



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, May 22, 2018 at 6:00 pm

Hartford Town Hall

171 Bridge Street

White River Junction, VT 05001

Present: Simon Dennis, Selectboard Chair; Richard Grassi, Selectboard Vice Chair; Dennis Brown, Selectboard Clerk; Rebecca White, Selectboard Member; Alan Johnson, Selectboard Member; Jameson Davis, Selectboard Member; Kim Souza, Selectboard Member; Leo Pullar, Town Manager; Lana Livingston, Administrative Assistant; Dawn Pullar; Mike Morris; Cynthia Morris; Sandi Mariotti; Norman Mariotti; Larry Rogers; Russ North, School Board; Matt Osborn, Planning & Development; Brian Knight, Architectural Historian.

<http://catv.cablecast.tv/CablecastPublicSite/show/7352?channel=1>

I. Call to Order the Selectboard Meeting

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

II. Pledge of Allegiance

Past Selectboard Member, Mike Morris led the Pledge of Allegiance.

Selectboard Chair recessed the Selectboard meeting and opened the Local Liquor Control Board of Hartford at 6:03 PM.

III. Local Liquor Control Board

1. Engine Room Liquor License Name Correction.

Selectboard Vice Chair, Dick Grassi made the motion That the Hartford Liquor Control Board approve the amendment to the business name for First Class License (License #5081-006-1RST-001) and Outside Consumption (Permit #5081-006-OUTC-001) issued April 30, 2018 as Maple Street Catering, LLC DBA Engine Room to Engine Room, LLC. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.

2. Consider for Renewal: Vermont Country Corporation, 3699 Woodstock Road, White River Junction, VT 05001. (2nd Class)

Selectboard Member, Jameson Davis made the motion That the Selectboard Approve the Renewal of the 2nd Class Liquor License for Vermont Country Corporation, 3699 Woodstock Road, White River Junction, VT 05001. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

Selectboard Chair, Simon Dennis closed the Local Liquor Control Board at 7:07 PM and resumed the Selectboard meeting.

IV. Order of Agenda: Selectboard Clerk, Dennis Brown asked if item 4.a. (Recognition for past Selectboard Members) could be moved up after item 1. The Board agreed.

V. Selectboard:

1. Citizen, Selectboard Comments and Announcements:

Citizen Comments: Larry Rogers from Wilder spoke to the Board on 2 items he would like to be considered. His first suggestion is to have a one-time fee of \$50 for Senior residents to the Landfill. His second suggestion is to have a mirror across the intersection of Rte. 14 and Christian Street. If you are coming off Christian Street and turning left onto Rte. 14, you cannot see the cars coming mainly because of a cement wall. Selectboard Vice Chair, Richard Grassi agreed about the mirror. He said it should be looked into as this is a safety issue and has been one for years.

Selectboard Comments:

Selectboard Clerk, Dennis Brown reported that he was asked by a citizen what is happening with Fairview Terrace. Town Manager, Leo Pullar reported that measurements of the wall movement have been taken and the results were not what they had expected. It was concluded by the Town that a professional service is needed to determine the wall movement. Mr. Pullar will contact the Valley News to update the citizens.

Selectboard Member Rebecca White was not at the last Selectboard meeting because she attended the Upper Valley Round Table for local Energy Committees. The Town of Hartford Energy Committee is a leader in the region and is very busy with many activities. Mrs. White also mentioned the HUB Community Event that will have more information at the next Board meeting.

Selectboard Member, Jameson Davis visited the Quechee and Wilder Libraries with Kate Schaal. The Libraries are doing many activities and Mr. Davis urges the citizens to get out and see what is happening at the Libraries for themselves. He also urges stopping by the West Hartford and Hartford Village Libraries.

Mr. Davis and Ms. Souza visited VINS Nature Center. Mr. Davis was impressed at the variety of the Wild Birds they had.

Selectboard Vice Chair, Dick Grassi attended the Parks & Recreation Commission meeting. They are reviewing all their plans that are required for accreditation. This is a very active committee.

2. Appointments:

- a. Consider the Appointment of Matt Osborn for a Three-Year Term as the Acting Zoning Administrator.

Selectboard Clerk, Dennis Brown made the motion That the Selectboard Approve the Renewal of the 2nd Class Liquor License for Vermont Country Corporation, 3699 Woodstock Road, White River Junction, VT 05001. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report:

<http://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/127>

Highlights:

The Town has received the second payment from the state for the Local Option Tax. This payment was for \$52,711.55 and represented 170 returns from business owners. The total amount in the Local Option Tax Fund is \$112,559.78.

