

MINUTES REGULAR SELECT BOARD MEETING
6:00 P.M. Thursday, May 5, 2022
MEMORIAL BUILDING
20 CHURCH ST. 3RD FLOOR AND VIA ZOOM

Select Board

Eric Remick, Chair
Ceilidh Galloway-Kane - *Zoom*
Elizabeth Dow
Shari Cornish
Danny Hale - *Zoom*

Others Present

David Upson, Jr. Town Manager
Casey Rowell, Business Manager
Michael Henry – Interim Police Chief
Tonia Chase – Town Clerk

Others Present

Nora Demuth

Regular Meeting

6:05 P.M. – Eric Remick, Select Board Chair, called the meeting to order.

Set/Adjust Agenda – none

Communication from the audience – none

6:05 P.M. – Select Board to approve minutes for the Regular Select Board meeting of April 21, 2022, and the minutes of the ARPA Public Hearing of April 21, 2022

Upon motion by Shari Cornish, seconded by Elizabeth Dow, the Select Board voted to approve the minutes for the Regular Select Board meeting of April 21, 2022, and the minutes of the ARPA Public Hearing of April 21, 2022, both as written. Ceilidh abstained.

6:06 P.M. – 6:14 P.M. Town Manager’s Report– Given by David Upson

David talked about “children at play” signs being requested in Town, 911 signs, speed bumps on West Church St., the bids for the Wastewater plant project and progress on the pedestrian bridge. See attached report for full details.

6:14 P.M. – 6:18 P.M. Road Foreman Report– Given by David Upson

See attachments for the report which outlines what the Public Works department has been working on. Ceilidh asked about any clean up where the old Sr. Center was next to the library. There are not any immediate plans to do work on this since it’s part of the library construction. It was suggested that maybe a sign to indicate that it’s a work in progress, so people don’t see it as a dark hole.

6:18 P.M. – 6:21 P.M. Hardwick Police Department Report - Given by Interim Police Chief Mike Henry

Mike shared that they have hired another officer, Paul Barnard. He is Level II Certified. The plan is to send him to the Academy to become Level III certified. Mike shared that we picked up the new cruiser and it is currently being outfitted.

The Police Department is currently working on revamping all their policies. Some are outdated. They want to move to a digital platform for the policies. Mike hired Ed Miller to assist with this. He is a retired Trooper who specialized in policy writing.

6:21 P.M. – 6:22 P.M. Item #1 Select Board to consider reappointing Doug Casavant for Hardwick Town Forest Fire Warden for a 5-yr term

Upon motion by Danny Hale, seconded by Ceilidh Galloway-Kane, the Select Board voted to reappoint Doug Casavant as the Hardwick Town Forest Fire Warden for a 5-yr term

6:22 P.M. – 6:23 P.M. Item #2 Select Board to consider approval of a liquor license for 41 So. Main LLC d/b/a The Scale House

Upon motion by Elizabeth Dow, seconded by Shari Cornish, the Select Board voted to approve a liquor license for 41 So. Main LLC d/b/a The Scale House.

6:23 P.M. – 6:25 P.M. Item #3 Select Board to consider approving an updated Internal Controls Policy

No major changes, mostly updating titles of employees (ex: Admin Asst. changed to Business Manager). Added protocols for email approvals of invoices, updated Accounts Payable schedule to bi-weekly, and removed anything that no longer applied. The former version was shared with Select Board prior to this meeting.

Upon motion by Shari Cornish, seconded by Elizabeth Dow, the Select Board voted to approve the updated Internal Controls Policy.

6:25 P.M. – 6:30 P.M. Item #4 Select Board to consider appointing Paul Barnard as a Hardwick Police Officer

Upon motion by Danny Hale, seconded by Elizabeth Dow, the Select Board voted to appoint Paul Barnard as a Hardwick Police Officer.

Ceilidh asked about the number of Officers and their Level of certifications. Currently, we have 3 full-time Officers and 3 part-time Officers working, all of whom are Level II certified. We have a fourth full-time Officer who is in the Academy and will eventually become Level III, but that will take time, probably at least a year. Mike is not counted in the four full-time above and he is the only Level III certified. They would like to hire a Sergeant and another Level III, but there have not been any applicants for this level. As of now, it makes more sense to work with our existing officers to help them to become Level III certified.

6:30 P.M. – 6:33 P.M. Item #5 Select Board to consider approving the 2022 Local Emergency Management Plan (LEMP)

Upon motion by Elizabeth Dow, seconded by Shari Cornish, the Select Board voted to approve the 2022 Local Emergency Management Plan.

6:33 P.M. – 6:40 P.M. Item #6 Select Board to hear from Nora DeMuth (The Flower Basket) about her economic development loan application to purchase the Buffalo Mountain Co-op building

Nora DeMuth gave some background about the Flower Basket wanting to purchase the Buffalo Mountain Co-op building. She is coming to the Board with a request to finance the purchase of the building. Ceilidh asked about the timeline. If the funding hasn't come through, they are hoping to at least start leasing the space once

Buffalo Mountain moves out. She is hoping that they can get into the space by July. The personal financial details will be discussed in Executive Session later.

Select Board Reports: Shari wanted to remind everyone about Green Up Day this Saturday. Green Up Day bags are at the Hazen Union High School Library and will also be at a couple of locations in E. Hardwick the day of the event. She also shared that Solid Waste District ARC in Barre is now taking lithium batteries for a \$3 fee. She and David have a meeting with Lisa Ryan from Historic Preservation next week.

Ceilidh shared that the Equity Committee is having their first training given by the Peace & Justice Center with a focus on Racism. This training is more specifically for stakeholders because only a certain number of people are allowed. Other trainings for community members will be available in the future.

Ceilidh shared that there may be funding available from the Office of Racial Equity to support the type of work that the Equity committee is doing. We must complete a survey to be considered for this funding. The Select Board generally agrees that the survey should be completed. This is not a guarantee of funding, just puts us in the queue for possible funding.

Tonia reminded everyone that taxes are due on Tuesday, May 10. Their office will be open from 7-7 on Tuesday.

The Business Manager shared that we have about \$1.4M more in taxes to be collected by May 10.

Ceilidh asked about water rate setting and about next steps for ARPA spending. Add to next agenda to develop a plan for how we are going to decide on where to spend ARPA funds.

New Business: None

Old Business: None

6:51 P.M. *Upon motion by Elizabeth Dow, seconded by Shari Cornish, the Select Board voted to enter an Executive Session per 1 V.S.A. § 313 to discuss a loan contract.*

7:43 P.M. Exited Executive Session.

The Select Board directed the Town Manager's office to reach out to Nora Demuth with a counteroffer to her request. Based on the Town's Economic Development policy, they would be willing to look at a \$50,000 loan to the operating company Quickfox Hamilton, LLC d/b/a The Flower Basket for a 10-year term that could assist with renovations/fit-up. We would want a lien on business assets and real estate, but we are willing to take a subordinate lien position. We would like to see her financing package for the building purchase before moving forward though.

7:45 P.M. Eric Remick, Select Board Chair, adjourned the meeting.

Minutes taken by: _____
Casey Rowell, Business Manager

Minutes approved by: _____
Eric Remick, Select Board Chair