



**TOWN OF HARTFORD  
SELECTBOARD MINUTES**

Tuesday, May 8, 2018 at 6:00 pm  
Hartford Town Hall  
171 Bridge Street  
White River Junction, VT 05001

**Present:** Simon Dennis, Selectboard Chair; Richard Grassi, Selectboard Vice Chair; Dennis Brown, Selectboard Clerk; Jameson Davis, Selectboard Member; Kim Souza, Selectboard Member; Leo Pullar, Town Manager; Lana Livingston, Administrative Assistant; Dawn Pullar; Lannie Collins; Bruce Riddle; Dave Sherman; Geoff Martin, Energy Coordinator; Dillon Walsh, IT Administrator.

**Absent:** Rebecca White, Selectboard Member; Alan Johnson, Selectboard Member.

<http://catv.cablecast.tv/CablecastPublicSite/show/7307?channel=1>

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

Selectboard Chair, Simon Dennis called the meeting to order at 6:02 P.M.

**II. Pledge of Allegiance**

Town Manager, Leo Pullar led the Pledge of Allegiance.

**III. Local Liquor Control Board: None**

**IV. Order of Agenda:** Item 4.a. will be removed from the agenda tonight and rescheduled for a later date.

**V. Selectboard:**

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

There were no Citizen's comments.

Selectboard Comments: Selectboard Member, Kim Souza commented that she is enjoying the "Lights of Historical Hartford" program.

**2. Appointments:**

- a. Consider the Appointment of David Sherman for a three-year Term on the Hartford Planning Commission.

**Selectboard Member, Jameson Davis made the motion That the Selectboard appoint David Sherman to the Hartford Planning Commission for a three-year term from May 8, 2018 to May 7, 2021.**

**Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.**

- b. Consider the Appointment of Hannah Tyler as the Deputy Building Safety Officer.

**Selectboard Clerk, Dennis Brown made the motion That the Selectboard appoint Hannah Tyler as the Deputy Building Safety Officer effective May 8, 2018. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.**

3. **Town Manager's Report:** Town Manager Leo Pullar reported the Significant activities of the Town.

<http://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/126>

Highlights:

In recent years' the Town has been grateful to a corporate sponsored Fourth of July Fireworks Festival in the tune of \$12,000 in 2017. Last year were the donors 5th year and unfortunately, they are unable to support the fireworks this year. In order for us to keep the strong tradition of a fantastic event, we are seeking community and corporate donations to help make up the large gap.

The Parks & Recreation Department met with Tim Schaal who is working the final punch list for the Quechee Pocket Park. Benches have been ordered and will be delivered within the next month. Purchase and placement is provided by Simon Pearce. On site we identified the locations for the benches based on the design. In addition to the punch list items, we discussed the repair of the chain link fence and guardrail. Once the contractor returns to finish the handrails and other punch list items, we will plan to open up the park for the general public.

Town Green-Up Day – A very successful Green-up day on May 5th with full dumpsters at Town Hall, Quechee Green and Hartford Recycle and Transfer Station. Lebanon Landfill again approved the Town's tipping fee waiver request for the two dumpsters, which has saved the Town thousands of dollars since 2012.

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

- a. ~~Consider and Approve Proclamation/Recognition for Sandra Mariotti and Mike Morris. (Mot. Req.)~~ Removed from the Agenda.
- b. Receive an Update on the Recent Telematics Pilot in the Town.  
Presentation by: Dillon Walsh, Information Technology Officer and Geoff Martin, Energy Coordinator.

Fleet Telematics is the exchange of information from a commercial fleet to a central operator or office.

A device is plugged into each vehicle, which transmits data to a database that gives managers better insight into fleet operations.

Importance:

- Improve Safety & Accountability
- Reduce Costs
- Increase Productivity
- Energy & Environment

The Selectboard agreed that this is a project that would potentially be helpful for the Town to develop.

- c. Receive an Update on the Final Quechee Tank Bond Loan and Repayment Amount.

Principal Loan Amount Due: \$ 1,702,299.98

Loan Term Years: 20

Repayment Date Beginning: 08/01/2018

Interest Rate: 1.00%

Administrative Fee Rate: 2.00%

20 payments of \$114,421.30 with the last payment due 8/1/2037.

- d. Consider and Approve Authorized Representative Designation for Three Different Active Loans:

- WRJ Wastewater Mapping. (Mot. Req.)
- Quechee Wastewater Mapping. (Mot. Req.)
- Quechee Water Tank. (Mot. Req.)

