



## TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, February 7, 2023, 6:00pm  
Hartford Town Hall, 171 Bridge Street,  
White River Junction, VT 05001

**This meeting was conducted in person at Town Hall**

**Present:** Michael Hoyt, Chair; Kim Souza, Clerk; Lannie Collins, Member; Mary Erdei, Member; Lana Livingston; Gail Ostrout, Paula Nulty; Jeremy Delisle; Scott Hausler; David Briggs; Peggy Adams; Joe Major; Allison Litten; Adams Carroll; Janelle Sahutski

**Present on Zoom:** Dan Fraser, Vice-Chair; Rocket, Member

**Absent:** Ally Tufenkjian, Member

### **JAM LINK:**

<https://www.youtube.com/watch?v=qYqXAFSrWoM&list=PLAdkf9ugxof7FGsvb7b8PHLFaNfKZbq-g&index=2>

- I. **Call to Order the Selectboard Meeting** by Chair Mike Hoyt at 6:00PM.
- II. **Pledge of Allegiance** was recited and led by Lannie Collins.
- III. **Local Liquor Control Board:** None
- IV. **Local Cannabis Control Board:** None
- V. **Order of Agenda:** Item 5.d. has been tabled.
- VI. **Selectboard**
  1. **Public Comment: None**
  2. **Selectboard Comments and Announcements**

Kim Souza welcomed the New Police Chief and New Director of Public Works. She is looking forward to getting to know them better.

Dan Fraser congratulated the Hartford High School Track team on their win of their first ever State title.

Mary Erdei announced that Windsor County will now have a local chapter of the NAACP. Probably will be located in Hartford.

Rocket reported that the wilder school had a great event around Ground Hog day.
  3. **Appointments**

**Re-Appointments**

    - a. Selectboard Member, Mary Erdei made the motion to re-appoint Allison Litten to the Sister City Committee for a three-year term beginning February 7, 2023 and ending February 6, 2026. Selectboard Member, Rocket seconded the motion. All were in favor and the motion passed.

- b. Consider the re-appointment of Robin Adair Logan to the Hartford Planning Commission for a three-year term beginning February 7, 2023 and ending February 6, 2026.

*\*Note: this item was tabled until after the Executive Session at the end of this Business Meeting.*

**4. Town Manager Report and Significant Activity Report**  
<https://cms5.revize.com/revize/hartfordvt/February%207th%20TOTAL.pdf>

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

- a. TIF Annual Report – Lori Hirshfield  
**Selectboard Clerk, Kim Souza made the motion to Accept Fiscal Year 2022 TIF Annual Report to the Vermont Economic Progress Council, and the Selectboard Chair proceed with signing the Certification Form. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.**
- b. Loader Replacement – Jeremy Delisle  
**Selectboard Clerk, Kim Souza made the motion to authorize the Interim Public Works Director, Jeremy Delisle, to sign the sales agreement to purchase a JCB 437ZX from ALTA Equipment for \$162,500. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**
- c. **Town Hall Parking Lot Lights, Phase 1 – Jeremy Delisle Selectboard Member, Lannie Collins made the motion That the Board approve Jeremy Delisle, Interim Director of Public Works to execute a contract with MG Electric, LLC for the installation of area lighting in the town hall parking lot utilizing \$40,090 of funds currently dedicated to the project under Purchase Orders #10306 and #11320 for the installation of the first phase of area lighting at Town Hall. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**
- d. 2022 Local Emergency Operations Center Enhancement Grant  
*Note: This item was tabled.*
- e. Town Manager Search Committee Charge  
The Town Manager Search Committee shall be responsible for assisting and advising the Selectboard in the search for a new Town Manager. The ultimate hiring decision will be made solely by the Selectboard.

