



## Hyde Park Roads Committee Final Mission Statement – 04/10/2014

### Why form a Committee?

The Selectboard is seeking information and recommendations on three areas of concern with existing town highways. This committee would research the technical, legal and practical aspects of each area of concern and then report out to the Selectboard.

- 1) Private Roads & Current Inventories – What makes up the “town highway system” and what is the condition of those road sections? Are we maintaining private roads or properties? What are the costs to improve roads and maintain roads?
- 2) Limited Use Roads – What existing town-maintained roads are providing limited public benefit and can the related annual maintenance costs of those roads be reduced or eliminated. Public Benefit meaning improvements that benefit the general population and should the town use that as a basis for determining the appropriate use of taxpayer funds. Some maintenance costs are required on all town highways, such as under state law: 19 VSA § 985. **Injuries from defective bridges and culverts:**
  - (a) *If damage occurs to a person, or his or her property, by reason of the insufficiency or want of repair of a bridge or culvert which the town is liable to keep in repair, the person sustaining damage may recover in a civil action.*
- 3) Moratorium on New Town Highways and Discontinuance of Existing Roads – Until this committee’s report is presented, should the Selectboard stop accepting new town highways? For roads that are not now serving a general public interest, should those sections be discontinued or reclassified in order to reduce the town’s annual highway maintenance costs? For any roads that are now in a state of disrepair or are found costly to maintain, should those sections be upgraded or discontinued?

### Goal:

Decrease the costs of maintaining town highways and make recommendations on capital improvements to meet future needs.

### Specific tasks:

Four main objectives for the committee:

- 1) Identify all town highways (Class 2, 3, and 4) receiving year-round or seasonal maintenance, including any private roads being maintained by the town, as well as areas of truck or school bus turnarounds that now extend onto private property (outside the town’s assumed 50-foot ROW). Private roads and Class 4 town highways that are being maintained on a regular basis, including snow plowing, should be brought to the Selectboard’s attention as soon as possible during the committee’s work.
- 2) Evaluate the existing conditions and average maintenance costs of town-maintained town highways, including Class 4 town highways but not including trails.

- 3) Recommend sections of town highways (Class 2, 3 and Class 4) that should be reclassified or discontinued, if any, based on technical, financial and other factors, whether sections of roads should continue to be maintained, be maintained in a new manner, or be discontinued or reclassified. Class 2 roads are significant paved town roads (connecting to state highways typically) and would not be subject to reclassification.
- 4) All roads proposed to be maintained by the town in the future should be ranked, by section, as:
  - a. acceptable with retreatment only per a regular maintenance schedule,
  - b. minor improvements needed before retreatment (typically major culvert replacements and reclaim of short to mid-length road sections), or
  - c. major improvements needed before retreatment - with an estimate of project cost and timing.

#### **Committee Term:**

From the date of committee creation to the date final recommendations and report are submitted to the Selectboard (at a warned public hearing) – 12 months or up to two years, if needed (not meant to be a long-term standing town committee).

#### **Membership – Five Members with One Year Terms:**

- **Brian Jones** – Selectboard’s Highway Department Liaison
- **Greg Paus** - Hyde Park Planning Commission Chair
- **Mike Dubie** – Hyde Park Road Foreman
- **Jim Heath & Monica Heath** – Hyde Park Taxpayers; Former Selectboard Chair (Jim)
- **Troy Hayford** - Village of Hyde Park Trustee designee

#### **Staff:**

Town Administrator  
Lamoille County Planning Commission  
Town Attorney  
Engineering Consultant, if necessary

#### **Proposed Action Items for first meeting:**

1. Adopt Purpose and Goals Statement
2. Agree on format and schedule for meetings – every two weeks or monthly, mornings, afternoons or evening meetings; one hour meetings or 90 minute meetings; group discussion or Chair to lead discussion – Proposal: 2<sup>nd</sup> and 4<sup>th</sup> Mondays from 4:30 to 5:30 pm at Town Office, 344 Route 15 West
3. Set tasks, deadlines and responsibilities; to be reported on at each subsequent meeting
4. Approve public outreach methods and tools to share information; such as Front Porch Forum, News & Citizen; manage an email list for anyone wanting minutes and agendas
5. Recognize that changing town practices could negatively impact some taxpayers.
6. Visiting road sections in both winter and summer will help the committee understand existing conditions and make solid recommendations in the final report.