



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, July 27, 2021, 6:00pm

Hartford Town Hall, 171 Bridge Street, White River Junction, VT 05001

Present: Dan Fraser, Chair; Joseph Major, Vice-Chair; Dennis Brown, Member; Ally Tufenkjian, Member; Tracy Yarlott-Davis, Town Manager; Lana Livingston, Administrative Assistant; Scott Cooney, Fire Chief; Scott Hausler, Parks & Rec Director; Hannah Tyler, Public Works Director; Brett Mayfield, Health Officer; Karen Chandler; Mary Wood; Brent Chandler; Abby Johnson; Ed Johnson; Benning Johnson; Mike Morris; Erka Napsey; Dave Brown; Brian Kelley; Scott Bushway; Nancy Howe; Connor Chandler; Karen and Dennis Richardson; Kathy Phipps; Timothy Schaal; Tom McCleary; Russ North; Dave Parella; Sarah Smith; Todd Campbell; Cassandra North; David Briggs; David Davidson; Cathleen Carroll.

Via Zoom: Kim Souza, Clerk

CATV LINK: <https://catv.cablecast.tv/CablecastPublicSite/show/15038?channel=1>

- I. Selectboard Meeting Call to Order:** Selectboard Chair, Dan Fraser called the meeting to order at 6:00 PM.
- II. Pledge of Allegiance** was led by Scott Cooney, Fire Chief.
- III. Local Liquor Control Board: NONE**
- IV. Order of Agenda:** There were no changes to the order of agenda.
- V. Presentation of Fire Department Life Saving Awards-** Chief Cooney presented Life Saving Awards to Brent Chandler, Ayla Pearson, Benning Johnson and Harrison Gaudet for their actions and assistance in the saving of a life while on duty as lifeguards at Lake Pinneo Beach on Monday, June 28th.
- VI. Selectboard**
 - 1. Public Comments:** A citizen requested an emergency fire arms ordinance to be put in place to address target shooting in neighborhoods. The Town Manager will look into this.

Mike Morris asked if there was a plan to send out postcards to get the message out that there is a special election coming up. The Town Manager and Selectboard thinks that it is too late to get postcards printed and sent out. The

manager's office will advertise in all social media places as well as the Valley News.

2. Selectboard Comments and Announcements

Dennis Brown asked about the barriers around the smaller roundabout on Sykes Avenue. They are sticking out and hard for larger trucks to get around. Hannah Tyler explained that they are working on installing the concrete and the barriers are to protect the workers. The installation should be completed soon. Mr. Brown also commented on closing Gates Street. Having the 100 cars that use it go around will be increasing the miles that cars travel and not Supporting our Climate Action document.

Kim Souza asked if there will be a candidate's night. One is not scheduled as of now. There seems to not be enough people on the committee to organize one at this time. She also asked about holding an informal one.

Dan Fraser announced that a COVID vaccination clinic will be held this Friday at Dan & Whit's from 3-6pm. Also, the State of Vermont will be holding a COVID Memorial Service in Montpelier on Sept. 18th, 3-6 PM.

3. Appointments

Selectboard Member, Dennis Brown made the motion to Reappoint David Crocco to the Parks and Recreation Commission for a three-year term beginning on July 27, 2021 and ending on July 26, 2024. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

4. Town Manager's Report and Significant Activity Report

Significant Activity Report link:

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/216>

Town Manager's Report:

Ongoing Weather-Related Repairs

We've had quite a lot of rain storms this month. Staff continue to work to clear trees and brush and address potholes as they appear as well as maintain our stormwater systems. However, we all also appreciate the rain. If you see something that needs attention, please let Public Works know and they'll assess the situation and add it to the list. They do address issues in order of safety concerns, not in the order they come into the department.

Desk Audit of COVID-19 Grant Funds

We're finishing up a desk audit with the State for the COVID-19 grant funding we received. This is a review of our supporting documentation for the allowable expenses and our policies and procedures. It's a great test run for the funding we will receive in the future which will be significantly more.

Center for Cartoon Studies

Many thanks to Michelle Ollie for a fun and insightful tour of the Center late last week. It's such a pleasure to meet the community members who are out there letting people know how fantastic Hartford is, helping bring life into our downtown area, and being active in the community.

There Goes Amtrak

On the 19th we welcomed Amtrak back. It was a fun and vibrant event and the rain held off. Scott Hausler and Lori Hirshfield tag teamed on the event and it was really appreciated. We also got a reminder on being safe around trains so please don't walk on tracks and obey all safety signs and gates.

Christian Street Cemetery

My office is working through some of our first requests from people who own plots in the cemetery. We thank them for their patience and kindness as we work through our first draft of policies and procedures.

Joe Major commented that the Town needs to establish a Cemetery Commission as soon as possible. The Town Manager explained that to create a cemetery commission the Town's charter needs to be revised and that we need a Charter Commission to do that. We cannot find enough volunteers to be on this commission.

Summer Push

All Town departments continue to be inundated with activities, both regular ongoing and seasonal projects. We're all excited that more people are getting out and getting involved. Please be patient as we help everyone get what they need.

5. Board Reports, Motions & Ordinances:

- a. Bond Bank presentation by Ashley Lucht.

