



## TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, November 2, 2021, 6:00pm  
Hartford Town Hall, 171 Bridge Street, White River Junction, VT 05001

**Present:** Dan Fraser, Chair; Joseph Major, Vice-Chair; Kim Souza, Clerk; Dennis Brown, Member; Lannie Collins, Member; Michael Hoyt, Member; Ally Tufenkjian, Member; Tracy Yarlott-Davis, Town Manager; Lana Livingston, Administrative Assistant; Hannah Tyler; Lori Hirshfield; Matt Osborn; Tom Kahl; David Briggs; Peggy Adams; Nancy Howe;

**Zoom:** Mike Morris; Heidi Duto

**CATV LINK:** <https://catv.cablecast.tv/CablecastPublicSite/show/18413?channel=1>

**I. Call to Order the Selectboard Meeting** by Selectboard Chair, Dan Fraser at 6:00PM.

**II. Pledge of Allegiance** was led by Dennis Brown.

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

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

**V. Selectboard**

**1. Public Comment:** David Briggs from WRJ is at the meeting tonight to talk about and listen to the plans for Gates Street.

Mike Morris from Hartford called to follow up on a couple of questions he has asked before: 1.) Who and why are staff members still working from home and 2.) how much did the Town pay for the Prospect Street Cleanup? There were no answers at this meeting. The Town Manager will get back to him.

Heidi Duto from Hartford called in to report that the Open Meeting Laws of VT are being violated. She will say more at the next Selectboard Meeting when she can come to the meeting in person.

**2. Selectboard Comments and Announcements**

Dennis Brown said that Trunk or Treat was a huge success. There were over 800 people and over 200 cars. Joe Major commended Parks & Rec for moving the event due to the inclement weather. UVAC is proud to retain their first-place trophy for their Super Hero's Trunk.

**3. Appointments**

a. Consider the Appointment of Scott Sablan to the Ad Hoc Committee on Emergency Shelter beginning November 2, 2021 and continuing until the Committee's Charge has ended.

**Selectboard Member, Dennis Brown made the motion to appoint Scott Sablan to the Ad Hoc Committee on Emergency Shelter beginning November 2, 2021 and continuing until the Committee's Charge has ended. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**

#### 4. Town Manger's Report

##### Significant Activity Report:

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/222>

##### **Town Manager's Report:**

We have all been focusing on keeping up with the budget cycle meetings, preparing for the change in seasons, and preparing for next spring's construction season in light of ongoing supply chain issues. That means making quick decisions on purchases, adjusting work plans, and making sure Hartford has what it needs. We're also completing our annual audit – our audit firm will be here on November 16<sup>th</sup> to present their report.

Tomorrow I am participating in a Child Care Symposium led by Vital Communities. We'll be examining why the childcare crisis is so complex, what the data is telling us, and hear more about what both Vermont and New Hampshire are and are not doing.

As part of my ongoing goal to connect with community stakeholders, I'm meeting with Erika from the Green Mountain Economic Development Corporation to learn more about how we can help each other grow. I'm also meeting with leaders from Hanover, Norwich, and Lebanon to discuss issues that affect our communities and how we can work together across state lines.

#### 5. Board Reports, Motions & Ordinances

- a. Town Forest Recreational Plan – Selectboard - Motion

**Selectboard Member, Ally Tufenkjian made the motion to Adopt the 2021 Hartford Town Forest Recreation Management Plan as presented at the October 19, 2021 Selectboard Meeting with the "SE Group Town Forest Recreation Plan" as an appendix. Selectboard Member, Michael Hoyt seconded the motion. All were in favor and the motion passed.**

<https://www.hartford-vt.org/DocumentCenter/View/5423/-Recreation-Management-Plan-SB-10-19-21-Mtg-Memo-with-Attachments-Item-5b>

- b. Quechee Wastewater Plant HVAC Repairs

**Selectboard Clerk, Kim Souza made the motion That the Selectboard authorize a contract with Alliance Building Automation for assessment and repair of the Quechee Wastewater Treatment Plant's HVAC system for up to \$28,000. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**

- c. Special By-Laws Grant

**Selectboard Member, Lannie Collins made the motion to Adopt the attached FY22 Municipal Resolution for Bylaw Modernization, authorize the Selectboard Chair to sign the Resolution, and authorize the Town Manager to sign all related documents necessary for the consortium grant application, award, and implementation. Selectboard Member, Dennis Brown seconded the motion. All were in favor and the motion passed.**

<https://www.hartford-vt.org/DocumentCenter/View/5444/SB-11-2-21-Special-By-laws-Grant>

- d. Municipal Planning Grant  
**Selectboard Vice Chair, Joe Major made the motion to Adopt the attached FY22 Municipal Resolution for Municipal Planning Grants, sign the Resolution, authorize the allocation of the matching funds, and authorize the Town Manager to sign all related documents necessary for the grant application, award, and implementation. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.**

<https://www.hartford-vt.org/DocumentCenter/View/5445/SB-11-2-21-Municipal-Planning-Grant>

- e. Winter Salt Bid Award  
**Selectboard Member, Michael Hoyt made the motion to Authorize the Town Manager to enter into a purchasing agreement with Cargill Inc. for winter deicing salt. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

- f. The Future of Gates Street

Hannah Tyler, Director of Public Works presented to the Board 3 options for a way ahead for the Gates Street Gates Street and Fairview Terrace repairs identified in the Knight Report of 2013. Knowing that the dollars estimated will be increased from the 2013 report the options are:

1. Fully reopen the road.
2. One way option (with or without lights)
3. Full closure of the road.

David Briggs, from WRJ spoke to some of the concerns and options. He suggested that the Town hire a contracted engineer to help Public Works make their way through this process.

A citizen from Fairview Terrace, Crystal Person-Moses, will connect with other residents in that area and come back to the board by the end of November with their consensus. This item will be on the Selectboard Agenda on December 14<sup>th</sup> and the Board will at that time decide which direction to go.

- VI. Consent Agenda: Selectboard Clerk, Kin Souza made the motion to accept the Consent Agenda. Selectboard Vice Chair, Joe Major seconded the motion. All were in favor and the motion passed.**

**Approve Payroll Ending: 10/30/2021**

**Approve Meeting Minutes of: 10/19/2021 & 10/26/2021**

**Approve A/P Manifest of: 10/29/2021 (as amended) & 11/2/2021**

**Selectboard Meeting Dates of: Already Approved: 11/9/2021 (budget); 11/16/2021; 11/23/2021 (budget); 11/30/2021.**

- VIII. Adjourn the Selectboard Meeting: Selectboard Member, Dennis Brown made the motion to adjourn the meeting at 9:00 PM. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

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Kim Souza, Clerk