



**TOWN OF HARTFORD  
SELECTBOARD MINUTES**

Tuesday, January 30, 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; Simon Dennis, Selectboard Member; Rebecca White, Selectboard Member; Alan Johnson, Selectboard Member; Mike Morris, Selectboard Member; Leo Pullar, Town Manager; Lana Livingston, Administrative Assistant; Dawn Pullar; Lannie Collins; Jay Zanleoni; Ann Raynolds; Gail Ostrout, Finance Director; Lori Hirshfield, Director of Planning and Zoning; Jeff Arnold; Roy Black; Bonnie Lesage; John Mudgett.

**Absent:** Sandra Mariotti, Selectboard Clerk.

**I. Call to Order the Selectboard Meeting**

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

**II. Pledge of Allegiance**

Lannie Collins of Quechee led the Pledge of Allegiance.

**III. Local Liquor Control Board:** Selectboard Chair, Richard Grassi called the Local Liquor Control Board to order.

**1. Renewals:**

- a. Squeaky Wheel, Incorporated, Doing Business As: The Filling Station Restaurant & Lounge, 70 Gates Street, White River Junction, VT 05001. (1<sup>st</sup> Class renewal)

Selectboard Chair, Richard Grassi voiced his concerns about the personal violations that the owner reported. He would like to have the owner come before the Selectboard to discuss these violations.

**Selectboard Vice Chair, Dennis Brown made the motion to table this renewal request until the next Selectboard meeting. Selectboard Member, Simon Dennis seconded the motion. All were in favor and the motion passed.**

- b. Stacey Hopkins, Limited Liability Company (LLC) Doing Business As: Scavenger Gallery, 41 South Main Street, White River Junction, VT 05001. (2<sup>nd</sup> Class renewal)

**Selectboard Member, Simon Dennis made the motion That the Selectboard Approve the Renewal of the 2<sup>nd</sup> Class Liquor License for Stacey Hopkins, Limited Liability Company (LLC) Doing Business As: Scavenger Gallery, 41 South Main Street, White River Junction, VT 05001. Selectboard Member, Rebecca White seconded the motion. All were in favor and the motion passed.**

- c. Singleton's Quechee, Incorporated, 6962 Woodstock Road, Quechee, VT 05059 (2<sup>nd</sup> Class renewal)

**Selectboard Member, Rebecca White made the motion That the Selectboard Approve the Renewal of the 2<sup>nd</sup> Class Liquor License for Singleton's Quechee, Incorporated, 6962 Woodstock Road, Quechee, VT 05059. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

- d. Collaborative Stoke, Limited Liability Company (LLC) Doing Business As: Trail Break Tap & Tacos, Suite 100, 129 South Main Street, White River Junction, VT 05001. (1<sup>st</sup> Class renewal)

**Selectboard Member, Alan Johnson made the motion That the Selectboard Approve the Renewal of the 1<sup>st</sup> Class Liquor License for Collaborative Stoke, Limited Liability Company (LLC) Doing Business As: Trail Break Tap & Tacos, Suite 100, 129 South Main Street, White River Junction, VT 05001. Selectboard Member, Mike Morris seconded the motion. All were in favor and the motion passed.**

IV. **Order of Agenda:** There were no changes to the Order of Agenda.

V. **Selectboard**

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

Citizen from Wilder, Jeff Arnold read a letter to the Board in support of forming the "Pool" committee and also to support the reopening of the Pool at the latest by the summer of 2020.

Selectboard Vice Chair, Dennis Brown reported on the grant that was approved for the Oral History on the Town Cemeteries. Mr. Brown also attended the Conservation Commission gathering. He was impressed with the way the meeting was run. Very different from any other committee meeting that he has attended. Mr. Brown also shared slides featuring his visit to WABA with 2 other Selectboard members.

Selectboard Member, Alan Johnson commented on an article from VTRANS he sent to the other Board Members about automated vehicles in rural environments.

2. **Appointments:**

- a. Consider the Appointment of Ann Raynolds to the Hartford Committee on Racial Inequality (HCORI).

