

Manager's Report
Town of Hardwick
September 16, 2021

- ARPA funds – Hardwick is to receive \$855,227. In total funding
 - Money cannot be used for cash flow needs
 - Money misspent by a sub-grantee will have to be paid back by the Town
 - Town should do a financial review of all potential sub-grantees
 - Even an “ironclad” contract will not relieve the town from its responsibility to pay back funds, though the town may be able to recover funds from the sub-grantee at some future point in a lawsuit.
- The sludge measurement was performed at the Wastewater treatment facility. The results indicated:
 - Lagoon # 1 - Estimated dry tons is 678 dry tons
 - Lagoon # 2 - Estimated dry tons is 645 dry tons.
 - Total dry tonnage of approximately 1,300 tons = \$2.6 million dollars. This amount is more than the total construction budget for the plant upgrade. I recommend rebidding half of the project. It was also recommended that the Town approach the Canadian landfill to negotiate disposal fees directly with them in an effort to reduce costs.
- Some Vermont towns are starting to look at requiring staff to be vaccinated or to take a covid test once per week. The State of Vermont implemented a similar measure for its employees on Sept. 15th. State employees will be required to attest to their vaccination status, or they will be subject to weekly testing.
- Kelly and Erlene Hopkins who have a home off from Hardwick Electric Power Plant Drive was informed by Hardwick Electric that they can no longer use the road/bridge to get to their home. The Hopkins have used this road and bridge to access their property for 36 years. They have no other way to get to their property. The HED site is owned by the Town of Hardwick in a deed from 1947 in BK 41 page 335 of the Hardwick land records. The Town has helped to maintain the road and bridge since at least 1947. Most recently the Town brought in two loads of crushed stone and allowed HED to use the Town Backhoe for the excavation work.



HARDWICK POLICE DEPARTMENT
56 High Street. P.O. Box 447. Hardwick, Vermont. 05843
Phone (802)472-5475 Fax (802)472-6865

Aaron Cochran
Chief of Police

SELECTBOARD MEMO

September 16, 2021

1. The Police Department has started a working project on standardizing hiring and background checks for Police Officer Candidates. The VLCT has a policy we are currently looking at as well as recommendations from the Department of Public Safety, as they are also looking at some standardization for a hiring process and background process.
2. Hardwick Police Officers have been attending a mandatory Use of Force policy training that is being instituted statewide. Changes were implemented by legislature during the last legislative session and the statewide trainings are to update Police Officers on the new changes and review the statewide policy.
3. Yesterday I received notice about changes in the statewide Emergency Management System creating a regionalized committees which may require the Selectboard to appoint an additional person to the committee, this would be in addition to the Emergency Management Director for the town. I will attempt to get more information on this and report out my findings. There is a zoom meeting this evening, I cannot attend due to the conflict of the UOF training also going on that many of us are attending.

Sincerely,
Chief Aaron Cochran

HARDWICK ASSESSOR'S OFFICE

Errors and Omissions Request

DATE: September 16, 2021
NAME: Bellavance, Thomas J & Janet E
LOCATION: 972 West Hill Road
PARCEL ID: 05049-00000 & 05049-00010
ASSESSMENT: 314,900 (05049-00000) & 103,200 (05049-00010)

REQUEST

The Current Use Department for the State of Vermont has approved the contiguous enrollment of both abutting parcels. Instead of two separate accounts, the CU department requests these accounts be consolidated and combined into one account. Both parcels are owned under common ownership.

The Assessor requests the Selectboard approve the contiguous combination for both parcels. Parcel 05049-00000 will remain as the active account and parcel 05049-00010 will be made inactive for current use/tax purposes.

Proposed Value: 389,800 (05049-00000) & 0 (05049-00010 inactive)

Respectfully requested,

Matthew J Krajeski, Hardwick Assessor

Approved, September 16, 2021

Hardwick Selectboard Chair



Hardwick Bike Parking and Road Signage Proposal

Compiled by Jonathon Weber
Complete Streets Program Manager
Local Motion



Background

Local Motion staff were asked to assist the Town of Hardwick in executing the objectives of a grant awarded by Vermont Community Foundation. The goal of the grant is to better connect community amenities with the Lamoille Valley Rail Trail by providing trailside kiosks, bike parking, and on-road signage.

