



**TOWN OF HARTFORD  
BUDGET WORKSHOP  
MINUTES**

Thursday, January 5, 2017 at 6:00 pm  
Hartford Town Hall  
171 Bridge Street  
White River Junction, Vermont 05001

**Present:** Selectboard Chair, Richard Grassi, Selectboard Vice-Chair, Rebecca White; Selectboard Clerk, Sandra Mariotti; Selectboard member, Dennis Brown, Selectboard member, Alan Johnson; Selectboard Member, Mike Morris; Leo Pullar, Town Manager; Lana Livingston, Administrative Assistant; Everette Hammond, Assistant Director of Public Works; Lori Hirshfield, Planning & Development Director; Dawn Pullar, Lannie Collins, Olivia LaPierre.

**Absent:** Selectboard member, Simon Dennis.

**I. Call to Order Selectboard Budget Workshop and Pledge of Allegiance**

Selectboard Chair, Richard Grassi called the meeting to order at 6:00 P.M.  
Selectboard member, Dennis Brown lead the Pledge of Allegiance.

**II. Order of Agenda:** Town Manager, Leo Pullar asked to have the (b) CIP agenda item moved to the 1/12/2016 budget meeting.

**III. Liquor Control Board: N/A**

**IV. Selectboard**

**1. Citizen, Selectboard Comments and Announcements:**

Selectboard Vice-Chair, Rebecca White reported that she attended the VLCT meeting that was after the Vt. Governor Inauguration ceremony. She is pleased to learn that the incoming Lobbyists were very positive about the incoming Administration. There were many items on the list, but one item that she reported is that the way that Charters are passed may become fast tracked and easier to pass.

Selectboard member, Alan Johnson told the Board about his daughter's Girl Scout Troop. They are working on a Government Badge and he hopes they can visit the Town Hall and perhaps stay for a portion of a Selectboard meeting.

Mr. Johnson also spoke to the current phone system the Town uses. He sees no need to have the employees required to input a 4-digit number to make a long distant call. He was surprised to learn about this and suggests the practice is not relevant in today's work place. He finds this tedious and hopes this practice can be avoided. He believes that by eliminating this would boost morale.

Selectboard member Johnson reported on the Energy projects. He is in favor of an Energy Coordinator. He is also in favor on bundling efforts into a package to get a better rate. Also, Efficiency Vermont is working with rural utilities to bring a better financing options to Vermont. This would be assessable to Municipalities and would be offered at a lower interest rate.

**2. Appointments:** None

**3. Town Manager's Report:**

General Fund Updates.

	<u>Current</u>	<u>Last Report</u>
• Expenditures -	\$15,550,493.49	(\$ 15,800,493.49)
• Revenues -	\$15,096,210.00	(\$ 15,096,210.00)
• Difference -	\$454,283.49	(\$ 704,283.49)
• Adjustments:		
• Moved:		
• Portion of Highway Equipment Paid with Reserve		
Considering:		
• Reassessing Worker's Compensation Amounts		
• Reassessing Property & Liability Amounts		
• Reworking Calculations on HR Expenses		

There are some options to lease (instead of owning) – needs research.

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

a. Cemeteries (341)

Requested Amounts: (Private Cemeteries) (Responsibility: Parks & Rec)

• Christian Street Cemetery:	\$600.00
• Hartford Cemetery:	\$7,500.00
• Mt. Olivet/St. Anthony Cemetery:	\$3,800.00
• Quechee Cemetery:	\$3,000.00 (+\$550.00)
• West Hartford Cemetery:	\$900.00
• Town Cemeteries:	<u>\$2,900.00</u>
	Total: \$18,700.00

Additional Information:

- DOC used in most cases for grounds maintenance
- Cremations now about 75% of effort
- Cemeteries in Vermont are Non-Profit
- Mapping a challenge at some locations
- Cannot use Endowment Principal; only interest
- Role of Town in the future?? (State law – Towns are responsible)

b. Capital Improvement Program- This item has been moved to the next budget meeting.