**Selectboard Member, Simon Dennis made the motion That the Selectboard appoint Ann Raynolds to the Hartford Committee on Racial Inequality (HCORI). Selectboard Member, Rebecca White seconded the motion. All were in favor and the motion passed.**

- b. Consider the Appointment of Jay Zanleoni to a 3-year term on the Hartford Business Revolving Loan Fund Committee (HBRLF).

**Selectboard Member, Rebecca White made the motion That the Selectboard appoint Jay Zanleoni to a 3-year term on the Hartford Business Revolving Loan Fund Committee (HBRLF) from 1/16/2018 to 1/15/2021. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

- c. Consider the Re-Appointment of Roy Black to a 3-year term on the Hartford Historic Preservation Commission.

**Selectboard Member, Alan Johnson made the motion That the Selectboard re-appoint Roy Black to a 3-year term on the Hartford Historic Preservation Commission from 1/30/2018 to 1/29/2021. Selectboard Member, Mike Morris seconded the motion. All were in favor and the motion passed.**

- d. Consider the Re-Appointment of John H. Reid to a 4-year term on the Hartford Planning Commission.

**Selectboard Member, Mike Morris made the motion That the Selectboard re-appoint John H. Reid to a 4-year term on the Hartford Planning Commission from 1/30/2018 to 1/29/2022. Selectboard Vice Chair, Dennis Brown seconded the motion. All were in favor and the motion passed.**

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

<http://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/115>

**Highlights:**

The installation of replacement LED lighting in the Fire Department is near complete. This project was identified during the energy audit. The department took advantage of a rebate program through Efficiency Vermont.

Town Solar Projects – Construction completed for WRJ Wastewater facility, and is now operational. Solar panels are installed on the DPW office building, and electrical work underway. Norwich Technologies has appealed the VT Public Utility Commission's denial for an extension of the installation deadline for the WABA building.

The Police Department applied for and was awarded a new Drug Drop Box from CVS. This will replace the one that is currently in the lobby of the Public Safety Building.

In an effort led by the Finance Director; the Town Staff held a Winter Warm-up Drive. We collected 330 items of warm up clothing (boots, coats, gloves, hats, etc.). When we made the donation to the Haven they had only 2 coats on the rack. Included in our donation were 89 coats.

We have posted the advertisement for a new Public Works Director. We are reaching fairly wide to see what might be out there. Applications are due by February 23<sup>rd</sup>.

We have received seven applicants for the cemetery committee. As you'll recall, the committee was set to have seven members. Wondering if you as a board want to interview the applicants or consider direct appointments? *It was the consensus of the Selectboard that the applicants would not need to appear before the Board as they were all in attendance at a meeting where they volunteered to be on the committee.*

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

a. Receive Report on Fiscal Year 2017 Audit. (Info Only)

Certified Public Accountants, P.C. Mudgett, Jennett & Krogh-Wisner performed the annual Audit for the Town of Hartford. They gave the Town of Hartford a favorable report with the comment of "well managed financials". The complete audit will be published in the 2017 Town Report.

b. Receive the TIF Annual Report. (Info Only)

Lori Hirshfield, Director of Planning and Zoning presented the annual report to the Selectboard.

Every Year the Town submits a detailed report to the Vermont Economic Progress Council (VEPC) on the status of activity in the Town's TIF District for the previous fiscal year. This report feeds into a larger annual report to the State Legislature. Attached is Hartford's report for FY 2017.

#### In FY 2017

\$131,213 spent on Public Infrastructure Projects:

\$110,604 from TIF funds

\$ 20,609 from non-TIF funds

\$5,663,181 of private investment for new construction and rehabilitation projects.

Private investment created 120 new jobs and retained 12 jobs in the TIF District, plus temporary construction jobs created by public and private projects.

TIF revenue was \$97,546:

\$37,751 Municipal

\$59,795 State

#### Certification:

Prior to submitting the annual report, it must be submitted to the Selectboard along with the Town Assessor's certification of the increase or decrease in the assessed valuation of taxable properties in the TIF District for the Grand List Year of April 1, 2016, as compared to the Original Taxable Value (OTV) when the TIF District was established in 2011.

