



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, September 8, 2020, 6:00pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

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

<https://zoom.us/j/549799933> - Please mute your microphone.

[youtube.com/catv810](https://www.youtube.com/catv810) – 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

Present at Town Hall: Dan Fraser, Selectboard Chair; Patrick MacQueen, Interim Town Manager; Florentina Rollins, Finance Clerk; Simon Dennis, Selectboard Vice Chair;

Present via ZOOM: Alan Johnson, Selectboard Member; Joseph Major, Selectboard Member; Kim Souza, Selectboard Clerk; Emma Behrens, Selectboard Member;

CATV LINK: <http://catv.cablecast.tv/CablecastPublicSite/show/12781?channel=2>

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_

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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 to order at 6:00 P.M.

II. **Pledge of Allegiance:** Selectboard Chair, Dan Fraser led the Pledge of Allegiance.

III. **Local Liquor Control Board: N/A**

IV. **Order of Agenda:**

Selectboard Clerk, Kim Souza, added an item to propose the idea of a community discussion around Policing with Chief Kasten.

Selectboard Vice Chair, Simon Dennis, added 2 items:

1. A potential revision of the contract that the Town has with the Interim Town Manager, Patrick MacQueen
2. Add some workshop time space for Reviewing and Ratifying Budget Guidance Memo

V. **Selectboard**

1. **Public, Selectboard Comments and Announcements**

Public Comments: N/A

Selectboard Comments:

Selectboard Member, Joe Major wanted to recognize a member our Community, Vera Rivard, a swimmer at the Upper Valley Aquatic Center, whom a little over a week ago, swam the English Chanel at age 16, 33 miles in a little over 14 hours.

2. **Appointments**

- a. Please consider the re-appointment of Jon Bouton to the Conservation

Commission for a four-year term beginning September 8, 2020 and expiring on September 7, 2024.

Selectboard Clerk, Kim Souza made the motion to reappoint Jon Bouton to the Conservation Commission for a four-year term beginning September 8, 2020 and expiring September 7, 2024. Selectboard member, Joseph Major seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report: Significant Activity Report ending September 5, 2020.

Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/193>

4. Board Reports, Motions & Ordinances:

- a. Renew Bugbee Rental Agreement (motion required)

Selectboard Vice Chair, Simon Dennis made the motion to pass the Memorandum of Agreement between the Town of Hartford and White River Council on Aging, for the period of July 1st, 2020 to June 30th 2025. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- b. Solid Waste (motion required)

Director of Public Works, Hannah Tyler, presented the situation at the Transfer Station and the study that was done in 2012. After lengthy discussions an RFP was proposed. The RFP is for the purposes of making recommendations regarding a business plan of Hartford Transfer Station and the various options to relate with Hartford Transfer Station not to exceed \$15000. Infrastructure needed, amendments and repairs, and recommendation regarding the various options for HTF to include closing it all together, decrease days of operation to 2 days of week or maintaining current service – the contract should not exceed \$15000.

Selectboard Vice Chair, Simon Dennis, made the motion to direct the Town Manager to authorize the Director of Public Works to release an RFP not to exceed \$15000. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- c. Encampment for Homeless(information only)

Interim Town Manager, Patrick MacQueen presented his memo with action, questions and recommendations.

There were identified 6 possible locations 5 in Kings HWY area and one on the other side of Quechee. The Town is still searching for clarification regarding the compliance with its own zoning, as there are voices that

indicate that depending on the function of a facility the Town can be exempt from the zoning rules.
After further discussion, Selectboard Vice-Chair Simon Dennis, proposed that the next step should be for him to go and investigate the 6 locations and investigate the management of the camp site and bring forward a plan.

Added Item: 4.d. Interim Town Manager Contract Amendment – from 24 hours limit time to 30 hours limit (motion required)

Selectboard Member, Emma Behrens, made the motion to retroactively amend the contract with Interim Town Manager to allow up to 30 hours per week. Selectboard Member, Joseph Major seconded the motion. All were in favor and the motion passed.

4.e. Reviewing and Ratifying Budget Guidance Memo (motion required)

Selectboard Clerk, Kim Souza, made the motion to ratify the 2021- 2022 Budget Guidance Memo as amended. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

4.f. Community Discussion on policing (information only)

It was discussed that there will be a future community discussion where Chief Kasten will be present.

VI. Commission Meeting Reports:

Emma Behrens attended 1st meeting with the Conservation Commission, they will be bringing a Forest Management Plan on the table for approval.

Kim Souza – the VCDP micro grants for the rest of the recipients that did not get picked, possibility;

Alan Johnson – the Climate Advisory Comity release funds for consultant to develop the Plan, from 10/12 applicants they are down to 2

Simon Dennis - poster/banner campaign to wear a face mask for safety

VII. Consent Agenda (Motion required)

Selectboard Member, Alan Johnson, made the motion to accept the consent agenda. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 9/05/2020

Approve Meeting Minutes of: 8/25/2020, 9/01/2020 and 9/02/2020

Approve A/P Manifest of: 9/04/2020 & 9/10/2020
Selectboard Meeting Dates of:
Already Approved: 9/22/2020, 10/6/2020 and 10/20/2020

VIII. **Executive Session: Selectboard Member, Alan Johnson made the motion to go into Executive Session for Discussion of the appointment of a Town Manager under the provision of Title1, Section 313(a)(3) of the Vermont Statues. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed. Selectboard Member, Emma Behrens made the motion to close the executive session at 9:26 P.M. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

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

Selectboard Clerk, Kim Souza, made the motion to Adjourn the meeting at 9:27 P.M. Selectboard Member, Emma Behrens, 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.