Local Motion staff are not advising on the kiosks being built as part of this grant. Our involvement is limited to advising on the purchase, and general siting of bike racks and roadway signage.

The recommendations herein are not those of a professional engineer.

Rack Details

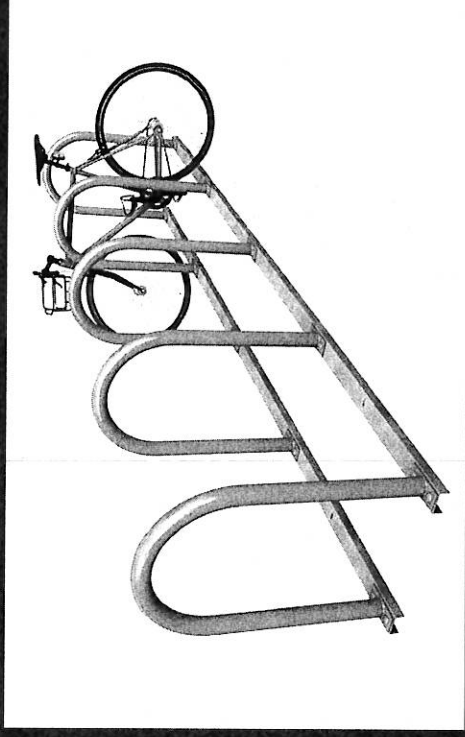
The recommended racks for this project are hoop racks, which conform to Association of Bicycle and Pedestrian Professional standards:

- Supports the bicycle in at least two places, preventing it from falling over
- Allows locking of the frame and one or both wheels with a U-lock
- Is securely anchored to ground
- Resists cutting, rusting and bending or deformation



Rail-mounted hoop racks

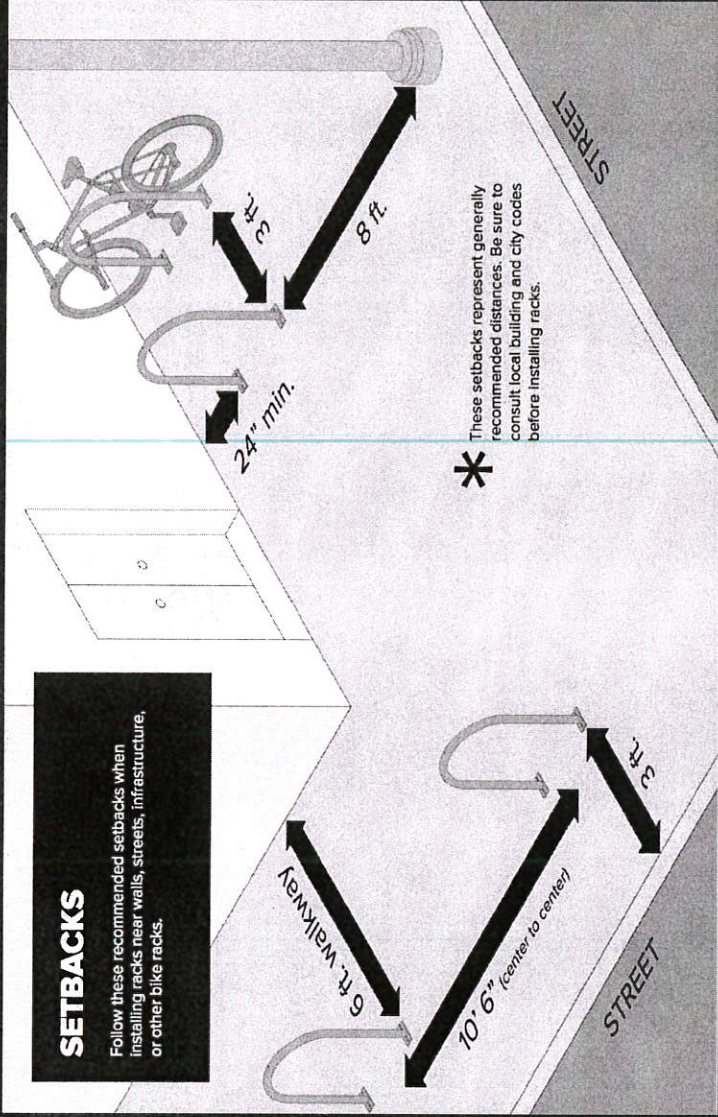
Hoop racks generally require a concrete surface for direct mounting. Because concrete surfaces are not available at any of the locations except for at the Hazen Union School, we recommend the use of rail-mounted hoop racks. These can be placed on existing surfaces such as gravel, dirt, asphalt, and grass. They can also be secured to concrete if a pad is added in the future. While they are movable, theft of the racks is seldom an issue.



