

TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, October 17, 2023, 6:00pm
Hartford Town Hall, 171 Bridge Street,
White River Junction, VT 05001

This meeting was conducted in person at Town Hall

Present: Michael Hoyt, Chair; Kim Souza, Clerk; Lannie Collins, Member; Rocket, Member, Ally Tufenkjian, Member; John Haverstock; Lana Livingston; Chris Holzwarth; Bryan Gazda; Will Adler; Brian Morris; Joe Caramante; Preach; Allen Albright; Jeff Arnold; Sandra Cary; Carolyn Rogers; Curtiss Reed; Nadine Hodgdon; Pat Cook; Brian Monaghan; Mark Bradley; Nick Clemen; Pete Schaal; Michaela Lavelle; Kate Schaal; David Izzo; Lori Hirshfield.

Present on Zoom: Dan Fraser, Vice-Chair; Mary Erdei, Member

CGR Presenters on Zoom: Erika Rosenberg; Paul Bishop; Alice Carle; Patrick Smith

JAM LINK: [Hartford Selectboard 10/17/2023 - YouTube](#)

- I. Call to Order the Selectboard Meeting at 6:04 pm by Chair, Mike Hoyt.
- II. Pledge of Allegiance was led by Lannie Collins and recited.
- 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.
 1. **Selectboard Clerk, Kim Souza made the motion to approve a Local Cannabis License to #5-00004452 – Five Seasons Cannabis Company, LLC. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**
Selectboard Chair, Mike Hoyt closed the Local Cannabis Control Board and reopened the Selectboard Meeting at 6:10 PM.
- V. Order of Agenda – there were no changes to the order of Agenda.
- VI. Selectboard
 1. Public Comment: There were no public comments.
 2. Selectboard Comments and Announcements
Rocket recognized the Electric Vehicle event held in Lebanon, NH.
Rocket recognized the 2 Fire Employees that are leaving the Department and thanked them for their service to the Town. They are Michael Tidwell and Christian Henault.

Mary Erdei thanked the team, headed by Mary Kay Brown, that worked on the WWII and WWI Monument project.

Kim Souza mentioned projects that have been “waiting for the new Town Manager.” to be addressed and put on future agendas. These include:
A capital improvement plan policy; establish an annual calendar cycle for

the Selectboard; discuss the public information officer; work on policies to include origination, storage and accessibility; establish a code of conduct for the Selectboard.

3. Appointments:
 - a. **Selectboard Member, Lannie Collins made the motion to Appoint Jeff Arnold as the Tree Warden for the Town of Hartford, VT. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**
4. Town Manager Report: <https://www.hartford-vt.org/DocumentCenter/View/9732/Town-Manager--Report-101723>
Significant Activity Reports: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/457>
5. Board Reports, Motions & Ordinances
 - a. Centers for Government (CGR) RFP Presentation
Link: <https://www.hartford-vt.org/DocumentCenter/View/9725/CGR>
 - b. Vermont Partnership RFP Presentation
Link: <https://www.hartford-vt.org/DocumentCenter/View/9726/VT-Partnership>

Executive Session: Selectboard Member, Ally Tufenkjian made the motion 1.) to find that premature general public knowledge of a union grievance by IBEW Local 300 will clearly place the Town at a substantial disadvantage by disclosing preliminary communications. Selectboard Member, Rocket seconded the motion. All were in favor and the motion passed.

Selectboard Member, Ally Tufenkjian made the motion 2.) that we enter executive session and invite Brian Monahan, Jeffrey Wilmett and Town Manager, John Haverstock to the executive session to discuss and then to deliberate a union grievance by IBEW Local 300 under the provisions of 1VSA 313(a)(1)(D). Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

Selectboard Member, Rocket made the motion to close the Executive Session and reopen the Selectboard Meeting at 8:54PM. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Motions: There was no action taken.

- c. **VTrans overview of the Route 5 Paving Project**
Selectboard Member, Lannie Collins made the motion that the Selectboard authorize the Town Manager to execute the Standard Agreements and Included Revisions for Hartford NHG SGNL(60), Contract No. FM0454 (Exhibit A) and Hartford SIP PS24(2), Contract Number FM0455 (Exhibit B). Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Kim Souza made the motion that the Selectboard Authorize the Director of Public Works to execute the fixed price Agreements numbered UT0301 and UT0302 to protect the Town from inflationary and other unforeseen issues or factors. Selectboard Member, Lannie Collins seconded the motion. 6 were in favor and 1 abstained (Rocket) and the motion passed.

- d. Quechee Main Additional FHWA Work
Selectboard Member, Rocket made the motion to approve the Staff's recommendation authorizing the Director of Public Works to execute a contract with Fenoff to complete the site work before winter conditions arrive and to execute a paving contract with an alternate paving company to shim and overlay the roadway as shown on the project plans if the estimate is reasonable and can be completed before winter conditions arrive and to issue a change order to the town's FY24 guard rail contract for the additional work which is not currently included within the contract. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.
- e. Prospect Street
Selectboard Member, Ally Tufenkjian made the motion that the Selectboard accepts Prospect Street improvements and authorize the Town Manager to execute the associated stormwater easement. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.
- f. Remarks on Succession Planning for Health Officer
 Health Officer, Brett Mayfield would like to address the Board at a later date to discuss a succession plan for his duties and also noted was the Deputy Health Officer position is currently vacant.
- g. RTE 5 / North Hartland Road Bike Ped Contract Amendment
Selectboard Member, Ally Tufenkjian made the motion to approve an amendment to Stantec Consulting Services Inc. contract for the RT 5/North Hartland Road Bike Ped Project to increase the compensation by \$65,300, and to change the contract end date to December 31, 2026. Selectboard Member, Rocket seconded the motion. All were in favor and the motion passed.
- h. Libraries – Presentations from the West Hartford Library, the Hartford Library and the Quechee/Wilder Libraries.

VII. Commission Reports

Ally Tufenkjian: Hartford Committee on Racial Equity & Inclusion (HCOREI):-

Continued conversations about budget items to propose for the FY25 budget and about broadening the scope of the Committee charge.

-Committee will be putting together a resource list of local racial justice organizations that community members can connect with for support.

-Continued discussion about how to set up a Hartford student award in memory of community member Ann Reynolds.

-There is one community member vacancy and one student liaison vacancy.

Resilient Hartford:

-Member Kye Cochran has stepped down from the Committee. An original founding member, we thank her for her service.

-There are two Committee vacancies.

Hartford Committee on Housing & Homelessness:

-There are two Committee vacancies.

Kim Souza: The Planning Commission met October 16th and discussed a preliminary sketch plan review of a self storage facility on Route 4 in Quechee

consisting of a 500 unit project in a phased manner. No action was taken at this time.

- 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.**

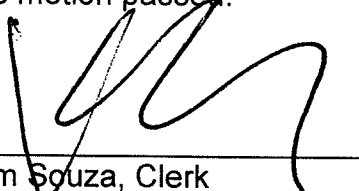
Approve Payroll Ending: 10/14/2023

Approve A/P Manifest of: 10/5/2023; 10/13/2023 and 10/19/2023

Approve Meeting Minutes of: 10/3/2023

Approve Selectboard Meetings of: 11/7; 11/14; 11/21 & 11/28/2023

- IX. Adjourn the Selectboard Meeting
Selectboard Member, Rocket made the motion to adjourn the meeting at 10:35PM.
Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed.



Kim Souza, Clerk
October 17, 2023 Meeting