Presentation: <https://www.hartford-vt.org/DocumentCenter/View/5328/Hartford-assessment-2021>

- b. Parks & Rec Update by Scott Hausler, Director of Parks & Recreation.

Presentation: <https://www.hartford-vt.org/DocumentCenter/View/5329/Parks-and-Rec-Dept-Update-72221-Final>

- c. State of Vermont Building Communities Grant presented by Scott Hausler, Director of Parks and Recreation.

Background:

At the 2020 Town Meeting Hartford Voters approved a \$3.3 million dollar bond to build a new municipal pool. The project includes removal of the existing 1960's structure and replacing the pool with a modern aquatic facility featuring a zero-depth entry, lane lines, spiral slides, control building with new family changing rooms and installation of a spray deck. The project is in construction phase and estimated to be completed for a 2022 summer opening. We are seeking funding from the Recreational Facilities Grants Program to aid in the purchase of spray deck features that includes a shower tunnel raindrop jets, geysers for the spray deck feature in the new aquatic facility.

Discussion:

The Recreational Facilities Grants Program is a competitive grant program administered by Vermont's Department of Buildings and General Services. It aims to support municipalities and non-profit organizations that provide recreational opportunities. The maximum award amount is \$25,000 and projects must be shovel-ready. This funding would be used to off-set costs associated with the construction of the pool.

Motion:

Selectboard Vice Chair, Joe Major made the motion to approve the submission of the letter of support and grant application. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

- d. Gates Street presented by Tracy Yarlott-Davis, Town Manager.

On July 13, 2021 the Town Manager and Director of Public Works presented new information on the stability of Gates Street between Fairview Terrance and Maplewood Terrace. While there was no formal motion at the time, staff wanted to provide an update and receive feedback from the Board.

While Public Works staff were performing spring inspections of the road way, they observed significant winter damage and deterioration and thus requested and received permission to obtain current measurements on the top of wall alignment. On July 13, 2021 the Director of Public Works reported that newly requested measurements indicated two to three inches of movement in a portion of the concrete top cap over the stone retaining wall that holds back the roadway and utilities above Maplewood Terrace. The Town Manager and Director of Public Works provided information

on other concerns including significant trip and fall hazards to pedestrians, rusted guardrails that are no longer structurally stable, and a surface that is too uneven for the sidewalk plow to perform any further winter maintenance on.

At this time, it is our professional obligation to recommend that the Town close Gates Street between Fairview Terrace and Maplewood Terrace. There are significant trip and fall risks to the residents who use the unofficial walking path to travel to the downtown area and there is always risk that further retaining wall movement could cause a failure putting the residents and their property of Maplewood Terrace at risk of property damage, injury, or death. There's also a reasonable consideration that the movement of cars, while only an average of 100 per day, down Gates Street is a factor in the retaining wall's movement along with general deterioration of the roadway.

Motion:

Selectboard Clerk, Kim Souza made the motion That the Selectboard support the Town Manager and the Director of Public Works in closing Gates Street between Fairview Terrace and Maplewood Terrace for a temporary and undetermined amount of time to address significant safety issues. Selectboard Member, Ally Tufenkjian seconded the motion. 4 were in favor, 1 not in favor (Brown), the motion passed.

Joe Major promised the public that the Board will keep the public updated and that they will let them know when and how things are happening. He said this will stay at the forefront with the Selectboard.

e. Strategic Equity and Inclusion Plan

Joe Major reported that he and The Town Manager met with the author of the Strategic Plan. Now the Town Manger will go to the department heads to determine what to do to move forward. Also, the School Board and HCOREI will be partners in this to make it work. There will be continued progress updates.

VII. Commission Meetings Reports

Ally Tufenkjian reported for Parks & Rec. They are in the designing phase of fruit tree planting in one of the parks. The Emergency Shelter working group is looking to shift the regulation on Recreational Vehicles to make them eligible for dwellings. They are working with the Planning Department on this.

Dennis Brown reported that the Zoning Commission met and approved the one application before them. The next meeting is cancelled because there

are no other applications at this time. The Hartford Preservation commission is still working on the Demolition Delay Ordinance.

- VIII. **Consent Agenda: Selectboard Vice Chair, Joe Major made the motion to approve the Consent Agenda. Selectboard Member, Dennis Brown seconded the motion. All were in favor and the motion passed.**

**Approve Payroll Ending: 7/24/2021
Approve Meeting Minutes of: 7/6/2021
Approve A/P Manifest of: 7/23/2021 & 7/27/2021**

Selectboard Meeting Dates of: Already Approved: 8/17/2021 & 8/24/2021

- IX. **Executive Session: Selectboard Member, Ally Tufenkjian made the motion to enter into Executive session In accordance with Vermont's Open Meeting Law requirements the Selectboard will 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) at 9:35PM. Selectboard Vice Chair, Joe Major seconded the motion. All were in favor and the motion passed.**

Selectboard Member, Ally Tufenkjian made the motion to close the Executive Session at 10:04 PM. Selectboard Member, Dennis Brown seconded the motion. All were in favor and the motion passed.

- X. **Adjourn the Selectboard Meeting
Selectboard Member, Ally Tufenkjian made the motion to adjourn the Selectboard Meeting at 10:05PM. Selectboard Vice Chair, Joe Major 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.

Kim Souza, Clerk