The Fire Department continues to see a rise in calls for service. In 2017 at this point of the year we responded to 656 calls for service. In 2018 we have responded to 794 calls for service so far. This represents a 17% increase in calls for service.

Jay McDonough was awarded the Vermont Recreation & Park Association Young Professional Award. The award was presented at the VRPA Annual Meeting on May 8th at the Vermont Institute of Natural Science. Jay was selected from a pool of candidates across the State of Vermont and recognizes his commitment to VRPA programs and his commitment and outstanding achievements to the Town of Hartford Parks & Recreation Department. Jay's enthusiasm, leadership and daily vision for parks and recreation services in the Town made him the top candidate for the 2018 Young Professional Award.

The Pocket Park has been opened for use. There still remains the repair of the guardrail and fencing but the handrails and areas of concern that caused us to keep the park closed have been repaired.

The Tower Lease Sale transaction has been completed and the money has been received by the Town. We received \$500,669.93 for the Leslie Drive Tower. We will collect the rent for May and June bringing the total to \$505,313.92. We received \$420,618.05 for the Allison Run Tower. We will collect the rent for May and June bringing the total to \$425,000.00.

4. Board Reports, Motions & Ordinances:

- a. Consider and Approve Proclamation/Recognition for Sandra Mariotti and Mike Morris.

Selectboard Member, Alan Johnson made the motion That the Selectboard approve the Proclamation for Sandra Mariotti; acknowledge and thank her for her service to the Town and present her a plaque commemorating her service. Selectboard Member, Rebecca White seconded the motion. All were in favor and the motion passed.

Selectboard Member, Rebecca White made the motion That the Selectboard approve the Proclamation for Mike Morris; acknowledge and thank him for his service to the Town and present him a plaque commemorating his service. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

- b. Review and Consider for Approval the Updated WRJ Historic Preservation District for Listing on the National Register of Historic Places.

Presented by: Matt Osborn, Planner, Dept. of Planning & Development and the Hartford Historic Preservation Commission & CLG Coordinator and Brian Knight, Architectural Historian.

Hartford is one of 14 Certified Local Governments in Vermont & is eligible for annual historic preservation grants. To become a CLG, a community has to demonstrate a commitment to historic preservation. Hartford became a CLG in 1993 & has used local dollars & in-kind time to leverage over \$165,000 in CLG funding.

CLG projects have included:

- 9 historic district nominations;
- 2 historic district updates;
- 3 individual building/structure nominations;
- 2 historic sites & structures surveys;
- 4 oral history projects;
- historic district brochures; and
- barn census.

The National Register of Historic Places is the official list of the Nation's historic places worthy of preservation. Listing provides recognition of its historic importance and assures review of federally and state funded projects and projects under Act 250 review that might adversely affect its character. Owners of private property listed in a historic district on the National Register are free to maintain, manage, or dispose of their property as they choose provided that no Federal monies are involved. If in the White River Junction Design Review District, the historic character of a structure is one of the elements considered during the Design Review process. White River Junction Historic District was first listed on the National Register of Historic Places in 1980. It was a very small district that focused on the core of the downtown. The District included 29 buildings, of which 26 were considered contributing resources. In 2002, the White River Junction Historic District was updated and expanded. The District included 71 buildings, of which 53 were considered contributing resources. Since 2002, there have been many changes to the Downtown.

Action Requested: The Hartford Historic Preservation Commission is requesting that the Selectboard approve submittal of the update and expansion of the White River Junction Historic District Nomination to the Vermont Advisory Council on Historic Preservation and authorize the Selectboard Chair to sign the Certified Local Government Final Review & Recommendation Report.

Selectboard Member, Kim Souza made the motion That the Selectboard approve submittal of the update and expansion of the White River Junction Historic District Nomination to the Vermont Advisory Council on Historic Preservation and authorize the Selectboard Chair to sign the Certified Local Government Final Review & Recommendation Report. Selectboard Vice Chair, Dick Grassi seconded the motion. All were in favor and the motion passed.

c. Tax Sale Bid Authorization.

Town Manager, Leo Pullar requested permission from the Board to Bid on specific properties at the Tax Sale. The Town will only bid if there are no other bids. The Tax Sale will be held at the Town Offices on Wednesday, May 23rd.

Properties: 5839 Rt. 14, 1370 Woodstock Rd., 90 Gifford Rd., 151 Benjamin Rd.

