

MINUTES SELECT BOARD MEETING
6:00 P.M. Thursday, October 6, 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 Administrator
Aaron Cochran- Police Chief
Tom Fadden- Road Foreman
Alberta Miller- Town Clerk
Ken LaCasse- Sewer Supervisor

Others Present

Mike Bielawski-Gazette
Rick Holton
Coco Brown-Holton
Dave Mitchell- HED
Nancy Kellogg

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 September 15, 2016

Upon motion by Shari Cornish, seconded by Kathleen Hemmens, the Select Board voted to approve the minutes of the September 15, 2016 regular Select Board meeting as written.

6:01 P.M. – 6: 04 Set/Adjust Agenda –

Jon stated that he needed to add Dave Mitchell for a Hardwick Electric Report. He would also like postpone the discussion of the Trash Ordinance (Item #2), and replace it with the Skid-Steer discussion.

Upon motion by Kathleen Hemmens, seconded by Shari Cornish, the Select Board voted to adjust the agenda as stated.

6:04 P.M. – 6:12 Communication from the Audience

Nancy Kellogg reported that she has some feedback, comments, and concerns with the draft of the Trash Ordinance, and would like to speak about it the next time it is on the agenda. She also mentioned that the Central Vermont Solid Waste Management District (CVSWMD) is having a hard time coming up with quorum each time they meet, and would like the Select Board to appoint an alternate representative. The CVSWMD meets the first Wednesday of each month.

Alberta Miller reported that the Election is being held on November 8th and there's still time to get an absentee ballot if needed. If anyone would like to request an absentee ballot please call the Town Clerk's office. For those who would like to vote, you must be registered by November 2nd in order to vote on the 8th. If anyone is unsure if they are registered, please call to ask. Elections will be held at the Elementary School from 7am to 7pm.

6:12P.M. - 6:15 Hardwick Electric Report- Given By David Mitchell

Dave Mitchell reported that the Hotline truck is back after replacing the engine twice. While Hardwick Electric was down a truck, the employees were working on specific services, line extensions, and maintenance modifications at the substation. At the last board meeting, the board reported that the revenue was under budget by .84%, and the expense was under by 3.22%. Dave also reported, that the Corporation Response Center contract has been signed and the process will be complete within the next four weeks. Hardwick Electric has been working through billing issues for metered customers. The billing is accurate, but the supporting meter readings are causing the numbers on the bills not to matchup properly. Hardwick Electric is planning to meet with their attorney to talk about any updates on the lawsuit, and will update the Select Board after their meeting.

6: 15 P.M. – 6: 28P.M. Town Manager Report – Given by Jon Jewett

Jon reported on the Hardwick/ Greensboro Police Contract, the addition to the Library, the water meter project, the storm water planning, the Highway Asset Management project, and the NCIC meeting that he attended (see report for more detail).

6:28 P.M. – 6: 41P.M. Road Foreman Report – Given by Tom Fadden

Tom reported on the projects that the Town Highway department has been working on since the last meeting. He reported on equipment repairs/maintenance, support for the water and the wastewater systems, doing small projects within the village, and stabilizing boards on the swinging bridge and Fisher Follies Bridge. Tom would like to fix the swinging bridge this fall. The last time it was worked on was in 2007. The process would be short sections at a time, so tourists don't have to go around it. Fisher Follies needs to be re-decked. This project is projected to be done by the Town in the summer of 2017. Material will be around \$10,000 for pressure treated 6*6 decking wood. (See report for more details).

6:41 P.M. – 6:51 P.M. Police Department Report – Given by Aaron Cochran

Aaron reported there have been 280 total incidents in the month of September. He reported that with Halloween approaching there are different events within the Town that the community should be aware of. The Masonic Hall will be having a Halloween Party on Saturday October 29th starting at 6:30pm. There will be a costume contest for children up to grade eight. Games will also be provided. The United Church is collecting candy to provide to those who get a lot of Trick-or-Treaters. The Police Department is one of the drop-off locations for the candy. The United Church will drop the candy off to homes on the 27th. Aaron also spoke about the two K-9 Dogs; Kubo's training ends November 4th and his graduation is November 18th. Atos will retire at the end of December 2016. There will be an open house before he leaves the department. Aaron will provide more details about the open house at a later date. Lastly, Aaron reported that the arrangements with Northeast Kingdom Human Services, to perform emergency mental health assessments, remotely via video, are almost complete. This is a Pilot Project that will be adopted statewide if successful.

6:51 P.M. – 6:56 P.M. Item # 1, Select Board to review Financial Controls Checklist presented by Alberta Miller. Action necessary.

Alberta presented to the Select Board a Financial Controls checklist that was submitted to the Vermont League of Cities and Towns. This checklist identifies those staff members who perform the record keeping and manage the monies of the Town. (See report for more details).

Upon motion by Kathleen Hemmens, seconded by Shari Cornish, the Select Board voted to sign and approve the financial control checklist.

