

**MINUTES REGULAR SELECT BOARD MEETING**  
**6:00 P.M. THURSDAY, May 16, 2024**  
**MEMORIAL BUILDING**  
**20 CHURCH ST. 3RD FLOOR AND VIA ZOOM**

**Select Board**

Eric Remick, Chair  
Ceilidh Galloway-Kane, Vice Chair  
Shari Cornish  
Tim Ricciardello  
Danny Hale

**Others Present**

David Upson, Town Manager  
Amanda Fecteau, Payroll Administrator  
Tom Fadden, Road Foreman  
Mike Henry, Police Chief  
Tonia Chase, Town Clerk  
Tracy Martin, CDC

**Others Present**

Scott Johnstone, HED  
Dave Gross  
Paul Fixx  
Raymonda Parchment  
Doug Runne  
Scott Beck

**Regular Meeting**

**6:00 P.M.** – Eric Remick, Select Board Chair, called the meeting to order.

**6:00 P.M.** – Set/Adjust Agenda – Remove item #6 and move it to July 18<sup>th</sup> meeting. Add an executive session per 1 V.S.A. § 313 Select Board to discuss contracts to include the Town Manager and Scott Johnstone.

*Upon motion by Danny Hale, seconded by Ceilidh Galloway-Kane, the Select Board voted to adjust the agenda as stated.*

**6:03 P.M.** Communication from the audience-

Tracy Martin, Community Development Coordinator, reported that the Hardwick Downtown Partnership (HPD) received a grant award of \$33,487.00 from their application to VT Urban & Community Forestry Program's Community Tree Planting Grant. The grant will fund the planting of 30 trees in and around downtown. HPD is using an adopt a tree program to make sure that the trees are out of the Town's right of way. HDP and the Conservation Commission will work with the Tree Warden, Geoff Fehrs to plant the trees.

Paul Fixx reported that he has resigned as Chair of NEK Broadband Board. He will remain on the executive committee and continue to serve as the Hardwick Representative and report to the Select Board on future developments. Paul then introduced Raymonda Parchment and further announced that she has been hired as an intern working for the Hardwick Gazette to attend and cover all of the Select Board meetings.

Scott Beck introduced himself and stated that he is running for Senate.

**6:08 P.M.** – Select Board to approve the minutes of the Regular Select Board meeting of June 6, 2024

*Upon motion by Danny Hale, seconded by Ceilidh Galloway-Kane, the Select Board voted to approve the minutes of the Regular Select Board meeting of June 6, 2024, as written.*

**6:08 P.M. – 6:26 P.M.** Town Manager Report – Given by David Upson

David reported that at the Wastewater Treatment Plant the underground storage tank was removed and sitework has been worked on. He and Kristen Leahy also met with Aldrich & Elliot, Guidehouse Consulting, and the State

of Vermont to discuss the future plans to bring the Wastewater Treatment Facility up to codes and standards in case of another natural disaster.

David has also been working on the Pedestrian Bridge, FEMA buyouts, and request for proposals (RFP's) for the Creamery Road.

The Town has been working with the Watershed Protection and flood prevention, sponsored by NRCS in order to do a preliminary investigation on Cooper Brook corridor in the village for flood prevention. This phase of the project has no financial obligation.

*Upon motion by Shari Cornish, seconded by Ceilidh Galloway-Kane, the Select Board voted to authorize the Town manager to write a letter to request assistance in the preliminary investigation for Cooper Brook, sponsored by NRCS.*

Next Tuesday, June 25 Hardwick will be hosting the VCDP conference at the Town House. There will be approximately 150 people.

See Town Manager report in the attachments for further information.

**6:26 P.M. – 6:42 P.M. Road Foreman Report – Given by Tom Fadden**

Tom reported that the crew has been grading, working on ditches, and hauling staymat. They are planning to haul sand in the next couple of weeks. He's working on grant work and trying to fix specific roads and ditches. Mowing will be done the week of July 8, 2024. Weather permitting, they will fix a washout on Hardwick Farms Road.

