

**MINUTES REGULAR SELECT BOARD MEETING**  
**6:00 P.M. Thursday, August 4, 2022**  
**MEMORIAL BUILDING**  
**20 CHURCH ST. 3<sup>RD</sup> FLOOR AND VIA ZOOM**

**Select Board**

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

**Others Present**

David Upson, Jr. Town Manager  
Amanda Fecteau, Payroll Administrator  
Mike Henry, Interim Police Chief  
Tom Fadden, Road Foreman  
Tracy Martin, CDC  
Heather Carrington, Consultant CCDS

**Others Present**

Katie Tandy  
Bethany Dunbar  
Josh Oakley  
Gary Michaels  
Doug Bedell  
Gary Holloway  
Jim Lovinsky

**Regular Meeting**

**6:02 P.M.** – Eric Remick, Select Board Chair, called the meeting to order.

**6:03 P.M.** – Set/Adjust Agenda – Need to add a second Executive Session pursuant to 1 V.S.A. § 313 to discuss a personnel evaluation.

*Upon motion by Danny Hale, seconded by Elizabeth Dow, the Select Board approved the adjusted agenda as stated.*

**6:03 P.M.** – Communication from the audience - *none*

**6:04 P.M.** Select Board to approve minutes for the Regular Select Board meeting of July 21, 2022

*Upon motion by Ceilidh Galloway-Kane, seconded by Elizabeth Dow, the Select Board voted unanimously to approve the minutes for the Regular Select Board meeting of July 21, 2022, as written.*

**6:04 P.M. – 6:18 P.M.** Town Manager’s Report– Given by David Upson

David reported that he attended the Black Dirt Farm Compost Kickoff meeting at the Town Garage this evening. If any residents are interested in compost pods, please contact Black Dirt Farm.

He also reported that the Town received \$2,650.93 in the National Opioid Settlement that the Town opted into about a year ago. Ceilidh asked if this money would go into the Police budget, and David said no.

The Town is also looking into a town wide messaging system, and doing a town wide reappraisal a year earlier than scheduled. See report for more details.

Next, the Town was presented a contract with NEK Community Broadband related to the disbursement of the town ARPA funds for the investment in their fiber to the home project. NEK Broadband is considered a Community Union District (CUD) by statute.

*Upon motion by Danny Hale, seconded by Elizabeth Dow, the Select Board voted unanimously to approve the Town Manager to sign the contract with NEK Community Broadband related to the disbursement of the ARPA Town Funds.*

Lastly, David had a few Public Service announcements:

- He asked that people not cross on the corner of Main Street and Wolcott Street, near the Village Diner, as it's very dangerous. There's a sidewalk to the side of the Diner that can be used.
- There's been a request to put more trash receptacles on Main Street. The ones in front of Positive Pie are often overflowing. However, Tom mentioned that the deal was that Positive Pie would change the trash out if it got full and the Town hadn't yet picked it up. There are spare trash bags in the bottom for that purpose. The Select Board agreed and decided against adding more receptacles.
- Cars should not pull out of the Village Diner and enter Main Street. They should enter Wolcott Street when leaving the Diner.
- There's a need for a Cemetery Sexton at Sanborn Cemetery. If you're interested, please contact the Town Manager's Office.

**6:18 P.M. – 6:27 P.M. Road Foreman Report– Given by Tom Fadden**

Tom reported that the sidewalk work on Church Street has been put to a stop due to other unexpected projects. However, he's hoping that it will be finished in the next two to three weeks.

The Highway crew responded to a water leak at the end of Cottage Street. This leak was leaking for a while due to old pipes.

The Bayley Hazen project has been started. They have put stamatt down on Hopkins Hill Rd. and Bunker Hill Rd., and the crew has also been grading various roads.

Next, Tom reported that the 1-ton is down, the excavator has a hydraulic leak, and the F250 is still waiting for parts.

Lastly, Tom reported on some of the projects that are on the horizon:

- Working on the water system at the Depot for the Sprinkler System
- Brush cutting
- Fixing a 3-foot culvert on Hardwick Farms.

**6:27 P.M. – 6:32 P.M. Hardwick Police Department Report - Given by Interim Police Chief Mike Henry**

Mike reported that the 2017 cruiser has been sold, the policies have been finished, and there's a new Hardwick Police website. The website is [www.hardwickpolicevt.com](http://www.hardwickpolicevt.com). Mike thanked Officer Paul Barnard for his great work with the website and the Facebook page.

The Select Board commented how much the Police have been out patrolling and thanked them for their hard work.

Ceilidh mentioned that East Hardwick residents keep hearing a siren noise throughout the day, however there are not any emergency vehicles that show up. Mike said that if people hear this noise, to report it.

**6:32 P.M. – 6:50 P.M.** Item #1 Heather Carrington of Carrington Community Development Services to give presentation about Downtown Commission progress

Heather Carrington, along with Downtown Commission board members, presented a ten-page report about the Downtown. See report for more details as it explains, in depth, the progress that has been made to date with the application for Downtown Designation. Any feedback, questions, additions, or deletion should be presented to Heather as this report will be submitted to the State in order to start leveraging available State and Federal resources to make improvements to Hardwick's Downtown.

Heather reported that she started her process by holding interviews within Town. The results were remarkably consistent with the fact that business community is the primary strength of Downtown Hardwick. The interviews also identified that there's a need to identify infrastructure and design improvements to the Downtown. For example, improvement in the bicycle and pedestrian infrastructure would be one key factor for the town.

Heather also identified the assets, challenges, priorities, and goals that associate with Downtown Hardwick. The commission has walked the boundaries that make up the Downtown, and has identified some changes since the 2016 Downtown Business Survey was completed.

