

Town of Hartford
Planning Board Meeting
December 2, 2024
Approved Minutes

Present: David Theriault, Margaret Matthews, Don Perrone and Lennie Eichman (via telephone)

The meeting convened at 7:05 PM and the minutes for the November meeting were read and approved.

CEO Report: The board reviewed the CEO report.

Budget: The board's budget request is due by the end of the month. The board discussed its one budget item, electronic record storage.

The chair indicated that the town might be eligible for a state grant for record storage. Applications for the grant are due by 12/20/2024.

The board discussed two possible options:

- Engage an outside company to index and scan past records. The town, then would scan records going forward as they are produced using the indexing system developed by the outside company.
- Buy a scanner and take on as a town project scanning in past records.

The chair recently met with the outside company to have them review the proposed project.

The meeting adjourned at 8:00 PM