Tom mentioned that the crew planned to fix the right-hand side of Church Street's sidewalk, starting next week. However, there was discussion on how the Town should be bidding this project out so that the crew isn't necessarily doing all the work as this isn't a high priority item. This was a grant, and it has approximately \$23,000 that needs to be spent by the end of summer 2024. Tom stated that bidding this project out would use the money up quickly, and there won't be much of the sidewalk that will be fixed. The Select Board pushed this decision back to the Town Manager to allow the Town Crew to do what is best for the town and being able to prioritize projects. The Town Manager will provide updates.

**6:42 P.M. – 6:53 P.M. Hardwick Electric Report (HED)- Given by Scott Johnstone**

Scott Johnstone, Interim General Manager, reported that despite the changes in the department the team has been great. They are working on public trust issues and working on public announcements to get the community involved.

HED is still looking for a General Manager. If anyone is interested, the job description is on their website. They are also looking for linemen.

Scott also stated the Legislature is changing the utilities bills, and he is trying to prepare Hardwick to determine effectiveness and efficiency for all of the changes. This doesn't necessarily mean that the utility bill will change.

Eric asked about the Wolcott Hydro plant. Scott stated that he is still working with FEMA. All electronics have

been lifted 10 feet in the air. The generator will be installed in the next couple of weeks. The dredging needs to be fixed, and this needs to go out to bid. The current goal is to have the hydro plant running in the next two or three months.

**6:53 P.M. – 6:55 P.M.** Hardwick Police Department (HPD) Report – Given by Mike Henry

Mike reported that Jason Schlesinger has resigned. He stated that he has two officers in the part time academy, and he's trying to get them into the August- full time academy.

**6:55 P.M. – 6:57 P.M.** Item #1 Select Board to consider approving a liquor licenses – *Action needed.*

Tonia reported that Cabot is new, and that Caledonia Spirits wants a permit for the entire summer for the Hardwick Farmers Market. She also stated that two of the companies have not paid, however, the next meeting is July 18<sup>th</sup>, and she wants to be able to process these licenses before then. She anticipates the payment will be in the next week.

*Upon motion by Danny Hale, seconded by Ceilidh Galloway-Kane, the Select Board voted to approve the following liquor licenses:*

**First Class license for:**

RBI Hardwick, LLC d/b/a Positive Pie (fee not paid)

**Second Class Licenses for:**

Cabot Foods, Limited d/b/a Cabot Creamery – Yellow Barn

DG Retail, LLC d/b/a Dollar General (fee not paid)

**Third Class Licenses for:**

RBI Hardwick, LLC d/b/a Positive Pie

**Outside Consumption Permit for:**

RBI Hardwick, LLC d/b/a Positive Pie

**Special Events Permit:**

Caledonia Spirits, Inc.

**6:57 P.M. – 7:08 P.M.** Item #2 Select Board to receive updated and amended Unified Development Bylaws from Zoning Administrator on behalf of Planning Commission and set a public hearing date for September 5

*Upon motion by Danny Hale, seconded by Tim Ricciardello, the Select Board voted to approve the Public Hearing for September 5, 2024, starting at 5pm for the Unified Development Bylaws.*

Dave Gross stated that the amendments seek to create more housing-related allowable uses, reduce minimum required dimensional standards in the zoning district served by municipal water and sewer infrastructure, align minimum off-street parking requirements to the statutory requirements of the Vermont Home Act, improve community flood resiliency, create clarity in multiple sections, add and clarify definitions. Please see the attachment for more information.

**7:08 P.M. – 7:19 P.M.** Item #3 Select Board to review proposed traffic ordinance changes and consider

adopting the changes – *Action needed*

Mike stated that the ordinance changes are focused on parking issues. The parking in Downtown has shifted parking spaces have shifted. There is a small change to Depot St. there has been no parking on the East side and now no overnight parking on the other side of Depot Street to allow for Town House events. Otherwise Eric noted that the changes were aligning the ordinance with what is painted on the ground. Mike noted that there is no parking in the intersection and a few other things that have been corrected.

Once this is approved, there's a 30-day public comment period, and if no changes are made, then the changes will go into effect.

Ceilidh asked what happens if a parking ticket doesn't get paid. Mike said that eventually it could get towed.

