



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, April 23, 2019 at 6:00 pm
Hartford Town Hall
171 Bridge Street
White River Junction, VT 05001

Present: Simon Dennis, Selectboard Chair; Dennis Brown, Selectboard Clerk; Dan Fraser, Selectboard Member; Alan Johnson, Selectboard Member; Jameson Davis, Selectboard Member; Kim Souza, Selectboard Member; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant; Lori Hirshfield, Director of Planning and Development; Jill Thomas; Kathleen Armstrong; Jason Lemire; Brooks Teel; Crystal Moses; Havah Walther; Russ North.

Absent: Richard Grassi, Selectboard Vice Chair.

<http://catv.cablecast.tv/CablecastPublicSite/show/8411?channel=1>

I. Call to Order the Selectboard Meeting

Selectboard Chair, Simon Dennis called the Selectboard Meeting to order at 6:01 P.M.

II. Pledge of Allegiance

Selectboard Member, Alan Johnson led the Pledge of Allegiance.

III. Local Liquor Control Board: N/A

IV. Order of Agenda: Item 4.d. has been moved to the May 7th meeting.

Item 4.e. will be expanded to incorporate the Capital Improvement Process.

V. Selectboard

1. Citizen, Selectboard Comments and Announcements:

There were no citizen comments.

Selectboard Comments:

Selectboard Clerk, Dennis Brown clarified that the Town did not take over any cemeteries. The Town approved appropriations to the cemeteries at the March elections.

Selectboard Member, Kim Souza requested that the Selectboard be trained for active shooters incidents. Mr. Godfrey will get in touch with Chief Kasten and get something scheduled.

Selectboard Member, Alan Johnson reported that at the State House there will be a hearing for the H51 Bill. This is the beginning of the process and will probably not make it through this year but will be in a good position for next year. Hartford did send a proposal to be read.

Selectboard Chair, Simon Dennis mentioned that citizens have been contacting him about the homeless people living under the bridge. Lebanon is having similar issues. This is a regional issue as well. There is some effort to clear the encampments, but a place for them to go is not always available. Mr. Dennis will follow up on this and report back.

2. Appointments

- a. Consider the Appointment of Bethany Fleishman for a three-year term to the Advance Transit Board beginning June 20, 2019 and ending on June 20, 2022.

Selectboard Member, Jameson Davis made the motion to appoint Bethany Fleishman to a three-year term to the Advance Transit Board beginning June 20, 2019 and ending on June 20, 2022. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- b. Consider the Appointment of Jim Tonkovich for a two-year term to the Advance Transit Board beginning June 20, 2019 and ending on June 20, 2021.

Selectboard Member, Jameson Davis made the motion to appoint Jim Tonkovich for a three-year term to the Advance Transit Board beginning June 20, 2019 and ending on June 20, 2021. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- c. Treasurer Interviews: There were 5 applicants. All were present with the exception of Charlene Ricker. She was interviewed via phone. The applicants were: Kathleen Armstrong; Jason Lemire; Crystal Moses; Charlene Ricker and Brooks Teel.

Selectboard Chair, Simon Dennis recessed the Selectboard Meeting at 6:50 P.M. Executive Session: Selectboard Member, Alan Johnson made the motion That In accordance with Vermont's Open Meeting Law requirements, I move that the Selectboard enter into Executive Session to discuss the employment, appointment, or evaluation of a Public Officer under the

provisions of Title 1, Section 313 (1)(3) of the Vermont Statutes. Selectboard Member, Dan Fraser seconded the motion. All were in favor and the motion passed.

Selectboard Member, Alan Johnson made the motion to close the Executive Session at 7:32 P.M. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

d. Treasurer Appointment

Selectboard Member, Dan Fraser made the motion to appoint Brooks Teel as Town Treasurer for the remainder of the term ending at the 2020 Town Meeting. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

3. **Town Manager's Report:** Significant Activity Report period ending April 23, 2019.

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/157>

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

a. Sale of 63 Division Street

On November 8, 2017, the Town acquired the residence and property at 63 Division Street (Property ID: 22-132) through tax sale. The property was not redeemed during the 12-month period. The Tax Collector's Deed was issued to the Town on November 20, 2018. As of April 19, 2019, the delinquent taxes, penalty & interest, and utility expenses owed on property, plus legal and the cost to secure the property total \$20,055.94. On March 30, the occupant and former delinquent owner vacated the property by Order of the Health Officer, and the Town secured the building from entry. By law, the Town may only collect the amount of the taxes, penalties & interest owed and related collection expenses from the sale of the property. The Town received two unsolicited offers to purchase the property for the amount owed (\$20,055.94). One of the offerors owes \$24,574.93 in delinquent taxes on four properties in Town; I notified him that I have disqualified his offer.