Selectboard Chair, Richard Grassi brought up the budget meeting schedule. Because a member cannot make the beginning of the meeting on the 12<sup>th</sup>, it was agreed by the members of the board, to move the 12<sup>th</sup> meeting to Wednesday, the 11<sup>th</sup>. Thursday the 12<sup>th</sup> meeting may still happen as well if needed to finish the budget discussions.

c. Tax Increment Funding Proposal (TIF)

The following proposal was presented to the Board by:

Lori Hirshfield, Director of Planning and Development and Everette Hammond, Assistant Director of Public Works. Ms. Hirshfield reviewed the spread sheet and has found errors in the calculations. What this did was to bring a positive cash flow from the onset. This is different (positive) information than was reported at the last meeting.

The Cash Flow, Declaration of Intent, and draft TIF Warrant were presented (see attachments).

**Selectboard Vice-Chair Rebecca White made the motion to accept the Warrant language for the 2017 TIF projects and funding as presented and amended along with the draft Declaration of Intent to Reimburse Resolutions as presented and to Authorize the Town Manager to pursue VEPC approval of proceeding with the 2017 TIF Warrant and project Implementation. Selectboard Clerk, Sandi Mariotti seconded the motion. 6 members voted aye, no members voted nay and no members abstained. The motion passed.**

**Warrant Article as amended:**

*ARTICLE 19. Shall the Selectboard be authorized to pledge the credit of the Town of Hartford through the issuance of general obligation bonds or notes in an aggregate amount not to exceed \$1,926,000, for the purpose of funding the engineering and/or construction of public sidewalk, road, streetscape, water, stormwater, sanitary sewer, and South Main Street retaining wall improvements within the Hartford White River Junction Tax Increment Financing District, and for paying or reimbursing eligible related costs, advances, interfund loans and third party public infrastructure costs, and to pledge and appropriate the District's tax increment in the amount of \$1,926,000 plus allowable interest and fees for the payment of such bonds and notes and for making such payments and reimbursements?*

*The legal voters of the Town are notified that, of the \$1,800,000 of tax increment secured obligations authorized on March 4, 2014 and March 1, 2016, to date, \$900,000 of the tax increment has been pledged, as evidenced by the Town's July 1, 2014 \$900,000 Tax Increment Financing District Improvement Bond.*

d. Master Fee Schedule

- Parks & Rec – No Change
- Highway – No Change
- WRJ Water/Wastewater – 1% Increase
- Quechee Water – 10% Increase
- Quechee Wastewater – 1% Increase
- Solid Waste – No Change
- Police – Dispatch Contract Increase
- Fire:
  - Plan Review Increase
  - Per Capita Correction
- Planning & Development – No Change
- Miscellaneous:

- Added White River Redemption Center Space Rental (Transfer Station)
- Updated Great Eastern Radio Fee (3% Increase)

The Master Fee Schedule was reviewed by the Board. Town Manager, Leo Pullar supplied the Board with comparisons to Upper Valley like facilities. We run on the middle to high range of comparisons. Discussion followed about our potential changes to charges to rent the parks, which seems high and Town Hall room rates run low. Mr. Pullar is trying to keep folks in town.

e. General Fund Revenues

- Taxes - \$12,899,860.00
- Permits & Licenses - \$18,600.00
- Intergovernmental - \$287,200.00
- Charges for Services - \$1,750,500.00
- Fines & Forfeiture - \$30,350.00
- Other - \$109,700.00
- Total - \$15,096,210.00

5. Commission Meeting Reports:

6. Consent Agenda: N/A

V. Executive Session: N/A

VI. Close of the meeting (Mot. Req.) Selectboard Member, Mike Morris made the motion to close the meeting at 8:30 P.M., Selectboard Vice-Chair, Rebecca White seconded the motion. 6 members voted aye, no members voted nay and no members abstained. The motion passed.

This meeting can be seen in its entirety on CATV8.org - Videos on Demand, Municipal Meetings.

