

**Meeting Minutes for Hardwick Downtown Commission
Zoom
Monday, February 21, 2022 9 a.m.**

Present: Shari Cornish, Katie Tandy, Sandy Scott, Tobin Porter, Emily Hershberger, Bethany Dunbar, Alison Low

Item #1: Discussion of interviews for RFPs. Can we record interviews done over Zoom? (Yes, with permission.) Alternatively, we can ask candidates to submit their presentations for commission members to review.

- There needs to be a quorum of members at each interview.

Discussion of scheduling interviews for week of February 28. Based on availability of candidates and commission members, interviews will be scheduled:

Community Roots, Monday, 2/28 between 1-2

Imperium, Wednesday, 3/2, at 1pm

Carrington, Thursday, 3/3, at 8:30 am

Do we expect to receive a presentation and proposal at the time of the interview?

- This was not explicitly requested in the RFQ follow-up email, though it was stated in the RFQ.

We must select and notify the chosen applicant the week of March 21 (as stated in RFQ).

Will meet Monday, March 14, at 8:30 am to discuss the proposals and interviews and choose a candidate.

Item # 2: Motion to accept minutes of previous meeting by Emily; seconded by Katie.

Item #3: Other business

- 15 organizations have signed up for the second set of banners. They have a deadline of March 18 to submit their artwork to Abrah Griggs; if anyone fails to meet the deadline, there are additional interested organizations who may take their spot.
- Opie will hire an electrician to do the work to add outlets to lampposts for lighting, as covered by the Winter Place Grant.
- The position of Community Development Coordinator for the town will be posted.
 - May be opportunity to include this person as part of our team.
- Bethany reports on Spring Festival: Committee, led by Sherry Lussier, is working on plans, budget looks good.
 - Receiving funding from Hazen and the Hardwick Rec. Committee and will seek community sponsorships.
 - The Better Place grant was considered but not deemed appropriate for this event.

- Casey Rowell will be seeking sponsorship for fireworks; it will be suggested that Sherry and Casey should combine fundraising efforts so that businesses aren't being asked twice.
- Perhaps community donations could be solicited with coin jars.

- Emily reports on progress with Co-op purchase of Village Market: The closing is scheduled for March 15. Both stores will remain open 6-8 weeks before the co-op moves completely to the VM space.
 - Co-op building will be sold, possibly in the summer. Two parties, including the Flower Basket, are interested.
 - A grand opening is planned for after construction projects on the VM building are completed.

- Shari reports on the Swinging Bridge project: Currently in limbo - it has not yet gone out for bid. The architect the town was working with died, and a new architect may be needed, as well as an engineer.

Meeting adjourned at 9:35 am.

Next meeting is scheduled for March 18, 2022, 9 a.m., either on Zoom or at Birdsong.

Minutes submitted by Sandy Scott, March 1, 2022.