



## TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, October 31, 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; Mary Erdei, Member; Ally Tufenkjian, Member; John Haverstock; Lana Livingston; Joe Major; Scott Cooney; Lynn Bohi; Katie Williams; Don Kollisch; Will Adler; Kyle Katz;

**Zoom:** Rocket, Member; Dan Fraser, Vice-Chair

**JAM Link:** [https://www.youtube.com/watch?v=PyFptP8\\_9SQ](https://www.youtube.com/watch?v=PyFptP8_9SQ)

- I. Call to Order the Selectboard Meeting by Chair Mike Hoyt at 6:01PM.
  - II. Pledge of Allegiance was recited.
  - III. Local Liquor Control Board: None
  - IV. Local Cannabis Control Board: None
- Order of Agenda: Chair, Mike Hoyt announced that the Selectboard will continue to read the hybrid meeting script at the beginning of each meeting and that they will take votes by roll when a member is remote and our vote is not unanimous.

*The suggestion that an item be added to acknowledge that the Selectboard received an Open Meeting Law complaint. A vote to ratify the "pay above grade" agreement was entered with Gail Ostrout and Paula Nulty. This has been rescheduled until the next regular meeting so that more detail on the money paid out will be included.*

- V. Selectboard
  1. Public Comment

Heidi Duto, WRJ, called in to ask the Selectboard about the money being paid to Gail Ostrout and Paula Nulty. A more precise report will be made available later.

Mike Morris, from Hartford, called in to note that the reception for the Town Manager was made public with a very short notice of 48 hours. He thinks this is not fair to the public.
  2. Selectboard Comments and Announcements

Kim Souza attended a public safety event that the State sponsored. It was about regional emergency medical services in Vermont. It was very informational.

Mary Erdei received an informational notice from VLCT announcing a large amount of grants available for climate and environmental issues.

Ally Tufenkjian wished everyone a Happy Halloween to all that are celebrating. Also, she wanted to thank the different Town departments

for making all the Halloween events safe for people to attend. And to all the community events as well.

Rocket thanked all the departments for a successful Halloween celebration. He also had a meeting with John Haverstock and is confident that things will now move forward. He also addressed the issue of the reception for John and the short notice of the event. They, the Selectboard, can do better.

Lannie Collins– shout out to all the crews that are working for the Town of Hartford. Many projects are being taken care of. Looking forward to South Main St. parking lot being completed.

Mike Hoyt acknowledged that it is Halloween but also the birthday of John Keats, 1795. A romantic poet. His “Ode to Autumn” is seasonally appropriate.

3. Appointments:

- a. **Selectboard Member, Ally Tufenkjian made the motion to Appoint Kyle Katz to the Resilient Hartford Committee for a three-year term beginning October 31, 2023 and ending October 30, 2026. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.**
- b. **Selectboard Member, Lannie Collins made the motion to Re-Appoint Mary Hutchins to the Conservation Commission for a four-year term beginning October 31, 2023 and ending October 30, 2027. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**

4. Town Manager’s Report

Orientation

Since my last report, I have continued meeting with community stakeholders and members of a growing support network in and out of Town. I have met with Peter Gregory of Two Rivers Regional Planning Commission, toured The Haven with Michael Redmond and Board member Joe Major. I learned a lot about Hartford’s history (with promises of more to come) from John Clerkin and David Briggs in separate discussions. I have also met with School Superintendent, Tom Debalsi. I will soon be meeting with Dennis Brown. I have planned a tour of the Advanced Transit facility. I still need to have one-on-one discussion meetings with Selectboard members Hoyt and Erdei.

Paula and Lana Medical Leaves

It appears, after further consultations, that HR Director and my Executive Assistant, Paula Nulty, may be able to perform some work remotely as she convalesces from medical procedures. Lana and Paula have planned for their absences and worked with staff to assure coverage of key functions.

