Town of Hartford

Selectboard Meeting Minutes

February 7, 2019

7:PM @Hartford Town Office

**7:00 PM: Selectboard Meeting:**

Selectmen Present: Lee Holman, Cathy Lowe, Lori Swan

Others: Becky Downey, Rocky Libby, Louise Campbell, David Campbell, Doug Crist

1. **Call Meeting to order:** Lee called the meeting to order at 7:00 pm.
2. **Reviewed meeting minutes from:**

1. January 17, 2019; Lee moved to approve, Lori 2nd; All approved

1. Review Warrants 62, 63, 64, 65, 66 & 67; Lee moved to approve, Cathy 2nd; All approved
2. **Reports:**
   1. RSU 10 Report – No Update
   2. Road Report – No Update for road maintenance

a. Campbell Drive Plowing issue – Winter plowing on Camp Road ends at Campbell Drive, there have been multiple changes over the years in regards to where the Town’s reponsibility actually ends. After much research, we have found that in 1973 it was voted to end winter maintenance at Campbell Drive. There have been issues with getting to the end of that section effectively for the plow trucks, and recently we have found that approximately 20 square feet is not being plowed. Bim has relayed that it is too dangerous (truck could get stuck) to back into the area. We have had to change the area that snow is plowed per Lee/Bim as Paul Bernier does not want snow plowed onto his land. David doesn’t want snow plowed onto his land either. The Campbell’s would like a solution to this issue. They claim it costs $50/per storm to get to the turn-around area. It was suggested to have the road surveyed to clarify where the Town’s responsibility ends.

**Unfinished -Moved**

2. Water Filter for Town Hall – Rocky Libby: Rocky questioned why we had the need to test the water; Lee explained that the water had a bad taste. Rocky shared that the test is showing slightly higher magnesium levels, which is fit to drink. The Town Hall water was not considered a public water system, his quote is for a filter that uses salt brine and would require some maintenance. The salt would need to be checked monthly, and filled as required. This process should take care of the rust/sheen that has been experienced at the Town Hall. We will need to check to see how the water is piped to the Town Office from the shared well. No Decision at this time.

* 1. CEO Report – No Update
  2. ACO Report – No Update
  3. Planning Board Report – No Updates
  4. Ordinance Committee report – No Update from the committee. Lee would like to invite Roberta Manter to a public meeting to speak in regards to discontinued roads. Lee will reach out to her for available dates/times.
  5. Fire Warden Report – No Update
  6. Treasurer’s Report – Shared January balance sheet, and January Analysis.

1. **Unfinished Business:**

1. Re-schedule date for Selectboard workshop – Personnel Policy Update: Set for February 12, 6:30 pm.

2. Water Filter for Town Hall – Rocky Libby – SEE ABOVE

3. MDOT State Route ice issues – Cathy has spoken with Arthur Abbott with the DOT and he has indicated that the culverts at the end of driveways are responsibility of landowner to maintain. The new landowner that has had ice buildup at the end of their driveway on Route 140 is planning on doing some work in the spring. The issue at the end of Kozy Kennel’s driveway on Route 219 is being addressed by the MDOT.

4. Culvert Grant Update – Lori requested an update from the Road Committee, and has had no reply at this time.

5. RSMS Software purchase update – Becky: Received the invoice from the State and it was for $195, instead of the $100 that the Road Committee had been quoted via email. The state was contacted by Becky for clarification on the price. The state found that we did get the upgrade price of $100, and have resubmitted a new invoice in that amount. We will put it into Accounts Payable to be sent out next week.

1. **Open Session:**

1. Lori has received information on creating a grant for a new Town Office building, she will start working on putting together required documents. We could get up to $50,000 from federal government, and possible low interest rate loan.

2. We are looking at outsourcing payroll due to the many hours and liability of this task. There have been and will be many payroll/tax changes and we would feel more comfortable to leave this task to the professionals. The cost would be offset partially by eliminating the payroll modual in our Trio software, or purchasing W2/1099 forms. The payroll company would take care of all reports/reporting/running W2’s and 1099’s. We have received two quotes at this time, Lee would like to check with a few towns to see if they outsource payroll.

1. **New Business:**

1. Set dates for Budget Committee meetings, Town Meetings, etc: Budget Committee Meetings set for March 4 & 5th. Town Meeting date set for June 15th.

2. Appointment/Resignation

a. Planning Board Appointments: Isaac Haylock and Richard Beaudet

3. Training - None

1. **Review Correspondence:**

1. Selectboard reviewed all correspondence

1. **Adjourn:** Lee motioned to adjourn at 9:40 PM. Cathy 2nd, all approved.

Minutes approved by:

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Lee Holman Date

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Cathy Lowe Date

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Lori Swan Date