Above: Rail-mounted hoop racks.

Recommended Bike Parking Setbacks and Siting

We recommend conforming the setbacks and siting shown here when positioning the bike racks.

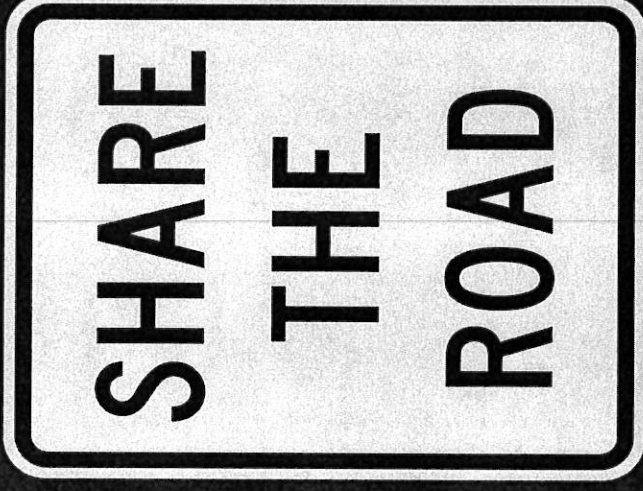


Bike Parking Budget

| Location | Item | Total |
|---------------------------|----------------------|-------------------|
| Yellow Barn | 3-hoop rack on rails | \$767.14 |
| Pedestrian Bridge | 3-hoop rack on rails | \$767.14 |
| Jeudevine Public Library | 3-hoop rack on rails | \$767.14 |
| Pocket Park | 3-hoop rack on rails | \$767.14 |
| Hardwick Town House | 3-hoop rack on rails | \$767.14 |
| Materials Subtotal | | \$3,835.68 |
| Freight | | \$589.00 |
| Total | | \$4,424.68 |

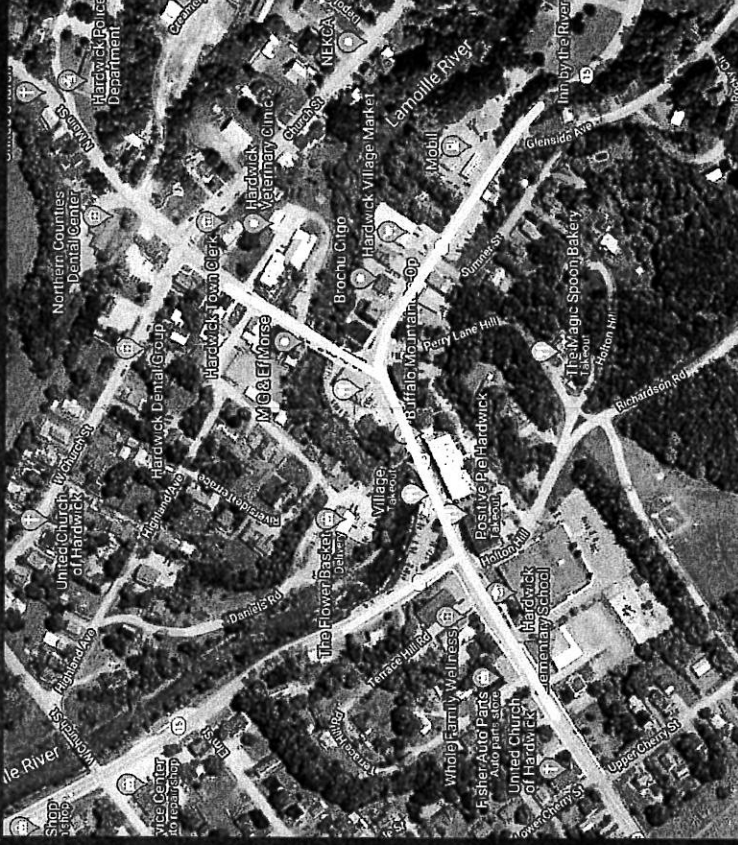
Road Signage

Local Motion is happy to provide general recommendations for signage that may create a more welcoming environment for people on bikes. The Town may consult the MUTCD and relevant regulatory documents to ensure conformity. The Town may also engage the services of a professional engineer to ensure conformity and appropriate placement. These recommendations are not those of a professional engineer.



