

Town of Hartford, Vermont

Pool Advisory Committee

Meeting Minutes
Tuesday, June 12, 2018

Present: Scott Hausler, Skip Nalette, Hilde Ojibway, David Sherman, Scott Snyder, Joseph Trottier, Mike Vanasse, Joe James. Dick Grassi (Hartford Select board) was also in attendance.

Unable to attend: Chris Hamilton, Steve Lagasse, Brett Mayfield, Kim Souza.

Meeting commenced at 7:30 p.m. in Room 2, Town Hall.

Approval of Minutes

Minutes of the meeting June 5, 2018 were approved by motion duly made, seconded, and unanimously carried. Mr. Hausler noted that the DRAFT minutes are due to the town within five days of the meeting. Once minutes are approved, those minutes are posted on the town's website.

Pool Assessment – meeting with engineering firms

Weston and Sampson are confirmed for Tuesday, June 26th at 7:00 p.m. at the Hartford Town Hall (room to be determined). SE Group is not available on June 26th and so Mr. Hausler will contact them to see if they can do their presentation on Wednesday, June 27th (the best time for committee members that week.)

Site visit to existing pool is next week: June 19th, 7:00 p.m. (note earlier start time). Following the tour of the facility, the committee will continue meeting on-site (outside at picnic area assuming the weather is ok) to refine the process for the interviews the following week.

The committee then had a discussion about the process for the presentation and possible questions.

Each firm has been asked to do a general presentation for about 20 minutes. Topics may include: What the firm will do to assess the current conditions of the pool. What do they do as a company when a community indicates they want a certain type of aquatic facility? What would they do with renovations, new construction, how to solicit community input? What might they do to enhance the current efforts to solicit community feedback? The overall goal of the assessment is to clearly identify all the areas where the current pool is not functioning properly (a further analysis of the condition of the facility); to get an accurate and complete cost estimate for addressing all of the pool's problem areas. Mr. Hausler reminded committee members that the estimate of approximately \$300,000 would have only addressed some specific problem areas and would not have included any enhancements that may be helpful for the pool to serve the community for the next 15-20 years.

The committee members then discussed some possible interview questions/issues. It was suggested that it would be helpful to 1) be consistent with the questions asked of both firms; 2) assign questions among committee members. Following are some of the questions suggested:

Joe Trottier – Have they ever been involved in a project where a **pool was built within an existing pool shell?** (using contemporary automatic service skimming vs. the continuous overflow skimming system “gutter style”.) If not, would they consider such a remodel/renovation approach?

If we choose to have a new pool would they advise to have a gutter type drainage?

Joe James – His questions will probably come from issues that come up during the presentation.

Scott Hausler – It will also be important to have a sense of how well the committee will work with the firm. That may not come from a specific question but the overall impression of their communication style.

Joe Trottier – What are their views on various chemical water treatment approaches for example bromine vs. chlorine, etc.?

Skip Nalette – If we were to engage them to do a community outreach, how would they conduct the community research?

Joe James – Can we ask them to review the survey to see what other questions that may add? Ms. Ojibway noted that the survey has already been distributed and so it would not be good to revise the survey during the collection period. Mr. Hausler said that he would send the current survey to the firms so that they would see what we are using currently. Mr. Hausler will also refer them to the committee’s meeting minutes on the town website so that they could have a better sense of the committee’s work to date.

David Sherman – How long would the on-site assessment take? Would it include destructive testing that we would need would be responsible for repairing? If we go forward with the pool assessment, who within your firm would lead this and what are their qualifications?

Joe James – The proposals did have some info about listing of services with associated cost estimates. Our committee has the ability to clarify the work and costs. Specifically, what parts of the proposal may be “optional” so that we could reduce costs?

Committee members who cannot attend the interviews on June 26th and 27th should submit their questions to Hilde Ojibway to include with the other interview questions.

Community Survey:

The blank survey form was passed out. It was modified in content and layout as suggested by the committee on June 5th. Some of the questions were eliminated in order to simplify/shorten the survey in the hope that more people would complete it.

Ms. Ojibway passed out surveys at the Hartford Block party on Weds, June 6th. Twenty surveys were completed; another 25-30 people took the surveys and indicated that they would prefer to do on-line. There will be a separate card with the brief intro to the survey and the on-line link. That card can be handed out or left at locations throughout the town.

Mr. Vanasse had some concern that people may complete multiple surveys. The on-line survey will only allow one per computer—although a person may be able to sign in from multiple computers to do more than one survey. Ms. Ojibway expressed that, while there was some risk of people completing multiple surveys, it would probably be similar to levels of actual voter fraud, i.e., very low. She also said that she found the personal interactions with people and discussions as she distributed the survey to be very helpful. Mr. James considered the first question on the survey (“It is important that the Town provide an outdoor swimming pool.”) to be the most important, and valid regardless of whether an individual uses the pool.

Committee members reviewed a draft plan for the distribution of the survey:

Survey Sites – target events/places where there would be a good flow of people, asking first if the person is a Hartford resident before continuing with the *brief* survey.

Hartford Alumni Day Parade & BBQ

Saturday, June 23rd morning (not sure of time, 9 or 10 a.m.?). BBQ at Town hall around noon.

Approach people along the parade route BEFORE the parade starts.

Who can help: Joe Trottier, Hilde Ojibway, Scott Snyder (at noon).

Summer Concert Series

Wednesdays 6:30 – 8 p.m. next to Town Hall (June 20, 27; July 11, 18)

Set up a table at the event and ask people as they are coming or leaving.

Fourth of July Celebration at Kilowatt Field

Set up at table at the event.

Bugbee Senior Center

Do an informational lunch presentation and then have surveys available.

Events:

Splash Night at UVAC: Friday, June 29th, 7-9 p.m. (only if ok'd by UVAC to have surveys that night).

Nighthawks baseball games at Maxfield – Mr. Trottier said he would distribute at games.

Social Media:

Mr. Hausler noted that the Rec. Dept. could send out info using the following sites: Hartford Listserv, Daily UV, and facebook page. In addition they have 2,300 contacts using “Constant Contact” software. They also have e-mails of households that have signed up for various programs with the Rec. Dept.

White River Junction Retail:

Check w/business owner if ok and then approach people as they are coming/going from business.

Upper Valley Coop (N. Main St.)

Coop (Maple St. & Rt. 5)

LISTEN Thrift Store – WRJ (Maple St.)

Sample approach to conduct the survey in person:

“Hi, I’m a volunteer with the Town’s Pool Committee. This summer the town was not able to open the current pool due to mechanical problems. Before any more money is spent, the pool committee is working to plan the next steps for the pool, and we would like to get your feedback on what you think the town should do in the future for public swimming. Can you please take a couple of minutes to complete the survey? If you don’t have time right now, here is the link to do the survey on-line.”

Be sure to place completed surveys in a large envelope so that responses are kept confidential.

Adjournment

There was a motion duly made and passed unanimously to adjourn the meeting at 8:44 p.m.

Respectively submitted by: Hilde Ojibway, Committee Chair, with minor edits by Scott Snyder, Recording Secretary