



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, July 31, 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; Kim Souza, Selectboard Member; Scott Cooney, Acting Town Manager; Lana Livingston, Administrative Assistant; Lannie Collins; Lori Hirshfield, Director of Planning & Development; Bob Haynes; Dan Fraser; Jay McDonough; Karen McNall; Nick Pond; Scott Hausler, Director of Parks & Recreation.

Absent: Leo Pullar, Town Manager; Jameson Davis, Selectboard Member.

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I. Call to Order the Selectboard Meeting

Selectboard Chair, Simon Dennis called the meeting to order at 6:02 P.M.

II. Pledge of Allegiance

Lannie Collins from Quechee led the Pledge of Allegiance.

III. Local Liquor Control Board: N/A

IV. Order of Agenda: No changes

V. Selectboard

1. Citizen, Selectboard Comments and Announcements:

Citizen Comments: there were no citizen comments.

Selectboard Comments: Selectboard Member, Rebecca White brought a copy of "Policing Opioids Standards" for the Board Members to look at and have a copy if they wish. This is a short list of 10 items that need to be accomplished for the Police Force concerning the Opioids Crisis. Mrs. White feels this will be very useful.

Mrs. White also shared her recent training experience from her workplace that focused around active shooters and Municipal Government Board Members. She does not feel prepared and wonders if the other Board Members might feel

the same. Perhaps there is an option to have training from our Police Department.

Selectboard Member, Alan Johnson recently attended a Night Hawks Game at Maxfield Complex. He was seated at the "visitor's bleachers" and noticed some safety issues. Specifically, the bleachers need some sort of fencing to protect from foul balls. He also observed the fence by the bull pen was low and should be higher to protect from wild pitches and foul balls.

Selectboard Chair, Simon Dennis reported that since the Board last met the 4th and 5th meeting of the Master Plan Project has happened and that ends the public meetings. The turn out and planning was really good.

Selectboard Vice-Chair, Dick Grassi noted that the Board has missed Jameson Davis as he has been away traveling and working abroad. Mr. Grassi read to the citizens an email that the Board received telling of his work he is doing now in Ecuador.

Selectboard Member, Kim Souza asked about the next meeting that is scheduled for August 14th, Primary Election in the Town. After some discussion, Simon Dennis will chat with Leo Pullar and let the Board know if there are any changes to the date or time of the meeting.

2. Appointments:

- a. Consider the Re-Appointment of Tobias Dayman to a 3-year term on the Hartford Planning Commission.

Selectboard Vice Chair, Richard Grassi made the motion That the Selectboard Re-Appoints Tobias Dayman to a 3-year Term on the Hartford Planning Commission, from July 31, 2018 to July 30, 2021. Selectboard Member, Alan Johnson seconded the motion. All were in favor and the motion passed.

3. Town Manager's Report: Acting Town Manager, Scott Cooney presented the Significant Activity report from the past 2 weeks.

The report in its entirety can be found at this link:

<https://www.hartford-vt.org/Admin/archive.aspx>

Highlights:

The Town Clerk will be working with the Superintendent's office to come up with an alternate parking and entrance plan to the High School Gym for the Primary Election in case the HHS paving project is not completed by the target date of August 11th. The Town Clerk contacted the Secretary of State's office about the possibility of changing the venue but, that is not an acceptable/viable option given the short notice.

Town will require a single audit for FYE 18 (Federal Dollar expenditures in excess of \$750,000 threshold)

The fire department responded to a significant number of incidents totaling 134 calls for service during this two-week period. Calls for service continue to increase at a rate 18 percent over last year. This has increased our usage of mutual aid from the City of Lebanon to meet our service demand. To date our requests for mutual aid have increased 30 percent over last year. Compounding this increase in calls is the frequency of simultaneous events. This year we are experiencing simultaneous events 59 percent of the time versus 42 percent from last year. This data suggests we have exceeded our staffing model of minimum manning of 3 on duty personnel.

IT installed new an IP Server at Public Safety. The process is beginning to transfer all police, fire and communication employees to the new server.

Week 5 and 6 of Camp Ventures was successful. Participants went to Storrs Pond and Crazy Kids. The program had special performances, put on a color run and held a fun day at Maxfield.

4. Board Reports, Motions & Ordinances:

- a. Consideration of Hartford Business Revolving Loan Fund Application from Woodstock Area Adult Care Services, Inc. (dba Scotland House) located at 8826 Woodstock Road.

Selectboard Member, Alan Johnson made the motion that the Executive Session: (Exempt Document Discussion) In accordance with Vermont's Open Meeting Law requirements, I move that the Selectboard enter into Executive Session to discuss or consider records or documents that are exempt from the public records laws under the provisions of Title 1, Section 313 (a)(6) of the Vermont Statutes. Selectboard Member, Rebecca White seconded the motion. All were in favor and the motion passed.

Selectboard Member, Rebecca White made the motion to close the Executive Session. Selectboard Member, Kim Souza seconded the motion. 4 were in favor and the motion passed. (Brown and Johnson were not in the room at the time of this vote).

- b. Post Executive Session Actions on HBRLF Loan Application. (Mot. Req.)

Selectboard Clerk, Dennis Brown made the motion That the Selectboard approve a \$50,000 HBRLF loan to Woodstock Area Adult Day Services (dba Scotland House), for building renovations and improvements for an adult day care facility located at 8826 Woodstock Road: 10.5-year loan; 7% interest rate; other terms and conditions as stated in the Selectboard

approved Loan Application Analysis; and loan offer valid up to 6 months from the date of the Loan Commitment Letter from the Town, and further, authorize the Town Manager to sign the loan commitment and loan closing documents. Selectboard Member, Kim Souza seconded the motion. All were in favor and the motion passed.

c. Parks & Recreation Logo Presentation/Discussion. (Info Only)

Scott Hausler, Director of Parks and Recreation and Summer Intern to Parks and Recreation, Nick Pond presented to the Board a new LOGO for the Parks and Recreation Department.

