

**TOWN OF HARTFORD  
SELECTBOARD AND LOCAL LIQUOR CONTROL BOARD  
MEETING MINUTES**

Tuesday, May 10<sup>th</sup>, 2016 at 6:00 pm  
Hartford Town Hall  
171 Bridge Street  
White River Junction, Vermont 05001

Present: Rebecca White, Selectboard Vice Chair; Sandra Mariotti, Selectboard Clerk; Simon Dennis, Selectboard Member; Alan Johnson, Selectboard Member; Dennis Brown, Selectboard Member; Mike Morris, Selectboard Member; Pat MacQueen, Interim Town Manager; Rita Donaldson, Interim Town Manager; Lori Hirshfield, Planning and Development Director; Randee Rule, Town Administrator; Lannie Collins, David Briggs, Peggy Adams, Jacques Harlow, Jeff Moreno, Bennette Moreno, John Newton, Robin Adair Logan, Lori Dickerson,  
Absent: Richard Grassi, Selectboard Chair;

- I. **Call to Order Selectboard Meeting and Pledge of Allegiance** – Ms. White called the Tuesday, May 10<sup>th</sup>, 2016, Selectboard meeting to order at 6:00 pm. Mr. Brown led the Pledge of Allegiance.
- II. **Order of Agenda** – No Change to the Order of Agenda.
- III. **Citizen, Selectboard Comments and Announcements** -Ms. White discussed reaching out to representatives of the State regarding a turning lane at Maxfield. David Briggs spoke briefly regarding impact fees. Lannie Collins would like to see a turning lane in front of the VA Medical center.
- IV. **Appointments**
  - a) Consider Re-appointment of Alice Maleski to Zoning Board of Adjustment  
**Mrs. Mariotti moved, That We, the undersigned Selectboard of the Town of Hartford, County of Windsor, and State of Vermont, do hereby re-appoint Alice Maleski on this 10<sup>th</sup> Day of May, 2016 to serve as a member in the Town of Hartford Zoning Board of Adjustment until the 15<sup>th</sup> Day of March 2019. Mr. Dennis seconded the motion. The Selectboard voted in favor and the motion passed.**
  - b) Consider appointment of Jacques Harlow to Planning Commission  
**Mr. Dennis moved, That We, the undersigned Selectboard of the Town of Hartford, County of Windsor, and State of Vermont, do hereby appoint Jacques Harlow this 10<sup>th</sup> Day of May 2016, to serve as a member in the Planning Commission until the 15<sup>th</sup> Day of March 2020. Mr. Johnson seconded the motion. The Selectboard voted in favor and the motion passed.**

- c) Interview and Consider Appointment of Lannie J. Collins to Town Survey Committee –  
Mr. Johnson moved, That We, the undersigned Selectboard of the Town of Hartford, County of Windsor, and State of Vermont, do hereby appoint Lannie J. Collins this 10<sup>th</sup> Day of May 2016 to serve as a member in the Town of Hartford Survey Committee until the 13<sup>th</sup> Day of April 2017. Mr. Morris seconded the motion. The Selectboard voted in favor and the motion passed with one abstention form Mr. Dennis Brown.
- d) Interview and Consider Appointment of Jeff Moreno to the West Hartford Library Trustee Committee.  
Mr. Brown moved, That We, the undersigned Selectboard of the Town of Hartford, County of Windsor, and State of Vermont, do hereby appoint Jeff Moreno this 10<sup>th</sup> Day of May 2016 to serve as a member in the West Hartford Library Trustee Committee until the 15<sup>th</sup> Day of March 2019. Mr. Morris seconded the motion. The Selectboard voted in favor and the motion passed.

#### V. Board Reports, Motions & Ordinances

- a) Citizen Survey – Zachary Azim with UNH Survey spoke briefly regarding the Citizen Survey.
- b) Annual Audit Agreement – Interim Finance Director, Rita Donaldson spoke briefly before the Selectboard regarding the Town Purchasing Policy requiring an RFP.  
Mr. Johnson moved that the Town Purchasing Policy requiring that an RFP process be used to purchase professional services of greater than \$20,000 is hereby waived in accordance with Section 3.7 of the Town purchasing policy because of the nature of professional auditing services and the circumstances that the Town find itself in and the Interim Town Manager is hereby authorized to enter into the proposed agreement with Sullivan and Powers for the annual audit for 2016. Mr. Dennis seconded the motion. The Selectboard voted in favor and the motion passed.
- c) Charter Review - The Selectboard and Interim Town Manager, Pat MacQueen; discussed the Charter Review.  
Mr. Dennis moved that we the Selectboard instruct the Town Manager to continue the process of moving the three flawed/failed Charter Amendments in a legal way, onto the November ballot. Further we constitute new Charter Review Committee to tend to other Charter changes which should be addressed in the near future, subject to ratification by the School Board and specification and collaboration with the School Board and officially decommission the previous Charter Review Commission in accordance with the current Charter guidelines subject to legal counsel and Robert's Rules regarding decommission of Charter. Mr. Johnson seconded the motion. The Selectboard voted in favor and the motion passed.

