

**MINUTES SELECT BOARD MEETING**  
**6:00 P.M. Thursday, May 19, 2016**  
**HARDWICK MEMORIAL BUILDING**  
**3<sup>RD</sup> FLOOR MEETING ROOM**

**Select Board**

Eric Remick, Chair  
Kathleen Hemmens, Vice Chair  
Kory Barclay  
Shari Cornish  
Elizabeth Dow- Absent

**Others Present**

Jon Jewett, Town Manager  
Lawrence Hamel- Service Officer  
Aaron Cochran, Police Chief  
Amanda Atwood, Payroll & Benefits Admin.

**Others Present**

Mike Bielawski-Gazette

**6:00 P.M. – Select Board Chair to call regular Select Board meeting to order**

**6:01 P.M. – Approval of the minutes of the regular Select Board meeting of May 5, 2016**

*Upon motion by Shari Cornish, seconded by Kory Barclay, the Select Board voted to approve the minutes of May 5, 2016 regular Select Board meeting as written.*

**6:02 P.M. – 6:03 Set/Adjust Agenda:** As per the request of the Town Manager, the following adjustments were made to the agenda:

- (1.) Added the appointment of the Health Officer and the Deputy Health Officer – resolution to appoint goes to the Health Department.
- (2.) Added signing of loan documents for the purchase of a new line truck by HED.
- (3.) Added appointment of Recreation Committee Members - Derek Williams Nicole Miller, Katharine Ingram, Ron Wiesen, Kathleen Hemmens, and Joe Brosseau.
- (4.) Added Select Board approval of Town Manager to sign contract for architectural services for \$21,300 and contract for environmental sampling for \$2,000, projects to assist with the planning efforts of the Library. The Library is to use its own funding separate from the Town of Hardwick in moving ahead with these projects.

Deleted Item # 1, Select Board to discuss Caledonia Travelers Annual Trail Maintenance Plan for summer of 2016.

**6:03 P.M. – 6:15 Communication from the Audience**

Larry Hamel, the Town's Service Officer, reported that he had a specific situation where the Lamoille County Sheriff's Department placed an individual from Johnson into the Hardwick Motel. This placement was due to the individual needing to be removed and separated from his current situation. According to the last legislative bill that was passed, each town is required to have a Town Service Officer, but in section H575 it states that it eliminates the general assistance role for the service officers. This means that the service officers don't have authority or any tools to work with (related to state assistance services). Larry is concerned that situations will continue to happen where he can't provide the individual with the support or the tools that he needs to move forward. Aaron Cochran, Police Chief, reported that he also dealt with this same situation and noticed that there are just a few motels in the area that will host these individuals with these particular conditions. Larry takes this job very seriously and it's very important to him to be able to

help others. Larry said he will continue to help others as needed and the Select Board agreed to give Larry the proper support to move forward.

**6:16 P.M. – 6:47 P.M. Town Manager Report – Given by Jon Jewett**

Jon reported on the water meter project, sidewalk project for South Main Street, delinquent taxes, parking suggestions near Hardwick Village Restaurant, the Gravel Parking Lot Job, reappraisals, and the Library's efforts to move ahead with an addition. (See report for more details.)

**6:47 P.M. – 6:56 P.M. Road Foreman Report – Given by Jon Jewett**

Jon reported on the retrofits made to the Town's grader, the status of the Granite Street Paving Project, the progress on the Town's excavator repairs, and the possibly of purchasing a sweeper for the Town's Bobcat. (see report for more details.) There was a discussion around the need for an excavator in Town and the need for a commercial sized street sweeper. No action was taken.

**6:56 P.M. – 7:13 P.M. Police Department Report – Given by Aaron Cochran**

Aaron reported that there have been increases in the level of complaints about parking on a bridge. Earlier in 2015, the Hardwick Select Board approved changes to the Town Traffic Ordinance to allow up to four vehicles to park on the bridge on North Main Street. Aaron reported that due the concerns of several residents, he researched the DMV Driver's Manual, the DMV Law book, and he has called the Enforcement Division at DMV. He stated that under State statute, it is illegal to park on bridges or elevated structures; however, parking on similar structures in other areas of the State, contrary to the law with apparent impunity. There was a plan to paint the lines for the parking spaces last year, but due to recent center line painting by the State, staff held off repainting the lines until spring. Larry Hamel, Owner of The Hardwick Inn, spoke about the importance of parking for downtown Hardwick, not only for his business, but for other businesses. The Select Board agreed to continue with a trial and have asked the Town Manager to have staff reposition the center line and paint the parking spots.