Heather told the board that within the Downtown the Town owns 13+ acres of property. This could be very beneficial if specific changes were made. There are properties in Downtown (not necessarily owned by the Town) that are empty. The Downtown Commission and the Town should work together to finish some of the projects that are being worked on; example the swinging bridge, and to help the property owners get the buildings up and running. Heather also recommended that the Town hire a consultant for 10 hours a week to work with the Community Development Coordinator so that grant work isn't being duplicated on these projects.

There was discussion on the current "Village Center" boundaries and Heather stated that there might be room to expand the future "Designated Downtown" boundaries to include buildings such as the Dental Clinic and Health Center along with Hazen High School.

The timeline to have this project submitted is the end of December. However, Heather will be back in October to present another draft of this project.

**6:50 P.M. – 7:04 P.M.** Item #2 Select Board to receive update on Police staffing levels/certifications as well as the budget status

Mike and David presented a memo to the board of the Police staffing levels/certification and how FY23 budget year will look like. Mike mentioned that the Police Officers are working partially under grant funds that were given to the Town. These funds need to be used by September 30, 2022. This will be considered net revenue for the Town. The Town's Community Development Coordinator is looking for other grant opportunities to help with the overall Police budget. David mentioned that the Town of Hardwick could also reach out to other towns for specific needs and create contracts. An example would be covering a town for traffic control from July to September. This is a possibility that still needs to be worked out.

The Select Board has asked to see quarterly updates on the Police budget status and any changes in staffing.

**7:04 P.M. – 7:09 P.M.** Item #3 Update on "Safe Streets and Roads for All" grant and discuss if the Town should apply for this grant program

Danny stated that he met with Tracy Martin, who is the Town's Community Development Coordinator, and

Dave Gross, who is the chair of the Planning Commission to determine if the Town should apply for the “Safe Streets and Roads for All” grant. Tracy did a lot of research and realized that the grant has a tight deadline and is very competitive. They also looked at the Better Connections grant and they feel that it would be a better fit for Hardwick.

Danny mentioned that Tracy is doing a great job with this position.

**7:09 P.M. – 7:21 P.M.** Item #4 Select Board to discuss Town owned Carey. Rd. property and if they are interested in selling it to Kingdom Bent, LLC for housing

Danny suggested that the Board have a general discussion on how to property should be classified (industrial, residential etc.), and what the Town truly wants to do with the property. Ceilidh suggested that the Board form a task force. After some discussion, Danny, Ceilidh, and David agreed to start the task force. They also would like to invite the Zoning Administrator into the discussion.

Tom mentioned that the property has two-inch piping, so the plans and design for that property will need to include getting new piping.

**7:21 P.M. – 7:26P.M.** Item #5 Item Select Board to make formal resolution for forming Cannabis Control Commission

David presented to the board a draft of the resolution for forming a Cannabis Control Commission. The Select Board discussed that they would appoint and reappoint members of the Commission. They asked that David make the changes that were discussed.

### **Select Board Reports:**

- Danny reported that VASA has been working on the Hardwick/Woodbury Rail Trail.
- The work on Wright Farm Road will start this Fall.
- Shari reported that the Primary voting will happen August 9, 2022 at the Town House. Voting will be from 9 AM to 7 PM.
- The Town is also looking for Justice of the Peace. If interested please contact the Town Clerk’s Office.
- Elizabeth reported that the Hardwick Historical Society is presenting a program on August 10, 2022 on “How to Search Newspapers Online.”

**New Business:** None

### **Old Business:**

- Ceilidh mentioned that the ARPA funds would be distributed after October 1, 2022 and can be requested no later then December 31, 2023. Those receiving ARPA funds will need to provide a formal letter requesting those funds, and within one year of receiving those funds will need to fill out a questionnaire explaining what the funds were used for. The plan is to report a summary in the annual Town Report explaining the ARPA Fund contribution projects.
- Doug Bedell missed the communications from the audience, and wanted to ask the board various questions:
  - Is there going to be another Town wide vote for the Library, and will the Town be putting more funds towards the project? The Select Board stated that there was already a bond vote, and that

there wouldn't be another vote. The Town has already committed \$585,000 to the Library, so currently the Town doesn't plan to commit anymore funding towards the project.

- Is the work being done to the Swinging Bridge, and the answer is yes.
- He also asked about the bike lane going through Main Street, David mentioned those were temporary lines.
- Doug also told the board that he suggested Ray Small charge \$2 for the paper, instead of \$1 to hopefully get a hard copy of the paper back into Town. Lastly, he stated that drivers are still speeding on Spring Street.

**7:35 P.M.** *Upon motion by Danny Hale, seconded by Ceilidh Galloway-Kane, the Select Board voted to enter Executive Session pursuant to 1 V.S.A. § 313 to discuss a personnel matters to include the Town Manager and a legal counselor.*

**8:05 P.M.** Exited Executive Session. No action taken.

At this time the legal counselor and the Town Manager left the meeting.

**8:05 P.M.** *Upon motion by Danny Hale, seconded by Ceilidh Galloway-Kane, the Select Board voted to enter Executive Session pursuant to 1 V.S.A. § 313 to discuss a personnel evaluation*

**8:30 P.M.** Exited Executive Session. No action taken.

**8:30 P.M.** Eric Remick, Select Board Chair, adjourned the meeting.

Minutes taken by: \_\_\_\_\_  
Amanda Fecteau, Payroll Administrator

Minutes approved by: \_\_\_\_\_  
Eric Remick, Select Board Chair