



**TOWN OF HARTFORD  
SELECTBOARD MINUTES**

Tuesday, February 13, 2018 at 6:00 pm  
Hartford Town Hall  
171 Bridge Street  
White River Junction, VT 05001

**Present:** Richard Grassi, Selectboard Chair; Dennis Brown, Selectboard Vice Chair; Simon Dennis, Selectboard Member; Rebecca White, Selectboard Member; Alan Johnson, Selectboard Member; Mike Morris, Selectboard Member; Leo Pullar, Town Manager; Lana Livingston, Administrative Assistant; Dawn Pullar; Jennifer Kaar, Topher Lyons; Lori Dickerson; Jeff Knight; Scott Hausler, Director of Parks & Rec.; Pam Hausler; Lannie Collins.

**Absent:** Sandra Mariotti, Selectboard Clerk

<http://catv.cablecast.tv/CablecastPublicSite/search?channel=1&query=hartford>

**I. Call to Order the Selectboard Meeting**

Selectboard Chair, Richard Grassi called the Selectboard meeting to order at 6:01 P.M.

**II. Pledge of Allegiance**

Selectboard Vice-Chair, Dennis Brown led the Pledge of Allegiance.

**III. Local Liquor Control Board:** Selectboard Chair, Richard Grassi opened the Local Liquor Control Board.

**1. New**

- a. Maple Street Catering, LLC, DBA: Engine Room, 188 South Main Street, White River Junction, VT 05001. (1<sup>st</sup> Class and Outside Consumption)

Owner, Mr. Brandon Fox was not at the meeting. This application is tabled until the next Selectboard meeting on February 27<sup>th</sup>. Also required is a diagram of the proposed Outside Consumption with clear boundaries notated.

- b. Collaborative Stoke, Limited Liability Company (LLC) DBA: Trail Break Tap & Tacos, Suite 100, 129 South Main Street, White River Junction, VT 05001. (Outside Consumption)

Note: Mr. Lyons is to supply the Board with a diagram of the Outside Consumption space.

**Selectboard Vice-Chair, Dennis Brown made the motion That the Selectboard Approve the Outside Consumption Permit for Collaborative Stoke, Limited Liability Company (LLC) DBA: Trail Break Taps & Tacos, Suite 100, 129 South Main Street, White River Junction, VT 05001. Selectboard Member, Simon Dennis seconded the motion. All were in favor and the motion passed.**

**2. Renewals:**

- a. Squeaky Wheel, Incorporated, DBA: The Filling Station Restaurant & Lounge, 70 Gates Street, White River Junction, VT 05001. (1<sup>st</sup> Class)

**Selectboard Member, Simon Dennis made the motion That the Selectboard Approve the Renewal of the 1<sup>st</sup> Class Liquor License for Squeaky Wheel, Incorporated, DBA: The Filling Station Restaurant & Lounge, 70 Gates Street, White River Junction, VT 05001. Selectboard Member, Rebecca White seconded the motion. Five were in favor and one voted nay (Richard Grassi- due to the record check) the motion passed.**

- b. First Class requests:

**Selectboard Member, Rebecca White made the motion That the Selectboard Approve the Renewal of the 1<sup>st</sup> Class Liquor License for Baker Street, Inc. DBA: Parker House Inn, 1792 Quechee Main Street, Quechee, VT 05059 and That the Selectboard Approve the Renewal of the 1<sup>st</sup> Class Liquor License for Quechee Pizza Chef, Inc., 5893 Woodstock Road, Quechee, VT 05059. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.**

- c. Second Class requests:

**Selectboard Member, Alan Johnson made the motion That the Selectboard Approve the Renewal of the 2<sup>nd</sup> Class Liquor License for K-B Ventures Inc., DBA: Jake's Market & Deli, 521 North Hartland Road Rte 5, White River Junction, VT 05001 and Evans Group of Vermont Inc., DBA: Evans Expressmart, Route 5 & Airport Road, White River Junction, VT 05001, and Bob Perkins, Inc., DBA: Bob's Service Center (CKA) 4 Ballardvale Avenue, White River Junction, VT 05001, and Hanover Consumer Cooperative Society Inc., DBA: Co-op Food Store, 209 Maple Street, White River**

