



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

Tuesday, August 30, 2016 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, Vermont 05001

Present: Rebecca White, Selectboard Vice Chair; Simon Dennis, Selectboard Member; Sandra Mariotti, Clerk; Dennis Brown, Selectboard Member; Mike Morris, Selectboard Member; Alan Johnson, Selectboard Member; Leo Pullar, Town Manager; Scott Cooney, Town of Hartford Fire Chief; Rich Menge, Town of Hartford Public Works Director; Tom Kahl, applicant for the Town of Hartford Conservation Commission; Karen Watson, applicant for the Town of Hartford Tree Board; Tim Covell; applicant for the Town of Hartford Tree Board; Justin Barrett, Piecemeal Pies; Dawn Pullar; Diane Romano; Georgianna Wilson; Jennifer Lamoureux; Ryland Ianelli, Elizabeth (last name unavailable.)

Absent: Richard Grassi, Selectboard Chair

I. Call to Order Liquor Control Board/Selectboard Meeting and Pledge of Allegiance

Selectboard Vice Chair Rebecca White called the Local Liquor Control and Selectboard Meeting to order at 6:00pm. Selectboard Member Mike Morris led the pledge of allegiance.

II. Order of Agenda

Addition to the Agenda: 3.h. Vermont State Revolving Loan Fund Motion.

III. Liquor Control Board

• **First Class Local Liquor License and Tobacco Application**

- a. **Piecemeal LLC, dba Piecemeal Pies, 5 South Main Street, White River Junction**
Selectboard member Simon Dennis made a motion to approve the First Class Local Liquor License and Tobacco Application for Piecemeal LLC, dba Piecemeal Pies, 5 South Main Street, White River Junction. Selectboard member Alan Johnson seconded the motion.

Justin Barrett was in attendance and spoke briefly about the establishment he plans to open in 4 weeks. He was especially grateful for the use of the Hartford Revolving Loan Fund, to provide him with the support to open a place for the people that live and work in the area.

6 Selectboard members were in favor.

0 Selectboard members were opposed.

0 Selectboard members abstained

The motion was passed.

Selectboard Vice Chair Rebecca White closed the Local Liquor Control Meeting at 6:09 pm.

IV. Selectboard

1. Citizen, Selectboard Comments and Announcements:

Selectboard Clerk Sandra Mariotti reported, in accordance with the International Overdose Awareness Day, that the Town of Hartford and the Hartford Community Coalition will have a candlelight vigil on Wednesday, August 31st from 7:00pm – 9:00pm. It will be held at Lyman Point Park near the Bandstand. Everyone is encouraged to attend. The Hartford Community Coalition and the Town are bringing awareness to the forefront.

Selectboard Member Dennis Brown asked for a moment of silence for the passing of the former Selectboard Member John Hazen., Jr.

Fairview Terrace resident (Elizabeth), suggested to close Fairview Terrace to all cars. The homes located there would have value added due to it being a safe street. She would support having it open to pedestrians and bicycles.

Jennifer Lamoureux and Georgianna Wilson spoke to the board about neighboring properties to theirs located on Latham Works Lane. They are concerned about the condition of the properties that have old and unregistered cars rusting on the sites. They questioned if there were any zoning violations and if the Town Health Officer should be involved. Town Manager Leo Pullar will address this issue.

Diane Romano spoke to the board about the old tires and general mess next to her Maplewood Terrace property and The Bugbee Center. Town Manager Leo Puller will address this issue.

Selectboard Member Simon Dennis reported on the success of the Town of Hartford Resilience Week and Tree Planting. He said a thank you to all who came out. They will most likely do it again next year.

2. Appointments:

- a. Interview & Consider Thomas Kahl for one of 4 positions on the Hartford Conservation Commission, term 8/30/16 to 8/30/20.
Selectboard Clerk Sandra Mariotti made a motion to appoint Thomas Kahl to one of the four positions available on the Conservation Commission, from 8/30/16 to 8/30/20. Selectboard member Simon Dennis seconded the motion.
 - 6 Selectboard members were in favor.
 - 0 Selectboard members were opposed.
 - 0 Selectboard members abstained.**The motion passed.**
- b. Interview & Consider Tim Covell for one of the 2 positions on the Hartford Tree Board, term 8/30/16 to 8/30/19.
Selectboard Clerk Sandra Mariotti made a motion to appoint Tim Covell to one of the two positions available on the Tree Board, from 8/30/16 to 8/30/19. Selectboard member Simon Dennis seconded the motion.

6 Selectboard members were in favor.
0 Selectboard members were opposed.
0 Selectboard members abstained.
The motion passed.

- c. Interview & Consider Karen Watson for one of the 2 positions on the Hartford Tree Board, term 8/30/16 to 8/30/19.

Selectboard Clerk Sandra Mariotti made a motion to appoint Karen Watson to one of the two positions available on the Tree Board, from 8/30/16 to 8/30/19. Selectboard member Simon Dennis seconded the motion.

