



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, April 6, 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, Selectboard Vice Chair; Kim Souza, Selectboard Clerk; Rachel Edens, Selectboard Member; Ally Tufenkjian, Selectboard Member; Dennis Brown, Selectboard Member; Julia Dalphin, Selectboard Member

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

CATV LINK: <http://catv.cablecast.tv/CablecastPublicSite/show/14269?channel=1>

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

II. Pledge of Allegiance was recited

III. Order of Agenda No changes

IV. Selectboard

1. Public Comments: None

Selectboard Comments:

Dennis Brown and his wife had the chance to walk at Maxfield Park. He saw that the plaque for Dick Grassi was now up and it looked really good where it was.

Kim Souza hopes that the Board will have the opportunity to review a statement that Rachel Edens has worked on concerning the violence against Asian Americans. She wishes the Board to acknowledge the work Rachel put into this and hopes to improve the process for items like this.

2. Appointments:

- a. Consider the Re-Appointment of Sara Campbell to the Hartford Committee on Racial Equity and Inclusion for a two-year term beginning April 6, 2021 and ending April 5, 2023.
- b. Consider the Re-Appointment of John Hall to the Hartford Committee on Racial Equity and Inclusion for a two-year term beginning April 6, 2021 and ending April 5, 2023.
- c. Consider the Re-Appointment of Allene Swienckowski to the Hartford Committee on Racial Equity and Inclusion for a two-year term beginning April 6, 2021 and ending April 5, 2023.

Selectboard Vice Chair, Joe Major made the motion to reappoint Sara Campbell, John Hall and Allene Swienckowski to the Hartford Committee on Racial Equity and Inclusion for two-year terms beginning April 6, 2021 and ending April 5, 2023. Selectboard Rachel Edens seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report:

Significant Activity Report.

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/208>

Highlights:

Erik Krauss Appreciation

After four years of service to the Hartford Energy Commission, Erik Krauss is stepping back to focus on other projects. Erik's perspective has helped me, staff, and elected officials think about how we can continue to be good energy and environmental stewards for not only Hartford, but all of Vermont.

E-Bike Lending Program

The Hartford Energy Commission with help from Planning and Local Motion from Burlington will be holding demos and offering e-bike loans from Town Hall and the Quechee Library April 18th through May 8th. Keep an eye out on your favorite method of Hartford communication for more information including how to sign-up. Many thanks to HEC for getting this rolling. Matt Osborn from Planning and Martha McDaniel from HEC who will be facilitating the rentals.

Outdoor Dining

While we're seeing an increased in vaccination rates across Vermont, we're still preparing that local restaurants will have reduced indoor capacity allowances this summer. Public Works, Police, and Fire have been working together to provide additional outdoor dining space for our downtown White River Junction restaurants. This includes ensuring that we meet requirements for first responders as well as access for those using mobility devices such as wheelchairs. Public Works is identifying funding and suppliers for additional concrete barriers to ensure that our visitors are safe from vehicles.

Our Clerk's office is clarifying how the State is regulating outdoor and provisional liquor licenses in order to ensure that we place barriers and authorize any tables outside in according with those regulations. We are also asking downtown restaurants to do their own due diligence on this issue. Staff is also exploring providing picnic tables in public parks for patrons that would prefer to use take-out options. However, we need to determine if this is a viable option regarding increased trash and recycling clean-up. We remain hopeful that we will be able to install all the barriers in the next three weeks as we are able to purchase them. Public Works will remain in contact with my office and with businesses in the area.

Wesley Black Meritorious Performance Award

I'm honored to announce the creation of this award which will be presented to the Hartford Fire Department staff member who embodies the character and qualities that Retiring Firefighter Wesley Black embodies, such as bravery, selflessness, fortitude, hard work and courage. Thank you to the Fire Department for proposing the award in honor of Wes who has not only served our town as a first responder but served our country as an infantryman.

Welcome

I want to continue to thank the people of Hartford for their warm welcome. This week I spent time with Denis Backus and the folks at the VFW. I also spent a fun hour with our local Rotarians, who could power the entire state with their energy. Thanks for inviting me and keep emailing. I enjoy getting out in the community.

4. Public Hearing: Cornerstone VCDP

Selectboard Chair, Dan Fraser recessed the Selectboard Meeting and opened the Public Hearing at 6:15 PM.

Director of Planning and Development, Lori Hirshfield presented the Cornerstone Community Center (CCC) VCDP Planning Grant request as well as representatives from CCC.

The CCC wants to create a space that is safe and accessible for everyone and meet licensing standards. The improvements also are intended to preserve this historic building that is listed as a contributing structure in the Hartford Village Historic District. CCC's initial renovation conceptual plans indicated approximately \$500,000 in facility and property improvements. The Planning Grant will enable a more thorough review of needed improvements and the cost for a possible future VCDP Implementation Grant and other funding sources.

