



TOWN OF HARTFORD SELECTBOARD MINUTES

September 19, 2023

This meeting was conducted in person at Town Hall

Present: Michael Hoyt, Chair; Kim Souza, Clerk; Lannie Collins, Member; Mary Erdei, Member; Rocket, Member, Ally Tufenkjian, Member; Lana Livingston; Gail Ostrout; Scott Cooney; Greg Sheldon; Nancy Trotter; Heidi Duto; Will Adler; Stephanie Waterman; Scott Hausler

Present on Zoom: Dan Fraser, Vice-Chair

Note: Rocket left the meeting at 7:45PM

JAM Link: <https://reflect-catv.cablecast.tv/CablecastPublicSite/show/38824?site=2>

- I. Call to Order the Selectboard Meeting at 6:01pm by Chair, Mike Hoyt.
- II. Pledge of Allegiance was recited and led by Gail Ostrout.
- III. Local Liquor Control Board: None
- IV. Local Cannabis Control Board
Selectboard Chair, Mike Hoyt recessed the Selectboard Meeting and opened the Local Cannabis Control Board.
 - a. **Selectboard Member, Mary Erdei made the motion to Approve Easy Green Genetix LLC for a Local Cannabis License for a Tier 1 Indoor Cultivation Facility located in White River Junction, VT. Selectboard Member, Rocket seconded the motion. All were in favor and the motion passed.**

Selectboard Chair, Mike Hoyt closed the Local Cannabis Board and reopened the Selectboard Meeting at 6:10PM.

- V. Order of Agenda: there were no changes to the order of agenda.
- VI. Selectboard
 1. Public Comment
Marcy Bartlett from Wilder asked why Public Works had not requested funds for Capital Improvement projects. Public Works is currently working on starting and finishing approved projects and have no requests for new ones.
Marie Alvin from WRJ asked about the status of installing a fence at the end of the Park & Ride to close in the parking lot. DPW has looked at it and growing vegetation will need to be removed before going ahead on the fence. Marie also is concerned that two people have left the homelessness committee. Ally Tufenkjian, the liaison to that committee, explained that time commitments were involved. Volunteers on committees are a challenge to keep in general.

Marie Alvin also had heard that people were being sent to the Hotel on route 14 and that it may be closing. The Selectboard had heard no news on this.

2. Selectboard Comments and Announcements

Lannie Collins is concerned about the Quechee Pocket Park's parking. Simon Pearce has marked some of the spaces for them. Clarification on this is needed.

Rocket congratulated the two fire officers that were promoted and welcomed the new assistant fire marshal.

Mike Hoyt thanked Ian Duffy from the fire Department for the attention and care that he gave to Mike's mother that need to be transported to the Hospital. We have great guys doing this job.

3. Appointments:

- a. Selectboard Member, Rocket made the motion to appoint Nancy Trottier to the Committee on Housing and Homelessness for a two-year term beginning September 19, 2023 and ending September 18, 2025. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

4. Town Manager Significant Activity Report

Significant Activity Reports: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/455>

5. Board Reports, Motions & Ordinances

- a. Think Again RFP Presentation Only
- b. Kulik RFP Presentation Only
- c. Hartford Speed Study Report Presentation Only
- d. ARPA Reallocation Request

- Municipal Fire Alarm Monitoring RFP Award

Selectboard Member, Ally Tufenkjian made the motion to authorize the Acting Town Manager to award the purchase of a municipal fire alarm system to Security Information Systems, Inc. and reallocate \$61,161.32 funded by reallocated ARPA funds. Annual revenue from the fire engine refurbishment to the municipal fire alarm system replacement. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

e. Capital Improvements (CIP) requests for FYE 2025

1. Parks & Rec: presentation only
2. Police: presentation only
3. Planning: presentation only
4. Fire – presentation only
5. Construction Management RFP Award for Renovations at Fire Station #2 and New Storage Building at Station #1.

Selectboard Member, Mary Erdei made the motion to authorize the Acting Town Manager to award the Construction Management RFP for Station 2 Renovations and a Public Safety Storage building to Estes & Gallup, LLC. Selectboard

Safety Storage building to Estes & Gallup, LLC. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

f. Budget Guidance FYE 2025: Discussion only.

g. Encumbrances

Selectboard Member, Lannie Collins made the motion that the Selectboard approve the 2023 Encumbrance Request for items, services, projects, and products previously approved in operating budgets. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

h. Mascoma Line of Credit

Selectboard Member, Lannie Collins made the motion that The Town of Hartford VT Selectboard hereby gives Town Treasurer Joseph Major authority to execute all loan documents related to obtaining a Line of Credit Loan in the amount of \$3.0 Million for a term of 10/1/2023-9/30/2024, to that effect on behalf of the Town of Hartford VT. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

VII. Commission Reports

Mary Erdei, Parks & Rec: There are 2 vacant positions for Hartford Parks and Recreation. The Hurricane Hill Trail Run occurred on August 26th with the 10K race doing 2 loops of 5K due to wet conditions on the usual course, but this proved easier to manage. Very good turnout. WABA has begun startup procedures. The Department is working with the Upper Valley Hawks Special Olympics to construct a semi-permanent Bocce Court in one of the parks. The small dirt bike track for very young bikers at Ratcliff had a ribbon-cutting ceremony on 9/13/23.

A trial, locked needle box drop will be placed at a park's location to be determined soon. All needles, diabetic or otherwise that find their way to the park will be monitored by the Health Officer. This was a recommendation of the Parks and Recreation Department in concert with the Health Officer. The state commissions the Health Officer and the town employs them.

Kim Souza, Planning Commission: Town Plan Housing Chapter Update – Staff finalized draft chapter and reviewed with the Planning Commission/Town Plan Steering Committee Meeting on September 12th. Staff started making the agreed upon changes in preparation for a community meeting in October.

VIII. Consent Agenda: **Selectboard Clerk, Kim Souza made the motion to approve the Consent Agenda. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**

Approve Payrolls Ending: 9/2/2023 and 9/16/2023

Approve Meeting Minutes of: 9/5/2023

Approve A/P Manifest of: 9/7/2023, 9/15/2023 and 9/2/2023

Note: Selectboard Meetings Already Approved: 10/3/2023; 10/17/2023; and 10/31/2023.

IX. Executive Session:

1. **Selectboard Member, Ally Tufenkjian made the motion: I move to find that premature general public knowledge of pending civil litigation to which the public body is a party will clearly place the Town at a substantial disadvantage by disclosing its communications.**

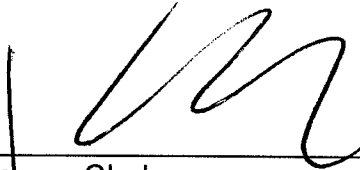
Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.

2. Selectboard Member, Mary Erdei made the motion that we enter executive session to discuss pending civil litigation under the provisions of 1VSA313(a)(1)(E), and to discuss the employment of public officers pursuant to 1VSA 313(a)(3). Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Ally Tufenkjian moved to exit executive session at 9:34PM. 2nd by Mary Erdei. 6 in favor. Passed unanimously. (Rocket absent)

Kim Souza moved that the Selectboard adopt the Service Out of Grade proposal from Gail Ostrout and Paula Nulty and that we authorize the Chair to sign the document. 2nd by Mary Erdei. 5 in favor. 1 opposed (Collins). The motion passed. (Rocket absent)

- X. Adjourn the Selectboard Meeting: Selectboard Member, Mary Erdei made the motion that the Selectboard Meeting adjourn at 9:36PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.



Kim Souza, Clerk
September 19, 2023 Meeting