#### Executive Session -

##### b. Contracts and Labor Agreements

Mrs. Mariotti made the following Motion: In accordance with Vermont's Open Meeting Law requirements, I move that the Board find that public discussion of *Contracts* would clearly involve disclosure of private personal information and that premature general knowledge of the discussion of *Labor Agreements* would clearly place the Selectboard at a substantial disadvantage, because the Selectboard risks disclosing its approach to the labor agreements if it discusses these Labor Agreements in public. I further move that the Board enter into Executive Session to discuss *Contracts and Labor Agreements*, under the provisions of Title 1, Section 313(a) (1) of the Vermont Statutes. Mr. Dennis seconded the motion. The Selectboard voted in favor and the motion passed.

- d) Action on Defaulted Hartford Business Revolving Loan Fund Loans –  
**Mrs. Mariotti the remaining Hartford Business Revolving Loan Fund unpaid loans for Sheppard's Pie and World Cuisine be closed in the Town's Financial System with the understanding that the liens and debt will remain in place. Mr. Brown seconded the motion. The Selectboard voted in favor. The motion passed 5-0.**

- Motion to close Executive Session –

**Mr. Morris moved to close Executive Session. Mr. Johnson seconded the motion. The Selectboard voted in favor and the motion passed with one abstention from Mrs. Mariotti.**

V. **Town Manager's Report** – Pat MacQueen, Interim Town Manager; reported on the following:

- Hartford Fire Department Recognition
- National Public Works Week
- West Hartford Library
- Bridge Street Railroad Underpass Project
- Re-bid of Maxfield Turning Lane
- Maxfield Press Box
- Safety/Wellness Committee
- Lower Propane Price Locked
- VT Bridge Bill H876 PASSED
- May 2016 Newsletter
- Departmental Updates –
  - Public Works
  - Fire Department
  - Police Department
  - Planning and Development
  - Parks and Recreation

VI. **Commission Meeting Reports** –

Mr. Johnsons reported on an Energy Blitz meeting that will be held on May 11<sup>th</sup>, 2016.

Mr. Morris reported on the monthly Planning and Development meeting he recently attended.

Mr. Brown reported on the monthly Zoning Board of Adjustment meeting he recently attended.

Mrs. Mariotti reported on the Hartford Community Coalition meeting she recently attended regarding the Block Party. The Block Party was rescheduled to Thursday, June 2<sup>nd</sup>, 2016 – with a rain date of Friday, June 3<sup>rd</sup>, 2016.

VIII. **Consent Agenda (Mot. Req.)**

- a) Approve Payroll Ending 05/07/2016

**Mrs. Mariotti moved to approve the Payroll ending in 05/07/2016. Mr. Dennis seconded the motion. The Selectboard voted in favor and the motion passed.**

- b) Approve A/P Manifest of 05/06/2016

**Mr. Johnson moved to approve the A/P Manifest of 05/06/2016. Mr. Dennis seconded the motion. The Selectboard voted in favor and the motion passed.**

- c) Meeting Minutes of 4/12/2016

**Mr. Mariotti moved to approved the meeting minutes of 4/12/2016. Mr. Brown seconded the motion. The Selectboard voted in favor and the motion passed.**

d) Selectboard Meeting Dates of 5/24/2016 and 6/7/2016

**Mr. Dennis moved to approve and announce the future meeting dates of May 24<sup>th</sup>, 2016 and June 7<sup>th</sup>, 2016. Mrs. Mariotti seconded the motion. The Selectboard voted in favor and the motion passed.**

- Motion to Adjourn Selectboard meeting and Open Local Liquor Control meeting.

**Mr. Dennis moved to close the Selectboard meeting. Mr. Morris seconded the motion. The Selectboard voted in favor and the motion passed.**

## X. Liquor Control Board

Ms. White opened the Local Liquor Control Board at 8:53 pm.

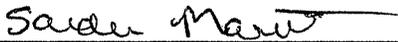
### 1. First Class Restaurant/Bar License to Sell Malt and Vinous Beverages

- a. May I be of Service Vermont, LLC d/b/a Coventry Catering, 39 Main Street, White River Junction VT.

**Mrs. Mariotti moved to approve the First Class Restaurant/Bar License to Sell Malt and Vinous Beverages Application from May I be of Service, LLC d/b/a Coventry Catering, 39 Main Street, White River Junction VT. Mr. Morris seconded the motion. The Selectboard voted in favor and the motion passed.**

- Adjournment

**Mr. Morris moved to close the May 10<sup>th</sup>, 2016 Local Liquor Control meeting at 8:55 pm. Mr. Johnson seconded the motion. The Selectboard voted in favor and the motion passed.**



Sandra Mariotti, Selectboard Clerk

*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; comments from the public*