CCC is requesting the Selectboard approve resubmittal of the VCDP Planning Grant application to the State with the additional information and project timeline modifications. The next VCDP grant submittal deadline is April 13, 2021 for a June 10, 2021 VCDP Board review meeting.

Selectboard Chair, Dan Fraser closed the Public Meeting and reopened the Selectboard Meeting at 7:05 PM.

5. Board Reports, Motions & Ordinances:

a. Cornerstone - Planning

Selectboard Clerk, Kim Souza made the motion to approve the Resolution for VCDP Grant Application Authority and direct the Town Manager to complete all the necessary documents to submit the application and administer the grant. Given the use of federal funds, authorize the Selectboard Chair to sign and certify all documents necessary for the application and implementation of the grant. Selectboard Member, Dennis Brown seconded the motion. All were in favor and the motion passed.

b. Assessor Update – Presented by Joe Turner, Assessor.

Background: Vermont state statute 32 V.S.A. §§ 4111 and 32 V.S.A. § 4404(a) allow for taxpayers to grieve their property values, applied fees, and current use eligibility. This happens when the taxpayer disagrees with an aspect of the property assessment. The Town of Hartford currently has five appeals ongoing from 2018, 2019, and 2020.

Discussion: Two of the five appeals have recently been settled with decisions from the Vermont Property Valuation and Review (PVR). Three of the five are currently being heard with the Superior Court.

Financial Impact: Financial impacts would be seen through the Grand List value. All appeals have the ability to negatively impact property value and income through fees. Value decisions can vary and final value decisions can take an extended period of time to resolve.

c. Voucher Program Update – Presented by Health Officer, Brett Mayfield

Brett Mayfield, Health Officer updated the Board on the status of housing vouchers in Hartford. For his full report you can go to the CATV Link posted at the beginning of these minutes.

d. Ambulance Write-Off – Presented by Fire Chief Cooney

Background: The fire department currently bills for patient transports. The current rates are: ALS 1 \$650.00, ALS 2 \$850.00, BLS \$575.00, Loaded miles \$14.50 per mile, Paramedic Intercepts \$375.00 plus procedures. Uncollected debt accrues annually, from Medicaid and Medicare mandatory write-offs and uncollectable debt from untraceable patients or refusal/inability to pay.

Discussion: The finance department and the fire department have developed a process to only record two years of uncollectable debt. The third year is written off each calendar year. This year the total write-off required for the 07/01/2017-06/30/2018 period is \$93,239.54.

Financial Impact: There is no financial impact as these funds remain uncollectable.

Selectboard Member, Dennis Brown made the motion to authorize the Town Manager to authorize the Finance Director and the fire department to write-off \$93,239.54 as uncollectable ambulance debt. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

e. Volunteer Proclamation – Parks & Recreation

**TOWN OF HARTFORD, VERMONT VOLUNTEER
APPRECIATION PROCLAMATION 2021**

WHEREAS ~ *The entire community can affect positive change with any volunteer action no matter how big or small; and*

WHEREAS ~ *Volunteers can connect with local community service opportunities through Town organizations; and*

WHEREAS ~ *Volunteers do bring people together for social good of the community; and*

WHEREAS ~ *Volunteers are vital to the future of our Town;*

WHEREAS ~ *Volunteers contribute countless hours for the betterment of the community and just alone, in the Parks & Recreation Department over 269 volunteers contributed 3,496 hours in 2020 with a volunteer value of \$95,000 dollars to our Town;*

NOW THEREFORE~ *As we celebrate volunteers during National Volunteer Week -April 18-24 2021 we, the Hartford Selectboard, and on behalf of the citizens of Hartford, recognize volunteers for their commitments to community service; and proclaim our sincere appreciation for the services and contributions of all volunteers who have given their time and energy for the betterment of community and quality of life to the citizens of Hartford, Vermont.*

Selectboard Member, Ally Tufenkjian made the motion to accept the Volunteer Appreciation Proclamation 2021 as read by Kim Souza. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

f. Overview of New Police Department website – Presented by Brad Vail, Deputy Chief of Police.

The Police Department has a new, more user-friendly website that was created on the Squarespace platform with assistance from Chameleon Studios of Hanover, NH. The website highlights the department's community programs and services, provides easy access to forms and communication with the department, as well as increases transparency. The site can be found at <https://police.hartford-vt.org>, and is also accessible by redirect link from the Town of Hartford website.

g. COVID Committee request for reimbursement – Town Manager

Additional Funding for the Ad Hoc Committee on Coronavirus Response

Background: The Committee was originally Charged with developing strategies to stop the spread of the virus. As part of that Committee members have worked to make face coverings easily available to all members of the community.

