



**TOWN OF HARTFORD
SELECTBOARD AGENDA**
Tuesday, July 14, 2020, 6:00pm
Hartford Town Hall, 171 Bridge Street
White River Junction, VT 05001

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

Present at Town Hall: Dan Fraser, Selectboard Chair; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant;

Present via ZOOM: Simon Dennis, Selectboard Vice Chair; Alicia Barrow, Selectboard Member; Alan Johnson, Selectboard Member; Joseph Major, Selectboard Member; Kim Souza, Selectboard Clerk; Emma Behrens, Selectboard Member;

CATV LINK: <http://catv.cablecast.tv/CablecastPublicSite/show/12438?channel=1>

Selectboard Chair, Dan Fraser read the following:

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. If anybody has a problem, please call 802-369-9036 and*
- 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 the Selectboard Meeting: Selectboard Chair called the meeting to order at 6:00 P.M. and did Roll Call. All members are present.**
- II. Pledge of Allegiance: was recited.**

III. Local Liquor Control Board: N/A

IV. Order of Agenda: Kim Souza asked if the items that require staff participation (j) could be moved up to the top of the agenda after a.

V. Selectboard

1. Public, Selectboard Comments and Announcements

Citizen Comments: Mike Morris asked if it is time to require masks for all businesses. Selectboard Member, Joe Major said he has witnessed more people going without masks now.

Jack Peisch asked about the mental health services here in the Town. He asked if enough is being done through the State Agency HCRS or are more resources needed. Town Manager, Brannon Godfrey responded that we currently are working with many agencies and the Town has voted yearly to support these agencies through the appropriation process.

Selectboard Comments: Alicia Barrow asked for an agenda item at the next meeting to address the increased graffiti around town.

2. Appointments

- a. Consider the Appointment of Marcia Gauvin to Resilient Hartford for a three-year term beginning July 14, 2020 and ending on July 13, 2023.

Selectboard Vice Chair, Simon Dennis made the motion to appoint Marcia Gauvin to Resilient Hartford for a three-year term beginning July 14, 2020 and ending on July 13, 2023. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

- b. Appointment of Fire Marshal Tom Peltier as Building Safety Officer

Selectboard Member, Joe Major made the motion to appoint Fire Marshal Tom Peltier as Building Safety Officer. Selectboard Member, Alicia Barrow seconded the motion. All were in favor and the motion passed.

- c. Nomination to VLCT Board of Directors

Selectboard Vice Chair, Simon Dennis made the motion to nominate Alicia Barrow to the Vermont League of Cities and Towns (VLCT) Board of Directors. Selectboard Member, Emma Behrens seconded the motion. 6 were in favor, one abstained (Barrow), the motion passed.

3. **Town Manager's Report:** Significant Activity Report ending July 13, 2020.

LINK: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/189>

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

a. Interim Town Manager Contract (Motion Required)

Selectboard Vice Chair, Simon Dennis made the motion to appoint Patrick MacQueen as Interim Town Manager and to approve the draft contract for services through Municipal Resources, Inc. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

b. Preliminary FY2022 Budget Calendar (Motion Required)

Selectboard Member, Emma Behrens made the motion to approved the FY22 Budget Meeting Calendar as presented. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

c. Reciting the Pledge of Allegiance at Selectboard Meetings

The Selectboard Members had a discussion about whether to recite the Pledge of Allegiance at the beginning of Selectboard meetings.

Suggestions:

- Add to the Pledge and not take it away.
- Add a land acknowledgement
- Replace with a moment of silence
- Should ask the public

Statements:

- We are one of the few towns left reciting the Pledge
- Find a way to focus the Selectboard to the business ahead of them

This conversation will be continued at a later meeting.

d. Award of the Cleaning Contract (Motion Required)

Selectboard Member, Joe Major made the motion to authorize the Town Manager to execute a contract for cleaning services with LL Potwin Services in the amount of \$47,944 for FY21 and \$49,382 for FY22. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

e. Mini Excavator and Trailer Bid Award (Motion Required)

