



**TOWN OF HARTFORD
SELECTBOARD MINUTES**

Tuesday, September 10, 2019, 6:00pm
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; Dan Fraser, Selectboard Member; Alan Johnson, Selectboard Member; Kim Souza, Selectboard Member; Brannon Godfrey, Town Manager; Lana Livingston, Administrative Assistant; Bruce Riddle, Chair Planning Commission; Hannah Tyler, Director of Public Works; Joann Erenhouse; Larson E. Burns; Ann Kerrigan.

Absent: Jameson Davis, Selectboard Member

<http://catv.cablecast.tv/CablecastPublicSite/show/9140?channel=1>

- I. **Call to Order the Selectboard Meeting:** Chair, Simon Dennis called the meeting to order at 6:00 P.M.
- II. **Pledge of Allegiance:** Vice Chair, Richard Grassi led the Pledge of Allegiance.
- III. **Local Liquor Control Board: N/A**
- IV. **Order of Agenda:**

Item 2.a. Appointment to the Planning Commission is rescheduled for Tuesday, September 24th.

Item 4.b. Norwich School Request is postponed to the September 24th meeting.

V. Selectboard

1. Public, Selectboard Comments and Announcements:

There were no citizen comments.

Selectboard comments:

Dan Fraser recognized Kim Souza for organizing Downtown's First Fridays for the businesses. Everyone seemed to be having a good time.

Simon Dennis reminded everyone that this Saturday, the 14th, is the Potato Fest. Town Hall at 2:00 P.M. organized by Resilient Hartford. This is promoting local production of food.

Alan Johnson reminded everyone that this Saturday, the 14th, is also the Electric Vehicle event at Dothan Brook School. He also reminded everyone that Saturday is also Hartford Conservation Commission's Town Forest Trail Day, 9AM to Noon. Lunch will follow. They will be repairing parts of the Trail.

2. Appointments:

- a. Consider the Appointment of Dillon Bianchi to a 3-year term on the Hartford Planning Commission beginning September 10, 2019 and ending on September 9, 2022. **Postponed to September 24th meeting.**
- b. Consider the Appointment of Larson Burns to a 3-year term on the Design Review Commission beginning on September 10, 2019 and ending on September 9, 2022.

Selectboard Vice Chair, Richard Grassi made the motion to appoint Larson Burns to a 3-year term on the Design Review Commission beginning on September 10, 2019 and ending on September 9, 2022. Selectboard Member, Jameson Davis seconded the motion. All were in favor and the motion passed.

3. **Town Manager's Report:** Significant Activity Report (*No report. The most recent Significant Activities Report was presented earlier this week on Sept. 3. The next Significant Activities Report will be presented at the regular meeting on Sept. 24*)

Mr. Godfrey reminded the Board of the combined meeting with the School Board tomorrow, the 11th, in Room 2 of Town Hall. It will begin at 6:00 P.M. Vt. Partnership, Mary Gannon, will be making the presentation on the status report so far.

The Town has had 2 watermain breaks in the last couple of days. They were repaired and service was restored with a precautionary boil water order for 24 hours. These were located on Olcutt Drive and Pine Street.

The Police Department recently attended a State Awards Event the Dan Solomita and Aleya Leombruno were recognized for their life saving efforts at the Quechee Gorge Bridge in May of 2019. The Governor, Public Safety Officials, Police Commissioner and others were present.

There are going to be changes in the Transfer Station Operations. New days of operation will begin next week and will be open Tuesday – Saturday. They will be closed on Monday's. This is an effort to address the overages on the operations budget.

4. Board Reports, Motions & Ordinances

- a. Joanne Erenhouse Sr. Solutions, SE Council on Aging (info. only)
Ms. Erenhouse spoke to the Board about the updated service that Sr. Solutions of VT offers. There is a new phone number: 802-885-2669. This will get you directly to their offices. All services they offer Vermonters over 60 or disabled is free of charge. Ms. Erenhouse left a holder off some of their services pamphlets. They are located on the first floor lobby.
- b. Norwich School District Request for Hartford Sanitary Sewer Extension to Marion Cross Elementary School (info. only) **Postponed to September 24th meeting.**
- c. Green Mountain Power Utility Relocation Permit – Locust St. between Hartford Ave. and the Wilder School (motion required)

Background: The Hartford School District's renovation of the Wilder School necessitates an upgrade of the Green Mountain Power (GMP) distribution network along Locust Street to a three-phase line. GMP has submitted a petition and plan requesting to re-route the line diagonally across Locust Street and then underground to the school. The existing transmission line east of the new pole will be discontinued.

Selectboard Member, Alan Johnson made the motion to approve the Green Mountain Power petition to relocate poles, wires and guys on Locust Street between Hartford Avenue and the Wilder School. Selectboard Member, Dan Fraser seconded the motion. All were in favor and the motion passed.

- d. FY19 Fiscal Year End Preliminary Financial Report (Pre-audit, info. only)

Staff prepared preliminary fiscal year end statements for each of the Town's major operating funds. A review of this information is important as we head into the budget preparation for FY21. These are numbers from preliminary trial balances; the audited financial statements will be presented in the Comprehensive Annual Financial Report (CAFR) to the Selectboard by the Town's independent auditor in late November.

- e. FY21 Budget Process and Guidance (workshop)

The Town Manager presented a Power Point presentation that highlighted the current (FY20) budget status, key budget drivers for FY21 and a proposed calendar for budget development.

- f. CIP Rubric Training (workshop) The Board reviewed the Rubric. Alan Johnson will adjust the rubric and then send it out to the Selectboard. It needs updating by the Town Manager next.

5. Commission Meeting Reports:

Dan Fraser will be the Liaison to the New Homelessness Committee.

Mr. Dennis reported that the first Tues in October the Core 4 Town group will meet to discuss Municipal Solid Waste Management and regional solid waste curb side collection.

6. Consent Agenda (Mot Req.): Selectboard Member, Dan Fraser made the motion to approve the Consent Agenda as listed with the addition of the October 15th meeting. Selectboard Clerk, Dennis Brown seconded the motion. All were in favor and the motion passed.

- Approve Payroll Ending: 9/7/2019
- Approve Meeting Minutes of: 9/3/2019
- Approve A/P Manifest of: 9/6/2019 & 9/10/2019
- Selectboard Meeting Dates of:
- Already Approved: 9/24/2019, 10/8/2019, 10/22/2019 (add10/15)

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

Selectboard Clerk, Dennis Brown made the motion to Adjourn the meeting at 9:26 P.M. Selectboard Member, Kim Souza 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.


