



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Wednesday, January 2, 2019 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

Present: Simon Dennis, Selectboard Chair; Richard Grassi, Selectboard Vice Chair; Dennis Brown, Selectboard Clerk; Rebecca White, Selectboard Member; Alan Johnson, Selectboard Member; Jameson Davis, Selectboard Member; Kim Souza, Selectboard Member; Leo Pullar, Town Manager; Lana Livingston, Administrative Assistant; Dawn Pullar; Lori Hirshfield, Director of Planning and Development; Hannah Tyler, Director of Public Works; Wayne Elliot; Dan Reed; Denis Backus; Gene Blanchard; David Briggs; Peggy Adams; Skip Nalette; Jared Pendak.

<http://catv.cablecast.tv/CablecastPublicSite/show/8056?channel=1>

I. Call to Order the Selectboard Meeting

Selectboard Chair, Simon Dennis called the Selectboard to order at 6:00 P.M.

II. Pledge of Allegiance

Leo Pullar led the Pledge of Allegiance.

III. Local Liquor Control Board: Selectboard Chair, Simon Dennis recessed the Selectboard Meeting and called the Local liquor Control Board to Order.

1. Hartford Post 26 American Legion, 27 Farmvu, White River Junction, VT 05001. (New 1st Class)

Selectboard Vice Chair, Dick Grassi made the motion That the Selectboard Approve the 1st Class Liquor License Application for Hartford Post 26 American Legion, 27 Farmvu, White River Junction, VT 05001. Selectboard Member, Jamison Davis seconded the motion. All were in favor and the motion passed.

Selectboard Chair, Simon Dennis closed the Local Liquor Board and resumed the Selectboard meeting at 6:07 P.M.

IV. Order of Agenda: There were no changes to the Order of the Agenda.

V. Selectboard

1. Citizen, Selectboard Comments and Announcements:

Citizen Comments: David Briggs read the following letter into the record.

David C. Briggs, PE
12 Hillcrest Terrace
White River Jct., VT 05001

TO: Hartford Selectboard
FROM: Ad Hoc Group of Briggs, Nalette, Bunge and Johnson
DATE: January 2, 2019
RE: TIF – Next Steps

This is to support the apparent conclusion of the Hartford Selectboard (BOS) to bond for the next step in the Tax Increment Financing (TIF) District of White River Junction (WRJ). As we understand it the BOS would bond approximately \$5.7M for the infrastructure work on South Main Street this year.

This would leave two projects on the original TIF diet undone which are the Parking in the former Legion Lot and the construction of a revamped Fred Briggs Park (FBP) and parking lot adjacent to the former Post Office Building now the home of the Center for Cartoon Studies. We understand that these projects would be funded all or in part by the remaining TIF proceeds as planned and as such the bonding for them would be planned to meet the deadline for TIF debt which is March 31, 2021.

We are in full support of this approach but encourage the BOS to utilize existing TIF funds to the extent that they exist to do the final planning studies on the P and the FBP without further delay to ensure that best decisions are made for when the bonds for them are brought forth for approval. This will further ensure that the voters of Hartford be as well informed as possible in these final improvements.

We would like to reiterate that these projects are Hartford's last chance to benefit from the rebate of taxes from the state back to the town all as intended under the TIF incentives. In so doing the burden of this debt will be partially but substantially underwritten by the state rebate and moreover all the taxes will have been collected from within the TIF District which is Downtown WRJ.

Finally we would like to underscore that, while in the past, the concern was for a TIF diet that could not be paid for by TIF District taxes, it now seems clear that the district and all that is happening and planned within it will meet that obligation without added burden on the tax payers of Hartford who are not in the District.

Selectboard Comments: None

2. Appointments:

- a. Consider the Appointment of Chuck Wooster as the Town Moderator Effective January 2, 2019 through Voting Day on Tuesday, March 5, 2019.

There was overwhelming support by the Board to have Mr. Wooster take on the Town Moderator position. Mr. Dennis noted that Mr. Wooster is super qualified. The Board is thankful to him for always “stepping up” when needed.

