

Town of Hartland
Selectboard Meeting
October 20th, 2025
Meeting Minutes

The meeting was called to order at 5:30 p.m.

Selectboard Members present in-person: Phil Hobbie, Chair, Clyde Jenne, Jim Rielly (remotely), and Trace Tancreti.

Others present in person: John Broker Campbell, Sherry Clarke, Dan Jerman and Martin Dole

Others present via Zoom: Curt Peterson

Present from CATV: Rayce Gilbert

The Hartland Selectboard Meeting was called to order by Phil Hobbie, Chair, to act on the warned agenda items.

- I) **Selectboard's Minutes and Orders:** Clyde made a motion to accept the minutes from the October 6th Regular Meeting and the Executive Session meeting. Trace seconded the motion. There was a correction to add Clyde to the attendance. All voted in favor. Clyde made a motion to accept the orders through today, October 20th. Trace seconded the motion. There was brief discussion. All voted in favor.
- II) **Adjustment to Agenda:** None
- III) **Public Comments:** None
- IV) **Old Business:**
 - 1. **Town Highway and Culvert Policy:** John opened the discussion, noting a discussion previously regarding the Highway and Driveway Culvert Policy. The proposed document is the two policies, as one. There was discussion of the Driveway Policy and separate permitting process for driveways, language regarding the taking over of roads and or becoming a private road. Additionally, specifications for Culvert sizing and placement would be discussed with the Town Manager and Road Foreman. There was discussion and questions from the Selectboard.

V. New Business:

1. **Town Credit Card Policy:** John gave information, noting this proposed policy includes certain language around approval of purchases and authorized users. There were questions from the Selectboard. Jim made a motion that we approve the Credit Card Policy as written

with one additional bullet point to state the Town Manager approves authorized users. Trace seconded the motion. All voted in favor.

2: Quarterly Budget Update; Martin Dole: Martin Dole gave the update, starting with Revenues. We are 25% through the end of September. For General Fund Expenses, we are at 24%. The Highway Department is at 16.8%, paving will change this percentage. Other than that, we are trending where we should be. There was much discussion and questions from the Selectboard.

3. 2025 Town Plan Goals and Policies: Dan Jerman, from the Hartland Planning Commission came to discuss the 2025 Town Plan. This coming Wednesday is the Planning Commission's Public Hearing. There was discussion of better definition of commercial businesses in residential areas. There was discussion of a summary letter provided to the Selectboard.

4. Hartland Four Corners Traffic Request Letter: John drafted a letter to VTrans after looking at the safety concerns surrounding the Four Corners Intersection. There was discussion regarding talking to property owners, speed and parking around the intersection. John will submit the letter to VTrans.

VI. Town Manager Update: John gave the update, noting the Planning Commission public hearing is Wednesday. Someone from JAM will be in attendance as well as John. The curb on Station Rd has begun being painted. The Three Corners Intersection lights are still on track for December, with no concern of temperatures affecting installation. We are moving forward with the lease for the Windsor Early Childhood Education Center. The Hazard Mitigation Plan needs to be updated. The last time it was done was 2020. The budget is coming together, with a draft being presented at the next meeting. The auditor will be present at the next meeting as well. After the Town Plan is adopted, the Planning Commission will be working on the Unified Bylaws with the help of Two Rivers Regional Planning Commission. John has been reaching out to VTrans in regard to the Covered Bridges in North Hartland. There was discussion of speed limits on Dirt Roads. We anticipate ditch work starting this Wednesday and for around 2 weeks. There will be flagging.

Correspondence: Letter from Department of Taxes stating we are out of compliance with our reappraisal orders. We have submitted documentation to show we are contracted.

Minutes taken and submitted by Cheyenne Latimer.