

MINUTES SELECT BOARD MEETING
6:00 P.M. Thursday, May 5, 2016
HARDWICK MEMORIAL BUILDING
3RD FLOOR MEETING ROOM

Select Board

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

Others Present

Jon Jewett, Town Manager
Amanda Atwood, Payroll & Benefits Admin.
Aaron Cochran, Police Chief
Tom Fadden, Road Foreman

Others Present

Jessica Manchester Rec. Coordinator
Mike Sullivan, HED
Chris Ingram, Rec. Volunteer

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

6:00 P.M. Approval of the minutes of the regular Select Board meeting of April 21, 2016.

Upon motion by Elizabeth Dow, seconded by Kathleen Hemmens, the Select Board voted to approve the minutes of April 21, 2016 regular select board meeting as written.

6:01 P.M. Set/Adjust Agenda –None

6:01 P.M. - Communication from the Audience – None

6:01 P.M. – 6:16 P.M. Town Manager Report – Given by Jon Jewett

Jon reported on the water meter project, South Main Street Project, Downtown Grant, Water System Asset Management, and the Lease Agreement- LVRT land near Town Garage (See attached report for more details.)

6:16 P.M. – 6:25 P.M. Road Foreman Report – Given by Tom Fadden

Tom reported recent issues with the water and sewer line on Buffalo Street and in the trailer park on Mackville Road. Tom is trying to get a camera from Hartigan's to find out specifically where the intrusion leak may be into the sewer line on Mackville road, as the Town's camera can't go far enough into the sewer line to identify the intrusion point. He reported that the road crew is all caught up with grading and they have been out fixing and opening up ditches and culverts. The excavator is not running properly, but the parts will be coming in next week and Tom hopes it will be the final fix. The town crew has also been helping Hardwick Electric with traffic control while they install the LED streetlights. Tom stated that street sweeping will start next Saturday, May 14, 2016, and be completed in one day. The Town is using “Avery’s”, the same company the Town contracted with last year.

Lastly, Tom reported that Poulin Lumber was having a water meter installed that required the water service to be shut off. Tom couldn’t shut the water off due to a blockage in the valve box. Subsequently, they noticed up to two more shutoffs to the same property and eventually found one that worked. The road crew still has at least five more shutoffs that they need to dig up and repair. Jon mentioned that Ivan Menard is starting to replace water service lines for customers who have corroded or damaged service lines. This is

being done to help the Town complete the water meter installation project.

6: 26P.M. – 6: 48P.M. Police Department Report- Aaron Cochran

Aaron reported that he had spoken with Doug Bouchard, CEO of the Northeast Kingdom Human Services Agency that serves Caledonia County, about how to handle emergency mental health situations that involve the Hardwick Police Department and a person with mental health issues. Aaron said that currently, in a mental health emergency, it can take several hours for the proper agent to respond and perform the mental health assessments, of the individual, which can tie up the local officers for hours, and it has put officers in difficult situations where they have to make split second decisions about arresting an individual. This is a statewide issue, in which Hardwick is trying to get a better handle on it in the local area. Aaron and Kathleen have talked with Doug about the possibly of doing teleconferencing, which could save time and money. Due to the involvement of federal funding, the proposal for teleconferencing was submitted to Washington D.C. (Human Services Agency). After discussions, the Washington office wasn't comfortable with the proposition, largely due to issues of confidentiality requirements for mental health conditions. It was suggested that the Town approach the Vermont Department of Mental Health, which identified an issue with the potential of an unsecure teleconference located in a Police Department, but they indicated that they would consider the idea if it was in a separate more confidential location. Aaron said that there happens to be a State/agency office located near Hardwick where conferences could likely happen. The next step is to have Aaron and Doug sit down and draft initial policies. The State will need to review the policies and move ahead if appropriate. Kory asked how often do mental health situations occur. Aaron responded that it doesn't happen every week, but there are more mental health related situations than there are DUI's in the Town of Hardwick. Elizabeth asked what the transmission media is since there's different ways to do teleconferencing. Aaron said that they already have a system set up at the mental health agency's building since they do meetings with child psychiatrists using teleconferencing.

Aaron reported about the Governor's Highway Safety "Click it or Ticket" campaign scheduled for the last part of May. He also stated in general, that in the month of April 2016, the Hardwick Police Department experienced 353 logged incidents, which were 102 more incidents than reported for April 2015. Aaron calculated the incidents from January to April. In 2016, they had 200 more incidents than in 2015 in that period of time and there were 300 more incidents in 2014, than for the same period of time.

Aaron reported that there has been a major increase in heroin related incidents around the Northeast Kingdom. Due to the potential presence of needles, Aaron and Tom suggested that Greenup participants use rakes to pick up trash rather than hands. Aaron said, people need to watch for needles, and if they see any they need to report them immediately to the Police Department. There have also been some issues around "one pot-cooking" of bottles used as portable meth labs that have been on the news. This material can be found in in closed soda bottles and can be explosive. He suggested that people don't pick up anything that looks suspicious and supervise any children who are helping.

Aaron reported that he and Officer Tetreault attended a "Below 100 training". This was a training program about the simple things that officers should watch for to keep themselves and the public safer when responding to incidents. Examples include being aware of speed, wearing a seatbelt, and wearing a protective vest. Aaron noted that in this county there haven't been fewer than 100 deaths of police officers attending to an incident since 1943.

