



**TOWN OF HARTFORD
SELECTBOARD Minutes**

Tuesday, March 9, 2021

6:00pm Hartford Town Hall

171 Bridge Street, White River Junction, VT 05001

**This meeting was conducted in compliance with
Vermont Open Meeting Law with electronic participation.**

Present via Zoom: Joe Major, Vice Chair; Kim Souza, Clerk; Dennis Brown Selectboard Member; Julia Dalphin, Selectboard Member; Rachel Edens, Selectboard Member; Ally Tufenkjian, Selectboard Member.

Present at Town Hall: Dan Fraser, Chair; Tracy Yarlott-Davis, Town Manager; Lana Livingston, Administrative Assistant;

CATV LINK: <http://catv.cablecast.tv/CablecastPublicSite/show/14044?channel=1>

The Chair, Dan Fraser read this script:

As Chair of the Town of Hartford Selectboard I find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

*a) Providing public access to the meeting by [telephone/video/other electronic means], with additional access offered through telephone, zoom and youtube.com. We are using Zoom for this remote meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if desired, participate in this meeting by <https://zoom.us/j/549799933> - Please mute your microphone, [youtube.com/catv810](https://www.youtube.com/watch?v=810) – click “live now”. If you're calling in from phone dial: (415) 762-9988 Type in the Room ID: 549-799-933 followed by #. Press # a second time. Press *9 to raise your hand for public comment.*

b) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting using telephone, zoom and youtube.com in our posted meeting agenda. [Instructions have also been provided on the town website on the “Agendas and Minutes.”]

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.

d) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law. Let's start the meeting by taking a roll call attendance of all Selectboard members participating in the meeting.

- I. Selectboard Meeting** – was called to order by Dan Fraser at 6:00 PM
- II. Pledge of Allegiance** was recited.
- III. Order of Agenda** – No changes
- IV. Selectboard**

1. Public, Selectboard Comments and Announcements

Selectboard Boards, Committees and Commissions Assignments.

2021 Selectboard Liaisons:

Dan Fraser, Chair: Energy Commission, Hartford Tree Board, Upper Valley Leadership Committee

Joe Major, Vice Chair: HCOREI, Parks & Rec Commission, School Board – 1st Alternate

Kim Souza, Clerk: Design Review Comm., HBRLF, Planning Comm., School Board – 2nd Alternate

Dennis Brown: Aquatics Ctr Oversight Comm., Conservation, Historic Preservation, Zoning Board

Rachel Edens: Climate Committee, HCOREI

Julia Dalphin: School Board, Coronavirus Response, Hartford Community Coalition

Ally Tufenkjian: Resilient Hartford, Sister Cities, Hartford Ad Hoc Comm on Emergency Shelter

Citizen Comments: Matt Bucy of Hartford called in to request reimbursement to the citizens whose cars were towed from the South Main Street parking lot for the purpose of snow removal in that lot. He also would like a plan for that lot to be executed.

Angieleique Benner, a resident of WRJ asked for reimbursement for the fees charged to her because her car was towed from the South Main Street parking lot. She said she was not notified that her car was to be removed and the towing/rental fees were above her means.

Selectboard Comments: Ally Tufenkjian thanked everyone that voted for her and all the voters. Her core values are building relationships and believes trust is earned. She will work towards these.

Joe Major wished the two police officers that were injured during their duty a speedy recovery. He also thanked the women that work and volunteer in the Town and everywhere in observance of Woman's National History Month.

2. Appointments:

- a. Consider the Appointment of Michael Gabriele to the Hartford Business Revolving Loan Fund (HBRLF) for a three-year term beginning March 9, 2021 and ending March 8, 2024.

Selectboard Vice Chair, Joe Major made the motion to appoint Michael Gabriele to the Hartford Business Revolving Loan Fund (HBRLF) for a three-year term beginning March 9, 2021 and ending March 8, 2024. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

- b. Consider the Appointment of Tom McCleary to the Parks and Recreation Commission for a three-year term beginning March 9, 2021 and ending March 8, 2024.