*Upon motion by Ceilidh Galloway-Kane, seconded by Danny Hale, the Select Board voted to approve proposed changes and approve the updated traffic ordinance.*

Doug Runne with the Caledonia ATV club received a landowner permission slip to open up a trail on Wapanacki Road. They are wondering if Hardwick will allow them to change the All-Terrain Vehicle Ordinance and open up the roads to ATV use. The Select Board requested a map and asked for this issue to be pushed to a future meeting.

**7:19 P.M. – 7:23 P.M.** Item #4 Select Board to approve and sign the lease agreement from VTrans for the trailhead in East Hardwick- *Action needed.*

*Upon motion by Danny Hale, seconded by Tim Ricciardello, the Select Board voted to approve the lease agreement from the VTrans for the trailhead in East Hardwick.*

Ceilidh stated when the flood occurred last July, it washed out Steven Lane due to run off. Currently, the parking lot for the trailhead is supposed to be on Stevens Lane. The Select Board is going to start looking at fixing the runoff and help with parking for the trailhead.

**7:23 P.M. – 7:30 P.M.** Item #5 Select Board to review and consider approving the “Sale of Real Estate” Policy -*Action needed.*

A policy was developed and reviewed by the town offices. Danny questioned the final note regarding deed restrictions. David shared an example to illustrate an example of a deed restriction. Ceilidh stated that the point of the policy is to ensure that the process is fair. Eric expressed the need for a method to convey real estate but felt the word “rehabilitation” was misleading. Danny requested “different wording”. Ceilidh agreed to “wordsmith” the policy and bring it at a future meeting for consideration.

**7:30 P.M. – 7:41 P.M.** Item #6 Select Board to approve the water and wastewater connection application for the Yellow Barn- *Action Needed*

David mentioned that there will need to be a permit for the Yellow Barn, and a permit for the Accelerator building. Tonight, David stated that this connection application is for the Yellow Barn in order for Cabot Creamery to start up in a few weeks. David is asking that the fee be waived since the Yellow Barn is owned by the Town. The tenants will be the rate payers.

There was some confusion on the dynamics of the Yellow Barn, so the Select Board will present the dynamics and the pilot program at a future meeting.

*Upon motion by Tim Ricciardello, seconded by Shari Cornish, the Select Board voted four to one to approve the water wastewater connection application for the Yellow Bard, to waive the fee, and to authorize the Town Manager to sign the application.*

*Eric- Yay  
Ceilidh- Yay  
Tim- Yay  
Shari- Yay  
Danny- No*

**7:41 P.M. – 7:47 P.M.** Item #7 Select Board to approve the FY25 Fuel bid recommendations for propane, heating oil and on road diesel- *Action Needed*

The Select Board discussed the off-road diesel and the difference between the fixed and variable costs. The budget is \$75,000 for FY25.

*Upon motion by Ceilidh Galloway-Kane, seconded by Danny Hale, the Select Board voted to approve the Irving bid for FY25 for heating, propane, and the variable off-road diesel.*

**7:47 P.M. – 7:56 P.M.** Item #8 Select Board to review and approve the Hardwick Fire Department SCBA Compressor Bids – *Action Needed*

*Upon motion by Danny Hale, seconded by Tim Ricciardello, the Select Board voted to approve Bergeron Protective Clothing company to replace the Hardwick Fire Department's air compressor in the amount of \$40,778.58 for an open framed system.*

**Select Board Reports:** None

**New:**

- Ceilidh asked if the Town would be willing to work with JP Sicard for fireworks in the future.
- Tim mentioned that the Town could collaborate with Civic Standard to help with trailhead signs for the LVRT. David stated that Tracy is checking for contractors to install the kiosks. Danny pointed out the vendors were most appropriate to install the Kiosks at the Trailheads.

**Old Business:**

- Eric asked about a computer security update before September.
- David mentioned that there will be a project management training for staff members coming soon.

**8:02 P.M.** *Upon motion by Tim Ricciardello, seconded by Ceilidh Galloway-Kane, the Select Board voted unanimously to enter Executive Session per 1 V.S.A. § 313 for contract discussions to include Town Manager, HED Interim Manager.*

**8:40 P.M.** Exited Executive Session. No action taken.

**8:40 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