Road Signage Location

The approximate areas shown on the map to the right may be appropriate for the signage proposed in the grant.



Proposed Signage Budget

| Item | MUTCD Reference | Qty | Cost |
|----------------------------|-----------------|-----|----------------|
| Bicycles may use full lane | R4-11 | 4 | \$390 |
| Share the Road | W16-1P | 5 | \$205 |
| Bicycle Warning | W11-1 | 5 | \$350 |
| 12' Galv U Posts | N/A | 10 | \$1,350 |
| Total | | | \$2,295 |

Total Proposed Budget

—

| Category | Cost |
|-----------------------|------------|
| Bike parking subtotal | \$4,424.68 |
| Signage subtotal | \$2,295 |
| Total | \$6,719.68 |

Thank you!

Contact: Jonathon@localmotion.org



2021-2022 Water Revenues

| | <u>2019-2020</u> <u>Actual</u> | <u>2020-2021</u> <u>Budget</u> | <u>2021-2022</u> <u>Proposed</u> | <u>Difference</u> | <u>%</u> <u>Diff.</u> |
|--------------------------------|-----------------------------------|-----------------------------------|-------------------------------------|-------------------|--------------------------|
| Interest/Misc Income | \$2,896 | \$2,652 | \$3,500 | \$848 | 31.98% |
| Penalties & Interest | \$4,480 | \$4,500 | \$4,500 | \$0 | 0.00% |
| Water Rents | \$291,860 | \$305,044 | \$290,508 | -\$14,536 | -4.77% |
| TOTALS | \$ 299,236 | \$311,762 | \$298,346 | -\$13,416 | -4.30% |
| FY22 Expense Budget: \$298,346 | | | | | |

| 2020-2021 BUDGET | | | | | |
|---------------------------------|--------------|-------------------------------|---------------------|----------------------------------|-----------------------------|
| <u>Quarterly Allocations</u> | <u>Units</u> | <u>Annual</u> <u>Rates</u> | <u>Amount</u> | <u>Quarterly</u> <u>Rates</u> | <u>Old</u> <u>Annual</u> |
| Unmetered | 86 | \$352.00 | \$30,272 | \$88.00 | \$352.00 |
| Residential (10,000) | 404 | \$288.00 | \$116,352 | \$72.00 | \$288.00 |
| Commercial Low Users (10,000) | 62 | \$288.00 | \$17,856 | \$72.00 | \$288.00 |
| Commercial/Residential (20,000) | 41 | \$578.00 | \$23,698 | \$144.50 | \$578.00 |
| Commercial (25,000) | 17 | \$722.00 | \$12,274 | \$180.50 | \$722.00 |
| Industrial (40,000) | 7 | \$1,156.00 | \$8,092 | \$289.00 | \$1,156.00 |
| Institutional Rate | 2 | \$7,000.00 | \$14,000 | \$1,750.00 | \$7,000.00 |
| Water Off Rate | 24 | \$200.00 | \$4,800 | \$50.00 | \$200.00 |
| Residential Gallons over 10,000 | 2,500,000 | \$0.007 | \$17,500 | | |
| Commercial Low Over 10,000 | 300,000 | \$0.007 | \$2,100 | | |
| Res/Commer Gallons over 20,000 | 2,500,000 | \$0.007 | \$17,500 | | |
| Commercial Gallons Over 25,000 | 3,200,000 | \$0.007 | \$22,400 | | |
| Industrial Gallons Over 40,000 | 2,600,000 | \$0.007 | \$18,200 | | |
| Total | 643 | | \$305,044.00 | | |

