



**TOWN OF HARTFORD  
SELECTBOARD MINUTES**

Tuesday, January 14, 2020, 6:00pm  
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; Jameson Davis, Selectboard Member; Dan Fraser, Selectboard Member; Alan Johnson, Selectboard Member; Kim Souza, Selectboard Member; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant; Lori Hirshfield, Cathy Melocik; Lannie Collins; Alicia Barrow.

<http://catv.cablecast.tv/CablecastPublicSite/show/10864?channel=1>

- I. Call to Order the Selectboard Meeting:** Selectboard Chair, Simon Dennis called the meeting to order at 6:04 P.M.
- II. Pledge of Allegiance:** Selectboard Member, Dan Fraser led the Pledge of Allegiance.
- III. Local Liquor Control Board: N/A**
- IV. Order of Agenda:** No changes to this current agenda. Plan to meet next Tuesday, January 21<sup>st</sup>, for any items not gotten to at this meeting and approving the warning for Town Meeting.
- V. Selectboard**

**1. Public, Selectboard Comments and Announcements:**

No Citizen comments.

Selectboard comments:

Kim Souza spoke about the Town of Woodstock that has a program for grant funding for businesses that were affected during the bridge construction and VTRANS. They use their local option tax (LOT) funds for economic development in their business community. This is a model of what LOT funds used for and makes sense.

Dick Grassi asked about the water main break in downtown WRJ. Mr. Godfrey explained that the break was near the Gates St and South Main St connection. The break was repaired by mid-afternoon and some businesses water was shut off and are now they are under a boil water order for at least 24 hours.

The Hartford Bridge will be closed for repairs but the sidewalk will stay open at this point.

## 2. Appointments

- a. Consider the Re-Appointment of Timothy Covell to a three-year term on the Tree Board beginning January 14, 2020 and ending January 13, 2023.

**Selectboard Vice Chair, Dick Grassi made the motion to re-appoint Timothy Covell to a three-year term on the Tree Board beginning January 14, 2020 and ending January 13, 2023. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.**

- b. Consider the Re-Appointment of Ann Raynolds to a two-year term on the Hartford Committee on Racial Equity and Inclusion beginning January 14, 2020 and ending January 13, 2022.

**Selectboard Member, Jameson Davis made the motion to re-appoint Ann Raynolds to a two-year term on the Hartford Committee on Racial Equity and Inclusion beginning January 14, 2020 and ending January 13, 2022. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

3. **Town Manager's Report:** This Significant Activity Report ending January 13, 2020.

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/176>

## 4. Public Hearing: (TIF)

Selectboard Chair, Simon Dennis recessed the Selectboard meeting and opened the Public Hearing at 6:30 P.M.

- a. Public Hearing and consider TIF Warrant language for March 3, 2020 Town vote
- b. Public Hearing and consider substantial change request to Vermont Economic Progress Council (VEPC) for TIF project cost increase since 2011.

Selectboard Chair, Simon Dennis closed the Public Hearing and reopened the Selectboard Meeting at 6:45 P.M.

## 5. Board Reports, Motions & Ordinances

- a. TIF Warrant language for March 3, 2020 Town vote (motion required)
- b. Public Hearing and consider substantial change request to Vermont

Economic Progress Council (VEPC) for TIF project cost increase since 2011. (motion required)

**Selectboard Member, Alan Johnson made the motion to Approve the proposed TIF Warrant Language for inclusion on the March 3, 2020 Voting Day ballot.**

**And**

**He also moved to Submit a substantial change request to the Vermont Economic Progress Council to approve the increase in project cost for the Town Square parking lot from the \$275,000 to \$811,700.00 in the TIF District Plan Lot (referred to as the Downtown Parking and Park Option A) due to increases in construction costs, design changes and more deterioration of existing conditions than existed 11 years ago when the need for the improvements was identified. Selectboard Member, Dan Fraser seconded the motion. All were in favor and the motion passed.**

- c. Report from the Ad Hoc Committee on Homelessness (Info Only)

The Committee was not in attendance and did not forward a report. This agenda item will be put on the January 21<sup>st</sup> agenda.