Since 2011, the total Taxable Value of properties in the TIF District increased by \$5,318,600.

On January 25, 2018 Michelle Wilson, Town Assessor, provided the required review and certification.

The Assessor's Certification must be verified by a second party, which was done on by Lori Hirshfield on January 25, 2018.

c. Final Review of Warrant Language.

**WARNING FOR ANNUAL TOWN & SCHOOL DISTRICT MEETING DAY 2018**

The citizens of Hartford who are legal voters are hereby warned to meet at the Hartford High School (Hanley Gym) in said Town on **Saturday, March 3, 2018, at 10:00 a.m.** for the purpose of transacting Town business not involving voting by Australian ballot.

**The purpose of the Town business meeting being to decide by voice vote and/or discuss the following:**

1. To receive the reports of the Town Officers.
2. To vote to collect Town General and Highway Tax and the Town School District's Tax on real estate in two installments, the first being on or before August 10, 2018, and the second installment being on or before February 8, 2019 through the Treasurer.
3. To vote what compensation the Town will pay its Town officers from the General Fund, effective July 1, 2018 pursuant to 24 V.S.A., Section 932: Moderator \$100 per annum; Board of Civil Authority \$50 per diem; Lister's \$20.00 per hour; Treasurer \$14,000 per annum; Selectboard \$75 per meeting, with the Chair receiving \$300 additional per annum and the Vice-Chair receiving \$150 additional per annum; such officials will receive mileage reimbursement in the amount equivalent to the rate authorized by the IRS when a town vehicle is not available to them.
4. To do any other necessary and proper non-binding business.

**\*NOTE:** The Annual Town and School District Meetings will both convene at 10:00AM. EST on Saturday, March 3, 2018. The School Meeting will immediately recess and be held following the conclusion of the Town meeting. Dated at Hartford, Vermont this 30<sup>th</sup> day of January, 2018.

**WARNING FOR ANNUAL TOWN MEETING 2018**

Voting by Australian ballot is to be held on **March 6, 2018** at the Hartford High School (Gymnasium). Budget Discussion/Candidates Night is to be held on **Monday, February 26, 2018 at 7:00 p.m.** at the Hartford High School (Auditorium).

The legal voters of the Town of Hartford are further notified that voter qualification, registration and absentee voting relative to said Annual Town Meeting shall be as provided in the Town Charter and chapters 43, 51, and 55 of title 17, Vermont Statutes Annotated.

**THE FOLLOWING ARTICLES WILL BE VOTED BY AUSTRALIAN BALLOT ON TUESDAY, MARCH 6, 2018. POLLS OPEN AT 7:00 A.M. EST AND CLOSE AT 7:00 P.M. EST.**

1. To elect the following Town Officers for the ensuing year: Town Moderator for one year; Selectboard Member for two years; Selectboard Member for two years; Selectboard Member for three years; Library Trustee for five years; ~~Trustee of Public Funds for one year; Trustee of Public Funds for two years.~~ **(By Australian ballot)**
2. Shall the Town authorize total fund expenditures for operating expenses of \$15,531,745.10 (plus any appropriations voted below), of which \$2,542,727 shall be raised by non-tax revenues. **(By Australian ballot)**
3. Shall the Town appropriate a sum of Seventy-Seven Thousand Fifty (\$77,050) Dollars to be paid to **Advance Transit** for public transportation services. **(By Australian ballot)**
4. Shall the Town appropriate the sum of Five Thousand (\$5,000) Dollars to be paid to **COVER Home Repair, Inc.** for qualified home repairs. **(By Australian Ballot)**
5. 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. **(By Australian ballot)**
6. 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. **(By Australian ballot)**
7. 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. **(By Australian ballot)**
8. 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. **(By Australian ballot)**

