



## **TOWN OF HARTFORD SELECTBOARD MINUTES**

Tuesday, June 27, 2023, 6:00PM Hartford Town Hall, 171 Bridge Street White River Junction, VT 05001. This meeting was conducted in person at Town Hall

Present: Dan Fraser, Vice Chair; Kim Souza, Clerk; Rocket, Member; Lannie Collins, Member; Mary Erdei, Member; Ally Tufenkjian Member; Paula Nulty, Acting Asst. Town Manager; Scott Hausler, Parks & Rec, Scott Cooney HFD, Bryan Gazda, DPW, Dillon Walsh, IT, Lori Hirshfield, P&D, Chico Eastridge JAM, Joe Trottier, Patti Holmes, Mary Kay Brown, Dennis Brown, Heidi Duto, Mark Babson, David Clem, Connie Kelley, PD, Skylar Claud, Dave Brown, Michaela Lavelle, Tammie Stammers, Mark Babson

Present via Zoom: Michelle Ollie, Marie Alvin, Members of the Public

Absent: Michael Hoyt, Chair.

JAM Video Recording Link: [https://www.youtube.com/live/\\_U9hljAkVE0?feature=share](https://www.youtube.com/live/_U9hljAkVE0?feature=share)

### **Order of Agenda .**

**I. Call to Order the Selectboard Meeting by Dan Fraser @ 6:01pm**

**II. Pledge of Allegiance led by Patti Holmes**

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

**IV. Local Cannabis Control Board: None**

**V. Order of Agenda**

Mary Kay Brown requested to move 5b to just after Selectboard comments. No objections.

Ally Tufenkjian suggested tabling the HCOREI application until the committee can interview the applicant. No objections.

Rocket suggested moving staff items earlier in the agenda.

**VI. Selectboard**

**1. Public Comment**

Patti Holmes on behalf of the Alumni association. Thanked Mike & Rocket for participating in the parade.

Marie Alvin asked if the speed cart was related to the Hartford Ave traffic study. Deputy Chief Kelley said the cart was related to the study. Marie also suggested weekly emails or posts on the website for a newsletter for better communication. Also Marie is wondering about how many ambulance calls to the Haven. How much is this costing the Town of Hartford? Marie also said she thinks the Wilder Park & Ride needs to be closed.

**2. Selectboard Comments and Announcements**

Ally Tufenkjian thanked all the staff and volunteers and participants for making all the recent community events happen, Juneteenth, Quechee Balloon Fest, HCC Block Party, Hartford Alumni Parade.

Rocket echoed Ally's comments.

Lannie participated in the HCC Block Party dunk tank.

**WW1 Monument Project (moved from 5b):**

**Kim Souza moved that the board/town agrees to 1) accept the gift of a new monument in Veterans Park, 2) give the necessary written permissions for the Monument Committee to continue working with Better Places to secure a grant from them and 3) commit to funding the needed repairs and improvements to the kiosk, signage and other items identified by Parks and Recreation in Veterans Park. 2<sup>nd</sup> by Mary Erdei. 6 in Favor. The motion passed.**

**3. Appointments**

**a. Mary Erdei moved to Re-Appointment of Crystal Pearson-Moses to the Hartford Business Revolving Loan Fund Committee for a three-year term beginning June 27, 2023 and ending June 26, 2026. 2<sup>nd</sup> Ally Tufenkjian. 6 in Favor. The motion passed.**

**b. Rocket moved to approve the Appointment of Dylan Kreis to the Planning Commission for a three-year term beginning June 27, 2023 and ending June 26, 2026. 2<sup>nd</sup> by Mary Erdei. 4 in Favor. 1 Opposed (Collins). 1 Recusal (Souza). The motion passed.**

**c. TABLED** Consider the Appointment of Susan Mullens to the Hartford Committee on Racial Equity and Inclusion (HCOREI) for a two-year term beginning June 27, 2023 and ending June 26, 2025.