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.

Suzanne Martin

1/5/2017

**DECLARATION OF OFFICIAL INTENT  
OF TOWN OF HARTFORD  
TO REIMBURSE CERTAIN EXPENDITURES  
FROM PROCEEDS OF INDEBTEDNESS**

WHEREAS, the Town of Hartford, Vermont, (the "Issuer") intends to make tax increment financing district improvements to be considered by the Issuer at the annual meeting thereof to be held on March 7, 2017 (the "Project"); and

WHEREAS, the Issuer expects to pay certain capital expenditures (the "Reimbursement Expenditures") in connection with the Project prior to the issuance of indebtedness for the purpose of financing costs associated with the Project on a long-term basis;

WHEREAS, the Issuer reasonably expects that for that part of the Project consisting of design and construction costs, debt obligations in an amount not expected to exceed \$900,000 will be issued and that certain of the proceeds of such debt obligations will be used to reimburse the Reimbursement Expenditures; and

WHEREAS, the Issuer declares its reasonable official intent to reimburse prior expenditures for the above-described part of the Project with proceeds of a subsequent borrowing

NOW THEREFORE, the Issuer declares:

Section 1. The Issuer finds and determines that the foregoing recitals are true and correct, and that all of the capital expenditures covered by this Resolution were or will be made not earlier than 60 days prior to the date of this Resolution.

Section 2. This declaration is made solely for the purposes of establishing compliance with the requirements of Section 1.150-2 of the Treasury Regulations. This declaration does not bind the Issuer to make any expenditure, incur any indebtedness, or proceed with the Project.

Section 3. The Issuer hereby declares its official intent to use proceeds of indebtedness to reimburse itself for Reimbursement Expenditures, within 18 months of either the date of the first expenditure of funds by Issuer for such Project or the date that such Project is placed in service, whichever is later (but in no event more than three years after the date of the original expenditure of Issuer funds for such Project), and to allocate an amount not to exceed \$900,000 of the proceeds thereof to reimburse itself for its expenditures in connection with the Project.

Section 4. The Issuer's debt obligations for the aforementioned purpose will not be "private activity bonds" within the meaning of Section 141 of the Internal Revenue Code of 1986.

Section 5. All prior actions of the officials and agents of Issuer that are in conformity with the purpose and intent of this Resolution and in furtherance of the Project shall be and the same hereby are in all respects ratified, approved and confirmed.

Section 6. All other resolutions of the legislative body of the Issuer, or parts of resolutions, inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 7. It is hereby found that all discussions and deliberations of the legislative body of the Issuer leading to the adoption of this Resolution occurred at one or more meetings of the legislative body conducted pursuant to public notice and open to public attendance.

Section 8. This declaration shall take effect from and after its adoption.

The undersigned, Town Clerk of the Issuer, hereby certifies that the foregoing is a full, true and correct copy of the declaration of the legislative body of said Issuer duly made at a meeting thereof held on the date, specified below, and that said declaration has not been amended, modified or revoked.

January \_\_, 2017

\_\_\_\_\_  
Town Clerk

## **Suggested Motions**

1. Approve draft Warrant language for the 2017 TIF projects and funding as presented.
2. Approve the draft Declaration of Intent to Reimburse Resolutions as presented.
3. Authorize the Town Manager to pursue VEPC approval of proceeding with the 2017 TIF Warrant and project Implementation.