Selectboard Member, Jameson Davis made the motion That the Selectboard appoint, in accordance with authorities granted by 24 VSA 963, Chuck Wooster, as the Town Moderator effective January 2, 2019 through Voting Day on March 5, 2019. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

3. Town Manager’s Report:

Town Manager, Leo Puller reported:

- The dead elm trees at the Town Hall have been removed.
- Rte 5 is now open.
- The VA Cutoff Bridge has been repaired for now.
- The municipal lot has had the cleanup done, ready for expansion.
- The Electric Vehicle purchase has been postponed for a bit. Mrs. White has contacted Green Mtn. Power and they will provide a charger at the Town Hall. This will be a pilot program for Green Mtn. Power. Also, more research is being done to see if we can find a lease for less than the one reported earlier.
- Monday, the 6th, Town Meeting Cycle begins. The postcards to residents have been mailed.
- There will be a WABA tour for the Selectboard on Saturday, 1/5/2019, at 10:00 A.M.

4. Board Reports, Motions & Ordinances:

- a. Review and Consider for Approval Proposed TIF Bond Language.

Presented by: Lori Hirshfield, Director of Planning and Development; Wayne Elliott, Aldrich & Elliot; Hannah Tyler, Director of Public Works.

Proposed 2019 TIF Project:

South Main Street, North Main Street and Gates Street Construction and Related Costs - Revised Estimate = \$5,477,000

- Upgrade water, wastewater, stormwater infrastructure
- Install new and repair existing sidewalk, curbing and crosswalks
- Install lighting, landscaping and other improvements where needed
- Repair retaining wall
- Repave/reconstruct roads

Draft Warrant Language

ARTICLE ____. Shall the Selectboard be authorized to pledge the credit of the Town of Hartford to secure indebtedness evidenced by general obligation bonds or notes, and to make direct payments from the tax increment and other revenue generated within the Hartford White River Junction Tax Increment Financing District in an aggregate amount not to exceed \$5,477,000, for the purpose of (1) funding public infrastructure and capital improvements, and paying related costs attributed to such District improvements, namely, the engineering, design, permitting and construction of public sidewalk, road, streetscape, lighting, water, stormwater, sanitary sewer, retaining wall and on South Main Street, North Main Street, and Gates Street, and (2) paying or reimbursing eligible related costs, District administrative costs, audits, advances, interfund loans and third party public infrastructure costs for such improvements and any previously approved District improvements, and (3) pledging and appropriating the District's tax increment in the amount of \$5,477,000 plus allowable interest and fees, together with the unexpended proceeds of bonds or notes previously issued to finance the cost of District improvements, for the payment of such indebtedness, eligible related costs, advances and reimbursements for the South Main Street, North Main Street, and Gates Street improvements and for any previously approved District improvements.

The legal voters of the Town are notified that, of the \$3,726,000 of tax increment secured obligations, including related costs, authorized on March 4, 2014, March 1, 2016 and March 7, 2017, to date \$3,026,000 of the tax increment has been pledged, as evidenced by the Town's July 1, 2014 \$900,000 and August 2, 2017 \$2,126,000 Tax Increment Financing District Improvement Bonds.

**DRAFT- DECLARATION OF OFFICIAL INTENT OF TOWN OF HARTFORD
TO REIMBURSE CERTAIN EXPENDITURES FROM
PROCEEDS OF INDEBTEDNESS**

WHEREAS, the Town of Hartford, Vermont, (the "Issuer") intends to make Tax Increment Financing District improvements to be considered by the Issuer at the annual meeting thereof to be held on March 5, 2019 (the "Project"); and

WHEREAS, the Issuer expects to pay certain capital expenditures (the "Reimbursement Expenditures") in connection with the Project prior to the issuance of indebtedness for the purpose of financing costs associated with the

Project on a long-term basis;

WHEREAS, the Issuer reasonably expects that for that part of the Project consisting of design and construction costs, debt obligations in an amount not expected to exceed \$5,477,000 will be issued and that certain of the proceeds of such debt obligations will be used to reimburse the Reimbursement Expenditures; and

WHEREAS, the Issuer declares its reasonable official intent to reimburse prior expenditures for the above-described part of the Project with proceeds of a subsequent borrowing

NOW THEREFORE, the Issuer declares:

Section 1. The Issuer finds and determines that the foregoing recitals are true and correct, and that all of the capital expenditures covered by this Resolution were or will be made not earlier than 60 days prior to the date of this Resolution.

Section 2. This declaration is made solely for the purposes of establishing compliance with the requirements of Section 1.150-2 of the Treasury Regulations. This declaration does not bind the Issuer to make any expenditure, incur any indebtedness, or proceed with the Project.

