



**TOWN OF HARTFORD
SELECTBOARD
MINUTES**

Tuesday, June 16, 2020, 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 on Site: Dan Fraser, Selectboard Chair; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant.

Present on-line: Simon Dennis, Selectboard Vice-Chair; Alan Johnson, Selectboard Member; Joe Major, Selectboard Member; Alicia Barrow, Selectboard Member; Kim Souza, Selectboard Member.

CATV Link: <http://catv.cablecast.tv/CablecastPublicSite/show/12268?channel=1>

Read by the Chair, Dan Fraser,

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=catv810) – 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. If anybody has a problem, please call 802-369-9036 and 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. Call to Order the Selectboard Meeting: Selectboard Chair, Dan Fraser opened the Selectboard meeting at 6:00 P.M.

II. Pledge of Allegiance: The 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 at 6:03 P.M.

Please Note: Selectboard Member, Kim Souza recused herself for this portion of the Local Liquor Control Board at 6:03 P.M. and left the meeting.

1. Piecemeal, LLC Doing Business as: Piecemeal Pies, 5 South Main Street, White River Junction, VT 05001 (Outside Consumption)

Selectboard Vice Chair, Simon Dennis made the motion to approve an Outside Consumption permit for Piecemeal, LLC Doing Business as: Piecemeal Pies, 5 South Main Street, White River Junction, VT 05001. Selectboard Member, Alicia Barrow seconded the motion. 4 were in favor and 1 (Fraser) abstained. The motion passed.

2. Skinny Pancake – Quechee, LLC, Doing Business As: Skinny Pancake Quechee, 7161 Woodstock Rd., Quechee, VT 05059 (Outside Consumption)

Selectboard Member, Alan Johnson made the motion to approve an Outside Consumption permit for Skinny Pancake – Quechee, LLC, Doing Business As: Skinny Pancake Quechee, 7161 Woodstock Rd., Quechee, VT 05059. Selectboard Member, Joe Major seconded the motion. 4 were in favor and 1 (Fraser) abstained. The motion passed.

Please Note: Selectboard Member, Kim Souza rejoined the LLCB Meeting at 6:07 P.M.

3. Update on Proposed Amendments to Local Liquor Control Board Policy (Information Only)

After some discussion it was decided to have Town Manager, Brannon Godfrey edit the proposed Amendment to the Town of Hartford Liquor Control policy to change the Renewal Applications to requiring a 3-year history and a mention that any charges as a minor would be excluded on both new and renewal applications.

Selectboard Chair, Dan Fraser closed the Local Liquor Control Board and reopened the Selectboard Meeting at 6:26 P.M.

IV. Order of Agenda – no changes

V. Selectboard

1. Public, Selectboard Comments and Announcements

Selectboard Comments: Simon Dennis spoke about the situation in Town with the Homeless population. They are currently 2 sets of people that are sleeping in tents in two different places where they are not allowed or permitted. The Homelessness Committee recommendation of securing a site as a campground for them to go to and also storage lockers for their possessions is still needed. Both Mr. Dennis and Dylan Kreis, of the Parks and Recreation Department, are looking for a place in town for this encampment. Mr. Dennis hopes for a short report and discussion about this at the next Selectboard meeting.

Citizen Comments: Lannie Collins from Quechee asked why the Selectboard comments are now coming before the Citizen comments. Selectboard Chair, Dan Fraser said that this is happening for no reason, he is following the agenda. Mr. Collins also asked about the Chair signing grant applications for certification compliance, does that mean that the Chair is also administrating the grant? The answer is no, the Chair is signing the grants for compliance certification only.

Mike Morris called in to let the Selectboard know that he, along with a group of Hartford residents, will be sending out the letter to granting agencies that the board denied the Town Manager to send. They believe it will help in the future to get a better understanding of what grants will be available to the Town.

2. Appointments

- a. Consider the Appointment of Ana Mejia to the Climate Advisory Committee for a two-year term beginning on June 16, 2020 and ending on June 16, 2022.

Selectboard Member, Alan Johnson made the motion to appoint Ana Mejia to the Climate Advisory Committee for a two-year term beginning on June 16, 2020 and ending on June 16, 2022. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

- b. Appointment of Selectboard Clerk

Selectboard Chair, Dan Fraser made the motion to appoint Selectboard Member, Kim Souza to be the Clerk of the Selectboard. Selectboard Member, Joe Major seconded the motion. 5 were in favor and 1 (Souza) abstained. The motion passed.

3. **Town Manager's Report:** Significant Activity Report ending June 15, 2020.

Link: <https://www.hartford-vt.org/ArchiveCenter/ViewFile/Item/187>

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

- a. HCOREI Presentation on Implementation of Inclusivity and Equity Strategic Plan (information only)

In July 2019, with guidance from the Hartford Committee on Equity and Inclusion (HCOREI), the Hartford School Board and Selectboard approved a contract with the Vermont Partnership to prepare the Inclusivity & Equity Strategic Plan. VP presented the Strategic Plan to the Selectboard at the regular meeting on April 21, 2020.

The Strategic Plan summarizes VP's general observations, findings and recommendations in the areas of training, data collection and analysis and community engagement. The goals of the Plan include institutionalizing inclusive and equitable practices, promoting strategies to eliminate race-based disparities, and promoting inclusion and engagement of all, particularly marginalized, community members.