| 2021-2022 BUDGET | | | | | |
|-------------------------------------|--------------|---|---------------------|----------------------------------|-----------------------------|
| <u>Quarterly Allocations</u> | <u>Units</u> | <u>New</u> <u>Annual</u> <u>Rates</u> | <u>Amount</u> | <u>Quarterly</u> <u>Rates</u> | <u>Old</u> <u>Annual</u> |
| Unmetered | 86 | \$340.00 | \$29,240 | \$85.00 | \$352.00 |
| Residential (8,000) | 399 | \$252.00 | \$100,548 | \$63.00 | \$288.00 |
| Commercial Low Users (10,000) | 62 | \$288.00 | \$17,856 | \$72.00 | \$288.00 |
| Commercial/Residential (20,000) | 41 | \$578.00 | \$23,698 | \$144.50 | \$578.00 |
| Commercial (25,000) | 17 | \$722.00 | \$12,274 | \$180.50 | \$722.00 |
| Industrial (40,000) | 7 | \$1,156.00 | \$8,092 | \$289.00 | \$1,156.00 |
| Institutional Rate | 2 | \$7,000.00 | \$14,000 | \$1,750.00 | \$7,000.00 |
| Water Off Rate | 25 | \$200.00 | \$5,000 | \$50.00 | \$200.00 |
| Residential Gallons over 8,000 BW1 | 3,750,000 | \$0.008 | \$30,000 | | |
| Commercial Low Over 8,000 BCW1 | 275,000 | \$0.008 | \$2,200 | | |
| Res/Commer Gallons over 20,000 BCW2 | 2,100,000 | \$0.008 | \$16,800 | | |
| Commercial Gallons Over 25,000 BCW3 | 2,250,000 | \$0.008 | \$18,000 | | |
| Industrial Gallons Over 40,000 BIW1 | 1,600,000 | \$0.008 | \$12,800 | | |
| Total | 639 | | \$290,508.00 | | |

2021-2022 Sewer Revenues

| | <u>2019-2020</u> <u>Actual</u> | <u>2020-2021</u> <u>Budget</u> | <u>2021-2022</u> <u>Proposed</u> | <u>Difference</u> | <u>%</u> <u>Diff.</u> |
|---------------------------|-----------------------------------|-----------------------------------|-------------------------------------|-------------------|--------------------------|
| Interest/Misc Income | \$2,737 | \$3,143 | \$5,000 | \$1,857 | 169.25% |
| Penalties & Interest | \$6,613 | \$5,000 | \$6,500 | \$1,500 | 30.00% |
| General & Water Transfers | \$4,124 | \$4,124 | \$1,600 | -\$2,524 | -61.20% |
| Sewer Charges | \$424,288 | \$451,266 | \$475,738 | \$24,472 | 5.42% |
| TOTALS | \$ 437,762 | \$ 463,533 | \$488,771 | \$25,238 | 5.44% |

FY22 Expense Budget: \$488,771

| 2020-2021 BUDGET | | | | | |
|---------------------------------|--------------|---------------------|------------------|------------------------|---------------|
| <u>Quarterly Allocations</u> | <u>Units</u> | <u>Annual Rates</u> | <u>Amount</u> | <u>Quarterly Rates</u> | <u>Annual</u> |
| Unmetered | 77 | \$534.00 | \$41,118 | \$133.50 | \$534.00 |
| Residential (10,000) | 358 | \$450.00 | \$161,100 | \$112.50 | \$450.00 |
| Commercial Low Users (10,000) | 57 | \$450.00 | \$25,650 | \$112.50 | \$450.00 |
| Commercial/Residential (20,000) | 40 | \$900.00 | \$36,000 | \$225.00 | \$900.00 |
| Commercial (25,000) | 17 | \$1,200.00 | \$20,400 | \$300.00 | \$1,200.00 |
| Industrial (40,000) | 7 | \$1,800.00 | \$12,600 | \$450.00 | \$1,800.00 |
| Institutional Rate | 2 | \$12,000.00 | \$24,000 | \$3,000.00 | \$12,000.00 |
| Sewer Off Rate | 22 | \$320.00 | \$7,040 | \$80.00 | \$320.00 |
| Residential Gallons over 10,000 | 2,102,000 | \$0.0130 | \$27,326 | | |
| Commercial Low Over 10,000 | 350,000 | \$0.0130 | \$4,550 | | |
| Res/Commer Gallons over 20,000 | 2,676,000 | \$0.0130 | \$34,788 | | |
| Commercial Gallons Over 25,000 | 3,200,000 | \$0.0130 | \$41,600 | | |
| Industrial Gallons Over 40,000 | 2,600,000 | \$0.0130 | \$33,800 | | |
| Total estimated users | 580 | | \$469,972 | | |

