



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, September 22, 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

NOTE: Alicia Barrow left the meeting sometime prior to item 4.b.

CATV Link: <http://catv.cablecast.tv/CablecastPublicSite/show/12884?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 to order at 6:03 P.M.

II. Pledge of Allegiance: Selectboard Chair, Dan Fraser 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. Perry Hospitality Group of Vermont, Doing Business as: Quechee Inn at Marshland Farms, Quechee Main Street, Quechee, VT 05059. (3rd Class)

Selectboard member, Alan Johnson made the motion to approve the 3rd class license for the Perry Hospitality Group of Vermont, Doing Business as: Quechee Inn at Marshland Farms, Quechee Main Street, Quechee, VT 05059. Selectboard member, Joe Major seconded the motion. 2 recused (Souza & Behrens), 1 abstained (Fraser) and 4 approved. The motion passed.

Selectboard Chair, Dan Fraser closed the Local Liquor Control Board and reopened the Selectboard meeting.

IV. Order of Agenda: Town Service Officer item is added as # 4. f.
Remove item # 4.c. because the presentation is not ready.

V. Selectboard

1. Public, Selectboard Comments and Announcements

No Public comments.

Selectboard comments: Joe Major recognized Dick Grassi for the over 3 decades of service to the Town of Hartford as Selectboard Member, School Board Member and working with the youth. Last Sunday a presentation was made to recognize Dick's contributions to the town and the ball field at Maxfield Complex was name after him. Mary Kay and Dennis Brown were instrumental in organizing this tribute.

Kim Souza inquired/reminded everyone that appropriations will be due during the budget planning process. Last year it was suggested that a reminder note be sent out to the service organizations.

2. Appointments

- a. Please consider the Appointment of C. Dana Hazen for the position of Tree Warden.

Selectboard Clerk, Kim Souza made the motion to appoint C. Dana Hazen to the position of Town of Hartford Tree Warden. Selectboard member, Emma Behrens seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report:

Significant Activities Report Link: <https://www.hartfordvt.org/ArchiveCenter/ViewFile/Item/194>

4. Board Reports, Motions & Ordinances:

- a. Police Budget

Many members of the public called in to ask to take funds from the Police budget to create a third emergency response department of public safety to be staffed by Social Workers. Police chief, Phil Kasten answered many questions from the public as well as the Board. There were also citizen comments that thanked the police department for the difficult job they do daily to protect and aid the people living and traveling to the Town of Hartford.

- b. Climate Action Plan Development Contract Award

Selectboard Vice Chair, Simon Dennis made the motion to Approve awarding a contract to paleBLUEdot, LLC in the amount of \$30,000 for consulting services to develop a Climate Action Plan and authorize the Town Manager to take all necessary actions to execute and oversee implementation of the contract. Selectboard member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- c. Pool Recommendation to Award Contract – this item was postponed until the next Selectboard meeting.
- d. Two State Quitclaim Deeds and two State Maintenance Agreements for Town Manager approval to sign.

Selectboard Clerk, Kim Souza made the motion to authorize the Town Manager to sign the Utility Relocation Agreement contract # UT0238 and the Finance and Maintenance Agreement contract #FM0390. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- e. Request for \$1200 from Hartford COVID Committee for Banners Promoting Mask Wearing.

The committee is asking the Town for \$800 to produce and hang banners for promoting Mask wearing. Kim Souza has been in communication with Vital Communities. They may incorporate the mask wearing with another marketing tool/banners they are considering and would be no cost to the Town. It was recommended that the Slow the Spread group talk directly to Vital Communities.

ADDED: f. Public Service Officer

Kim Souza stated that this is not in place of a Wellness Coordinator and that position will still be pursued.

Selectboard Appointment

Volunteer position

Term: 2 years

Nature and Scope of Position

Through coordination with local and state social service organizations:

- *Assists individuals within the Town who require emergency food, fuel, or shelter*
- *Helps individuals in need, within the Town, obtain necessary goods and services, including food, housing, clothing, transportation, electricity, fuel, and medical care*
- *Facilitates examinations of mental capacity of individuals*
- *Shares resource information*

The Public Service Officer works with the Town Health Officer, under the sole authority of the Hartford Selectboard. The Public Service Officer may assist Town Staff as requested.

Requirements

- *Experience in health or human services*
- *Knowledge of social services*

Selectboard Clerk, Kim Souza made the motion to authorize the Town Manager to post the listing for the position of the Public Service Officer. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

VI. Commission Meeting Reports

Kim Souza Planning had a public hearing about the Maple Street properties across from the Town Hall. Starting to look to HCOREI for actions recommended to start soon.

Joe Major reported that HCOREI is moving along. At the meeting next week planning to substantiate to what direction they are going.

Simon Dennis reported that the Coronavirus Committee is still active and doing good work. He shared a picture of the proposed design for the 'Masks on Hartford' campaign.

VII. Consent Agenda (motion required) Selectboard Member, Joe Major made the motion to approve the consent agenda. Selectboard Vice Chair, Simon Dennis seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 9/19/2020

Approve Meeting Minutes of: 9/8/2020, 9/10/2020 and 9/15/2020

Approve A/P Manifest of: 9/18/2020 & 9/22/2020

Selectboard Meeting Dates of:

- Already Approved: 10/6/2020 and 10/20/2020

VIII. Executive Session: Discussion of the appointment of a town manager under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes.

Selectboard member, Emma Behrens made the motion to enter into executive session for a discussion of the appointment of a town manager under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

Selectboard member, Emma Behrens made the motion to close the executive session at 10:06 pm. Selectboard member, Joe Major 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 close the meeting at 10:07 pm. Selectboard member, 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.

Selectboard Signature Page.

Date: 10/6/2020

Date of Minutes: 9/22/2020

Minutes Approval Signature:  _____