<b>2016-2017</b>	<b>ALS 1</b>	<b>ALS 1 Mileage</b>	<b>ALS 2</b>	<b>ALS 2 Mileage</b>	<b>BLS EMERGENCY</b>	<b>BLS Mileage</b>	<b>PI</b>
Hartford	650.00	14.50	850.00	14.50	575.00	14.50	375.00
Hanover	900.00	20.00	1,300.00	20.00	900.00	20.00	350.00
Lebanon Resident	917.62	11.99	1,377.56	11.99	498.74	11.99	425.00
Lebanon Non-resident	985.37	11.99	1,475.35	11.99	555.66	11.99	425.00

*Comparison  
of  
Ambulance rates.*



**WATER WASTEWATER RATE COMPARISONS**  
December 2016

Municipality	CURRENT WATER RATES	AVG HOUSEHOLD WATER BILL (10,000 CF USAGE)	<sup>WATER</sup> CURRENT WATER RATES	<sup>WASTE</sup> AVG HOUSEHOLD WATER BILL (10,000 CF USAGE)	Total
Hartford, VT 802-295-3622 (Joan)	\$31.31/quarter +\$1.89/100 CF	\$314	\$62.21/quarter +\$3.31/100 CF	\$580	\$894
Hanover, NH	\$58/quarter +34/1000 CF	\$572	\$23/quarter +32.31/1000 CF	\$415	\$987
Brattleboro, Vt	\$32.25/quarter +\$2.35/100 CF	\$364	\$40.09/quarter +\$5.51/100 CF	\$711	\$1,075
Springfield, Vt	\$63/annual charge +\$4.32/100 CF	\$495	+\$6.46/100 CF	\$646	\$1,141
Montpelier, VT	\$7.88/1,000 gallons	\$590	\$9.06/1,000 gallons	\$678	\$1,268
Lebanon	\$43.65/100 CF	\$437	\$88.15/100 CF	\$882	\$1,319
Quechee, VT 802-295-3622 (Joan)	\$53.07/quarter +2.32/100 CF	\$444	\$123.34/quarter +4.34/100 CF	\$927	\$1,371

NOTE: 10,000 Cf = 205 gallons per day

Rink	Location	Non-Prime	Prime
WABA	Hartford, VT	\$170	\$210
Riley Rink	Manchester, VT	\$210	\$270
Ice Haus	Jay Peak, VT		\$190 One Rate
Cairns Arena	Burlington, VT	\$185	\$200
Ice Center	Washington, VT		\$195 One Rate
Memorial Sports Center	Middlebury, VT	\$175	\$190 \$175 is Youth/Schools \$190 is Adult Groups and One Time Rentals
Barre BOR	Barre, VT		\$200 One Rate
Spartan Arena	Rutland, VT	\$160	\$180
Leddy Park	Burlington, VT		\$195 One Rate
Campion Rink	Hanover, NH	\$190	\$235
Stowe Rink	Stowe, VT	\$175	\$195
Union Arena	Woodstock, VT	\$175	\$225
UVM	Burlington, VT		\$185 One Rate

Name of Department:

Lebanon Hartland Mascoma Windsor Woodstock Hartford

**Municipal Pool**

Family pass	\$60-\$100	NA	NA	Free/pond	\$165-185	\$95
Youth pass	\$40-\$70	NA	NA	Free/pond	\$90 - \$105	\$45
Adult pass	\$50-\$80	NA	NA	NA	NA	\$55
Senior pass	\$40-\$70	NA	NA	NA	NA	\$20
Daily		\$5	NA	NA	\$5	\$5
Swim lessons	\$30 to \$60	NA	NA	\$40-\$50	Na	\$35

**Bandstands,Parks, athletic field**

bandstand/gasebo	no charge	NA	NA	NA	\$75	\$90-\$225
Park	no charge	NA	NA	NA	NA	\$200-\$400
athletic field	no charge	NA	NA	NA	NA	\$15 - \$100

**Youth and Adult Programs**

Day Camp	\$140-\$180/wk	\$120/wk	NA	\$125/wk	\$125-\$145/wk	\$130
Weekly sport camp	\$184 /wk	\$75-\$125/wk	NA	\$50-\$60/wk	\$90-110/wk	\$50-\$80
Athletics Youth sports	\$20 to \$95	\$40	\$35-\$45	\$40-50/wk	\$30-\$100	\$15-\$100
General youth & adult programs	\$15 to \$150	\$8-\$10/class		\$40	\$50-\$200	\$20-\$300