6 Selectboard members were in favor.
0 Selectboard members were opposed.
0 Selectboard members abstained.
The motion passed.

3. Board Reports, Motions & Ordinances:

- a. Update on Ride Along Program; Authorize Entering into the Clinical Agreement with Lenoir Community College, NC

Selectboard member Alan Johnson made a motion to:
Approve the Proposed Agreement Between the Town of Hartford Fire Department and Lenoir Community College and Authorize the Town Manager or his Designated Representative to Sign this Agreement on Behalf of the Town of Hartford.
Selectboard member Dennis Brown seconded the motion.

Chief Cooney addressed the board concerning the current ride along policy the Town has had since 2005. This is focused on trade/professional fields providing a skill assessment in the field. It is currently provided for EMTs and Paramedic Students. The benefits for the Town to enter into this agreement is sharing the Hartford Paramedic experience and marketing our town to reach more students.

5 Selectboard members were in favor. Rebecca White, Sandra Mariotti, Dennis Brown, Mike Morris, Alan Johnson.

0 Selectboard members was opposed.

1 Selectboard member abstained. Simon Dennis

The motion passed.

- b. Review and Discuss Fairview Terrace Options and Next Actions.

Public works Director, Rich Menge brought more detailed information to the Board.

1. Location map was provided to review the area of study.
2. Traffic counters 6/11-7/6 data was collected for amount and speed of current traffic.
3. Areas of concern – sites 4 (downhill side of Forest Hills Avenue) & 5 (below Maplewood Terrace) on the provided map.
4. Options were presented:

Option 1: Close the road between Fairview Terrace & Maplewood Terrace.

- Must complete short term repairs to Buttress distressed area in 2016

- Provide gates at both ends to facilitate pedestrians, fence next to wall protects pedestrians, emergency access & winter plowing.
- Fencing private property on lower part of segment 1B recommended.
- Repair good for Approximately 5 years while other options are explored.
- Repair cost with Town crew is approximately \$56,000.

Option 2: One-way traffic.

- One-way traffic down the hill between Fairview Terrace and Maplewood Terrace (segment 1B)
- Must complete short term (option 3) repairs to buttress distressed area in 2016
- Install jersey barriers for pedestrian protection
- Protect pedestrians with fence next to wall
- Pave pedestrian way
- Repair good for approx. 5 years while other options are explored
- Repair cost approx. \$87,000

Option 3: Short Term Repair

- Keep road open to 2-way traffic
- Complete immediate repairs to buttress distressed area (segment 1B)
- Fence private property on lower part of segment 1B recommended
- Repair good for 1-2 years
- Start immediate review of long term options
- Repair cost with Town crew –approx. \$20,000

Option 4: Intermediate Repair

- Requires completion of short term (option 3) repairs in 2016
- Major rock slope fill addresses long term segment 1B road stability
- Maintains 2-way traffic
- Reduce travel lane width and construct temporary sidewalk on steep hill
- Additional work required in 5-10 years to address other segments and replace aging utilities
- Purchase 24 Maplewood Terrace for best flexibility
- Cost estimate of \$700,000

Option 5: Permanent Repair

- Complete street and wall/slope rebuild for approximately 700 feet
- Maintains 2-way traffic
- Provides pedestrian sidewalk one side of the road including the hill
- Replace water, sewer and storm water lines
- Costs range from \$3,400,000 to \$4,400,000 (assumes full use of road)
- Permanent road closure could reduce above costs

5. Recommendations:

- Confirm previous direction to pursue short term repair
- Hold future public meetings to enact temporary road closure or one-way traffic
- Budget road closure or one way for summer 2017 implementation (FY 18)
- Budget road/slope monitoring in FY18
- Program permanent design activities for 2020
- Construct permanent improvements in 2024

- c. Discuss Possible Way Ahead for Town Clerk Position: The purpose is to examine statewide trends relative to the City/Town Clerk Position and Discuss Possible Options for the Town of Hartford in the future.
- State Law Requires all Municipalities Elect a Clerk to Carry Out the Legal Requirements of the Position. (17 V.S.A. Chapter 55)
 - 156 Municipalities Have a Combined Clerk-Treasurer.
 - 90 Municipalities Have a Standalone Clerk

An informal recommendation from the board was to have the Charter Commission look further into the Town Manager appointing/hiring the clerk.

- d. Approve 2017 Town Holiday Schedule
Selectboard member Simon Dennis made a motion to approve The Proposed 2017 Town Holiday Schedule as corrected. Selectboard member Alan Johnson seconded the motion.

Changes: Martin Luther King Day and Abraham Lincoln's Birthday stay named the same. Columbus Day changed to say Floating Holiday.

4 Selectboard members were in favor. Rebecca White, Simon Dennis, Dennis Brown, Alan Johnson.

2 Selectboard members were opposed. Sandra Mariotti, Mike Morris

0 Selectboard members abstained.

The motion passed.

