



**TOWN OF HARTFORD
SELECTBOARD AGENDA**

Tuesday, August 25, 2020, 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 at Town Hall: Dan Fraser, Selectboard Chair; Patrick MacQueen, Interim Town Manager; Lana Livingston, Administrative Assistant;

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

CATV Link: <http://catv.cablecast.tv/CablecastPublicSite/show/12708?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

*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, Dan Fraser called the meeting at order at 6:00 P.M.

II. Pledge of Allegiance: Interim Town Manager, Pat MacQueen led the Pledge of Allegiance.

III. Local Liquor Control Board: Selectboard Chair, Dan Fraser recessed the Selectboard Meeting and opened the Local Liquor Control Board.

- a. Summit Stores LLC, 18 and 42 Sykes Mtn. Avenue, White River Junction, VT 05001. (Second Class)

Selectboard Vice Chair, Simon Dennis made the motion to approve a second-class license to Summit Stores LLC, 18 and 42 Sykes Mtn. Avenue, White River Junction, VT 05001. Selectboard member, Joe Major seconded the motion. 5 were in favor, 1 recused (Souza) and 1 abstained (Fraser). The motion passed.

- b. Maple Street Catering/Big Fatty's BBQ doing business as Big Fatty's BBQ, 186 South Main Street, White River Junction, VT 05001. (Up dated Outside Consumption - Provisional)

Selectboard Member, Alan Johnson made the motion to approve an updated Provisional Outside Consumption license to Maple Street Catering/Big Fatty's BBQ doing business as Big Fatty's BBQ, 186 South Main Street, White River Junction, VT 05001. Selectboard Member, Emma Behrens 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 and reopened the Hartford Selectboard Meeting at 6:12 P.M.

IV. Order of Agenda - there was a request to add an agenda item.

4.f. Climate Advisory clarifying question.

V. Selectboard

1. Public, Selectboard Comments and Announcements

Public Comments: Lannie Collins asked if the Selectboard meetings will

continue on Zoom or meet in person. He is looking for transparency. Mr. Fraser answered that the last meeting was held in person because that was a Selectboard workshop and worked better for that process. They met with masks and social distancing. The regular Selectboard meetings will continue to be on Zoom until the Board feels comfortable meeting in person.

Jack Peisch asked if a time has been set to discuss the police and community health issues and the budget. A couple of the Board members said they thought an extra meeting on just this topic should be scheduled instead of adding it to an agenda at a regular Selectboard meeting.

Mr. Peisch also expressed concern that he has heard from community members that the police forced homeless people out of a town park. He asked why the police have a right to do this. Mr. Dennis responded that not knowing the details that the parks are not open after dusk and not allowed to drink alcohol in the parks. Mr. Major added that more information is needed about this incident before deciding a way forward. Mr. Johnson said that perhaps another response, other than police, is needed in these situations and more information is needed.

Selectboard Comments:

Selectboard Clerk, Kim Souza made the following suggestions for agenda items to be address soon. 1.) a dedicated meeting to hear unlimited comments and also staff and department comments regarding policing structures. 2.) keep the discussion about solid waste going in the near future. She also wanted to thank Lisa O'Neil, Town Clerk, for pulling off a very difficult Town election and also thanking the Finance Department.

Selectboard Member, Joe Major agrees we need to figure out what to do with the Transfer Station. We need certainty of moving forward. This is especially true for the small haulers in town.

Selectboard Vice-Chair, Simon Dennis clarified that the Selectboard is not contemplating action about the Transfer Station but will bring a question before the voters in the March 2021 election.

Selectboard Chair, Dan Fraser thanks Lisa O'Neil, Town Clerk for a flawless election A lot of work went into it.

Hannah Tyler, Public Safety called in to assure the public that all options for the Transfer Station are being looked at really hard. This is a very complicated issue.

2. Appointments

- a. Consider the re-appointment of Tom Kahl to the Conservation Commission for a four-year term beginning August 25, 2020 and expiring on August 24, 2024.

Selectboard Clerk, Kim Souza made the motion to reappoint Tom Kahl to the Conservation Commission for a four-year term beginning August 25, 2020 and expiring August 24, 2024. Selectboard member, Alan Johnson seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report: Significant Activity Report ending August 24, 2020.

Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/192>

4. Public Hearing: Selectboard Chair, Dan Fraser opened the Public Session at 6:50 P.M.

a. Cornerstone Vermont Community Development Program (VCDP) Planning Grant

On June 30, 2020, the Selectboard decided to hold a public hearing for public comment on the Cornerstone Community Center (CCC) proposal to use Vermont Community Development Program (VCDP) funds for a Planning Grant for future improvements to the 14 Elk Street property as a multiuse facility with programming for children, adults, and older citizens from diverse socioeconomic backgrounds. The property is owned by Praise Church doing business as (dba) Cornerstone Community Center. Since the VCDP is funded from the Federal HUD Community Development Block Grant program, applications must be submitted through a municipality.