6:56 P.M. – 7:10 P.M. Item # 2, Select Board to revisit the Bobcat Skid-Steer regarding repairs or purchasing. Action Necessary.

Eric explained that he had a chance to see and drive the Toolcat while it was at the garage. He stated that the Bobcat had been sent to Champlain Valley Equipment to get a better estimate on what work needs done to it. He also had a chance to see underneath the Bobcat and reported to the Select Board that there was no end to the rust, and unfortunately it needs a lot of work. The current Skid-Steer jumps when trying to start it, due to the guide plates freezing up. Shari and Kathleen asked Tom what the best recommendations were for the Town. Tom gave the Select Board two recommendations; a new Skid-Steer, the Toolcat, or fixing the current Skid-Steer. Champlain Valley Equipment gave Tom an estimate of \$6844.86, but stated that number was only a rough estimate as they may find other problems once they start on the repair. The trade in value

of the current Bobcat is only listed for \$6500. Jon stated he and Tom don't have a specific opinion, and they would make things work either way. Tom suggested that if the Town were to buy a new Bobcat we would probably have to replace it every five years due to the front end salter. For the Toolcat, being the first experience, it's hard to predict how many years it will be until the Town would need to replace it, but Tom was hoping between six and ten years as it has a rear end salter that will not rust the bottom of the machine.

Upon motion by Kathleen Hemmens, seconded by Shari Cornish, the Select Board voted four to one to approve the purchase of the Toolcat.

7:10 P.M. – 7:12P.M. Item # 3, Select Board to review liquor license request for Havana- 802 Restaurant. Action necessary.

Alberta presented a class one liquor license for the new restaurant in Hardwick, located in the Bemis Block. Havana 802 will open October 7th, 2016.

Upon motion by Kathleen Hemmens, seconded by Elizabeth Dow, the Select Board voted to approve the first class liquor license.

7:12 P.M. – 7:19 P.M. Item # 4, Ken LaCasse to propose to the Select Board the purchase of a new camera for videoing Town sewer lines. Action necessary.

Ken LaCasse, Sewer plant Supervisor, reported that the current camera for videoing the Town's sewer lines does not work at all, as it is about 20 years old. Ken uses the camera couple times a month, roughly, in order to detect issues within the pipes. Ken would like a new camera that has an option for an SD card so the information can be transferred and seen much easier. He presented three options to the Select Board; the Verisight, the Gen-Eye SD, and The Cable Center, Inc (see report for more details).

Upon motion by Kathleen Hemmens, seconded by Elizabeth Dow, the Select Board voted that after Ken does more research on these three options, Jon and Ken can make the final decision on the purchase.

7:19 P.M. – 7:22 P.M. Item # 5, Select Board to appoint team to bargain the new Highway Department Collective Bargaining Agreement. Action necessary.

Jon reported that the three year Highway Department Collective Bargaining Agreement is coming to an end and Jon would like a team to bargain the new agreement this fall. He would like another two to three year agreement. Kory Barclay, and Kathleen Hemmens volunteered their time to help Jon out with union negotiating. The initial meeting will be held on October 19th at 10am, the third floor of the Memorial building.

7:22 P.M. – 7:31 P.M. Item # 6, Select Board to consider establishing the day of the week for Town notices to be posted in the Caledonian Record, if the Hardwick Gazette should cease operation. Action necessary.

It was brought to Jon's attention that should the Hardwick Gazette cease operations, that the Town offices will need to still post notices in another paper. With past experiences, Jon feels that the Caledonian Record will be the best paper to operate with.

Upon motion by Kory Barclay, seconded by Shari Cornish, the Select Board voted to approve that notices will be posted in the Caledonian Record on Friday's, if the Hardwick Gazette should cease operations.

7:31 P.M. – 7:33 P.M. Item # 7, Select Board to consider Northeast Kingdom Community Action application for increased water and sewer capacity at 192 Richardson Road in Hardwick. Action necessary.

Jon reported that the Northeast Kingdom Community Action is looking into purchasing a single family

home on 192 Richardson Road in Hardwick in order to have a better location for their Head Start Program. There is an application that needs to be signed in order to increase water and sewer capacity,

Upon motion by Elizabeth Dow, seconded by Kory Barclay, the Select Board voted to authorize Jon to sign the application for the increase in the water and sewer capacity at 192 Richardson Road.

Select Board Reports- Kathleen reported that everyone should check out the Peace Park in downtown Hardwick as it is very beautiful and peaceful. Eric reported that the Pumpkin Walk will be on October 9th on the trails, 6pm. Shari reported that Vaudeville will be on the 21st and 22nd, Tickets are available at the Galaxy Bookstore and online. She also reported that Hazen's Drama Club will be presenting the Sound of Music on November 3rd, 4th, and 5th at the Hardwick Town House. Elizabeth Dow reported that the Historical Society will be holding a book talk, *Rosie's Mom*, on October 17th, 7pm.

New Business- Shari reported that the Town House will be shut down the week of November 8th until the first week in March.

Old Business- N/A

7:38P.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 & Benefits Administrator