**7:14 P.M. - 7:16 P.M Item #1 Add the appointment of the Health Officer and the Deputy Health Officer – resolution to appoint goes to the Health Department.**

Upon motion by Kathleen Hemmens, seconded by Kory Barclay, the Select Board voted to reappoint Richard Brochu as Health Officer and Jon Jewett as the Deputy Health Officer for the Town of Hardwick for a 3 year term.

**7:16 P.M. - 7:17 P.M. Item # 2 Add Select Board approval and signing of loan documents for the purchase of a new line truck by HED.**

Upon motion by Kathleen Hemmens, seconded by Kory Barclay, the Select Board voted to approve and sign the loan documents for HED to purchase a new line truck.

**7:17 P.M. - 7:18 P.M. Item #3 Add appointment of Recreation Committee Members - Derek Williams Nicole Miller, Katharine Ingram, Ron Wiesen, Kathleen Hemmens, and Joe Brosseau.**

Upon motion by Kory Barclay, seconded by Shari Cornish, the Select Board voted to approve the appointment of the Recreation Committee Members as listed.

**7:19 P.M. - 7: 21 P.M. Item # 4 Add Select Board approval for Town Manager to sign contract for architectural services for \$21,300 and the contract for environmental sampling for \$2,000 to assist with the planning efforts of the Library. Library is to use its own funding separate from the Town of Hardwick in moving ahead with these projects.**

Upon motion by Shari Cornish, seconded by Kathleen Hemmens, the Select Board voted to approve the Town Manager signing the Architectural Service contract and the Environmental Sampling contract for the amount listed above to assist the planning efforts of the Library.

**7:22 P.M. – 7:24 P.M. Item # 5, Select Board to discuss and take action on the Public Safety Building Community Room usage policy.**

Upon motion by Shari Cornish, seconded by Kathleen Hemmens, the Select Board voted to approve the policy for the Public Safety Building Community Room.

**7:24 P.M. – 7:26 P.M. Item # 6, Select Board to discuss and take action on the new FY17 water/sewer rates. Rates are increasing by approximately 3% for both water and sewer.**

Upon motion by Kathleen Hemmens, seconded by Kory Barclay, the Select Board voted to approve the budgeted water and sewer rates, which will become effective July 1, 2016.

**7:27 P.M. – 7:30 P.M. Item # 7, Select Board to discuss and take action relating to changes in the Zoning fee schedule.**

Upon motion by Kathleen Hemmens, seconded by Kory Barclay, the Select Board voted to approve the changes in the Zoning fee schedule; adding a ten dollar fee for a demolition permit and thirty-five dollars for a sign permit.

**7:30 P.M. – 7:43 P.M. Item # 8, Select Board to discuss and take action on the changes to the Town of Hardwick Personnel Policies.**

Upon motion by Shari Cornish, seconded by Kathleen Hemmens, the Select Board voted to approve the changes in the Personnel Policies as presented to the Select Board.

**7:43 P.M. – 7:46 P.M. Item # 9, Select Board to discuss and approve special event liquor license for the Hardwick American Legion Post.**

Upon motion by Kathleen Hemmens, seconded by Kory Barclay, the Select Board voted to approve the license for an Outdoor Liquor Consumption Special Event License for the Hardwick American Legion Post.

**Select Board Reports-** Shari reported that the Downtown Commission is preparing to take an inventory of all the downtown businesses and are hoping to build a directory for networking between all of the businesses. She reported that First Friday will begin June 3, 2016.

**New Business - None**

**Old Business None**

**7:51 P.M. Upon Motion by Kathleen Hemmens, seconded by Kory Barclay, the Select Board voted to go into Executive Session, Personnel Matters.**

**7:51 P.M. - 8:12 P.M. Executive Session - Relating to a Personal Matters - No action taken.**

**8:13 P.M. - 8:26 P.M. Economic Development Loan Application for S&E Projects, LLC**

Upon Motion by Kathleen Hemmens, seconded by Kory Barclay, the Select Board voted to approve a refinancing of an economic development loan for S&E properties at a rate of 1% above the Bank of Boston loan rate and for a 10 year term pending completion of all necessary documents, securities and payment of all necessary fees.

**8:28 P.M. Eric Remick, Select Board Chair, adjourned the meeting.**

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

Minutes taken by: \_\_\_\_\_  
Amanda Atwood, Payroll and Benefits Administrator