Discussion: As part of this action to stop the spread during the winter months, the Committee purchased bags to keep the masks clean and dry. The memo request that we increase the budget to \$2,500 complete this project.

Financial \$500 will be reallocated from another Town Committee with additional funds

Selectboard Member, Julia Dalphin made the motion to allocate an additional \$500 to the Ad Hoc Committee on Coronavirus. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

h. Strategic Equity and Inclusion Plan – Presented by Selectboard Vice Chair, Joe Major.

They have set up a meeting with the authors of the Strategic Plan for this Thursday (4.8.2021). This plan was done two years ago so it is important to understand the why and how of the plan at that time.

V. Local Liquor Control Board: Selectboard Chair, Dan Fraser recessed the Selectboard Meeting and opened the Local Liquor Control Board at 8:40 PM.

Renewals: a. Veterans of Foreign Wars Club Inc. of Hartford Doing Business As: Veterans of Foreign Wars Club #2571, 97 South Main Street Parking Lot, White River Junction, VT 05001 (1st Class)

Selectboard Vice Chair, Joe Major made the motion to approve the renewal of the 1st Class Liquor License for Veterans of Foreign Wars Club Inc. of Hartford Doing Business As: Veterans of Foreign Wars Club #2571, 97 South Main Street Parking Lot, White River Junction, VT 05001. Selectboard Member, Julia Dalphin seconded the motion. 4 were in favor, 2 recused (Brown and Souza) and 1 abstained (Fraser), The motion passed.

b. Quechee Pizza Chef, Inc. Doing Business As: Quechee Pizza Chef, 5893 Woodstock Road, Quechee, VT 05059 (1st Class and Outside Consumption)

Selectboard Member, Ally Tufenkjian made the motion to approve the renewal of the 1st Class and Outside Consumption for the Quechee Pizza Chef, Inc. Doing Business As: Quechee Pizza Chef, 5893 Woodstock Road, Quechee, VT 05059. Selectboard Member, Dennis Brown seconded the motion. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

c. Maple Street Catering, LLC Doing Business As: Big Fatty's BBQ, 186 South Main Street, White River Junction, VT 05001 (1st, 2nd, 3rd Class and Outside Consumption)

Selectboard Member, Dennis Brown made the motion to approve the renewal of the 1st, 2nd, 3rd Class and Outside Consumption Liquor License for Maple Street Catering, LLC Doing Business As: Big Fatty's BBQ, 186 South Main Street, White River Junction, VT 05001. Selectboard Member, Ally Tufenkjian seconded the motion. . 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

Selectboard Chair, Dan Fraser closed the Local Liquor Control Board at 8:34 PM and reopened the Selectboard Meeting.

VI. Commission Meetings Reports

Rachel Edens reported from the Climate Action Committee. She expressed her appreciation of the work that Erik Kraus has done for the committee. The committee has now formed 8 groups. They will have another workshop to complete their work. This is important to focus on the Climate Action Plan. Rachel is also now a member of the VLCT Equity Committee. Here is a link to the minutes from the 3.8.2021 meeting. <https://www.vlct.org/resource/2021-03-08-vlct-equity-committee-meeting>. Rachel Edens, Co-Chair.

Dennis Brown attended the Conservation Commission. They are busy with trail signs for Hurricane Forest. Greenup day is May 1st, if interested contact Matt Osborn in Planning. They have planned logging in the Town Forest and are getting signs put up on how to get to the Town Forest – working with the State on this. Dennis also said he was going to attend a pool committee meeting that is coming up. Contact Paula Nulty if you want to attend this.

Kim Souza attended the Planning Commission meeting. They are reviewing lot line adjustments in Quechee and processing requests.

Ally Tufenkjian attended the Resilient Hartford Committee meeting. They are working on the Clifford Park Food Forest Project. She also attended the Emergency Shelter committee. They now have 3 sub committees working on different options for housing.

VII. Consent Agenda: Selectboard Vice Chair, Joe Major made the motion to approve the Consent Agenda not including the Manifest for April 6, 2021. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 4/3/2021

Approve Meeting Minutes of: 3/23/2021

Approve A/P Manifest of: 4/2/2021

Meetings for: 5/4/2021 and 5/18/2021

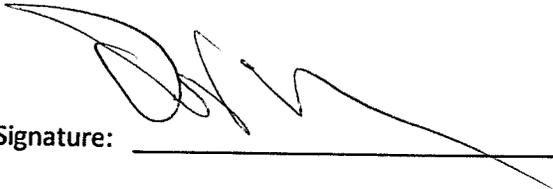
IX. Adjourn the Selectboard Meeting: Selectboard Clerk, Kim Souza made the motion to adjourn the meeting at 8:53PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

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.

Selectboard Signature Page.

Date: 4/20/2021

Date of Minutes: 4/6/2021

Minutes Approval Signature:  _____