HCOREI will be instrumental in working with the Town and Schools to implement the Plan. Chair Allene Swienckowski requested this opportunity to discuss the Committee's role with the Selectboard.

Other presenters were Curtiss Reed and Mary Gannon from the Vermont Partnership for Fairness & Diversity.

Allene Swienckowski asked for permission from the Selectboard and School to allow HCOREI to oversee the process as it moves forward so that it does not become stagnant.

Selectboard Vice Chair, Simon Dennis asked about the plan to move forward. How does the Selectboard launch and carry out the plan outlined in the Strategic Plan. Mr. Reed answered that it begins with training at the highest level.

- b. Norwich Technologies Preferred Solar Siting Designations at 1058 Jericho Road and 406 Rays Lane (Motion Required)

The 2017 Public Utility Commission rules for locating net-meter projects include provisions on designating "preferred sites". Large solar projects (150 - 500 kW) must be located on a preferred site, and medium sized projects (15 - 150 kW) are strongly disincentivized (negative \$0.04/kWh of production) if not located on a preferred site. These rules are in part a response to local concerns about projects not being sited in conformance with local Town Plans. By requiring (large) and encouraging (medium) projects to be located on preferred sites, the rules promote projects that have community support.

Norwich Technologies is seeking a Joint Letter of Support for two sites in Hartford; one at 1058 Jericho Road and one at 406 Rays Way.

The Planning Commission voted in favor of writing a Joint Letter of Support for each project at its May 26, 2020 meeting. Should the Selectboard vote to sign the Joint Letter of Support, it will then go to the Two-Rivers Ottauquechee Regional Commission (TRORC) for review and signature.

Selectboard Clerk, Kim Souza made the motion to Sign the Joint Letter of Support for the Jericho Road and Rays Way sites to allow the projects to move forward for review by TRORC. Selectboard Member, Joe Major seconded the motion. All were in favor and the motion passed.

- c. Updates and Recommendations from Ad Hoc Committee on Coronavirus Response (Motion Required)

There are no actions taken by the Committee at the last meeting. There will be a “Slow the Spread” meeting tomorrow. There is discussion as to which action will be the best, an Emergency Order or a Resolution for the requirement to wear a mask inside of all businesses. This is to find the best way to encourage the public to wear masks.

- d. Amendment to Charter Committee Charge (Motion required)

In 2017, the Selectboard considered a process to update the Town Charter for approval by the General Assembly. This would be the fifth revision to the Charter. In May 2018, the Selectboard approved the Charge for the Committee and advertised for interested persons to apply. To date, the Town has received one citizen application. As the Committee has yet to be constituted, the date for the Committee Report of Recommendations in the current Charge (Secs. 1 & 3: 11/25/19) needs to be amended by extending it to a new future date.

Selectboard Clerk, Kim Souza made the motion that the Selectboard Amend the Committee Charge for the 5th Charter review committee to change the completion of the Charge to March 2, 2021 and to change #1 in the charge to change the date from November 30, 2019 to November 30, 2020 and post the positions application submissions are due by July 24th. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

VI. Commission Meeting Reports:

Selectboard Member, Alan Johnson reported from the Energy Commission that Erik Krauss will step down as Chair and Molly Smith will become the new Chair.

Selectboard Clerk, Kim Souza reported that the HBRLF Committee will meet again on the 24th and she will report after that meeting. She also inquired about the status of the parking lot extension. It was reported that it was on hold. Mr. Godfrey responded that there are a lot of construction projects right now, especially in downtown WRJ. The project is not on hold, it is just "in line" with the other projects.

Selectboard Member, Alicia Barrow reported from HCOREI. They are having conversations and will have a subcommittee review soon. They review legislation that is currently happening in the State of Vermont.

Selectboard Member, Joe Major reported from the Parks and Recreation Committee. The summer programs have started. There are 70 children in the first session. The Concert Series will start on June 24th and planning to run for 10 weeks.

Selectboard Vice Chair, Simon Dennis inquired if there are any applications for the open Selectboard seat. At this time there are none.

At this time Mike Morris called in to ask if there was an answer yet from VLCT as to if the WHO is in violation of the individuals' freedom of speech. Mr. Godfrey will follow up on this.

VIII. Consent Agenda: Selectboard Clerk, Kim Souza made the motion to accept the Consent Agenda as read and authorize the Chair to sign for the Board. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 6/13/2020

Approve Meeting Minutes of: 6/2/2020 and 6/9/2020

Approve A/P Manifest of: 6/12/2020 & 6/16/2020

Selectboard Meeting Dates of:

Already Approved: 6/30/2020

Needs Approval: 7/2, 7/14 and 7/28 and Special Meeting on June 19, 2020

VIII. Executive Session: Selectboard Member, Alan Johnson made the motion to go into executive session for

Discussion of the appointment of a town manager under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes at 9:08 P.M.

Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

Selectboard Member, Alan Johnson made the motion to close the executive session at 9:41P.M. Selectboard Clerk, Kim Souza seconded the motion. All were in favor and the motion passed.

IX. Adjourn the Selectboard Meeting: Selectboard Member, Alicia Barrow made the motion to adjourn the meeting at 9:42 P.M. Selectboard Member, Alan Johnson 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.

Selectboard Signature Page.

Date: 6/30/2020

Date of Minutes: 6/16/2020

Minutes Approval Signature: 