



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, October 20, 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; Simon Dennis, Selectboard Vice Chair.

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

Please Note: Emma Behrens left the meeting at 10:00 PM.

CATV LINK: <http://catv.cablecast.tv/CablecastPublicSite/show/13116?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 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 Hartford Selectboard meeting to order at 6:02 P.M.

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

III. Local Liquor Control Board: N/A

IV. Order of Agenda: Pat MacQueen asked to add the Town's Health Insurance Plan that will change from BCBS to MVP. Selectboard Vice Chair, Simon Dennis asked to tabled item 4.h. The Town Manager Profile.

V. Selectboard

1. Public, Selectboard Comments and Announcements

Public comments: Lannie Collins from Quechee called in to congratulate the Hartford Police Department on the significant drug bust on Fairview Terrace.

Mike Morris asked if the discussion about the pool could stay away from saying that the public was not informed. Through the months preceding the vote, there were a multitude of informational meetings and a lot of public forums and information on the pool where the public was well informed about what they were voting about.

Selectboard comments: Joe Major recognized the passing of Bonnie Briggs and condolences to her family Betsy, Jack and David. She was a long-time resident of Hartford and her legacy will live on in this community.

Kim Souza thanked Pat for his help to shepherd the town through this time and we were lucky to have him here.

Dan Fraser also said a thank you to Pat.

Alan Johnson gave his resignation from the Selectboard to be effective November 5th.

Alicia Barrow thanked Alan for his time serving on the Board.

2. **Appointments: N/A**

3. **Town Manager's Report:**

Significant Activity Report Link:

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/196>

4. **Board Reports, Motions & Ordinances:**

a. VTRANS VA Cutoff Bridge Presentation

Hannah Tyler introduced Josh Olund who gave the presentation on the VA Cutoff Bridge replacement.

• Highlights:

- Project Overview
- Project Status and Estimated Schedule
- Specific Discussion Points
 - Revegetating Impervious Areas
 - Bus Stop Improvements
 - Intersection Stop Control
 - VT-14 Traffic Control during Construction
 - Questions

Link to Presentation: <https://www.hartford-vt.org/DocumentCenter/View/4686/Hartford-Bridge-7-Selectboard-Meeting>

b. 2022 Budget for Consideration

Pat MacQueen presented the draft proposal of the FY22 Budget. The budget included Zero Increase, 5% decrease and 10% decrease from this year's budget as well as the suggested budget from the Interim Town Manager.

Draft Budget Link: <https://www.hartford-vt.org/DocumentCenter/View/4654/DRAFT-2020-Budget-Complete>

A discussion on the Wellness Coordinator was held. At the end of the discussion it was decided to have Kim Souza and Emma Behrens draft a new job description for a new position of the Wellness Coordinator. They will also be touching base with Chiefs Cooney and Kasten.

c. Quechee Fire Presentation (Information Only)

Fire Chief Scott Cooney presented a proposal addressing Service Gaps. The focus of the presentation is to add temporary and then permanent living space to the Hartford Station #2 on Willard Road in Quechee. It is clear that response times will decrease with manning this station which is seeing increases in population and calls for service. Chief Cooney can do this without expanding his staffing.

Selectboard Chair, Kim Souza made the motion to authorize the Interim Town Manager to enter into a leasing agreement for a temporary building at the Quechee Station. Further, to authorize the Interim Town Manager to use previously encumbered funds to support this project through the remaining FY 21 fiscal year. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

d. Pool Bond Town Vote

Selectboard Member, Alan Johnson made the motion that the Selectboard delay the pool project until the March 2021 election with the intent of asking the Bond question. Selectboard Vice Chair Simon Dennis seconded the motion. 4 were in favor (Johnson, Dennis, Barrow & Behrens), 3 were opposed (Souza, Major & Fraser). The motion passed.

The Pool Bond question will be asked again on the March 2021 Ballot.

Kim Souza moved that the Selectboard request the interim Town Manager send a letter of intent to Breadloaf Construction indicating that, if the Pool Bond is approved by voters in March 2021, that we would use their services and request that they maintain a bid as close to the original amount as possible. 2nd by Emma Behrens. All in favor. Passed unanimously.

e. Award Hartford Well #2 Clean and Redevelop Contract.

