

Town of Hartford, Vermont

### **DRAFT Meeting Minutes**

Pool Advisory Committee Tuesday, June 12, 2018

Present: Scott Hausler, Skip Nalette, Hilde Ojibway, David Sherman, Scott Snyder, Joseph Trotter, Mike Vanasse, Joe James. Dick Grassi (Hartford Select board) was also in attendance.

Unable to attend: Chris Hamilton, Steve Lagasse, Brett Mayfield, Kim Souza.

Meeting commenced at 7:30 p.m. in Room 2, Town Hall.

#### Approval of Minutes

Minutes of the meeting June 5, 2018 were approved by motion duly made, seconded, and unanimously carried. Scott Hausler noted that the DRAFT minutes are due to the town within five days of the meeting. Once minutes are approved, those minutes are posted on the town's website.

Pool Assessment – meeting with engineering firms.

Weston and Sampson are confirmed for Tuesday, June 26<sup>th</sup> at 7 pm at the Hartford Town Hall (room to be determined). SE Group is not available on June 26<sup>th</sup> and so Scott will contact them to see if they can do their presentation on Wednesday, June 27<sup>th</sup>. (The best time for committee members that week.)

Site visit to existing pool is next week: June 19<sup>th</sup> 7 pm (note earlier start time). Following the tour of the facility, the committee will continue meeting on-site (outside at picnic area assuming the weather is ok) to refine the process for the interviews the following week.

#### **The committee then had a discussion about the process for the presentation and possible questions.**

**Each firm asked to do a general presentation for about 20 minutes. Topics may include:** what the firm will do to assess the current conditions of the pool, what do they do as a company when a community indicates they want a certain type of aquatic facility. What would they do with renovations, new construction, how to solicit community input. What might they do to enhance the current efforts to solicit community feedback? The overall goal of the assessment is to clearly identify all the areas where the current pool is not functioning properly (a further analysis of the condition of the facility); to get an accurate and complete cost estimate for addressing all of the pool's problem areas. Scott reminded committee members that the estimate of approximately \$300,000 would have only addressed some specific problem areas and would not have included any enhancements that may be helpful for the pool to serve the community for the next 15-20 years.

The committee members then discussed some possible questions/issues. It was suggested that it would be helpful to 1) be consistent with the questions asked of both firms; 2) assign questions among committee members. Following are some of the questions suggested:

Joe T – Have they ever been involved in a project where a **pool was built within an existing pool shell?** (using contemporary automatic service skimming vs. the continuous overflow skimming system “gutter style”.) If not, would they consider such a remodel/renovation approach?

If we choose to have a new pool would they advise to have a gutter type drainage?

Joe J. – His questions will probably come from issues that come up during the presentation.

Scott H – It will also be important to have a sense of how well the committee will work with the firm. That may not come from a specific question but the overall impression of their communication style.

Joe T – What are their views on various chemical water treatment approaches for example bromine vs. chlorine, etc.

Skip – If we were to engage them to do a community outreach, how would they conduct the community research?

Joe James – Can we ask them to review the survey to see what other questions that may add? Hilde noted that the survey has already been distributed and so it would not be good to revise the survey during the collection period. Scott H said that he would send the current survey to the firms so that they would see what we are using currently. Scott will also refer them to the committee's meeting minutes on the town website so that they could have a better sense of the committee's work to date.

David – How long would the on-site assessment take? Would it include destructive testing that we would need would be responsible for repairing? If we go forward with the pool assessment, who within your firm would lead this and what are their qualifications?

Joe J – The proposals did have some info about listing of services with associated cost estimates. Our committee has the ability to clarify the work and costs. Specifically, what parts of the proposal may be "optional" so that we could reduce costs.

**Committee members who cannot attend the interviews on June 26 & 27<sup>th</sup> should submit their questions to Hilde to include with the other interview questions.**

#### **Community Survey:**

The blank survey form was passed out. It was modified in content and layout as suggested by the committee on June 5<sup>th</sup>. Some of the questions were eliminated in order to simplify/shorten the survey in the hope that more people would complete it.

Hilde passed out surveys at the Hartford Block party on Weds, June 6<sup>th</sup>. Twenty surveys were completed; another 25-30 people took the surveys and indicated that they would prefer to do on-line. There will be a separate card with the brief intro to the survey and the on-line link. That card can be handed out or left at locations throughout the town. Mike had some concern that people may complete multiple surveys. The on-line survey will only allow one per computer – although a person may be able to sign in from multiple computers if they wanted to do more than one survey. Hilde expressed that, while there was some risk of people completing multiple surveys, it would probably be similar to levels of actual voter fraud i.e. very low. She also said that she found the personal interactions with people and discussions as she distributed the survey to be very helpful.

#### **Committee members reviewed a draft plan for the distribution of the survey:**

Survey Sites – target events/places where there would be a good flow of people, asking first if the person is a Hartford resident before continuing with the BRIEF survey.

#### **Hartford Alumni Day Parade & BBQ**

Saturday, June 23<sup>rd</sup> morning (not sure of time 9 or 10 am??; BBQ at Town hall around noon.

Approach people along the parade route BEFORE the parade starts.

Who can help: Joe T, Hilde, Scott S

**Summer Concert Series**

Wednesdays 6:30 – 8 pm next to Town Hall (June 20, 27; July 11, 18)  
Set up a table at the event and ask people as they are coming or leaving.

**Fourth of July Celebration at Kilowatt Field**

Set up at table at the event.

**Bugbee Senior Center** – do an informational lunch presentation and then have surveys available.

**Events:**

Splash Night at UVAC: Friday, June 29<sup>th</sup> 7-9 pm (only if ok'd by UVAC to have surveys that night)

Baseball games at Maxfield – Nighthawk games. Joe T. said he would distribute at games

Social Media:

Scott H noted that the Rec Dept could send out info using the following sites: Hartford Listserve, Daily UV, and facebook page. In addition they have 2,300 contacts using "Constant Contact" software. They also have e-mails of households that have signed up for various programs with the Rec Dept.

White River Retail: check w/business owner if ok and then approach people, as they are coming/going from business.

Upper Valley Coop (N. Main)

Coop (Maple St & Rt 5)

LISTEN Thrift Store – WRJ (Maple St)

**Sample approach:** " Hi, I'm a volunteer with the Town's Pool Committee. This summer the town was not able to open the current pool due to mechanical problems. Before any more money is spent on the pool, we would like to get your feedback on what you think the town should do in the future for public swimming. Can you please take a couple of minutes to complete the survey? If you don't have time right now, here is the link to do the survey on -line."

**Be sure to place completed surveys in a large envelope so that responses are kept confidential.**

There was a motion duly made and passed unanimously to adjourn the meeting at 8:45 pm.