business as usual approach, And
- WHEREAS, an estimated one-fifth of all Vermonters spend more than 10 percent of their monthly income on home energy bills, and higher income Vermonters can access and invest in energy saving technologies more easily than lower income Vermonters,
- Now, therefore, be it resolved:
- That the Town urges the State of Vermont to:
 - a. Halt any new or expansion of significant fossil fuel infrastructure, including but not limited to pipelines; and
 - b. Firmly commit to 90% renewable energy for all people in Vermont; and,
 - c. Ensure that the transition to renewable energy is fair and equitable for all residents.

Other Warrant Items:

- Shall the Town appropriate a sum of Seventy-Seven Thousand Fifty (\$77,050) Dollars to be paid to Advance Transit for public transportation services.
- Shall the Town appropriate the sum of Five Thousand (\$5,000) Dollars to be paid to COVER Home Repair, Inc., for qualified home repairs.
- Shall the Town appropriate the sum of Nine Thousand Five Hundred (\$9,500) Dollars to be paid to The Family Place, for programs for families with young children.
- Shall the Town appropriate the sum of Four Thousand Five Hundred Fifty (\$4,550) Dollars to be paid to Good Beginnings of the Upper Valley, for organization of volunteers to assist families with new babies.
- Shall the Town appropriate the sum of Seven Thousand Five Hundred (\$7,500) Dollars to be paid to Good Neighbor Health Clinic and The Red Logan Dental Clinic for medical and dental care.
- Shall the Town appropriate the sum of Eight Hundred (\$800) Dollars to be paid to Green Mountain Retired Senior Volunteer Program (RSVP) in support of senior volunteer programs.

- Shall the Town appropriate the sum of Three Hundred (\$300) Dollars to be paid to Green Up Vermont to support the purchase of Green Up bags, promotion, education and services.
- Shall the Town appropriate the sum of Ten Thousand (\$10,000) Dollars to be paid to Hartford Historical Society for collecting, conserving and displaying the Town's history.
- Shall the Town appropriate the sum of Seven Thousand (\$7,000) Dollars to be paid to Headrest for information, referral and crisis intervention services.
- Shall the Town appropriate the sum of Nine Hundred Ninety-five (\$995) Dollars to be paid to Public Health Council of the Upper Valley for forming collaboratives to improve the overall public health of communities in the Upper Valley.
- Shall the Town appropriate the sum of Nine Thousand Nine Hundred Ninety-Five (\$9,995) Dollars to be paid to Health Care & Rehabilitation Services of Southeastern VT, Inc. for outpatient, mental health and substance abuse services.
- Shall the Town appropriate the sum of Nine Thousand (\$9,000) Dollars to be paid to Southeastern Vermont Community Action (SEVCA), Inc for reducing the hardships of poverty.
- Shall the Town appropriate the sum of Eight Thousand Five Hundred (\$8,500) Dollars to be paid to Senior Solutions to provide support and services to seniors in our area, formerly known as Council on Aging.
- Shall the Town appropriate the sum of Six Thousand Eight Hundred (\$6,800) Dollars to be paid to Stagecoach Transportation Services for transportation services.
- Shall the Town appropriate the sum of Nine Hundred Ninety Nine (\$999) Dollars to be paid to Vermont Adult Learning in support of adult education.
- Shall the Town appropriate the sum of Nine Hundred Seventy Five (\$975) Dollars to be paid to Vermont Association for the Blind and Visually Impaired (VABVI) in support of blind and visually impaired Vermonters.
- Shall the Town appropriate the sum of Eight Hundred Forty Five (\$845) Dollars to be paid to Vermont Center for Independent Living in support of Vermonters with disabilities.
- Shall the Town appropriate the sum of Forty-One Thousand Eight Hundred Eighty Two (\$41,882) Dollars to be paid to Visiting Nurse and Hospice of Vermont and New Hampshire, Inc. for home health care and hospice care.
- Shall the Town appropriate the sum of Three Thousand Five Hundred (\$3,500) Dollars to be paid to Windsor County Partners for youth mentoring partnerships.
- Shall the Town appropriate the sum of Two Thousand (\$2,000) Dollars to be paid to Women's Information Service (WISE), Inc for ending gender-based violence.

Next Steps:

- January 16, 2018 – Second Review of Warning
- January 18, 2018 – Last Day to Submit Petitions
- January 30, 2018 – Last Selectboard Meeting to Approve Warning.
- January 31 – February 4, 2018 – Warning Must be Posted.

Selectboard Comments:

There was a lot of discussion about submitting the the Indigenous Peoples' Day and the Climate Change questions, as well as the Climate Change Resolution on the March ballot.

Options were waiting until November and get the required signatures or go ahead and put it on the March ballot without the signatures.

The Selectboard Members agreed to wait for the next Selectboard meeting on the 16th, when all the Selectboard Members will be present, to decide what the right thing is to do.

5. Commission Meeting Reports: TBD

There were no Commission Meeting Reports.

6. Consent Agenda (Mot. Req.): Selectboard Clerk, Sandra Mariotti made the motion to approve the Consent Agenda as listed. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- a. Approve Payroll Ending 12/30/2017
- b. Approve Meeting Minutes of 3/27/2017, 4/6/2017, 12/19/2017, 12/21/2017 & 12/28/2017.
- c. Approve A/P Manifest of 12/29/2017 & 1/2/2018
- d. Selectboard Meeting Dates of:
 - Already Approved: 1/4/2018 (Budget Workshop), 1/9/2018 (Budget Workshop), & 1/11/2018 (Budget Workshop)
 - Needs Approval: 1/16/2018 (Regular Meeting) & 1/30/2018 (Regular Meeting)

7. Close the Selectboard Meeting. (Mot. Req.)

Selectboard Member, Mike Morris made the motion to Close the meeting at 9:00 P.M. Selectboard Vice Chair, Dennis Brown Seconded the motion. All were in favor and the motion passed.

All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than noon on the Wednesday preceding the scheduled meeting date. Requests received after that date will be addressed at the discretion of the Chair. Citizens wishing to address the board should do so during the Citizen Comments period.