Selectboard Clerk, Kim Souza made the motion to accept the proposal from Maher Services, Inc. to perform the Well #2 cleaning and redevelopment. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

f. Cargill Salt Contract Award

Selectboard Vice Chair, Simon Dennis made the motion to Authorize the purchase of winter deicing salt from Cargill. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

g. Round #2 of Special \$2K COVID RECOVERY GRANTS

Selectboard Member, Alan Johnson made the motion that the Selectboard direct the Town Manager to pursue the next round of Hartford Business Economic Recovery grants to the remaining applicants that meet the new RLF income requirements. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Kim Souza made the motion to direct the Town Manager using the current Hartford Business Revolving Loan Fund structure develop guidelines for the new revolving loan fund incorporating requirements for meeting VCDP benefit and consider predominate use of the fund for economic development. Selectboard Vice Chair seconded the motion. All were in favor and the motion passed.

h. Town Manger Profile – tabled until a later date.

Note: Emma Behrens left the meeting at this time.

i. Mask on Hartford Campaign.

The COVID committee has asked for up to \$2000 for the signage in the villages.

Selectboard Member, Alan Johnson made the motion to allocate up to \$2000 to promote mask wearing around town banners and other publicity.

Selectboard Member, Joe Major seconded the motion. All (6) were in favor and the motion passed.

j. Health Insurance for Town employees

Interim Town Manager, Pat MacQueen presented the proposed changed from BCBS to MVP Health Insurance for the Town employees. This will save the town of approximately \$112,000.

Selectboard Chair, Dan Fraser made the motion to authorize the Interim Town Manager to sign the sidebar agreements with the unions. Selectboard Clerk, Kim Souza seconded the motion. All (6) were in favor and the motion passed.

VI. Commission Meeting Reports

Joe Major reported from the Parks & Rec Commission and reminded all the Trunk or Treat will be a drive through event this year at Hartford High School. At the end the children will be given bags of goodies.

Kim Souza reported from the Planning Commission. In a past meeting subdivisions were discussed. There are no applications in the que currently. There is also a land use workshop coming up.

Alicia Barrow reported from the Sister City Committee. They are currently working on placing signage in eight locations around town.

Dan Fraser reported from the Chamber of Commerce that the Hartford Dollars program sold out quickly. This is good news for the local merchants.

VII. Consent Agenda (motion required)

Selectboard Member, Joe Major made the motion to accept the Consent agenda. Selectboard Clerk, Kim Souza seconded the motion. All (6) were in favor and the motion passed.

Approve Payroll Ending: 10/17/2020

Approve Meeting Minutes of: 10/6/2020

Approve A/P Manifest of: 10/16/2020 & 10/20/2020

Selectboard Meeting Dates of:

- Already Approved:

11/2/2020 Monday – Regular & Budget Meeting

11/5/2020 Thursday - Budget Meeting

11/17/2020 Tuesday – Regular & Budget Meeting

11/19/2020 Thursday - Budget Meeting

VIII. Executive Session:

Selectboard Clerk, Kim Souza made the motion at 10:30PM to enter in to Executive Session for Discussion of the appointment of a town manager under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes. Selectboard Vice Cahir, Sion Dennis seconded the motion. All were in favor and the motion passed.

Selectboard member, Alan Johnson made the motion to close the Executive Session at 10:50PM. Selectboard member, Joe Major seconded the motion. All were in favor and the motion passed.

IX. Adjourn the Selectboard Meeting (motion required)

Selectboard Member, Joe Major made the motion to close the meeting at 10:50pm. Selectboard Member, Alicia Barrow seconded the motion. All were in favor and the motion passed.

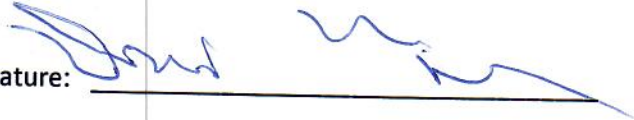
All Meetings of the Hartford Selectboard are open to the public. Persons who are seeking action by the Selectboard are asked to submit their request and/or materials to the Selectboard Chair or Town Manager's office no later than noon on the Wednesday preceding the scheduled meeting date. Requests received 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: NOV. 2, 2020

Date of Minutes: OCT. 20, 2020

Minutes Approval Signature: _____

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke at the end, positioned above a solid black horizontal line.