Selectboard Clerk, Dennis Brown made the motion to Authorize the sale of 63 Division Street to Jill Thomas for \$20,055.94, with closing to occur on or after 30 days from publication of the notice of sale of Town property. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

b. Electric Vehicle Lease

Background: In 2018, the Selectboard approved of appropriating \$30,000 for the

purchase or lease of an electric vehicle (EV) for the Town Manager's vehicle. The Town received one proposal from the first Request for Proposals (RFP) last November for an open-end lease of a Nissan Leaf. After consulting with the Selectboard, the Town Manager decided the proposal was not well suited to the Town's needs. The Town issued a second RFP in February, looking only for lease options on EVs with a range of greater than 200 miles. The Town received three proposals, and also identified contracts through Climate Mayors that are available to all municipalities and meet Hartford's procurement requirements. Proposals received in response to the second RFP were for the 2019 Chevrolet Bolt. The Climate Mayors have contracts for the Nissan Leaf Plus in addition to the Bolt.

Motion: Selectboard Member, Kim Souza made the motion to Authorize the Town Manager to sign all necessary documents to lease the 2019 Nissan Leaf Plus through Climate Mayors. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.

c. Electric Vehicle Charging Station Grant

Background: The Planning Department would like to apply for the 2019 EVSE Grant Program through the Vermont Department of Housing and Community Development. This program is designed to "expand the statewide network of electric vehicle charging stations in accordance with the Vermont Beneficiary Mitigation Plan of the Volkswagen Environmental Mitigation Trust". If awarded, the grant money would be used to support the installation of two Level 2 charging stations at the Wilder Park and Ride parking lot. This is in line with the Town's goal of supporting the use of low emissions vehicles and reducing greenhouse gas emissions from the transportation sector. Applications are due on April 30th, 2019, and awards are made by July, 2019.

Motion: Selectboard Member, Jameson Davis made the motion to Adopt the Municipal Resolution for Electric Vehicle Supply Equipment. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

d. *State CWSRF Loan Application - Final Engineering for South Main/Gates /North Main Streets Stormwater/Sewer Improvements (motion required): Postponed to the May 7th Selectboard Meeting.*

e. CIP Rubric

At its February 26 meeting, the Selectboard delegated continuing discussion of the draft Capital Improvement Plan (CIP) Rubric to Selectboard members Alan Johnson, Kim Souza and Chair Simon Dennis. The Rubric Work Group met and prepared a draft CIP Rubric for the Selectboard's consideration. Mr. Dennis also presented the Capital Improvement Process.

5. Commission Meeting Reports:

Selectboard Clerk, Dennis Brown reported from the Historic Preservation

Commission that they would like a “demolition ordinance” in Hartford. The church has a house that they want to take down and it is an historic building. An ordinance would be a guide for such cases.

Selectboard Member, Alan Johnson reported on the Vernal Pool walk. It was well attended and a great success. Mr. Johnson also clarified that the Hartford Energy Commission letter to the State was to be signed, not create a letter. They will be putting together one more specific to Hartford.

Selectboard Member, Dan Fraser went to the School Board Meeting. They had presentations from some of the schools that were good presentations.

Selectboard Member, Kim Souza reported from HCOREI. Their RFP has been posted. A subcommittee on education is trying to explore community outreach. Ms. Souza also reported that some community members are attending the meetings.

Selectboard Chair, Simon Dennis mentioned that the Planning Board will be having future openings if anyone is interested to serve on this Board. A Charter Commission will be forming, if anyone is interested in this detail work. Mr. Dennis reminded the Board of the two Selectboard planning workshops on May 8th and May 22nd.

6. Consent Agenda (Mot Req.): Selectboard Member, Dan Fraser made the motion to approve the Consent Agenda as listed. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 4/20/2019

Approve Meeting Minutes of: 4/9/2019

Approve A/P Manifest of: 4/19/2019 & 4/23/2019

Selectboard Meeting Dates of:

- Already Approved: 5/7/2019, 5/8/2019, 5/21/2019 & 5/22/2019

7. Adjourn the Selectboard Meeting

Selectboard Clerk, Dennis Brown made the motion to Adjourn the meeting at 9:50 P.M. Selectboard Member, Kim Souza 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.