Selectboard Vice Chair, Dick Grassi made the motion That the Selectboard Authorize Leo Pullar to serve as the Town's Representative at the Tax Sale and to Bid, on behalf of the Town, on Properties as briefed, should they not receive any other bids at the Sale. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.

d. Consider for Approval the 5th Charter Commission Charge.

Purpose: To Provide the Selectboard Topics for Consideration and Approval for the 5th Charter Commission Charge. Term: The term of this commission shall end upon completion of the charge; not later than March 5, 2019.

Constitution: This joint advisory committee will be constituted of seven citizen members. There shall be one member of the Selectboard, one member of the School Board, two members appointed by the Selectboard, two members appointed by the School Board and one member appointed jointly by the Selectboard and the School Board. Each member shall have equal weight in discussion and voting.

Charge: To consider topics and areas of concern within the Charter for revision and/or update and provide recommendations, in the form of a revised Charter, to both the Hartford School Board and Selectboard no later than November 30, 2018.

- Primary areas of focus include, but are not limited to:
 - Petition Language
 - Town Manager's Duties/Responsibilities/Authorities
 - Elected Officials Section Cleanup
 - Commissions/Committee Section Cleanup
 - Clerk Section Cleanup
 - Recall Vote Process
 - Board Member Absence Clarification
 - Quorum Language
 - Cleanup Internal Conflicts
 - Agreement with Open Meeting Law and State Statute
 - Clarify Floor Meeting and Australian Ballot Topics
 - Clarify Budget Revote Process
 - Clarify Tied Election Process

Next Steps: Work with School Board to Approve/Amend Charge, Publicize Committee/Solicit Interest, Review Volunteers/Select Committee.

Selectboard Clerk, Dennis Brown would like to see the Selectboard Members on this commission not be voting members and be liaisons. Other Selectboard Members did not agree so there is no need for a change.

Selectboard Member, Alan Johnson suggested that an oversight committee be formed. They would be overseeing the elected officers of the Town. The other Selectboard members did not agree so this will not be added to the Charter list.

Russ North, School Board member suggested that perhaps the Charter could be split. One for the School Board and one for the Selectboard. This is an interesting idea and may be worth including on the Charter Changes list.

Selectboard Member, Jameson Davis made the motion That the Selectboard approve the 5th Charter Commission Charge as written/amended and further, authorize the Town Manager to execute the next steps as briefed. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

- e. Receive the March 2018 Budget Update.
<http://hartford-vt.org/ArchiveCenter/ViewFile/Item/128>

<u>Budget</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Available</u>	<u>% Expended</u>
15,736,927.69	11,655,201.14	714,664.42	4,081,726.55	74.06%
<u>Glide Path</u>				
15,736,927.69	11,802,695.77		3,934,231.92	75.00%

- f. Debt Affordability Discussion or Bonding vs. Saving. (Info Only)
Presented by Leo Pullar.

Purpose: For the Selectboard to have a discussion on the pros/cons of bonding vs. saving to fund municipal capital assets.

Background: Borrowing has long been an accepted practice of funding municipal capital assets. Hartford has used this method of funding.

- General Fund - \$18,314,660.40 total P/I
- Business Funds - \$17,866,975.22 total P/I
- Total Debt - \$36,181,635.62 total P/I
- Last Payoff in 2037/38 of \$237K
- 14 Loans, 7 in each category
- Payments in 2017/18:
 - General Fund - \$1,201,482.35 total P/I (\$1,300,672.81 next year)
 - Business Funds - \$1,012,512.00 total P/I (\$1,141,344.34 next year)
 - Total - \$2,213,994.35 total P/I (\$2,442,017.15 next year)

Hartford also saves 45 Assigned Fund Accounts = \$7,610,569.64

Theory:

Bonding:

- “Pay as you use” approach.
- Paid over time by the users.
- Payment burden shared by users, current and future.
- With saving, the payer may never enjoy beneficial use of the asset.
- Growing municipality better able to afford over time.
- Shorter term leases are part of the discussion

Saving:

- Tends to be emotional.
- Allows for long term planning for purchases.
- Takes risk of bond failure out of the equation.
- Easier to accept, people relate to this approach.

The Selectboard discussed Bonding vs Savings and will use what they have learned in the next CIP and Budget meetings. Further information to help measure the choices will be needed by the Selectboard.

- g. Consider for Approval Special Olympics Proclamation.

