

Town Manager Report

Town of Hardwick

June 17, 2021

Health related: Working on two new health related situations. One is a tenant/landlord dispute and the other is a request from the Department of Children and Families to be involved in determining the appropriateness of a foster care home.

Landlock property: A house located near the old Depot is considered land locked. We will need to meet to consider options for resolution if that is possible. I have spoken to the owner several times, the VT Railroad division and others so far.

Bayley Hazen Road: I met with Larry Hamel to discuss easements for straightening BHR where it meets Route 16 in East Hardwick. We will need to determine if this project can or should be done this year.

64 North Main: Stormwater treatment project. I am working on the necessary easement for construction and maintenance.

Water/wastewater delinquencies: There are approximately 83 households that are delinquent for water and wastewater, amounting to a deficit of \$64,000 for both accounts. A notice for disconnection and tax sale is going out of the Town Clerk's office immediately.

MEMO: Hardwick Select Board, Jon Jewett, Casey Rowell & Aaron Cochran

FROM: Alberta Miller

Date: June 15, 2021

Subject: First, Second & Third Class Liquor License

Hello Everyone:

Tonight you have the following permits for consideration.

First Class license for:

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Second Class Licenses for:

*** Hardwick Convenience & Deli, LLC

Third Class Licenses for:

Outside Consumption Permit for:

*** This is a brand new business buying out the Hardwick Kwik Stop and Deli currently located at 454 VT RTE 15W.

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Town of Hardwick Sewer Fund
Capital Improvements Four Year Plan
2022 - 2025

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Project	Current Balance	FY 2022	FY 2023	FY 2024	FY 2025	Projected Future Balance	Estimated Cost
Sewer Connection fees (A)						\$0	
Plant Upgrades	-\$55,708	\$5,000	\$4,000	\$4,000	\$4,000	-\$38,708	\$200,000
Plant Upgrades Bond	\$0	\$31,000	\$58,000	\$59,000	\$59,000	\$207,000	\$1,320,000
Generator	\$13,278	\$500	\$500	\$500	\$500	\$15,278	\$37,000
Anaerobic Cover	\$124,000	\$2,000	\$1,000	\$1,000	\$1,000	\$129,000	\$175,000
Sewer Line Mapping	\$11,000	\$500	\$500	\$500	\$500	\$13,000	\$20,000
New Boiler	\$18,000	\$0	\$0	\$0	\$0	\$18,000	\$18,000
Grit Removal System	\$71,655	\$1,000	\$500	\$500	\$500	\$74,155	\$100,000
Aeration Systems	\$46,055	\$1,000	\$1,000	\$1,000	\$1,000	\$50,055	\$50,000
Sludge Disposal	-\$84,016	\$20,000	\$20,000	\$20,000	\$20,000	-\$4,016	\$200,000
Line Replacement	\$29,610	\$2,000	\$5,000	\$5,000	\$5,000	\$46,610	\$100,000
Manhole Rehabilitation	\$33,342	\$3,000	\$3,000	\$3,000	\$3,000	\$45,342	\$50,000
Future Slip-Lining	\$61,889	\$20,000	\$16,000	\$16,000	\$16,000	\$129,889	\$150,000
Control Panel Replacement	\$2,500	\$1,000	\$1,000	\$1,000	\$1,000	\$6,500	\$5,000
Industrial Permitting	\$11,000	\$1,000	\$1,500	\$1,500	\$1,500	\$16,500	\$20,000
Lagoon Liner	\$71,754	\$10,000	\$2,000	\$2,000	\$2,000	\$87,754	\$150,000
Water/Sewer Utility Truck	-\$7,157	\$5,000	\$5,000	\$5,000	\$5,000	\$12,843	\$10,000
Public Works Equipment	\$3,019	\$2,000	\$2,000	\$2,000	\$2,000	\$11,019	\$10,000
Backhoe Replacement	\$2,000	\$2,000	\$3,000	\$4,000	\$5,000	\$16,000	\$75,000
Lift Station Renovations	\$5,930	\$6,000	\$6,000	\$6,000	\$6,000	\$29,930	\$40,000
Interest	\$10,452					\$10,452	
Totals	\$368,604	\$113,000	\$130,000	\$132,000	\$133,000	\$876,604	\$2,730,000

*water/sewer split \$37,500 each

*some of current (-) balance is due to Bond expenses
*Interest payment due in FY22

(A) Fees collected at time of connecting to system.