Use of the VCDP funds requires meeting certain criteria, such as at least 51% of those benefitting are low-and-moderate-income households, and historic preservation given the historic nature of the building. The program also requires a public hearing to obtain community input on the use of the federal funds.

The CCC is proposing a \$48,850 budget for the planning phase - \$43,970 from the VCDP Grant and \$4,880 in matching funds from the CCC.

The CCC is requesting the Selectboard approve submittal of the VCDP Planning Grant application to the State. The next VCDP grant submittal deadline is September 8, 2020 for a November 5, 2020 VCDP Board review meeting. The CCC would be responsible for providing the matching funds, completing the grant project scope of work, and some administrative functions. The Town would have some grant administrative functions.

The project budget includes \$6,600 to contract with Two River's Ottauquechee Regional Commission for Grant Administration and overseeing Grant requirements for the planning activities (i.e. procurement, environmental review, financial management, etc.). This will minimize the impact on Town staff time to administer the grant. The budget also includes \$4,000 for Town legal and audit costs.

Selectboard Chair, Dan Fraser closed the Public Session and reopened the Hartford Selectboard Meeting.

5. Board Reports, Motions & Ordinances:

- a. Cornerstone VCDP Planning Grant (motion required)

Selectboard Vice Chair, Simon Dennis made the motion to reconvene on next Tuesday, September 1st at 6:00 P.M. Selectboard Clerk, Kim Souza seconded the motion. 6 were in favor, 1 (Barrow) recused. The motion passed.

Selectboard Vice Chair, Simon Dennis made the motion to table this topic until the September 1st meeting. Selectboard member, Emma Behrens seconded the motion. 6 were in favor, 1 (Barrow) recused. The motion passed.

- b. Hartford Business Revolving Loan Fund Grant Awards (motion required)

Selectboard Clerk, Kim Souza made the motion to Approve the 25 grants to the attached businesses. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

CM International Soccerex LLC, 62 Kinsman St., White River Junction, VT 05001
Raq-On Dance, 58 Bridge St, Ste 5, White River Junction, VT 05001
Green Mountain Pizza Company, 1046 Kings Highway, White River Junction, VT 05001
Long River Gallery LLC, 49 So. Main St, White River Junction, VT 05001
JUEL Modern Apothecary LLC, 27 North Main St. #10, White River Junction, VT 05001
Val's Hair Trends, 6985 Woodstock Rd, Rt 4, Quechee, VT 05059
Avas Candy Corner, 63 Gates St., White River Junction, VT 05001
Silver Screen, Inc. 85 North Main Street, Ste 170, White River Junction, VT 05001
Upper Valley Endodontics, 205 Billings farm Rd, Ste 6A, White River Junction, VT 05001
Cantore's Crossroads Café, 96 Sykes Mountain Road, White River Junction, VT 05001
Body and Soles Healing, 58 N. Main St, White River Junction, VT 05001
Wolf Tree Hospitality LLC, 40 Currier St., White River Junction, VT 05001
Elixir, 188 South Main Street, WRJ
Hair Designs by Sandy, 35 Depot St., Wilder, VT 05088
Grand Stand Apparel, 27 Recreation Drive, White River Junction, VT 05001
Pam's Post, LLC dba POST. 58 N. Main St, White River Junction, VT 05001
Strong House Spa & Muscular Therapy Clinic, 694 Main St, Quechee, VT 05055
Open Door Integrative Wellness, 18 N Main St., White River Junction, VT 05001
Stacey Hopkins dba Scavenger Gallery, 41 South Main St., White River Junction, VT 05001
Touch Chi Partners LLC, 58 N Main St #104, White River Junction, VT 05001
Upper Valley Yoga, 58 N. Main St, #206, White River Junction, VT 05001
It's About Thyme, LLC, 85 N. Main St, White River Junction, VT 05001
Collection, The, 25 S. Main St., White River Junction, VT 05001
Petals Floral Design, 165 Hanover St., White River Junction, VT 05001
Deirdre Donnelly Jewelry Art, 5573 Woodstock Rd., Quechee, VT 05059

- c. Execution of Bond Bank Loan Documents for Clean Water Revolving Loan Fund (motion required)

Earlier this year, the Selectboard approved making application to the State Clean Water Revolving Loan Fund Program (CWSRF - Step III) to finance improvements to the wastewater and stormwater systems that are part of the South Main Street construction TIF project now underway. The \$849,212 CWSRF (Loan # RF1-222-3.0) is financed through the Vermont Bond Bank, but has more favorable loan terms than the VT Bond Bank municipal loan program.