SPECIAL OLYMPICS PROCLAMATION

WHEREAS, Special Olympics is a global organization that unleashes the human spirit through the transformative power and joy of sport every day around the world; and

WHEREAS, through programming in sports, health, education, and community building, Special Olympics changes the lives of people with intellectual disabilities and raises awareness about their talents and abilities; and

WHEREAS, the Upper Valley has had a Special Olympics team for many years referred to most recently as the Upper Valley Hawks supporting athletes from Hartford, Norwich and Windsor in the state of Vermont and Hanover, Lebanon, and Enfield in the state of New Hampshire; and

WHEREAS, the Upper Valley Hawks have continued to improve and grow their program with additional athletes and coaches while retaining dedicated athletes and coaches along with two (2) Dartmouth student volunteers; and

WHEREAS, in 2018 each of the Upper Valley Hawks basketball teams were awarded medals during their respective competition at the State of New Hampshire winter games, including one Gold and two Bronze medals; and

WHEREAS, the Upper Valley Hawks have consistently placed well enough in state meets and tournaments to qualify for the athlete draw and send athletes to the Special Olympics USA and World Games; and

WHEREAS, those of you here today for the Law Enforcement Torch Run represent your teams in supporting this very important event raising funding and awareness for Special Olympics.

NOW, THEREFORE, WE, the Hartford Selectboard, on behalf of the Town of Hartford, do hereby proclaim our admiration and respect to the Upper Valley Hawks Athletes, Coaches and Torch Runners;

Dated this 22nd day of May in the year 2018 in the Town of Hartford, Vermont.

Selectboard Member, Alan Johnson made the motion That the Selectboard Approve the Proclamation for Special Olympics as Read. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.

5. Commission Meeting Reports:

Selectboard Member, Rebecca White reported from the Tree Board. The committee has records of all the Town trees. They offer recommendations to builders as to what kind of tree would be best suited for a specific location. They had a successful Arbor Day sale and the Trees that did not sell will be planted within the Town. Brad Goedkoop, Hartford's Tree Warden, was selected Best Tree Warden in the State of Vermont. Mrs. White noted that the Trees at Lyman Point Park, near the parking lot are diseased and dangerous and need to be removed.

Selectboard Clerk, Dennis Brown attended a field trip with the Cemetery Committee. They visited 3 cemeteries and saw the damage that time has done.

Mr. Dennis also attend the Historic Preservation Commission Meeting. They were notified by the State that they will be constructing a temporary suicide prevention fence at the Quechee Gorge Bridge. By 2021 the plan is to have a permanent solution for the Bridge. The State has said that Business Owners in the area will be consulted.

Selectboard Member, Kim Souza attended the Planning Commission Meeting.

She also went to one of the Pool Committee Meetings. This committee is working hard to find a way forward with the budget of \$8,400. The RFP that was sent out to

do the site assessment came back with multiple bids. The bids however were all more than the funds allow. Mr. Hausler has spoken with the Town Manager about the process the committee takes and the process moving forward should not be determined by the amount of funds available only in the pool budget.

Selectboard Member, Alan Johnson reported on the 3rd annual HCC Block Party to be held on June 6th with a rain date of June 13th. This is a large event that is attended by many area businesses and citizens.

Mr. Johnson also reported on the Vernal Pool walk that he went on. They had a good number of Salamanders this year, 105. This is an increase from last year. There was also a Jefferson Salamander found that is not usually found in this area.

Selectboard Member, Jameson Davis reported from the Sister Cities Committee. They are finalizing the Schedule for the visiting dignitaries from Morocco and France. He should have it for the next meeting.

Selectboard Chair, Simon Dennis reported for the HCORI committee. The proposed recommendations did go to the School Board and they have added some edits. The HCORI is no longer an active committee so the changes will go directly to the Selectboard. The document will be reviewed by the Selectboard and the School Board.

6. Consent Agenda: Selectboard Member, Rebecca White made the motion That the Selectboard Approve the Consent Agenda as Listed on the Agenda. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

- a. Approve Payroll Ending: 5/19/2018
- b. Approve Meeting Minutes of: 5/8/2018
- c. Approve A/P Manifest of: 5/18/2018 & 5/22/2018
- d. Selectboard Meeting Dates of:

-Already Approved: 6/5/2018, 6/6/2018 (Workshop), 6/19/2018, 7/26/2018 (Workshop), & 8/29/2018 (Workshop).

7. Executive Session: N/A

8. Post Executive Session Actions: N/A

9. Close the Selectboard Meeting. Selectboard Vice Chair, Dick Grassi made the motion to adjourn the meeting. Selectboard Member, Jameson Davis 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.