6:48 P.M.- 7:02 P.M. Hardwick Electric Report Mike Sullivan

Mike reported that the Electric's major spring project is done. It was a \$320,000 transmission line upgrade and there weren't any safety related accidents or injuries during the project. He also reported that the next big project will be replacing the HED computer, server, and software system for all customer billing and accounting information. There is a deadline of June 1st to get that completed. Next, he spoke about a line truck that HED had intended to buy and needed signed paperwork. However, he is no hurry because the secondhand one HED purchased is working out fine to date. He noted that the paperwork was sent to the Select Board to sign, which they did, but further in the process it was discovered that the documents didn't lay out the details as they should have. He said that they are redrafting the documents and he is asking the Select Board approve the new documents at the next Select Board meeting in two weeks. The Electric Department has been working on the installation of streetlights and they expect to be done by May 6th, 2016. Jon suggested having a short meeting for anyone that would like to come in front of the Select Board to discuss any problems folks might have with the project.

Mike spoke about the budget cuts which included cutting the State Dam Safety program. He said to continue the program, dam owners need to register all dams and pay a fee to the State. Each Dam now has a \$1,000 registration fee per year, but after further discussion, the State will pay for an Emergency Action Plan for dam owners, which will save HED money in the long run. Mike mentioned a theft of wire from the HED storage facility. HED is investigating further into this matter and will be taking inventory soon. Mike also spoke about the new call center project, which is due to start June 1st. It is designed to answer all the phone calls at the same time and explain why there is a power outage. Lastly, Mike is looking into a partnership with Washington Electric with an automated metering piggyback system to decrease radio frequency complaints and to help with billing information, and to save money.

7:02 P.M.-7:32 P.M Jessica Manchester

Jessica reported that the Recreation Committee is working on a pump track project that is proposed to go onto Atkins Field. Jessica has worked closely with the Center of Agriculture (CAE) for the past couple of months. She has done a lot of work, but needs the approval of the Select Board before she can go any further, and before she goes in front of the CAE (Atkins Field) Committee on May 11th. Chris Ingram, who is working with Jessica made a design for the pump track and presented it to the Select Board. This track will be made out of dirt and will have small hills about four feet tall, although they have been approved for six feet. It was pointed out that the CAE didn't want to carry the certificate of insurance liability, so Jessica asked the Town to do so since it was a Town/CAE partnership. After some investigating, the VLCT (Town insurance company) agreed it will provide insurance, but there needs to be specific procedures followed before it's completed. Kory asked who will maintain this track. Chris said that he will since he lives right here in town. Elizabeth asked what the possibility was of someone getting hurt. Chris mentioned that there is a pump track in Johnson and they haven't been any noted injuries. Shari suggested that there should be signs saying that you're riding at your own risk.

Kathleen Hemmens made a motion to authorize Jon to work with the Recreation Committee to put this project forward as proposed, as a Town project, seconded by Kory Barclay. The Select Board unanimously voted to approve the motion.

7:32P.M. – 7:32 P.M. Item # 1, Select Board to discuss turning parking space near the Clip Joint into a handicapped parking space. (This item was deleted by Jon).

7:32 P.M. – 7:37 P.M. Item # 2, Select Board to discuss and approve Bond resolution for the Church

Street Waterline ratifying the vote.

Eric read the Validation Resolution. The Select Boards knows there was an issue with the warning dates, but this time it was well warned and it the bond was approved for a second time. See attachment for further details.

Upon motion by Elizabeth Dow, seconded by Shari Cornish, the Select Board voted to approve the resolution.

7:38 P.M. – 7:46 P.M. Item # 3, Select Board to discuss and take action on the paving bids for 2016

Tom announced that paving will be done this year on Granite Street, and on from Granite to Elm Street. There were three bids that came in. Tom discussed all three bids. See attachment for the paving estimates.

Kory Barclay made a motion to accept Pike's Bid providing that the work will be completed before Memorial Day weekend, the motion was seconded by Kathleen Hemmens and the Select Board voted to approve Pike's Bid for paving for 2016.

7:47 P.M. – 7:48 P.M. Item # 4, Select Board to discuss and take action on Belly Bar LLC and Black Bird Catering First Class Liquor Catering Permit

Select Board discussed each catering company to determine where they were and what they did. It was understood that these two companies will work out of the Vermont Food Venture Center as their home base.

Upon motion by Elizabeth Dow, seconded by Kory Barclay, the Select Board voted to approve both liquor licenses.

7:48- 7:51 Item # 5, Select Board to discuss and take action on Step 3 Church Street waterline application

Upon motion by Elizabeth Dow, seconded by Kory Barclay, the Select Board voted to approve the Step 3 application for the Church Street waterline project.

7:51- 7:52 Item # 6, Select Board to discuss and take action on lease agreement for Railroad Property near the Town Garage and Railroad Depot.

Upon motion by Kathleen Hemmens, seconded by Shari Cornish, the Select Board voted to approve the lease agreement between the Town of Hardwick and the State of Vermont for the (LVRT) railroad property near the Town Garage and the Depot. The lease will be for five years with 4 options to renew.

Select Board Reports – Shari reported about the VT Vaudeville show to be held at the Town House May 13th at 8pm and May 14th at 2pm and 8pm.

Elizabeth reported about the Historical Society annual meeting to be scheduled at the Town House.

New Business – None

Old Business – None

7:54 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