**Selectboard Vice Chair, Richard Grassi made the motion That the Selectboard Approve the Designation of Leo Pullar, Dawna Nadeau, John Clerkin, and Gail Ostrout as Alternative Authorized Representatives for the White River Junction Waste Water Mapping Loan, the Quechee Waste Water Mapping Loan, and the Quechee Water Tank Loan. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.**

- e. Consider and Approve Resolutions for the Sale of Lease Interest in Two Town Cell Towers. (Mot. Req.)

**Selectboard Member, Jameson Davis made the motion motion That the Selectboard Approve the Resolutions Authorizing the Town Manager to Execute Any and All Documents Concerning Easement Agreements By and Between the Town of Hartford and Tower Point Acquisitions, LLC for Properties at 61 Allison Run and 95 Leslie Drive. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.**

- f. Receive Information on Assigned/Unassigned Fund Balances.

Town Manager, Leo Pullar reviewed the Fund Balances with the Selectboard. Many funds make up the total which is:

Unassigned Fund Balance: \$543,509.45

And

Assigned Fund Balance: \$7,601,569.64.

- g. Receive Information on 5<sup>th</sup> Charter Commission Charge.

Purpose: To Provide the Selectboard an Initial Look at Possible Topics for the 5<sup>th</sup> Charter Commission Charge.

Committee Charge: Term: The term of this commission shall end upon completion of the charge; not later than March 5, 2019.

Constitution:

This joint advisory committee will be constituted of seven citizen members. There shall be one member of the Selectboard, one member of the School Board, two members appointed by the Selectboard, two members appointed by the School Board and one member appointed jointly by the Selectboard and the School Board. Each member shall have equal weight in discussion and voting.

Charge:

To consider topics and areas of concern within the Charter for revision and/or update and provide recommendations, in the form of a revised Charter, to both the Hartford School Board and Selectboard no later than November 30, 2018.

- Primary areas of focus include, but are not limited to:
  - Petition Language
  - Town Manager's Duties/Responsibilities/Authorities
  - Elected Officials Section Cleanup
  - Commissions/Committee Section Cleanup
  - Clerk Section Cleanup
  - Recall Vote Process
  - Board Member Absence Clarification
  - Quorum Language
  - Cleanup Internal Conflicts
  - Agreement with Open Meeting Law and State Statute
  - Clarify Floor Meeting and Australian Ballot Topics

- Clarify Budget Revote Process
- Clarify Tied Election Process

Charge: To provide regular updates to the Selectboard and School Board in person or in writing.

- Work with School Board to Approve/Amend Charge
- Publicize Committee/Solicit Interest
- Review Volunteers/Select Committee

## 5. Commission Meeting Reports:

Selectboard Clerk, Dennis Brown reported on the Cemetery Committee. They have met and are encouraging each member to come to the next meeting with their “wish” list.

Selectboard Member, Jameson Davis reported back from the Sister City Committee. They are working hard to get ready for their guests from France and Morocco. The visitors will be here from June 23<sup>rd</sup> to June 26<sup>th</sup>.

Selectboard Chair, Simon Dennis reported that the Resilience Committee will be collaborating with Jason Rhodes on a Senior Citizen project. This will be on May 17<sup>th</sup> at Bugbee Senior Center.

The Pool committee had their first meeting. They are planning to meet weekly during the month on May. After May, they will meet every other week. Kim Souza was not able to attend the meeting so the Selectboard decided to appoint an alternate for the time when Kim has a conflict. Dick Grassi agreed to serve as the alternate.

## 6. Consent Agenda (Mot Req.): Selectboard Clerk, Dennis Brown made the motion to approve the Consent Agenda as listed and amended. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

- Approve Payroll Ending:5/5/2018
- Approve Meeting Minutes of: 4/24/2018
- Approve A/P Manifest of 5/4/2018 & 5/8/2018
- Selectboard Meeting Dates of:
  - Already Approved: 5/22/2018, 6/5/2018 & 6/19/2018
  - ADD: Workshop meetings on Wednesday, June 6; Thursday, July 26 and Wednesday, August 29.

## 7. Executive Session:

Selectboard Member, Jameson Davis made the motion that 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 pending or probable civil litigation or prosecution to which the public body is or may be a party under the provisions of Title 1, Section 313(a)(1)(E) of the Vermont Statutes. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed at 9:00 P.M.**

8. **Post Executive Session Actions: None**  
**Selectboard Vice Chair, Dick Grassi made the motion to come out of Executive Session. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.**
  
9. **Close the Selectboard Meeting. (Mot Req.)**  
**Selectboard Vice Chair, Dick Grassi made the motion to Adjourn the meeting at 9:09 P.M. Selectboard Member, Jameson Davis 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.**

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