Reasons to consider changing the current Logo:

- Old logo is very busy, cluttered and difficult to understand and identify.
- Logo is outdated and it is aesthetically tired.
- Hard to reproduce on apparel and difficult to visualize on documents.

Why a New Logo?

- Create a logo that is instantly recognizable.
- New refreshed look and feel.
- New way to connect with the community.
- Staying current, adding value and sending a new message.
- Iconic and memorable.
- Allows us to tweak and adjust.
- Design is compatible with technological devices that will showcase us.
- Overall, our personality is much different now, change is good.
- Some elements will stay, such as "Hartford Parks & Recreation".

Proposed Logo



- Clean, professional and comprehensive design that is easily recognized.
- The 5 Lines in the "H" represent the five villages of Hartford; while the lighter shades represent the three rivers.
- The green path represents parks and outdoor recreational opportunities.
- The introduction of a singular image "H" gives the Parks & Recreation Department a recognizable symbol to identify our brand and what we do.
- The ability to create individual icons to pair with different athletics and activities. Establishes a unique look for each category and at the same time identifying Hartford Parks & Recreation

The Selectboard Members were all impressed with the new logo and gave a general approval for a job well done by Nick Pond, Intern to the Parks and Rec. Department.

d. Selectboard Workshop Follow-on Discussion. (Info Only)
Selectboard Chair, Simon Dennis took a quick poll of all the groups and their progress on their “homework” from the last Workshop. It was agreed that there was plenty of time to finish the work of the pairs by the next worksheet at the end of August.

5. Commission Meeting Reports:

Selectboard Vice Chair, Dick Grassi reported from the Pool Committee. They have hired a Company that will produce a final report with what it would cost to rejuvenate the existing pool. They also will be looking at the survey results where many people that are not using the pool are in support of having a pool or water experience in the Town of Hartford. The report will show that if the pool is on the existing site, it will save a lot of money because it will already have parking, bathrooms, changing rooms and pump house. The Committee is also looking for off site locations appropriate for a pool. There are very limited resources in the Town for this. The Committee is still very active and dedicated to the charge. Mr. Grassi noted another concern is that there is no shade at the current pool site. This is something that might want to be added. Selectboard Member, Kim Souza added that perhaps you build in phases and not put in everything you want in the first phase, such as diving boards.

Selectboard Member, Alan Johnson reported from the Energy Commission. A small group did a walk through with Len Brown at the Bugbee Senior Center. The initial reason for the visit was to look at the roof for a potential upgrade/redo energy wise or doing something with heat pumps. After walking around the building and seeing all that needs repair; floors, ceiling and walls, it is evident that the whole place has really aged. It really needs a lot of work. The group all agreed that a decision would need to be made if the building would be renovated or sell the building and a new Center be built. A lot of work needs to be done before this question can even be presented to the Board. Mr. Johnson expressed the urgency of a decision to be made because of the timing of available grants that Geoff Martin, Energy Coordinator can apply for.

Selectboard Clerk, Dennis Brown reported from the Cemetery Committee. They are forming a work group that will do small repairs. More information of this will be coming soon. More information that was discussed was that another cost to the private cemeteries is insurance. Mr. Brown also reported that Christian Street Cemetery is in Crisis. They have enough money for this year’s mowing but no money after that. They will need some help.

Selectboard Member, Kim Souza reported that both the Zoning and Planning Boards are progressing on the parking behind VT. Salvage. The Design review committee reports that on the back of Revolution there will be some new Public Art Installations. Currently Hartford has no public Art Installation Guidelines. The Design Review Committee will work on this to encourage more within the Town.

Selectboard Chair, Simon Dennis reported on HCoreI. Recommendations were released to be reviewed by council. These were released by council with no *significant liability* (as explained by Leo Pullar to Simon Dennis as **insignificant liability**) so therefore constituted the committee. They have a meeting scheduled for Monday, August 13th at the Town Hall in Room 312 at 7:00 PM.

Mr. Dennis also reported for the Community Resilience Organization. They just finished up their second monthly meeting called “Resilience U”. Both meetings have been well received.

The Hartford Town Managers Search Committee met last night. Mr. Dennis did attend the meeting. He will continue to attend as much as needed. They had a call in from the MRI company that will be advertising the position. At last night’s meeting the committee rewrote

the announcement for the position. The committee so far seems to be able to work well together.

6. Consent Agenda (Mot Req.):

Selectboard Member, Kim Souza made the motion That the Selectboard Approve the Consent Agenda as Listed on the Agenda. Selectboard Vice Chair, Richard Grassi Seconded the motion. All were in favor and the motion passed.

- a. Approve Payroll Ending: 7/28/2018
- b. Approve Meeting Minutes of: 7/17/2018
- c. Approve A/P Manifest of 7/27/2018 & 7/31/2018
- d. Selectboard Meeting Dates of: Approved: 8/14/2018, 8/28/2018 & 8/29/2018 (Workshop)

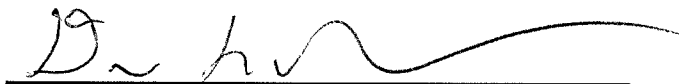
7. Executive Session: N/A

8. Post Executive Session Actions: N/A

9. Adjourn the Selectboard Meeting. (Mot Req.)

Selectboard Vice Chair, Richard Grassi the motion to Adjourn the meeting at 8:02 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.



A handwritten signature in black ink, appearing to read "Alan Johnson", is written above a horizontal line.