- d. Wentworth Phase II Project Overview (Information Only)

Presented by Lori Hirshfield. The representatives from Twin Pines did not attend.

**Background:** Twin Pines Housing and Housing Vermont are partnering to develop 21 new affordable apartments in two locations, 17 units on Wentworth Way off Sykes Mountain Ave, and four units at 1965 Hartford Avenue, Wilder. The Wentworth project is the second phase of the new mixed income development on Wentworth Way in Hartford's Designated Growth District. TPHT would like to have a discussion with the Hartford Selectboard regarding submittal of an application to the Vermont Community Development Program (VCDP) as one of the funding sources for the project.

VCDP is funded through the Federal HUD Community Development Block Grant program and must be submitted through a municipality. Use of VCDP funds requires the majority of dwelling units to serve low-and-moderate-income households.

**Recommendation:** Hold a public hearing on January 28, 2020 to determine if the Town should submit a VCDP application for the Wentworth II and Wilder Avenue housing project.

- e. Approval of FY21 Budget
- Fund 10 Operating Budget pending voter approval (motion required)
  - Fund 30 Solid Waste Fund (motion required)
  - Fund 50 WR Water Fund (motion required)

- Fund 55 Quechee Water Fund (motion required)
- Fund 60 WR Wastewater Fund (motion required)
- Fund 65 Quechee Wastewater Fund (motion required)

The Selectboard did not get to the Budget approval process. They did however address the Budget changes as noted in the following motions.

1. Jameson Davis made the motion to add \$10,000 to the budget for the Sister City Committee. Dick Grassi seconded the motion. Simon Dennis offered a friendly amendment to the motion to change the amount requested to \$6,000. The amendment was accepted by Mr. Davis and Mr. Grassi. 6 voted in favor and 1 (Brown) voted not in favor. The motion for \$6,000 to the Sister City Committee passed.
2. Homelessness Committee's request was tabled. More information is needed.
3. Alan Johnson made the motion to add \$30,000 to the budget for the Climate Action Committee. Kim Souza seconded the motion. 6 voted in favor and 1 (Brown) voted not in favor. The motion was passed.
4. Dan Fraser made the motion to add \$102,800 to the budget for the cemeteries. Dennis Brown seconded the motion. All were in favor and the motion passed.
5. Kim Souza made the motion to add \$2,000 to the budget for the Treasurer's salary increase. Dick Grassi seconded the motion. All were in favor and the motion passed.
6. Kim Souza made the motion to add the \$12,770 to the Bugbee Senior Center budget. Dick Grassi seconded the motion. All were in favor and the motion passed.
7. & 8. Dick Grassi made the motion to add \$50,000 to the budget for the Upper Sykes Bike/Ped Project and also to add \$44,000 to the budget for the Rt. 5 Bike/Ped. Project. Jameson Davis seconded the motion. All were in favor and the motion passed.
9. Jameson Davis made the motion to table adding \$6,000 to the budget for Little League mounds indefinitely. Alan Johnson seconded the motion. 5 voted yes (Souza, Fraser, Dennis, Johnson, Davis) and 2 voted no (Grassi & Brown)
10. HFD EV (\$35,000 paid from Fire Equipment Reserves). No budget impact. Mr. Grassi asked for more information.
11. Dennis Brown made the motion to add \$125,000 to the budget to purchase a Highway Truck and not lease the truck for

\$35,000. Kim Souza seconded the motion. 2 voted in favor of the motion (Brown & Davis) and 5 were not in favor (Grassi, Dennis, Fraser, Souza and Johnson.) The motion did not pass. Therefore, the Highway truck will be leased for \$35,000.