**Selectboard Clerk, Kim Souza made the motion that the Selectboard approve the charge for the Town Manager search committee as amended pending the acceptance of the HR Director. Selectboard Member, Mary Erdei**

**seconded the motion. All were in favor and the motion passed.**

- f. Warning for Annual Town Meeting Confirmation  
Subject: Warning for Annual Town Meeting 2023 Typo  
Background:

Item 3 in the Warning for Annual Town Meeting 2023 contains a typo: the word “seven” should not have been included. The Selectboard approved the Warning on January 24, 2023. Counsel has advised the intent of the Selectboard is clear, the Warning stands, however the typo needs to be recognized and confirmed as just that. Subsequent publication of the Warning, post this confirmation of the typo, will be corrected.

**Selectboard Member, Lannie Collins made the motion That the Selectboard confirm the word “seven” in Item 3 of the Warning for the Annual Town Meeting 2023 is a typo, and should not have been included. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**

## VII. Commission Reports

Dan Fraser, Tree Board

February Tree of the Month is a blue spruce (*Picea pungens*) at the Hartford Town Hall. The blue spruce is not native to the northeast and is sometimes called the Colorado Blue Spruce. You can often identify spruce trees by their sharp, stiff, square needles. Learn more about this timeless tree that has been used for centuries to signify resilience, strength, and everlasting life.

Mary Erdei

Hartford Conservation Commission February 6th, 2023 A grant was applied for and accepted on behalf of the Tree Board and HCC to work at Lyman Park to mow down Japanese Knotweed and keep its growth checked and plant trees. Regarding the timber harvest at the town forest: they have finished cutting and hauling the logs and thanks are in line for dedicated work by Matt Osborn, Forester A J Follansbee and Matt Dragon's team from Hartford Area Career and Technology who have done so much to help the process and will continue to assist with clean-up and restoration of the trails along with members of the Mountain Bike Association (UVMBA). Those trails will remain closed until clean-up is accomplished. Upcoming events may include the Salamander Meander, Vernal Pool Walk and a definite date for a Birding walk with Ted Levin, HCC member, most likely May 20th at 6 a.m. Angie Emerson is departing the Upper Valley soon and has been a valuable HCC member, so this will result in a vacancy for a new member. Happy Trails Angie and our thanks to your work for many years.

Kim Souza

The Design Review Committee met Jan 26 to review changes proposed to an Application by COVER Home Repair Inc., for exterior changes to an existing building, lot 46-0037-000, 158 South Main Street, White River Junction, in CB and Design Review Districts. The committee unanimously approved the

application as amended and recommended that the Planning Commission approve the permit administratively.

The Planning Commission met Feb 6 to review Application #22-26 by Gates and Dickson, LLC (owners/applicants) for approval of the subdivision of lot 45-0212-000 into 4 lots, Stacey Lane and Birchwood Drive, White River Junction, in R-1 and CB zoning districts. (Continued from October 17, 2022 and November 14, 2022). With the Chair absent from the meeting, the commission voted 3 to 3 for a tie vote on whether to approve the application. The public hearing was then re-opened and a motion was made and approved to continue the hearing until March 13.

**Consent Agenda: Selectboard Member, Lannie Collins made the motion to approve the Consent Agenda. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 2/4/2023

Approve Meeting Minutes of: 1/24/2023

Approve A/P Manifest of: 2/3/2023 and 2/7/2023

Approve Selectboard Meetings: 3/6/2023-Regular Mtg

Approve: 3/9/2023 – Organizational Meeting and

3/21/2023 - Regular Meeting

Note: Already approved: 2/21/2023

- VIII. **Executive Session: Selectboard Member, Mary Erdei made the motion That in accordance with Vermont's Open Meeting Law 1 V.S.A. § 313, I move that the Selectboard enter into Executive Session: To discuss the appointment or employment or evaluation of a public officer or employee. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

**At 8:00pm, Lannie Collins moved to exit the Executive Session 2<sup>nd</sup> by Mary Erdei. 6 in favor, the motion passed.**

**Kim Souza moved that the Selectboard not re-appoint Robin Adair Logan to the Hartford Planning Commission because it is not in the best interest of the Town. 2<sup>nd</sup> by Mary Erdei. 6 in favor, the motion passed.**

- IX. **Adjourn the Selectboard Meeting Selectboard Member, Lannie Collins made the motion to adjourn the meeting at 8:02PM. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**



Kim Souza, Clerk  
2/7/2023