9. 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. *(By Australian ballot)*
10. 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. *(By Australian ballot)*
11. Shall the Town appropriate the sum of Seven Thousand (\$7,000) Dollars to be paid to **Headrest** for information, referral and crisis intervention services. *(By Australian ballot)*
12. 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. *(By Australian ballot)*
13. 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. *(By Australian ballot)*
14. Shall the Town appropriate the sum of Six Thousand Eight Hundred (\$6,800) Dollars to be paid to **Stagecoach Transportation Services** for transportation services. *(By Australian ballot)*
15. 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. *(By Australian ballot)*
16. 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. *(By Australian ballot)*
17. 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. *(By Australian ballot)*
18. 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. *(By Australian ballot)*
19. 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. *(By Australian ballot)*
20. 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. *(By Australian ballot)*
- Dated at Hartford, Vermont this 30<sup>th</sup> day of January, 2018.

**Selectboard Member, Simon Dennis made the motion That the Selectboard Approve and Sign the Town Meeting Warning and the Town & School District Meeting Day Warning as amended to reflect the elimination the election of the Trustee of Public Funds in accordance with the Hartford Town Charter. Selectboard Member, Rebecca White seconded the motion. All were in favor and the motion passed.**

- a. Review Town Report Cover. (Info Only)  
Submitted by Eliza LeBrun. Great job done!
- b. Receive November 2017 Budget Update. (Info Only)

<http://www.hartford-vt.org/Archive.aspx?ADID=116>

<u>Budget</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Available</u>	<u>% Expended</u>
\$15,568,753.59	\$6,823,976.30	\$465,500.70	\$8,744,777.29	43.83
<u>Glide Path:</u>				
\$15,568,753.59	\$6,486,980.66		\$9,081,772.93	41.67

**5. Commission Meeting Reports:**

Selectboard Member, Alan Johnson reported on the Hartford Community Coalition. They are moving towards officially registering with the State. They also decided to have 4 Board seats filled by positions rather than people (fire chief, police chief, parks & rec. director and selectboard liason). Mr. Pullar commented that any town employee on any committee should be advisory only. This would perhaps create a conflict of interest. Mr. Johnson also noted that they are moving forward with the logo they created which will appear with the official Town Seal.

Selectboard Member, Simon Dennis reported on a gathering of people that are associated with the River Walk. This is for a potential pathway between Radcliff Park and the Court House, by the river. The coordinator, Cat Buxton, has created an association with students from the Thayer School of Engineering at Dartmouth College. They will be producing a feasibility report followed by an implementation plan to the Town.

**6. Consent Agenda (Mot. Req.):**

**Selectboard Vice Chair, Dennis Brown made the motion to approve the Consent Agenda as corrected. Selectboard Member, Simon Dennis seconded the motion. All were in favor and the motion passed.**

- a. Approve Payroll Ending 1/27/2018
- b. Approve Meeting Minutes of: 1/9/2018 & 1/16/2018
- c. Approve A/P Manifest of 1/26/2018 & 1/30/2018
- d. Selectboard Meeting Dates of:

- Already Approved: 2/13/2018 (Regular Meeting), 2/27/2018 (Regular Meeting)  
2/26/2018 (Budget/Candidates Night @HHS Auditorium)

**7. Executive Session:**

**Selectboard Member, Rebecca White made the motion 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 Member, Alan Johnson seconded the motion at 9:06. All were in favor and the motion passed.**

**Selectboard Member, Rebecca White made the motion to close the Executive Session at 9:25 P.M. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

**8. Post Executive Session Actions. (Mot. Req.)**

**Selectboard Vice Chair, Dennis Brown made the motion That the Selectboard authorize the Town Manager to sign the Letter Agreement for Tower Point Capital to Purchase**

Interest in the Wireless Site at Maxfield. Further, the Selectboard acknowledges that this action does not complete the sale of the lease or grant any easement for the property; those actions will come before the Selectboard at a later date. Selectboard Member, Simon Dennis seconded the motion. All were in favor and the motion passed.

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

Selectboard Member, Mike Morris made the motion to Close the meeting at 9:30 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.



Richard Jefferson