



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, February 9, 2021
6:00pm 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: Simon Dennis, Selectboard Vice Chair; Joseph Major, Selectboard Member; Kim Souza, Selectboard Clerk; Emma Behrens, Selectboard Member; Rachel Edens, Selectboard Member

Present at Town Hall: Dan Fraser, Selectboard Chair; John MacLean, Interim Town Manager; Lana Livingston, Administrative Assistant;

CATV LINK: <http://catv.cablecast.tv/CablecastPublicSite/show/13838?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. **Selectboard Meeting** Chair, Dan Fraser called the meeting to order at 6:00 PM
- II. **Pledge of Allegiance** – was recited
- III. **Local Liquor Control Board:** Selectboard Chair, Dan Fraser recessed the Selectboard meeting and opened the Local Liquor Control Board for Hartford.

Renewals:

- a. Phnom Penh Sandwich Station, LLC Doing Business As: Phnom Penh Sandwich Station 7 North Main Street, White River Junction, VT 05001. (1st Class)

Selectboard Member, Emma Behrens made the motion to approve the renewal for a 1st Class liquor license for Phnom Penh Sandwich Station, LLC Doing Business As: Phnom Penh Sandwich Station 7 North Main Street, White River Junction, VT 05001. Selectboard Member, Rachel Edens seconded the motion. 4 were in favor, 1(Souza) recused and 1(Fraser) abstained. The motion passed.

- b. Perry Hospitality Group of Vermont Doing Business As: The Quechee Inn at Marshland Farms, Quechee Main Street, Quechee, VT 05059. (1st, 3rd Class & Outside Consumption)

Selectboard Vice Chair, Simon Dennis made the motion to approve the 1st, 3rd Class & Outside Consumption liquor license for Perry Hospitality Group of Vermont Doing Business As: The Quechee Inn at Marshland Farms, Quechee Main Street, Quechee, VT 05059. Selectboard Member, Joe Major seconded the motion. 3 were in favor, 2 recused (Behrens & Souza) and 1 abstained (Fraser). The motion passed.

- c. Summit Stores, LLC Doing Business As: Summit Stores, 18 and 42 Sykes Mountain Ave., White River Junction, VT 05001 (2nd Class)

Selectboard Member, Joe Major made the motion to approve the 2nd Class Liquor License for Summit Stores, LLC Doing Business As: Summit Stores, 18 and 42 Sykes Mountain Ave., White River Junction, VT 05001. Selectboard Member, Emma Behrens seconded the motion. 4 were in favor, 1(Souza) recused and 1(Fraser) abstained. The motion passed.

Selectboard Chair, Dan Fraser closed the Liquor License Control Board and reopened the Selectboard meeting at 6:12 P.M.

IV. Order of Agenda:

- 1. John MacLean asked to add to the agenda a request from the Assessor that will need to be done in an executive session and add another executive session at the end of the meeting for a personnel issue.
- 2. Item 4.f. will be moved to a future Selectboard meeting.
- 3. Simon Dennis asked to add two requests from the Coronavirus Response Committee.

4. Dan Fraser read from a VLCT request that the Town adopt it at the next meeting.

V. Selectboard

1. Public, Selectboard Comments

Citizen comments:

Mike Morris from Hartford asked if the Norwich Sewer extension could be moved up in the agenda. It was decided because it was warned with approximate times that moving it may not be a good idea for people who might be joining the meeting later.

Lannie Collins from Hartford offered a statement for public information concerning the expenses and other detrimental actions (losses) affecting Town due to the Welcoming Hartford Ordinance. He noted that it was disturbing that a Selectboard member reported at the last meeting that the Town had lost no money due to the ordinance. For his full statement you can go to the CATV link posted at the beginning of these minutes. Kim Souza said she stands by her statement from the last meeting that the Town has had no federal grant funds were sacrificed due to the WHO. Simon Dennis also said that the loss of Staff was Mr. Collin's opinion and was not his (Mr. Dennis).

Marcy Bartlett from Wilder called in to welcome Rachel Edens back to the Selectboard meeting. Ms. Bartlett would also like to see the communications from the Norwich School that they sent to the Selectboard.

Mike Morris from Hartford asked if anyone had found out how the attendees can see everyone that is on the panelist side and all the callers as well. Mr. Fraser said he had asked CATV and they had not answered.

Selectboard Comments: Mr. Dennis said that the Town Health Office has said that at the time we are at a juncture with the Coronavirus spread the it is more important than ever to follow the all the precautions.

2. Appointments:

- a. Consider the Appointment of Sarah Oertly to the Parks & Recreation Commission for a three-year term beginning on February 9, 2021 and ending February 8, 2024.

Sarah Oertly was not on the zoom meeting so this appointment will be considered at the next regular Selectboard meeting if she can attend.

Selectboard Clerk, Kim Sousa made the motion to table this item until the next meeting. Selectboard member, Rachel Edens seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report:

Significant Activity Report

<https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/204>

4. Board Reports, Motions & Ordinances:

- a. HBRLF and VCDP-RLF Guidelines – Proposed Change in Loan Interest Rate – (motion required)

Selectboard Clerk, Kim Souza made the motion to approve the interest rate for the Hartford Business Revolving Loan Fund, and the Hartford 2020 VCDP Revolving Loan Fund as proposed by the Hartford Business Revolving Loan Fund Committee. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

- b. HBRLF and VCDP-RLF Loan Application

Selectboard Clerk, Kim Souza made the motion to go into Executive session Given the confidential nature of this information, it is exempt from public records laws under Title 1, Section 313(a)(6) of the Vermont Statutes. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