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2021-2022 Sewer Budget

	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed	\$ Difference	% Diff.
Plant Operator	\$52,059	\$52,020	\$53,893	\$1,873	3.60%
Plant Operator Overtime	\$6,896	\$10,500	\$9,000	(\$1,500)	-14.29%
Assistant Sewer Operator	\$1,124	\$500	\$1,200	\$700	140.00%
Public Works Salary & Benefits	\$51,950	\$54,612	\$54,652	\$40	0.07%
Office Salary & Benefits	\$74,004	\$78,066	\$82,797	\$4,731	6.06%
Health Insurance	\$20,671	\$21,698	\$23,510	\$1,812	8.35%
Dental, Vision, Life/Disability	\$1,645	\$1,650	\$1,700	\$50	3.03%
Retirement	\$7,194	\$3,750	\$3,900	\$150	4.00%
Social Security	\$3,960	\$4,100	\$4,402	\$302	7.38%
Worker's Comp	\$4,242	\$4,300	\$4,300	\$0	0.00%
Unemployment Insurance	\$90	\$120	\$120	\$0	0.00%
VLCT/PACIF	\$5,999	\$7,000	\$6,500	(\$500)	-7.14%
Admin Expense/Supplies	\$1,388	\$2,000	\$2,000	\$0	0.00%
Uniforms	\$1,097	\$1,000	\$1,000	\$0	0.00%
Training	\$0	\$1,200	\$1,000	(\$200)	-16.67%
Safety Supplies	\$726	\$1,100	\$1,000	(\$100)	-9.09%
Auditing	\$5,585	\$5,700	\$6,000	\$300	5.26%
Phone & Internet Expense	\$1,502	\$1,350	\$2,000	\$650	48.15%
Electricity - Plant	\$40,582	\$32,500	\$32,500	\$0	0.00%
Electricity - Lift Station	\$3,952	\$3,300	\$3,000	(\$300)	-9.09%
Fuel Oil	\$3,179	\$3,500	\$3,000	(\$500)	-14.29%
Sewer Alarms	\$880	\$800	\$900	\$100	12.50%
Lab Operations	\$6,821	\$7,500	\$7,500	\$0	0.00%
Process Chemicals	\$26,078	\$26,000	\$26,000	\$0	0.00%
Lift Station Maintenance	\$333	\$2,500	\$2,000	(\$500)	-20.00%
Insurance Deductible	\$0	\$1,000	\$1,000	\$0	0.00%
Sewer Line Maintenance	\$4,352	\$4,000	\$4,000	\$0	0.00%
Sewer Line Cleaning	\$4,500	\$5,000	\$5,000	\$0	0.00%
Grit Disposal	\$677	\$950	\$750	(\$200)	-21.05%
Plant Maint	\$6,671	\$5,000	\$5,000	\$0	0.00%
Capital Fund Transfer	\$88,000	\$94,000	\$113,000	\$19,000	20.21%
Note Payable - Mill Street Bond	\$1,850	\$2,000	\$2,000	\$0	0.00%
Administrative Charge	\$10,174	\$10,467	\$11,298	\$831	7.94%
Town Equipment Charge	\$10,000	\$10,000	\$10,000	\$0	0.00%
Professional Services/Legal	\$300	\$500	\$500	\$0	0.00%
Licenses & Fees	\$1,113	\$2,000	\$1,500	(\$500)	-25.00%
Truck/Equipment Maintenance	\$317	\$1,000	\$500	(\$500)	-50.00%
Gasoline	\$435	\$500	\$500	\$0	0.00%
Water Expense	\$288	\$350	\$350	\$0	0.00%
TOTALS	\$450,631	\$463,533	\$489,271	\$25,738	5.55%



Town of Hardwick
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Memo

To: Hardwick Select Board
From: Town Manager's Office
Re: Private Road Name Change

Hardwick currently has a Sawmill Lane and a Sawmill Road (private). There have been numerous mail/package issues with this name being so close and in the same Town. Sawmill Lane was in existence first.

I have spoken to the E-911 coordinator at the State of Vermont, and he said that the road name can be changed if the Select Board approves it. While there would be some temporary issues until the new address becomes known in databases, it is the best solution for the long term.

There are 4 houses on the road, one of which is vacant. The other 3 residents have mutually agreed that they would like to change the name of the road to Landing Way and are seeking your approval, so they can move forward with getting it changed through the 911 and mailing systems.

They originally wanted Independence Lane but changed their minds after the agenda was posted.

Hardwick Town Manager
Hardwick Town Clerk
Hardwick Public Works Director

Jon Jewett
Alberta Miller
Tom Fadden

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