Selectboard Member, Julia Dalphin made the motion to appoint Tom McCleary to the Parks and Recreation Commission for a three-year term beginning March 9, 2021 and ending March 8, 2024. Selectboard Member, Selectboard Member, Dennis Brown seconded the motion. All were in favor and the motion passed.

- c. Consider the Appointment of Simon Dennis to the Hartford Ad Hoc Committee on Corona Virus Response beginning March 9, 2021 ending March 1, 2022.

Selectboard Clerk, Kim Souza made the motion to appoint Simon Dennis to the Hartford Ad Hoc Committee on Corona Virus Response beginning March 9, 2021 ending March 1, 2022. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

- d. Consider the Appointment of Simon Dennis to the Hartford Ad Hoc Committee on Emergency Shelter for a year term beginning March 9th, 2021 and ending March 1, 2022.

Selectboard Vice Chair, Joe Major made the motion to appoint Simon Dennis to the Hartford Ad Hoc Committee on Emergency Shelter for a year term beginning March 9th, 2021 and ending March 1, 2022. Selectboard Member, Julia Dalphin. All were in favor and the motion passed.

3. Town Manager's Report:

Town Manager, Tracy Yarlott-Davis shared her six-month priorities. They include Town Communications; Diversity, Equity and Inclusion and Selectboard Process. For the detailed report use this link:

<https://www.hartford-vt.org/AgendaCenter/ViewFile/Agenda/03092021-1810>

Significant Activity Report

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/206>

4. Board Reports, Motions & Ordinances:

- a. Infield Groomer RFP approval

Selectboard Vice Chair, Joe Major made the motion to authorize the Town Manager to enter into a lease agreement with PNC Equipment Finance, LLC for the lease of the Infield Groomer (Toro Sand Pro 3040 with accessories) with annual payment of \$5,479.00 over a 5 year term with non-appropriation clause included in the agreement. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

- b. River Roost Holdings

Selectboard Clerk, Kim Souza made the motion to go enter into Executive Session: Given the confidential nature of this information, it is exempt from public records laws under Title 1, Section 313(a)(6) of the Vermont Statutes at 8:00PM. Selectboard Member, Julia Dalphin seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Kim Souza made the motion to close the Executive Session at 8:20PM. Selectboard Vice Chair, Joe Major seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Kim Souza made the motion to Approve a VCDP-RLF loan of \$50,000 to Roost Holdings, LLC, located at 230 South Main Street, White River Junction, VT 05001, at an interest rate of 3.25% with a five-year balloon and a 10-year amortization period, and with the amended terms and conditions specified in the Loan Commitment Letter; and further, authorize the Town Manager to sign the revised Loan Commitment Letter, and to execute the loan closing documents. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

c. HCOREI Charge Review

Selectboard Member, Dennis Brown made the motion to adopt the revision as presented. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

REVISION:

The HCOREI Committee is charged with gathering information and making recommendations to the School Board and Selectboard, coordinating programming, and engaging in public dialogue for the purpose of:

V. Supporting the Town of Hartford and Hartford School District through increasing cultural sensitivity by cultivating greater understanding of the concepts of diversity, inclusion, equity, implicit bias, white privilege, white supremacy and systemic racism.

d. Strategic Equity and Inclusion Plan

Selectboard Vice Chair and HCOREI liaison, Joe Major presented the Strategic Equity and Inclusion Plan's first steps for the Town. This will be an ongoing process and will be on all future agendas for progress reports and ways forward in implementation.

V. Local Liquor Control Board: Selectboard Chair, Dan Fraser recessed the Selectboard meeting and opened the Local Liquor Control Board at 9:14PM.

Renewals:

Selectboard Vice Chair, Joe Major made the motion to approve First and Third Class Liquor Licenses for the following:

- a. Blood's Catering & Party Rental Inc., 1147 Hartford Ave., White River Junction, VT 05001 (First and Third Class)
- b. Skinny Pancake Quechee, 7161 Woodstock Road, Quechee, VT 05059 (First and Third Class)
- c. Crazy Janie's Elixir, LLC, 188 South Main Street, White River Junction, VT 05001 (First and Third Class)

- d. Simon Pearce (US) Inc, Doing Business As: Simon Pearce Restaurant, Main Street, Quechee, VT 05059 (First and Third Class)

Selectboard Member, Julia Dalphin seconded the motion. 5 voted yes, 1 abstained (Fraser) and 1 recused (Souza) The motion passed.