| 2021-2022 BUDGET | | | | | | | | |
|-------------------------------------|--------------|-------------------------|------------------|------------------------|-------------------|------------------------|----------|--|
| <u>Quarterly Allocations</u> | <u>Units</u> | <u>New Annual Rates</u> | <u>Amount</u> | <u>Quarterly Rates</u> | <u>Old Annual</u> | <u>Annual Increase</u> | <u>%</u> | |
| Unmetered | 77 | \$574.00 | \$44,198 | \$143.50 | \$534.00 | \$30.00 | 0.06 | |
| Residential (8,000) | 353 | \$478.00 | \$168,734 | \$119.50 | \$450.00 | \$28.00 | 0.06 | |
| Commercial Low Users (10,000) | 57 | \$478.00 | \$27,246 | \$119.50 | \$450.00 | \$28.00 | 0.06 | |
| Commercial/Residential (20,000) | 40 | \$950.00 | \$38,000 | \$237.50 | \$900.00 | \$50.00 | 0.06 | |
| Commercial (25,000) | 17 | \$1,250.00 | \$21,250 | \$312.50 | \$1,200.00 | \$75.00 | 0.06 | |
| Industrial (40,000) | 7 | \$1,900.00 | \$13,300 | \$475.00 | \$1,800.00 | \$100.00 | 0.06 | |
| Institutional Rate | 2 | \$12,500.00 | \$25,000 | \$3,125.00 | \$12,500.00 | \$500.00 | 0.04 | |
| Sewer Off Rate | 23 | \$320.00 | \$7,360 | \$80.00 | \$320.00 | \$0.00 | 0.00 | |
| Residential Gallons over 8,000 MS1 | 3,750,000 | \$0.0130 | \$48,750 | | | | | |
| Commercial Low Over 10,000 BCS1 | 300,000 | \$0.0130 | \$3,900 | | | | | |
| Res/Commer Gallons over 20,000 BCS2 | 2,000,000 | \$0.0130 | \$26,000 | | | | | |
| Commercial Gallons Over 25,000 BCS3 | 2,250,000 | \$0.0130 | \$29,250 | | | | | |
| Industrial Gallons Over 40,000 BIS1 | 1,750,000 | \$0.0130 | \$22,750 | | | | | |
| Total estimated users | 576 | | \$475,738 | | | | | |

**Town of Hardwick
Select Board
P.O. Box 523
Hardwick, Vermont 05843**

September 27, 2021

Re: Water and Sewer Rates for July 1, 2021 – June 30, 2022

Dear Ratepayers,

There have been some changes in this year's rate structure and we would like to give you a little background about the reasoning behind these changes.

In 2015, when the Town voted to approve the bond that included funds to install water meters for nearly all residential accounts, part of the rationale was that we could make billing more equitable. Without meters, ymost water users paid the same flat rate every quarter regardless of water usage. With meters we can make the billing more use-based – the idea being that the more you use the more you pay.

Every summer we form an ad-hoc committee comprised of representatives from the Town Clerk's office, the Town Manager's office, and the Select Board to create a rate structure for the coming year to propose to the Select Board. In an effort to move toward a more *use-based* rate structure for residential accounts, this year the committee proposed lowering the quarterly water allotment from 10,000 gallons to 8,000 gallons. This resulted in lowering the base rate from \$288.00 to \$252.00 and increasing the overage rate from \$0.007 to \$0.008 per gallon.

We hope that this change makes our billing more equitable without creating major changes for any individual user. This rate is set for one year and will be revisited and adjusted as needed next year and each subsequent year.

Hardwick Town Manager
Hardwick Town Clerk
Hardwick Public Works Director

David Upson, Jr.
Alberta Miller
Tom Fadden

(802) 472-6120
(802) 472-5971
(802) 472-6029