**d. Mary Erdei moved to approve the Appointment of Skylar Claud to the Hartford Conservation Commission for a four-year term beginning August 1, 2023 and ending July 31, 2027 contingent upon residency. 2<sup>nd</sup> by Rocket. 6 in Favor. The motion passed.**

**e. Rocket moved to approve the Appointment of Michaela Lavelle to the Resilient Hartford Board for a three-year term beginning June 27, 2023 and ending June 26, 2026. 2<sup>nd</sup> by Ally Tufenkjian. 6 in Favor. The motion passed.**

**f. Lannie Collins moved to approve the Re-Appointment of David Barrell to the Hartford Tree Board for a three-year term beginning June 27, 2023 and ending June 26, 2026. 2<sup>nd</sup> by Mary Erdei. 6 in Favor. The motion passed.**

**g. Mary Erdei moved to approve the Re-Appointment of Leif Smedman to the Hartford Tree Board for a three-year term beginning June 27, 2023 and ending June 26, 2026. 2<sup>nd</sup> Ally Tufenkjian. 6 in Favor. The motion passed.**

**h. Kim Souza moved to approve the Appointment of Alan Haehnel to the Hartford Tree Board for a three-year term beginning June 27, 2023 and ending June 26, 2026. 2<sup>nd</sup> by Lannie Collins. 6 in Favor. The motion passed.**

**3. Significant Activity Report (See Pages 28-43 of [June 27 agenda](#)).**

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

**a. Parks and Recreation Proclamation**

**Chair, Dan Fraser read the Parks & Recreation Proclamation. Kim Souza moved to adopt the proclamation into the Town record. 2<sup>nd</sup> by Rocket. 6 in**

**Favor. The motion passed.**

**b. WW1 Monument Project (discussed earlier in agenda)**

**c. OWL Review**

There was consensus among the Selectboard that a Junction Arts & Media (JAM) person being present during the meetings is obligatory. Town of Hartford IT and JAM will discuss potential solutions and report back to the board. No motion was made.

**d. Public Safety RFP Camera Award**

**Ally Tufenkjian moved to authorize the Acting Town Manager to sign the Astronaut Security Technology quote for a new public safety camera solution as identified in the attached documents in the amount of \$45,000. All change orders require pre-approval by the Finance Director. 2<sup>nd</sup> by Lannie Collins. 6 in Favor. The motion passed.**

**e. Ambulance Award**

**Lannie Collins moved to authorize the Acting Town Manager to award the purchase of the Braun Type 1 ambulance and associated equipment to North Eastern Rescue Vehicles, Inc. 2<sup>nd</sup> by Ally Tufenkjian. 6 in Favor. The motion passed.**

**f. DPW Award Aggregates**

**Lannie Collins moved to authorize the Department of Public Works staff to utilize Pike Industries as the primary vendor for aggregates based upon their competitive bid, and to utilize Twin State Sand and Gravel in the event of a product shortage at Pike Industries or if access to the Pike facility is not practicable or hinders timely job completion of task and projects. 2<sup>nd</sup> by Mary Erdei. 6 in Favor. The motion passed.**

**g. DPW Award Sludge Hauling and Grease Removal**

**Mary Erdei moved that the Selectboard authorize the Director of Public Works to execute a contract with N.A. Manosh, Inc. for \$52,500 with any change orders to follow the purchasing policy and approval by the Finance Director. 2<sup>nd</sup> by Lannie Collins. 6 in Favor. The motion passed.**

**h. DPW Award Old River Road Drainage Improvement**

**Lannie Collins moved that the Selectboard authorize the Director of Public Works to execute a contract with Northwoods Excavating Inc not to exceed \$44,542. 2<sup>nd</sup> Ally Tufenkjian. 6 in Favor. The motion passed.**

**i. DPW Award Wastewater Line Cleaning and Video Inspection**

**Rocket moved to authorize the Director of Public Works to execute a contract with N.A. Manosh, Inc. for \$42,350 with any change orders to follow the purchasing policy and approval by the Finance Director, 2<sup>nd</sup> Ally Tufenkjian. 6 in Favor. The motion passed.**

**j. Award Maple Street TIF Sidewalk Improvement Project**

**Ally Tufenkjian moved that the Selectboard authorize the board chair or vice chair to award and execute a contract with D.R. Key Corp for the Maple Street sidewalk, curbing and streetscape construction using TIF and other Town funds and to submit a Substantial Change Request to the Vermont**

**Economic Progress Council. 2<sup>nd</sup> Mary Erdei. 6 in Favor. The motion passed.**

**k. Wilder Community Center - David Clem**

Mr. Clem shared his history with the renovation & restoration of the Wilder Center and his interest in offering it for sale to the Town of Hartford at an advantageous price.