Selectboard Member, Dennis Brown made the motion to approve First, Third Class and Outside Consumption Liquor Licenses for the following:

- e. Pirkey, Bradford F. Doing Business As: Chef Brads Crazy Side, 1 Quechee Main Street, Quechee, VT 05059. (First, Third Class and Outside Consumption)
- f. It's About Thyme, LLC Doing Business As: Thyme, 85 North Main Street, White River Junction, VT 05001 (First, Third Class and Outside Consumption)

Selectboard Member, Ally Tufenkjian seconded the motion. 5 voted yes, 1 abstained (Fraser) and 1 recused (Souza) The motion passed.

Selectboard Member, Ally Tufenkjian made the motion to approve Second Class Liquor Licenses for the following:

- g. Global Montello Group, Corp. Doing Business As: Jiffy Mart #439, 6800 Woodstock Road, Quechee, VT 05059 (Second Class)
- h. Jake's Quechee, 7161 Woodstock Market, Quechee, VT 05059 (Second Class)
- i. Midway Oil Corporation, 906 Hartford Avenue, Hartford, VT 05088 (Second Class)
- j. Quechee General Store, Inc, 5573 Woodstock Road, Quechee, VT 05059 (Second Class)
- k. Simon Pearce (US) Inc. Doing Business As: Simon Pearce Glass, Main Street, "The Mill", Quechee, VT 05059 (Second Class)
- l. Summit Stores, LLC, 3479 Woodstock Road, Quechee, VT 05059 (Second Class)

Selectboard Member, Ally Tufenkjian seconded the motion. 5 voted yes, 1 abstained (Fraser) and 1 recused (Souza) The motion passed.

Selectboard Chair, Dan Fraser closed the Local Liquor Control Board and reopened the Selectboard meeting at 9:20PM.

VI. Commission Meetings Reports

Selectboard Clerk, Kim Souza reported that the Planning Commission met last night and they are in the process of reviewing permit applications from River Roost Development and checking on the parking situation. The Town needs to address parking in downtown

WRJ and not put the burden on new development to address the situation. There has been no decision on this permit yet.

Rachel Edens went to her first VLCT Equity Comm. meeting. She has been elected co-chair for that committee. There are 15 members on the committee and they will be providing guidance, education and resources to the Towns.

VII. Consent Agenda

Selectboard Joe Major made the motion to approve the consent agenda with the exception of the February 23rd minutes. Selectboard Clerk, Kim Souza seconded the motion. 4 were in favor (Fraser,Souza,Major,Edens) and 3 abstained (Brown,Dalphin,Tufenkjian) The motion passed.

The minutes from February 23rd will be on the March 23rd Agenda for approval.

Approve Payroll Ending: 3/6/2021
Approve Meeting Minutes of: 2/23/2021, 2/24/2021 & 3/4/2021
Approve A/P Manifest of: 3/5/2021 & 3/9/2021
Selectboard Meeting Dates of:
Need to be Approved: 4/6 and 4/20
Already approved: 3/23/2021

VIII. Executive Session needed

**Selectboard Clerk, Kim Souza made the motion
That In accordance with Vermont's Open Meeting Law requirements, I move
that the Selectboard enter into Executive Session to discuss
confidential attorney-client communications made for the purpose of providing
professional legal services to the body; Title 313(a)(1)(F).
Selectboard Member, Julia Dalphin seconded the motion. All were in favor and the
motion passed at 9:40 PM.**

Julia Dalphin made the motion to exit Executive Session at 10:12pm.

Dennis Brown Seconded. All in favor. Passed unanimously.

IX. Adjourn the Selectboard Meeting

**Joe Major moved to adjourn the meeting at 10:13pm. Seconded by Ally Tufenkjian.
All in favor. Passed unanimously.**

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.

Selectboard Signature Page.

Date: 3/23/2021

Date of Minutes: 3-9-2021

Minutes Approval Signature:  _____