**Junction, VT 05001. Selectboard Member, Mike Morris seconded the motion. All were in favor and the motion passed.**

1<sup>st</sup> Class and Outside Consumption request:

**Selectboard Member, Mike Morris made the motion That the Selectboard Approve the Renewal of the 1<sup>st</sup> Class Liquor License and Outside Consumption Permit for Perry Hospitality Group of Vermont, DBA: The Quechee Inn at Marshland Farms, Quechee Main Street, Quechee, VT 05059. Selectboard Vice-Chair, Dennis Brown seconded the motion. All were in favor and the motion passed.**

Selectboard Chair, Richard Grassi closed the Local Liquor Control Board and reopened the Selectboard meeting.

IV. **Order of Agenda:** There were no changes to the order of Agenda.

V. **Selectboard**

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

There were no Citizen Comments.

There were no Selectboard Comments.

2. **Appointments:**

**Selectboard Vice Chair, Dennis Brown made the motion That the Selectboard appoint Susan Buckholz, Tobias Dayman, Larry Hudson, Jeff Knight, John Newton, Ken Parker, and Arthur Peale to the Cemetery Committee of Hartford (CCH) from February 13, 2018 throughout the duration of the Committee's Charge with the understanding that we have made an exception in this case that we won't necessarily always do. Selectboard Member, Simon Dennis made a friendly amendment: this particular group of applicants have been intimately involved with the conservations about the cemeteries to date and they all happen to be people previously engaged in Municipal work for the Town. Mr. Brown accepted the Friendly Amendment.**

**Selectboard Member, Rebecca White seconded the motion and friendly amendment. Five were in favor and one voted Nay (Simon Dennis) the motion passed.**

The Selectboard Liaison will be Selectboard Vice Chair, Dennis Brown.

3. **Town Manager's Report:** (TBD, Board questions, concerns, requests, project updates, etc.)

Highlights:

The final installment of property taxes were due on February 2, 2018. At that point the Town had \$1.86M in delinquent payments. At the same time last year, we had \$1.69M in delinquent payments. Current delinquent taxes for 2018 are \$1.47M.

The Police Chief, Fire Chief and myself signed a letter to the Agency of Transportation expressing our concern about the dangerous intersections at Routes 5 & 14 and at Route 5 & Highland Ave. We asked for some detailed examination of the problem.

We are working with Green Mountain Power to resolve the problem with the lights on the Bridge across from the Bugbee Center. We are setting up a meeting on-site to look at the problem area to determine the best way to approach. We have offered to assist with the trenching so that we can get it fixed as quickly as possible.

We have done some initial engineering work on the Legion Lot expansion. Current capacity is 140 parking spots. The initial project called for reorganizing and restriping the lot. That would bring the capacity to 157 parking spots. When the possible expansion is considered; the capacity increases to 190 parking spots.

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

- a. Discuss WABA Conditions/Repair & Cost Options/Funding Options. (Info Only)  
Scott Hausler, Director of Parks and Recreation presented the information update on the WABA building and what it will take to have the system running by next season.

Current Condition:

The refrigeration system/chiller controls and pumps and dehumidification are in critical and unstable condition and need to be replaced. A new compressor was installed for the 16/17 season and was simply a band-aid approach to the entire mechanical system and control issues. In 2017 repaired brine flow lines in refrigeration room. Determined not to repair all piping at that time. Not recommended as system is tired and outdated. New piping would need to be removed if new system was installed. This was a waste of money. Bassai

Controls taken off line in 2015. Outdated and no parts available. System put into manual mode.

Cooling Tower Fan Motor failed in January causing shut down and loss of revenue. Cooling Tower has areas of corrosion of major joint seam in lower tower. It is now leaking. Repairs determined risky. Joint likely to fail. Refrigeration Mechanical Room needs direct access from the main building. Roof snow falling dangers can be eliminated with direct access. Held off this renovation with anticipation of doing something with the refrigeration system. Vermont Commercial Refrigeration identified that failure of the system is highly possible. This could cause loss of ice during seasonal operation. Recommend immediate replacement.

