



**TOWN OF HARTFORD**  
**DRAFT SELECTBOARD MINUTES**

Tuesday, August 17, 2021, 6:00pm  
Hartford Town Hall, 171 Bridge Street, White River Junction, VT 05001

**Present:** Dan Fraser, Chair; Joseph Major, Vice-Chair; Kim Souza, Clerk; Dennis Brown, Member; Ally Tufenkjian, Member; Lannie Collins, Member; Michael Hoyt, Member; Tracy Yarlott-Davis, Town Manager; Paula Nulty, HR Director; Gail Ostrout, Finance Director; Mary Erdei; Rebecca White; Heidi Duto; Russ North; Melinda Brooks-Major

**Via Zoom:** Lori Hirshfield, Planning and Development Director

**CATV LINK:**

- I. Selectboard Meeting Call to Order** Dan Fraser at 6PM
- II. Pledge of Allegiance** Led by Joe Major
- III. Local Liquor Control Board:** None
- IV. Order of Agenda** No changes
- V. Selectboard**
  1. **Public Comments** None
  2. **Selectboard Comments and Announcements** Lannie Collins as new member thanked the residents of the Town, was welcomed by other members
  3. **Appointments:** None
  4. **Town Manager's Report and Significant Activity Report :**

Process for an Emergency Ordinance

The Municipal Assistance Center at the Vermont League of Cities and Towns has advised us that, unless there's a specific provision in the Town's charter to the contrary, there is no law of general applicability that allows for the adoption of an emergency ordinance.

In order to enact an Ordinance, once it has been drafted, reviewed, and finalized internally, are as follows:

1. The Selectboard discusses and votes on adopting the ordinance.
2. Copies of the adopted ordinance must be posted in five conspicuous places in town.
3. The full text or a concise summary of the ordinance must be published in the newspaper within 14 days. This allows voters to review the ordinance and petition to require a vote on the ordinance at Town Meeting Day.
4. If there's no petition within 44 days of the adoption of the ordinance, the ordinance becomes effective 60 days after the adoption of the ordinance by the Selectboard.

We can anticipate that we will have additional legal costs associated with any draft ordinances as the Town must adhere to State and Federal laws. This is not necessarily a deterrent but must be taken into consideration when we begin this process.

Ongoing Investigations with Vermont State Police

I remain available to the Vermont State Police as they perform their investigation into the officer- involved shooting on August 5<sup>th</sup>. Once that investigation concludes, the State Police will release their determination. After that, the State and County Attorney General Offices will perform investigations and finally we will contract out for our own investigation. I appreciate the

diligence and independence of the process by our State and County agencies.

### Meetings with State and Federal Officials

I had the opportunity, along with the Planning and Development Director, to meet with the Lieutenant Governor Molly Gray. She was very excited to see the growth and innovation in downtown WRJ. We spoke about the housing crunch facing the state, ensuring safe child care for Vermonters, and bringing young people into the state to settle down.

I also met with Hayley Pero, a member of Senator Saunders' staff. She was very impressed with the new affordable housing in town. We discussed housing and child care as things that drive economic growth in small towns as well as our need to help young people discover trade careers such as plumbing, electrical, and HVAC. We need people who know how to build houses and infrastructure to build those house and that infrastructure.

Amtrak Government Affairs staff visited my office to provide information on their plans for revitalizing their infrastructure and increasing service. Amtrak is a get, environmentally way to see New England and provides transportation for those without cars.

I, along with my staff, are always happy to meet with our state and federal officials to represent Hartford.

### Thank You to COVER and Northern Stage

Many thanks to the folks at both of these local organizations for meeting with me recently. It helps me understand the needs of our vast number of stakeholders in the community. I know I'll be picking up some household goods at COVER soon. Northern Stage also provided me with a tour of their new outdoor theater that was in response to Covid-19. I heard nothing but praise for our Zoning Administrator who helped facilitate the process. Northern Stage staff also thanked our Parks and Recreation Director for his consultations when they encountered supply chain issues during the build.

Significant Activity Report Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/217>

## **5. Board Reports, Motions & Ordinances:**

- a. June Financials presentation by Gail Ostrout
- b. Municipal Leasing Overview presentation by Gail Ostrout
- c. Encumbrance Request presented by Gail Ostrout  
**Motion: Kim Souza made the motion to approve the 2021 Encumbrance Request for items/projects previously approved in operating budgets as well as additional COVID expenses. Dennis Borwn seconded the motion. All were in favor and the motion passed.**
- d. CWSRF Step 2 of Contract presented by Lori Hirshfield  
**Motion: Joe Major made the motion to review and adopt Loan Documents and sign Exhibit C and Exhibit D, and designate Town Manager Tracy Yarlott-Davis as the authorized representative and Selectboard Chair Dan Fraser as the Alternate Authorized Representative, for any other actions related to the loan as needed. Kim Souza seconded the motion. Six members voted in favor; Lannie Collins abstained. The Motion passed.**
- e. Board Budget Guidance presentation by Tracy Yarlott-Davis
- f. Gates Street Closure Update presentation by Joe Major: Public Works has requested proposals for relocation of water lines, is creating a detour and signage plan, will be marking dig safe spots

**VI. Commission Meetings Reports** Mike Hoyt will be attending the School Board Meeting tomorrow; Joe Major reported the Town Pool was progressing under budget and on time; Ally Tufenkjian reported on the Clifford Park food forest and tree planting, and HACES will be discussing their role in committee's charge; Kim Souza reported on the creation of a HBRLF brochure to alert Hartford businesses of accessible funds, and thanked Town Clerk Lisa O'Neil for a successful election; Dan Fraser encourage checking into the Tree Board's monthly tree selection

**VII. Consent Agenda Kim Souza made the motion to approve the Consent Agenda. Ally Tufenkjian seconded the motion. All were in favor and the motion passed.**

**Approve Payroll Ending: 8/7/2021**

**Approve Meeting Minutes of: 7/27/2021 and 8/12/2021**

**Approve A/P Manifest of: 8/6/2021 & 8/10/2021**

**Selectboard Meeting Dates of: 9/7/2021 and 9/21/2021**

Selectboard Meeting Dates of: Already Approved: 8/24/2021

**VIII. Executive Session: None**

**IX. Adjourn the Selectboard Meeting: Joe Major made the motion to adjourn the Selectboard Meeting at 9:10PM. Mike Hoyt 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.