Selectboard Member, Alicia Barrow made the motion to Authorize the contract be awarded to G. Stone Commercial for the purchase of a DOOSAN DX50- 5K Mini Hydraulic Excavator and a B Wise THD22-17 trailer. It is further recommended that we purchase the 5-year warranty for the DOOSAN DX50-5K that will cover the mini

hydraulic excavator for 5 years if anything were to break. The cost of the 5-year warranty is \$2,902.06, bringing the total amount to \$85,264.67. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- f. Review of the draft RFP for Curbside Solid Waste Collection (Information Only)

It was recommended by the Town Manager that this item be continued to the next Selectboard Meeting due to lack of information. The Town Manager will find the relevant documents (Upper Valley SWM and HSWC Final report). The Selectboard will review these reports. If needed, the Selectboard will appoint a committee or hire a specialist to review the options. The goal would be to get the proposal on the March 2021 ballot.

- g. Selectboard Liaison Assignments (Motion Required)

Liaisons for the remainder of the term:

Aquatics Center Oversight Committee: Emma Behrens
Conservation Commission: Emma Behrens
Historic Preservation Commission: Alicia Barrow
Zoning Board of Adjustment: Emma Behrens

- h. Reschedule August 11th Selectboard Meeting (Motion Required)

Selectboard Clerk, Kim Souza made the motion to reschedule the Selectboard meeting of Tuesday, August 11th to Monday, August 10th. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

- i. Update on Homeless Camping Research (Information Only)

At its July 2 Special Meeting, the Selectboard voted to direct the Town Manager to prepare a report researching the feasibility of using one of three Town-owned properties (map images attached) for a designated homeless campsite:

- 100 Arboretum Lane - on the West side of Street from the cul-de-sac to Rt. 5
- 270 Wright's Reservoir Rd-Hurricane Hill Forest
- 2333 Hartford Ave - Maanawaka Conservation Area

On July 6, the Town Manager requested the Police Chief, Fire Chief, Parks & Recreation Director, Planning Director and Town Health Officer to evaluate the sites for their respective issues and potential solutions. This team will return its preliminary findings by July 17, after which it will meet to confer and assist in preparing a report for the Selectboard on July 28. No adjoining property owners have been contacted.

Bryan Luikart called in to ask if the proposed encampment was going to happen. He is concerned about the welfare of the homeless during this COVID-19 time.

- j. HBRLF Committee Recommendations for Mini-Grant Applications and Approval of Use of VCDP Program Income (Motion Required)

Selectboard Member, Alicia Barrow made the motion to approve the grant program as presented. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

VI. Commission Meeting Reports:

Selectboard Clerk, Kim Souza reported from the Planning Commission. They have had 2 public meetings. There is a group looking to do a tiny house Airbnb which the planning commission said yes to the proposal.

Selectboard Vice Chair, Simon Dennis reported that the COVID committee is now meeting every other week. They are currently considering a budgetary request from the town for COVID related items to slow the spread.

Selectboard Member, Alicia Barrow reported from HCOREI that they are working on the curriculum update to implement in the Town of Hartford that would include the BIPOC population.

Selectboard Member, Joe Major reported from HCOREI that they are working on a framework on how to implement the Strategic Plan.

VII. Consent Agenda (Motion Required)

Selectboard Clerk, Kim Souza made the motion to approve the Consent Agenda as listed and to authorize the Chair to sign for the Selectboard. Selectboard Member, Alicia Barrow seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 7/11/2020

Approve Meeting Minutes of: 6/30/2020, 7/2/2020 and 7/8/2020

Approve A/P Manifest of: 7/10/2020 & 7/14/2020

Selectboard Meeting Dates of:

Already Approved: 7/28

Needs Approval: 8/10 and 8/25

VIII. Executive Sessions: NONE

IX. Adjourn the Selectboard Meeting (Motion Required):

Selectboard Member, Alicia Barrow made the motion to Adjourn the meeting at 9:30 P.M. Selectboard Clerk, Kim Souza 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.