Three Options are available for the Replacement Identified. (Replacement options provided by Vermont Commercial Refrigeration.)

**Option 1:** Low Temp Fluid to Fluid Heat Pumps (Cubes). Manufactured by Emerald Environmental Technologies. Dry cool cooling tower vs use of water. System could provide future air conditioning and space heating. Chiller is a diluted 45% Ethylene Glycol filled system.

Turn-Key Scope includes removal of old system and replacement of with new system.

Includes \$25,000 allowance for electrical work to be completed by other. (*Panel upgrades in refrigeration room, electrical feeds to 4 cubes, circulation pumps and power to dry coolers*). Very quiet running system and more energy efficient than Options 2 & 3

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**\$521,775 Estimate. 2 Add Alternate - Variable Frequency Drives for \$14,280**

**Option 2:** Carrier 30RBX 170 Ton Air Cooled Chiller with Taco Pumps. Chiller is self-contained and installed on a concrete pad. Chiller is a diluted 45% Ethylene Glycol filled system.

Scope includes removal of old system and replacement with new system. Includes the base unit and system controls.

Does not include site work and rigging for project. Site work to be determined based on location of chiller.

Includes \$35,000 allowance for electrical work to be completed by other. (Electrical supply to unit, electrical feeds to circulation pumps and dry cooling unit).

\$525,970 Estimate. Cost of site work is undetermined (location, pad requirements).

**Option 3:** Drake PAC 1600D6 Air Cooled Screw Drive Chiller with 404H Refrigerant and Titanium Heat Exchanger. Includes Taco pumps and internal controls.

Drake Chiller would be an exterior installation similar to Carrier. Chiller can be switched to an Ethylene Glycol filled system. This would reduce the total cost by \$48,203.

Scope includes removal of old system and replacement with new system. Includes internal system controls and reclaiming of refrigerant.

Does not include site work and rigging for project or electrical costs. It is estimated that electrical costs are in line with Option 2 at \$35,000.

**\$653,351 Estimate. Cost of site work is undetermined (location, pad requirements).**

**Recommend Option #1 – Cube System**

- Estimate Similar to Option 2. Less than Option 3
- More Energy Efficient
- No Water Needed – Air Cooled System
- Can Be Installed within Existing Footprint
- Cubes are a Designed Redundancy

**Total Project Cost for Option 1:**

<b>Refrigeration System</b>	<b>\$ 536,055 w/options</b>
<b>Refrigeration Room Upgrade</b>	<b>\$ 10,000 to 15,000 Est.</b>

**Above project cost only addresses the refrigeration system identified in the FY 2019 – FY 2024 Capital Improvement Plan.**

**Additional needs:** Zamboni, Dasher Boards/Glass, Dehumidification, Floor Piping

**Funding Options:**

<b>Use Balance of WABA Reserve</b>	<b>\$ 67,412</b>
<b>Develop Fundraising Campaign</b>	<b>\$ 25,000</b>

**Other Funding Options:** *Year End Encumbered Funds, Borrowing from Reserves Energy Efficiency Grants (Example: Efficiency VT Custom Incentive), User Partnership Investments, Municipal Lease.*

**Selectboard Comments:**

No decisions were made tonight. Mr. Grassi asked the Board to review the information and come back to the Board with thoughts and more questions if needed.

Selectboard Vice Chair, Dennis Brown and Selectboard Member, Alan Johnson commented that they would like to see a 4<sup>th</sup> option of not producing ice at all. What would the alternatives be? What will bring the people into the Town?

Mr. Johnson also asked for the total cost of operations. He will need this before he can make a decision. Also, what is the revenue?

Selectboard Member, Simon Dennis said, as a side note, to not do "joint" Bonds. Try not to package things together in the Bonds. Mr. Dennis asked what is the way forward? Regionality?

Selectboard Member, Rebecca White said Yes, we are in the ice business. She also asked what is the vision for Parks and Recreation? What are the extended goals?

b. Consider the Annual Highway Mileage Certificate. (Mot. Req.)

This Certificate of Highway Mileage must be completed annually in order to determine the Town's share of state aid for the town highways for Fiscal year 2019, and to ensure that the Town Highway Map remains current.