The Selectboard also is considering at this meeting (see Agenda item 5.d.) Bond Bank loan financing for a portion of the South Main Street TIF water line improvements project. In June of this year the Selectboard also approved \$1,735,000 VT Bond Bank financing through its municipal loan program for the non-utility portion of the same TIF project. All of these improvements are part of the \$5,477,000 South Main, North Main and Gates Streets TIF construction projects that the voters approved in March of 2019.

Selectboard Vice Chair, Simon Dennis made the motion to adopt the Loan Agreement sign the required documents and designate the Selectboard Chair, Dan Fraser as the Duly Authorized representative, and Patrick MacQueen as the Alternate Duly Authorized representative for all other necessary documents to execute the bond and all other functions related to the loan. Selectboard Clerk, Kim Souza seconded the motion. 6 were in favor, 1 (Barrow) recused. The motion passed.

- d. Execution of Bond Bank Loan Documents for Drinking Water Revolving Loan Fund (motion required)

Earlier this year, the Selectboard approved making application to the State Drinking Water Revolving Loan Fund Program (DWSRF – Step III) to finance improvements to the water line system that are part of the South Main Street construction TIF project now underway. The \$1,037,771.38 DWSRF loan (#RF3-390-3.0) is financed through the Vermont Bond Bank, but has more favorable loan terms than the VT Bond Bank municipal loan program.

The Selectboard also is considering at this meeting (see Agenda item 5.c.) Bond Bank loan financing for a portion of the South Main Street TIF stormwater and wastewater improvements project. In June of this year the Selectboard also approved \$1,735,000 VT Bond Bank financing through its municipal loan program for the non-utility portion of the same TIF project. All of these improvements are part of the \$5,477,000 South Main, North Main and Gates Streets TIF construction projects that the voters approved in March of 2019.

Selectboard Vice Chair, Simon Dennis made the motion to adopt the Loan Agreement and sign the required documents and designate the Selectboard Chair, Dan Fraser as the Duly Authorized representative, and Patrick MacQueen as the Alternate Duly Authorized representative for all other necessary documents to execute the bond and all other functions related to the loan. Selectboard Member, Joe Major seconded the motion. 6 were in favor, 1 (Barrow) recused. The motion passed.

- e. Use of Tents for the Downtown (information only)

A letter from Bob Haynes prompted the Selectboard to review the current policy for downtown tents. A memo from Lori Hirshfield and Hannah Tyler reviewed the May 2020 similar request that was denied primarily for safety reasons and potential impacts on our already narrow sidewalks. This would be reviewed again if the businesses concerned submit a detailed sketch of the proposed tent(s) placement.

Added Item: 4.f. Climate Advisory clarifying question.

Erik Krauss asked if the Town intends to move on as the Climate Action Plan indicates. The Selectboard approved the plan, December 2019, and it calls for an action plan by the end of September 2020. The plan development has been budgeted and the question is because of the spending freeze, can the \$30,000 be available for this. Gail Ostrout said that this is an active project that should be kept on track and she is accounting for.

Selectboard Vice Chair, Simon Dennis made the motion to direct the Town Manager to release the funds from the spending freeze to advance the planning project for the carbon emissions planning as previously funded. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

VI. Commission Meeting Reports:

Simon Dennis reported that the Town Manager Search Committee has completed their task and is sending a slate of applicants for the Board's review.

VII. Consent Agenda (Motion required)

Selectboard Member, Joe Major made the motion to accept the consent agenda as amended and that during the period of the Covid-19 pandemic where the Selectboard has been required to meet on-line and not in person, it is understood and agreed that the Chair of the Board is hereby authorized to sign documents requiring Board signature/approval on behalf of the Board. This authorization is retroactive to the Board meeting of August 10, 2020 and will continue in effect until Board meetings are again in person. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 8/22/2020
Approve Meeting Minutes of: 8/10/2020 & 8/18/2020
Approve A/P Manifest of: 8/21/2020 & 8/25/2020
Selectboard Meeting Dates of:
 Already Approved: 9/8/2020 and 9/22/2020
 Needs Approval: 9/1/2020, 10/6/2020 and 10/20/2020

VIII. **Executive Session: NONE**

IX. **Adjourn the Selectboard Meeting (Motion required):**

Selectboard Member, Joe Major made the motion to Adjourn the meeting at 10:00 P.M. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard Signature Page.

Date: 9/8/2020

Date of Minutes: 8/25/2020

Minutes Approval Signature:

 