Significant Activity Reports Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/459>

5. Board Reports, Motions & Ordinances

- a. Fire Chief Vehicle Purchase  
Selectboard Member, Lannie Collins made the motion to authorize the Town Manager to purchase a 2023 Chevy Tahoe from Colonial Municipal Group for an amount not to exceed \$70,000 and authorize the purchase of the vehicle and associated equipment be paid from the Fire Reserve account. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.
- b. Community Nurse Discussion by Scott Cooney, Town of Hartford Fire Chief and Kate Williams, Community Nurse in Hartland, VT and Don Kollisch, MD, Chair of the Community Nurse Connection.
- c. Discuss Charter Revision Process  
 The Selectboard wants to move forward with this and it will be put on the November 14<sup>th</sup> regular meeting agenda of the Selectboard.
- d. Budget Overview by Town Manager, John Haverstock  
 The Selectboard had suggestions of what they would like the format of the draft budget to be to aid in their understanding and process. Town Manager, John Haverstock will look into this with finance director, Gail Ostrout.
- e. Community Safety Assessment Proposal Selection – discussion. The Vendor will be selected after the Executive Session. This will be discussed during the Executive Session later in this meeting.
- f. Application to Join Welcoming Community Cohort  
 This is moved to the next meeting on November 7<sup>th</sup>. John Haverstock will ask if a Department Head would like to serve on this.

## VI. Commission Reports

### **Ally Tufenkjian**

#### Hartford Committee on Racial Equity & Inclusion (HCOREI):

-Appointed a new Chair, long time committee member Pat Autilio. Thank you to Pat for stepping into this role.

-Last week, HCOREI sent the Selectboard their FY25 budget recommendations, including funding for policy management, a Public Information Officer, the annual Juneteenth celebration, training for Selectboard and Staff, the Community Safety Review, and further discussion on increasing Selectboard compensation.

-Lebanon's DEI Commission is open to having a quarterly joint meeting with HCOREI and other Upper Valley equity committees; HCOREI will keep pursuing avenues for collaboration.

-One committee vacancy.

#### Hartford Committee on Housing & Homelessness:

-Corrine Yonce from the Champlain Valley Office of Economic Development (CVOEC) shared an overview of resources they provide municipal housing committees, including toolkits and workshops.

-There will be a community meeting on November 9<sup>th</sup>, 6:30 PM at the Bugbee Senior Center to present a final draft of the Town Plan Housing Chapter.

-The committee is helping consider possibilities for a Town Housing Development Program, a pilot project focused on increasing ADU's and Missing Middle Housing.

-Two committee vacancies.

Resilient Hartford:

-One committee vacancy

**Kim Souza**

The Design Review Committee met October 26<sup>th</sup> and approved a design review application from Northern Stage for 3 multi-unit dwellings on Gates Street in White River Junction. The application was a somewhat scaled back version of what had been put forth in a preliminary presentation in 2022. The committee approved the project unanimously and recommended that it move forward to the Planning Commission for their consideration.

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

Approve Payroll Ending: 10/28/2023

Approve A/P Manifest of: 10/27/2023 and 11/2/2023

Approve Meeting Minutes of: 10/17/2023

**Approved Selectboard Meetings are: 11/7; 11/14; 11/21 & 11/28/2023**

- VIII. Executive Session: 8:40PM

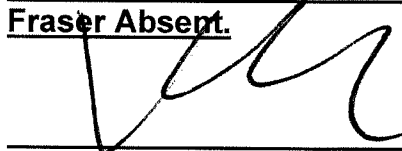
**Selectboard Member, Ally Tufenkjian made the motion to move to find that premature general public knowledge of Selectboard deliberations over competing Safety Reviews consultants will clearly place the Town at a substantial disadvantage. Selectboard Member, Mary Erdei seconded the motion. All were in favor and the motion passed.**

**Selectboard Member, Mary Erdei made the motion to move that we enter executive session to discuss the competing Safety Review consultant proposals, under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. Selectboard Member, Ally Tufenkjian seconded the motion. All were in favor and the motion passed. All members were present.**

**Selectboard Member, Ally Tufenkjian made the motion to close the Executive Session. Selectboard Member, Mary Erdei seconded the motion at 9:22PMPM. All were in favor (6) and the motion passed. Dan Fraser Absent.**

**MOTION: Selectboard Clerk, Kim Souza made the motion that the Town of Hartford hire the firm, Strategy Matters, to conduct a Community Safety Review Study at the quoted cost of \$30,000 in accordance with the RFP process and to authorize the Town Manager to enter into the contract and notify all consultants of the board's decision. Selectboard Member, Mary Erdei seconded the motion. All 6 were in favor and the motion passed. Dan Fraser Absent.**

- IX. Adjourn the Selectboard Meeting: **Selectboard Member, Lannie Collins made the motion to adjourn the meeting at 9:25PM. Selectboard Member, Mary Erdei seconded the motion. All 6 were in favor and the motion passed. Dan Fraser Absent.**



Kim Souza, Clerk

Meeting on October 31, 2023