Section 3. The Issuer hereby declares its official intent to use proceeds of indebtedness to reimburse itself for Reimbursement Expenditures, within 18 months of either the date of the first expenditure of funds by Issuer for such Project or the date that such Project is placed in service, whichever is later (but in no event more than three years after the date of the original expenditure of Issuer funds for such Project), and to allocate an amount not to exceed \$5,477,000 of the proceeds thereof to reimburse itself for its expenditures in connection with the Project.

Section 4. The Issuer's debt obligations for the aforementioned purpose will not be "private activity bonds" within the meaning of Section 141 of the Internal Revenue Code of 1986.

Section 5. All prior actions of the officials and agents of Issuer that are in conformity with the purpose and intent of this Resolution and in furtherance of the Project shall be and the same hereby are in all respects ratified, approved and confirmed.

Section 6. All other resolutions of the legislative body of the Issuer, or parts of resolutions, inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 7. It is hereby found that all discussions and deliberations of the legislative body of the Issuer leading to the adoption of this Resolution occurred at one or more meetings of the legislative body conducted pursuant to public notice and open to public attendance.

Section 8. This declaration shall take effect from and after its adoption.

The undersigned, Town Clerk of the Issuer, hereby certifies that the foregoing is a full, true and correct copy of the declaration of the legislative body of said Issuer duly made at a meeting thereof held on the date, specified below, and that said declaration has not been amended, modified or revoked.

Selectboard Member, Alan Johnson made the motion That the Selectboard Approve the TIF Warrant Language; Adopt the Declaration of Official Intent of Town of Hartford to Reimburse Certain Expenditures from Proceeds of Indebtedness as corrected; and Authorize the Town Manager or his Designee to Submit the 2019 TIF Project to the VT Economic Progress Council for the Required Phase Approval. Selectboard Member, Rebecca White seconded the motion. All were in favor and the motion passed.

b. Review, Discuss, and Approve the Proposed FY 2020-25 Capital Improvement Plan.

Town Manager, Leo Pullar presented the update for the Capital Improvement Plan.

Selectboard Member, Becca White made the motion to move the Wright's Reservoir Dam to the last item on the list. Selectboard Vice Chair, Dick Grassi seconded the motion. 5 voted yes and 2(D. Brown and S. Dennis) voted no. The motion passed.

Mrs. White made the motion to move the Outdoor Pool down to second from last. Selectboard Member, Alan Johnson seconded the motion. 3 voted yes (White, Dennis & Johnson) and 4 voted no (Grassi, Souza, Davis & Brown). The motion failed.

Selectboard Member, Alan Johnson made the motion to Gates Street/Fairview from #12 to #6. Simon Dennis seconded the motion. 2 voted yes (John & Dennis), 5 voted no. The motion failed.

Selectboard Member, Jameson Davis made the motion to move the Rte 14 sidewalks from #16 to #13. Selectboard member, Alan Johnson seconded the motion. 3 voted yes, 3 voted no and 1 abstained (Grassi). The motion failed.

Selectboard Member, Kim Souza suggested use of a matrix, worksheet or a way to measure the item placements.