Selectboard Member, Alan Johnson made the motion that the last 5 items are tabled for tonight and will be reviewed at the next meeting on Tuesday, January 21<sup>st</sup>. Selectboard Member, Dan Fraser seconded the motion. All were in favor and the motion passed.

12. Wellness Coordinator (69,868)
13. Special Events Trailer (8,000)
14. Speed Limit Signs \$8,000
15. Maxfield Softball Field Lighting \$150,000
16. Maxfield Safety Netting \$38,000

- f. Resolution: TIF Indebtedness. Declaring intent to reimburse certain expenditures from proceeds of TIF indebtedness. (Motion Required)

There are current expenditures related to the TIF projects that will be considered for TIF bonds and/or other financing mechanisms at the March 3, 2020 Town Meeting. These costs are eligible for reimbursement from TIF financing proceeds if they are so declared in advance of the debt issuance. The declaration of intent to reimburse is an accepted procedure for allowing recovery of costs incurred prior to voter approval and debt issuance. The estimate of such reimbursable expenditures is not to exceed \$2,666,600.

**Selectboard Member, Dan Fraser, made the motion to Approve the Resolution Declaring Intent to Reimburse Certain Expenditures from Proceeds of TIF Indebtedness in the amount of \$2,666,600 as presented and attached\*. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.**

- g. Resolution: General Obligation Indebtedness. Declaring intent to reimburse certain Pool capital expenditures from proceeds of General Obligation indebtedness. (Motion Required)

There are future expenditures related to the development of the Pool project that will that will be considered for bonds and/or other financing mechanisms at the March 3, 2020 Town Meeting. These costs are eligible for reimbursement from general obligation bond proceeds if they are so declared in advance of the debt issuance. The declaration of intent to reimburse is an accepted procedure for allowing recovery of costs incurred prior to voter approval and debt issuance. the estimate of such reimbursable expenditures is not to exceed \$3,300,000.

**Selectboard Clerk, Dennis Brown made the motion to Approve the Resolution Declaring Intent to Reimburse Certain Pool Project Expenditures of \$3,300,000 from Proceeds of General Obligation Indebtedness as presented and attached\*. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.**

h. Approval of 2020 Town Meeting Warrant Language (motion required)

Moved to January 21<sup>st</sup> Agenda.

~~i. Welcoming Hartford Ordinance – Potential Amendment/Retraction of  
Ballot initiative. (Motion Required) N/A Decided on January 9, 2020.~~

6. Commission Meeting Reports: None

7. Consent Agenda (Motion Required):

**Selectboard Member, Dan Fraser made the motion to approve the  
Consent Agenda as amended. Selectboard Clerk, Dennis Brown  
seconded the motion. All were in favor and the motion passed. All were in  
favor and the motion passed.**

Approve Payroll Ending: 1/11/2020

Approve Meeting Minutes of: 12/17/2019, 1/7/2020 and 1/9/2020

Approve A/P Manifest of: 1/10/2020 and 1/14/2020

Selectboard Meeting Dates of:

- Already Approved: 1/28/2020.
- Needs Approval: 1/21/2020, 2/11/2020 and 2/25/2020

8. Adjourn the Selectboard Meeting (Motion Required):

**Selectboard Vice Chair, Dick Grassi made the motion to Adjourn the  
meeting at 10:00 P.M. Selectboard Member, Jameson Davis 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.**

**\*Attachments:**

**5.f.**

**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 3, 2020 (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 \$2,666,600 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 \$2,666,600 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.

January 14, 2020  
Town Clerk

**5.g.**

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

WHEREAS, the Town of Hartford, Vermont (the "Issuer") intends to construct public recreation improvements to be considered by the Issuer at the annual meeting thereof to be held on March 3, 2020 (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, temporary financing, engineering, permitting and construction costs, debt obligations in an amount not expected to exceed \$3,300,000 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 \$3,300,000 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.

January 14, 2020  
Town Clerk