Selectboard Member, Emma Behrens made the motion to close the Executive Session. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard Member, Emma Behrens made the motion to approve a VCDP-RLF loan of \$50,000 to Roost Holdings, LLC, located at 230 South Main Street, White River Junction, VT 05001, at an interest rate of 3.25% with a five-year balloon and a 10-year amortization period, and with other terms and conditions specified in the Loan Application Analysis and Loan Commitment Letter; and further, authorize the Town Manager to sign the Loan Commitment Letter and loan closing documents. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

- c. HBRLF and VCDP-RLF GMEDC Administrative Contract

Selectboard Member, Joe Major made the motion to approve the contract with Green Mountain Economic Development Corporation as proposed, covering the period from December 1, 2020 through June 30, 2022, to provide administrative services for the Hartford Business Revolving Loan Fund, and the Hartford 2020 VCDP-RLF, and authorize the Town Manager to execute the contract. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

- d. Bond Bank Application for Pool and TIF Project

Selectboard Clerk, Kim Souza made the motion to approve the Bond Bank document as amended by the Planning Director and designate the Selectboard Chair as the Duly Authorized person for all other necessary documents to execute the Bond Sale.

Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

- e. TIF Annual Report Presentation

Selectboard Vice-Chair, Simon Dennis made the motion to accept the TIF report as presented. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

- f. Joint discussion with the School Board to review “Community Engagement Model.”

This topic has been canceled until a future meeting.

****Added Item:** Terrace appeal of 2019 Valuation and possible signing of a settlement document. (presented by Assessor J. Sund and Attorney C. Merriman.)

Selectboard Clerk, Kim Souza made the motion to move in to Executive session because premature disclosure of this information would harm the Town of Hartford in litigation per 1VSA 313(a)(1e). Selectboard member, Rachel Edens seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Kim Souza made the motion to close the Executive Session and return to public session. Selectboard Member, Emma Behrens seconded the motion. All were in favor and the motion passed.

Selectboard Clerk, Kim Souza made the motion to approve the stipulation agreement regarding 28220 Christian St., #285009-15655 as presented by the Town’s assessor. Selectboard Vice Chair, Simon Dennis seconded the motion. All were in favor and the motion passed.

- g. Further consideration of a request to extend Sanitary Sewer to the Marion Cross School located in Norwich, Vermont.

Thomas Candon, Norwich School Board Chair and Jamie Teague, Norwich School Business Administrator both presented the request for the School District to add on the Town of Hartford’s sewer system.

After much discussion from the Selectboard Members and community members it was decided by Selectboard consensus to not close the door on this topic but to continue to analyze and ask questions to further explore this option. Addressing the effect of the Climate Impact was also stressed.

Summary by Interim Town Manager, John MacLean:

“What I think I am hearing that I would like to try this for the Selectboard is that the Selectboard believes that there is a consensus that you believe that this process needs to continue that the Town of Norwich needs to come into the process and make its position known with respect to working together with the Town of

Hartford and that doesn't mean that there is a done deal in any way, shape or form but just that we are talking to the right entity doesn't mean that the Norwich School District can't be in the discussion sitting next door to the Town of Norwich. It does mean that we would have a much better direction with respect to how the Town of Norwich feels about this, what they see as the potential or whether this is a runoff. Just dealing with one potential entity or several entities and how we might actually structure a deal with the town of Norwich would look with respect to something like that. Again, leaving all of that open for the consideration and whether or not a go or no go. There is certainly a lot of reasons why we might not want to go forward at this point but there is also a number of reasons why you might want to go forward. Understanding what the Town of Norwich position would be helpful for the next step."

VI. Commission Meetings Reports

Emma Behrens asked if Rachel Edens could take over being liaison for the Energy Committee. It was agreed she would.

Kim Souza reported from the Planning/Zoning Commissions that they are still working on 2 proposed zoning changes in 2 districts.

Joe Major reported from HCOREI that it is important for the Selectboard to schedule the joint meeting with the School Board to discuss the Community Engagement Model.

Dan Fraser reported that the School Board meeting is tomorrow and the Tree Board is doing their plant sale in May.

Simon Dennis from the Coronavirus Committee. **Selectboard Vice Chair, Simon Dennis made the motion for the Town to release \$84.92 to Becky Chollet for purchased bags to be used to distribute masks to the Town in a sterile way. Selectboard member, Rachel Edens seconded the motion. All were in favor and the motion passed.**

Mr. Dennis also asked from the Coronavirus committee if on Budget/Candidates Night in between sections if the Committee could provide graphics to share with the community. The Board thought it would be ok.

VII. Consent Agenda: **Selectboard Member, Joe Major made the motion to approve the Consent Agenda. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.**

Approve Payroll Ending: 2/6/2021
Approve Meeting Minutes of: 1/26/2021
Approve A/P Manifest of: 2/5/2021 & 2/9/2021
Selectboard Meeting Dates of: Already approved: 2/23/2021 & 3/4/2021 (organizational)

Needs approval: 3/9/2021 and 3/23/2021

VIII. Executive Session: **Selectboard Chair, Dan Fraser made the motion to enter into executive session to consider: The appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and**

shall explain the reasons for its final decision during the open meeting.
Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the
motion passed.

Simon Dennis made the motion to exit Executive Session at 11:26pm.

Emma Behrens Seconded. All in favor. Passed unanimously.

IX. Adjourn the Selectboard Meeting (motion required)

Emma Behrens moved to adjourn the meeting at 11:28pm. Seconded by Joe Major.

All in favor. Passed unanimously.

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.

Selectboard Signature Page.

Date: 2/23/2021

Date of Minutes: 2/19/2021

Minutes Approval Signature:  _____