Capital Improvement Project	Annual Cost	Total Cost	Running Total
Fire Equipment Replacement	\$227,000	\$1,135,000	\$1,135,000
Bridge Repairs & Replacement + 3,132,000 Grant	\$175,000	\$1,050,000	\$2,185,000
Sykes Mt. Ave Sidewalk/Butternut to Walsh Ave (North Side)	\$30,000	\$180,000	\$2,365,000
Highway Equipment Replacement+ \$300,000 in FY2020 (2,141,000 Total)	\$350,000	\$3,123,000	\$5,488,000
Bugbee Infrastructure Replacement - \$ one-time + \$70,000 Rebates • Roof Replacement \$46,000 • St,	\$174,125	\$174,125	\$5,662,125
Maxfield (Lighting/Drainage/Paving) + \$200,000 fundraising	\$200,000	\$200,000	\$5,862,125
DPW Facility, multiple projects - WRJ Salt Shed Roof (\$54,000 in FY 2022)	\$65,000	\$390,000	\$6,252,125
Quechee Main St Sidewalk-+ \$150,000/FY2023 • \$370,000 State Grant	\$80,000	\$390,000	\$6,642,125
Public Safety Storage Building	\$348,944	\$348,944	\$6,991,069
Parking Facility for employees and seized vehicles	\$474,212	\$474,212	\$7,465,281
Gates St/Fairview Terrace Wall - \$40,000 (one-time FY 2020)	\$3,340,000	\$3,340,000	\$10,805,281
Outdoor Pool Replacement	\$3,600,000	\$3,600,000	\$14,405,281
Waterman Hill Sidewalk + \$300,000 State Grant	\$60,000	\$300,000	\$14,705,281
Bike/Ped Plan Reserve to Initiate Work for Projects Beyond 2025	\$30,000	\$150,000	\$14,855,281
RT 14/West Hartford Sidewalks+ \$35,000 Grant• Radar Feedback and Ped Path Implementation in F	\$25,000	\$150,000	\$15,005,281
Public Safety Facility- Training Facility	\$225,000	\$225,000	\$15,230,281
WABA North Wall Upgrade	\$274,000	\$274,000	\$15,504,281
Rt. 4 Sidewalk/Waterman Hill to Jake's Market	\$34,000	\$170,000	\$15,674,281
Hartford Ave Sidewalk	\$15,000	\$90,000	\$15,764,281
Rt. 4 Sidewalk/Waterman Hill to Gorge	\$220,000	\$1,028,000	\$16,792,281
Wright's Reservoir Dam - \$600,000 one-time	\$600,000	\$600,000	\$17,392,281

Selectboard Member, Rebecca White made the motion That the Selectboard Approve the Capital Improvement Plan, as adjusted, of January 2, 2019, understanding that this is and Continues to be a Working Document, Adjusted Accordingly, to Address the Ever-Changing Needs and Priorities of the Town. Selectboard Member, Kim Souza seconded the motion. 4 were in favor, 2 not in favor (S. Dennis & A. Johnson) and 1 abstained (J. Davis). The motion passed.

c. Receive the October 2018 Budget Update.

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/148>

FY 18/19 Expenditures:

<u>Budget</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Available</u>	<u>% Expended</u>
16,607,812.07	6,397,748.77	465,599.97	10,210,063.30	38.52%

Glide Path:

16,607,812.07	5,535,937.36		11,071,874.71	33.33%
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5. Commission Meeting Reports:

Selectboard Member, Kim Souza reported from the HCOREI Meeting. They have submitted their report for the Town Report. They are working on their mission statement. Ms. Souza also reported that the Town Planning meetings are moving forward.

Selectboard Clerk, Dennis Brown attended the Historical Preservation Commission meeting. They are planning to have at least 7 people to interview for their Oral History project. Mr. Brown also attend eth Zoning Board meeting. The approved the Upper Valley Honda dealership application.

Selectboard Member, Alan Johnson reported that the Hartford Energy Commission had 52 Hartford residents sign up for contractor walkthroughs. This was from their event Button Up.

Selectboard Member, Jameson Davis reported that Sister Cities will be presenting to the Selectboard at the next meeting on January 15th.

Selectboard Vice Chair, Dick Grassi reported that once again the Parks and Rec meeting was canceled due to not having a quorum. Mr. Pullar reported that we had today an inquiry and perhaps an application for the Parks & Rec. Commission.

Selectboard Chair, Simon Dennis reported that the Community Resilience Organization of Hartford, CROH, is submitting for a grant for the Regional Resilience group. They have many activities coming up including a potato fest. Mr. Dennis also reported that the Town Manager search committee will meet tomorrow and hopefully have candidates for the Board to interview on Sunday, the 6th of January.

6. Consent Agenda (Mot Req.):

Selectboard Clerk, Dennis Brown made the motion to approve the Consent Agenda as listed. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

- a. Approve Payroll Ending: 12/29/2018
- b. Approve Meeting Minutes of: 12/18/2018
- c. Approve A/P Manifest of: 12/28/2018 & 1/2/2019
- d. Selectboard Meeting Dates of:

- Already Approved: 1/6/2019 (Special), 1/8/2019 (Budget Workshop), 1/10/2019 (Budget Workshop, if needed), 1/15/2019 & 1/29/2019

7. Executive Session: N/A

8. Adjourn the Selectboard Meeting.

Selectboard Member, Kim Souza made the motion to Adjourn the meeting at 9:30 P.M. Selectboard Vice Chair, Dick Grassi 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.
