



**TOWN OF HARTFORD
SELECTBOARD
LISTENING SESSION
MINUTES**

Tuesday, June 1, 2021 at 6:00 pm
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 via Zoom: Joe Major, Selectboard Vice Chair; Kim Souza, Selectboard Clerk; Ally Tufenkjian, Selectboard Member; Dennis Brown, Selectboard Member;

Present at Town Hall: Dan Fraser, Selectboard Chair; Tracy Yarlott-Davis, Town Manager; Lana Livingston, Administrative Assistant.

CATV LINK: <http://catv.cablecast.tv/CablecastPublicSite/show/14639?channel=1>

The Chair read this script:

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 <https://zoom.us/j/549799933> - Please mute your microphone, [youtube.com/catv810](https://www.youtube.com/watch?v=810) – click “live now”. 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.*
- 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 Selectboard meeting to order at 6:00 PM.

II. Pledge of Allegiance was recited.

III. Selectboard

1. Main Street WRJ Construction Update was presented by the Town Manager.

In early May 2021, based on the information we had at the time, we determined that Phase Two of the project would break ground in late July or early August. This phase of the project includes the area around North Main Street, South Main Street, and Joe Reed Drive. It will replace vital infrastructure such as water main pipes. As part of this multi-million-dollar project, we will also be improving the overall streetscaping with lighting, sidewalks, trees, signage, and driver sightlines.

After multiple discussion with input from several departments it has been decided to Begin the construction process for Phase Two in spring 2022. This will give the Town time to get the final design plans approved by the State and put us in a better position for funding for this phase of the project.

In light of this schedule change we will be meeting in the next week to determine if we can extend on street dining and how we can use this time to brainstorm if there are minor modifications we can make to the streetscaping.

2. Date Selection for Special Election

On May 13, 2021, Rachel Edens resigned from the Selectboard due to medical reasons. The staff began the administrative process for the Selectboard to appoint a replacement. On May 20, 2021, Julia Dalphin resigned from the Selectboard due to workload constraints. The second resignation triggered the need for a special election.

Special elections, like regular elections, are primarily governed by the Secretary of State. The following timelines must be adhered to:

This timeline is for an August 10, 2021 special election:

Tuesday June 1, 2021	Selectboard approves date
Tuesday June 15, 2021	Selectboard approves Warning
Thursday July 1, 2021	First day to post Warning
Tuesday July 6, 2021 (Moved forward one day due to holiday)	Candidate petitions due to Clerk by 5:00pm
Friday July 9, 2021	Voter checklist posted
Wednesday July 21, 2021	Ballot is available to public
Tuesday August 10, 2021	Day of Special Election 7:00am to 7:00 pm

Voters would be able to vote in person on August 10th, call the Clerk's office to request a mailed ballot, or vote in person at the Clerk's office during normal business hours starting July 21st.

Financial Impact:

We estimate that the special election will cost \$6,000 - \$7,000. This includes paying for the Board of Civil Authority and the Assistant Election Officials to staff the election, printing ballots, and programming the tabulators.

Selectboard Member, Dennis Brown made the motion to set the date of the Special Election to Tuesday August 10, 2021 and direct the Town Manger to notify the Town Clerk of the date. Selectboard Vice Chair, Joe Major seconded the motion. All were in favor and the motion passed.

Board members asked if there were other items to be placed on this ballot such as parking meters in downtown WRJ. Board members also asked about a candidate's night to get to know the candidates – if there are more than 2 candidates.

3. White River Junction Downtown Parking Listening Session – Hosted by Chuck Wooster.

The **Goals** of Listening Sessions are to:

- Provide a space for community members to learn about the process behind Town operations and decision-making.
- Build understanding around the successes, challenges and paths forward for various Town projects and issue areas.
- Gather community feedback and questions that support the Town in problem-solving and making progress in various areas.
- Strengthen relationships between multiple stakeholders in Hartford.

Questions for Discussion:

Why do you park downtown?

Why is parking important to a community?

How can parking impact downtown businesses?

How do we better use the parking that we do have for the next few years?

For more on this discussion, please go to the CATV link:

<http://catv.cablecast.tv/CablecastPublicSite/show/14639?channel=1>

IV. Public Comment: David Briggs from Hartford called in to say he was pleased to hear the news that the construction planned for July will be put off until the spring of 2022. He urges the DPW Director to meet with the downtown business owners to discuss the timeline and overall project.

Lannie Collins from Hartford wonders if putting the construction project for downtown that is using TIF money will cause other potential projects using TIF to not be done. Are there projects that will be not funded due to the rescheduling of the downtown project. Lori Hirshfield, Director of Planning and Development said no projects would be cancelled due to the time line being moved.

Marcy Bartlett from Wilder called to say thank you to the staff to continue to serve the public and also thank you for the listening session guidelines.

Lannie Collins also called in to follow up on an email he sent on May 15th asking why the Town Manager made a policy for the encampment response when it is the job of the Selectboard to make policies. Dan Fraser, Selectboard Chair said it was presented to the Selectboard. If he wants any further discussion on this, Dan Fraser will follow up with him.

V. Selectboard Comment - None

VI. Consent Agenda: Selectboard Vice Chair, Joe Major made the motion to approve the consent agenda. Selectboard Member, Dennis Brown seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 5/29/2021

Approve Meeting Minutes of: 5/18/2021

Approve A/P Manifest of: 5/28/2021 & 6/1/2021

Selectboard Meeting Dates of: Already Approved: 6/15/2021 & 6/29/2021

VII. Adjourn the Selectboard Meeting: Selectboard Member, Ally Tufenkjian made the motion to adjourn the meeting at 8:30 PM. Selectboard Clerk, 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.

Kim Souza, Selectboard Clerk