**Selectboard Vice-Chair, Dennis Brown made the motion That the Selectboard approve and sign the Annual Highway Mileage Certificate. Selectboard Member, Simon Dennis seconded the motion. All were in favor and the motion passed.**

c. Discuss the Budget/Candidates Night Town Budget Presentation. (Info Only)

The Selectboard discussed who will present the Budget at the Budget/Candidates Night on February 26<sup>th</sup>. The decision was to have Town Manager, Leo Pullar present the Budget.

d. Receive the December 2017 Budget Update. (Info Only)

<http://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/117>

<u>Budget</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Available</u>	<u>% Expended</u>
\$15,568,753.59	\$7,919,807.70	\$432,799.50	\$7,648,945.89	50.87%
<u>Glide Path</u>				
\$15,568,753.59	\$7,784,376.79		\$7,784,376.80	50.00%

## 5. Commission Meeting Reports:

Selectboard Member, Simon Dennis shared with the Board the recently revised purpose statement.

CROH Statement: *Recognizing the threats of floods, severe weather events, economic disturbances and interruptions of basic needs such as food, water, heat, communication and electricity, the Community Resilience Organization of Hartford seeks to promote community interdependence and preparedness, through sponsoring a series of monthly workshops, supporting neighborhood resiliency groups and partnering with resilience building organizations and initiatives in the region.*

Mr. Dennis reported on the HCORI timeline. They plan to use up the entirety of the time and perhaps come back for an extension. They have 2 meetings scheduled in the month of February and 2 meetings scheduled in the month of March. They are working on 4 different items right now to be delivered to both Boards. They are: a recommendation regarding policy for elected officials; the recommendations regarding training for elected officials and potentially key Department Heads; recommendations for subsequent charge for the committee; report from the education committee. They will be scheduled to have the report to the Board after their last meeting in March. That would be the regular Selectboard meeting on March 27<sup>th</sup>.

Selectboard Member, Rebecca White reported that she and Everett Hammond will be going to the Local Government Day at the State House on Thursday. They will be speaking at the Joint Transportation Committee about the proposal of the Transportation Bill which includes a 6% decrease in funding to Municipalities. She also reported that there are really a lot of important things that are happening at the State Government level that deeply effect municipalities infrastructure.

Selectboard Member, Alan Johnson reported on the event that took place on Monday evening in Norwich hosted by several Towns. The focus of the event was a forum on Carbon Pricing. It provided a basic overview. In the longer run it would be good to have the speakers come to speak directly to the Town.

Selectboard Chair, Richard Grassi reported from the Parks & Recreation Commission. New officers were elected. Ventures camp this summer will probably use the first floor of the Middle School and the outside fields. This will keep the children in safe places and away from construction being done. The Red Zone 5K course is now certified through the United States Track & Field and is recognized by the Road Runners Club of America. Parks and Recreation also received a \$500 donation from Shaw's Supermarket to be used in the Scholarship Program.



The committee is still having problems getting a quorum to the meetings. There are currently 2 openings on the commission.

**Consent Agenda (Mot. Req.): Selectboard Member, Simon Dennis made the motion to approve the Consent Agenda as listed. Selectboard Member, Rebecca White seconded the motion. All were in favor and the motion passed.**

- a. Approve Payroll Ending: 2/10/2018
- b. Approve Meeting Minutes of: 1/30/2018
- c. Approve A/P Manifest of 2/9/2018 & 2/13/2018
- d. Ratify Check Register of 2/1/2018
- e. Selectboard Meeting Dates of:

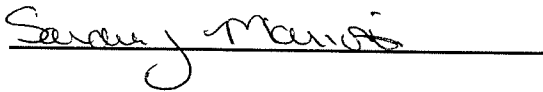
-Already Approved: 2/27/2018 (Regular Meeting)  
2/26/2018 (Budget/Candidates Night @ HHS Auditorium)

-Needs Approval: 3/8/2018 (Organizational Meeting), 3/13/2018, & 3/27/2018

**6. Close the Selectboard Meeting. (Mot. Req.)**

**Selectboard Member, Mike Morris made the motion to Close the meeting at 9:45 P.M. Selectboard Vice Chair, Dennis Brown 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.

  
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