- e. Review and Authorize Signing of Humane Society Contract
Selectboard Clerk Sandra Mariotti made a motion to: Approve the Proposed Agreement Between the Town of Hartford and the Upper Valley Humane Society and Authorize the Town Manager or his Designated Representative to Sign this Agreement on Behalf of the Town of Hartford.
Selectboard member Dennis Brown seconded the motion.

1. Annual Agreement with Upper Valley Humane Society.

2. Cost is \$3000.00; No Increase Over Last Year.

3. Funds are in the Police Department Budget.

4. Typically Executed in January.

5. Beneficial to Town of Hartford and Residents.

6 Selectboard members were in favor.

0 Selectboard members were opposed.

0 Selectboard members abstained.

The motion passed.

- f. Budget/Revenue Updates (Info Only).
Presentation was made by Town Manager Leo Pullar. Presentation is available at:
<http://hartford-vt.org/Archive.aspx?ADID=67>

- g. Review and Designate VLCT Voting Delegate
**Selectboard member Dennis Brown made a motion to:
The Selectboard Appoint Leo Pullar as the Town of Hartford Voting Delegate at the
2016 VLCT Annual Business Meeting and Authorize the Selectboard Chair to Sign
the Appointment Letter on Behalf of the Selectboard. Selectboard member Mike
Morris seconded the motion.**
- Designate a Delegate
 - Town Manager has been the Delegate in the past
 - Motion Required
 - Selectboard Chair will sign appointment upon return.
 - Town Manager will submit the Delegation Form prior to the deadline.
- 6 Selectboard members were in favor.
0 Selectboard members were opposed.
0 Selectboard members abstained.
The motion passed.

- h. Loan Agreement RE: Vermont State Revolving Fund.
**Selectboard member Dennis Brown made a motion: The Selectboard, acknowledging
that this project was previously approved and authorization to submit the loan
paperwork given; approve the Loan Agreement for the Quechee Water Tower and
Main project, and Further, authorize the majority of the board to sign two
documents and the Selectboard Chair to sign a third document in order to complete
the loan paperwork. Selectboard member Mike Morris seconded the motion.**
- 6 Selectboard members were in favor.
0 Selectboard members were opposed.
0 Selectboard members abstained.
The motion passed.

4. **Town Manager's Report:** Mr. Pullar shared the Town Manager highlights in his significant activity report for the week of August 15 to 28, 2016. (<http://www.hartford-vt.org/ArchiveCenter>)

5. **Commission Meeting Reports:**

Selectboard member Simon Dennis reported from the survey committee that the survey is now ready and is going to press.

Selectboard member Alan Johnson reported on the energy commission. They reviewed the 25-year action plan.

Selectboard member Dennis Brown reported on the Historic Preservation committee.

The paint on a sign on Rte. 14, the Train Disaster sign, is peeling. The state will be replacing it.

Railroad Row canopy by the Train Station is in disrepair. It has been designated as an historic site. The state will be repairing it.

6. **Consent Agenda:**

- a. Approve Payroll Ending 8/27/16

Selectboard Clerk Sandra Mariotti made a motion to approve the payroll ending 8/27/16. Selectboard member Alan Johnson seconded the motion.

6 Selectboard members were in favor.

0 Selectboard members were opposed.

0 Selectboard members abstained.

The motion passed.

Approve Meeting Minutes of 8/16/16, 8/23/16

Selectboard member Alan Johnson made a motion to table the meeting minutes of 8/16/16 and 8/23/16. Selectboard member Dennis Brown seconded the motion.

6 Selectboard members were in favor.

0 Selectboard members were opposed.

0 Selectboard members abstained.

The motion passed.

b. Approve A/P Manifest of 8/26/16

Selectboard member Simon Dennis made a motion to approve the A/P manifest of 8/26/16. Selectboard member Dennis Brown seconded the motion.

6 Selectboard members were in favor.

0 Selectboard members were opposed.

0 Selectboard members abstained.

The motion passed.

c. Selectboard Meeting Dates of 9/13/16, 9/27/16, 10/11/16, 10/25/16

Selectboard member Simon Dennis made a motion to approve the upcoming meetings of 9/13/16, 9/27/16, 10/11/16 and 10/25/16. Selectboard member Dennis Brown seconded the motion.

6 Selectboard members were in favor.

0 Selectboard members were opposed.

0 Selectboard members abstained.

The motion passed.

7. Executive Session (1 VSA 313; Contracts, Real Estate, Personnel, Litigation) (If Needed)

a. N/A

V. Adjournment

Selectboard Clerk Sandra Mariotti made a motion to close the Selectboard meeting of 8/30/16 at 9:32 pm. Selectboard member Simon Dennis seconded the motion.

6 Selectboard members were in favor.

0 Selectboard members were opposed.

0 Selectboard members abstained.

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; comments from the public