**l. Center for Cartoon Studies Request Letter of Support**

**Kim Souza moved that the Selectboard direct the acting assistant town manager to provide a letter of support on behalf of the Town for the Center for Cartoon Studies and its grant application to the Vermont Agency of Commerce and Community Development's Community Recovery and Revitalization Program and to authorize the chair or vice chair to sign the document. 2<sup>nd</sup> by Ally Tufenkjian. 5 in Favor. 1 Opposed (Collins). The motion passed.**

**m. River Roost Brewery Request Letter of Support**

**Kim Souza moved that the Selectboard direct the acting assistant town manager to provide a letter of support on behalf of the Town for River Roost Brewery and its grant application to the Vermont Agency of Commerce and Community Development's Community Recovery and Revitalization Program and to authorize the chair or vice chair to sign the document.. 2<sup>nd</sup> by Ally Tufenkjian . 5 in Favor. 1 Opposed (Collins). The motion passed.**

**n. Authorize Board Chair to approve special check run dated July 1, 2023**  
**Mary Erdei moved that the SB approve the chair or vice chair to approve the AP manifests dated July 1, 2023 in the event that no special meeting is held prior to July 11 to approve and set the FY24 tax rate. 2<sup>nd</sup> Rocket. 6 in Favor. The motion passed.**

**VII. Commission Reports**

**Ally Tufenkjian**

**Hartford Committee on Racial Equity & Inclusion (HCOREI):**

-Thank you to HCOREI and Lebanon's DEI Commission, in particular Joe Major and Alisha Robinson, for organizing such a wonderful Juneteenth celebration. They pivoted quickly due to rain and still had great attendance the next day for a beautiful and reflective celebration.

-There is one committee vacancy and one anticipated vacancy.

**Hartford Committee on Housing & Homelessness Committee (HCHH):**

-Four committee members tabled at the Hartford Community Coalition Block Party and had informative conversations with community members.

-Identified an HCHH Member to work with the Planning and Development Department to review housing development applications as part of initial consultations with applicants.

-Continuing to research possibilities for proposals in connection with the state's resources and support for Vermonters experiencing homelessness (the Town submitted a letter of interest on May 30th). The committee is considering: 1) supporting an existing organization's project proposal via letter of support from the Town. They are conducting informal outreach to other local organizations that serve unhoused community members to gauge their awareness of this potential funding opportunity. 2) Supporting existing housing-related efforts the Town is working on and 3) If it meets the criteria, supporting bi-state

work such as Lebanon's winter shelter, or Hartford's Community Safety Review process. The committee will likely need guidance from Town leadership on what to focus on for a proposal.

**Resilient Hartford:**

-Committee has one vacancy.

**VIII. Consent Agenda**

**Kim Souza moved to approve Payroll Ending: 6/24/2023**

**Approve Meeting Minutes of: 6/13/2023**

**Approve A/P Manifest of: 6/23/2023 and 6/29//2023**

**Selectboard Meetings Approval: 7/11/2023 and 7/25/2023**

**2<sup>nd</sup> by Rocket. 6 in Favor. The motion passed.**

**IX. Executive Session**

**Lannie Collins moved to find that premature general public knowledge of confidential attorney client communications made for the purpose of providing professional legal services to the body in regard to 1472 and 1498 Maple Street, Hartford, will clearly place the Town at a substantial disadvantage by disclosing its communications. 2<sup>nd</sup> by Mary Erdei. 6 in Favor. The motion passed.**

**Lannie Collins moved that we enter into executive session to discuss 1472 and 1498 Maple Street, Hartford, with counsel under the provisions of Title 1, Section 313(a)(1)(F) of the Vermont Statutes. 2<sup>nd</sup> Ally Tufenkjian. 6 in Favor. The motion passed.**

**Rocket left the meeting at 10:25pm**

**Lannie Collins moved to exit executive session at 10:31pm. 2<sup>nd</sup> by Ally Tufenkjian. 5 in Favor. The motion passed.**

**No Action taken.**

**X. Adjourn the Selectboard Meeting**

**Lannie Collins moved to adjourn the meeting at 10:32pm. 2<sup>nd</sup> by Mary Erdei. 5 in Favor. The motion passed.**

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**Kim Souza, Clerk  
June 27, 2023 Meeting**