

**HYDE PARK SELECTBOARD  
MEETING MINUTES**

**November 10, 2011**

Members Present: Rick (Jim) Heath (RH), Chairman; David Gagnier (DG), Vice-Chair; Brian Jones (BJ), and Mike Dubie (MD)  
Members Absent: Roger Audet (RA)  
Others Present: Ron Rodjenski, Town Administrator; Green Mountain Access Ch 15; Town Accountant Glenna Pound, CPA;

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RH called the meeting to order at 6:00 p.m.

1. Proposed FY2013 Budget – Historical Society – Harold Bailey was present to ask that since society representatives will not be around at town meeting day could a Selectboard member present the Society’s request. Projects needing funding next year are improvements to the bathroom and finishing the fire escape which amount to a request for \$10,000. RH agreed to present the request to voters at Town Meeting.
2. Public Comment – No public comment received.
3. Hyde Log Cabin – Rodjenski reported that the State called today and the Town of Grand Isle is showing more interest in keeping the cabin, but nothing is final yet. Under state law, the cabin must be offered to Grand Isle and if not interested then the State must offer it to the Town of Hyde Park.
4. Glenna Pound, CPA – Review FY11 Compilation Report on Town Finances – Glenna explained that in a compilation, the budget to actual is determined then the new fund balance is calculated, requiring only 12 adjustments this year, which is fewer than previous years. Glenna expressed her appreciation for town staff, Kim, Dawn and Monita, and informed the Board that it has been excellent to work the town with this year. GASB 54 changed this year and the Board will see it in the fund balances on page 4 of her report which now shows restricted funds, committed funds which are set by the Selectboard and assigned funds which are encumbrances from the prior year. RH expressed his appreciation for the town staff and Glenna’s work on the report.
5. Proposed FY2013 Budget – Recreation Committee - Deanna Judkins explained that expenses are exceeding revenue and the committee is considering allowing more groups to use the fields for a fee. DG offered that local kids programs should not be charged for use and the town might be going out to bid for town-wide field/lawn maintenance to lower maintenance costs. Deanna agreed that more events could be pursued that could draw additional revenues with an overall goal of making the fields self-sustaining. Deanna agreed that level funding in FY2013 was acceptable.
6. Review minutes of October 13, 2011 - Defer until December meeting.
7. Proposed FY2013 Budget – Emergency Management & Fast Squad – Brad Carriere explained that the \$3,000 being requested for FY13 was for necessary replacement of batteries which need to be replaced every five years. Brad stated that the budget would return to the \$2,000 level for equipment when batteries did not need to be replaced. Brad intends to be at town meeting to answer any questions. Brad offered that the

Selectboard should consider acquiring a generator for the highway department or town office buildings and Rodjenski will check on potential grant sources.

8. PUBLIC HEARING – RH opened the 2<sup>nd</sup> of two required Public Hearings on the 2011 Town Plan. No public comment was received. Motion by BJ to approve the 2012 Town Plan, Seconded by DG. So voted.
9. Proposed FY2013 Budget – Lanphear Memorial Library – Jim Noyes and Emily Dearborn presented the library’s 2013 budget which showed no proposed increase in town funding.
10. Merger of Village Plan and Town Plan - Rodjenski reviewed the process to merge the two existing plans into one with the assistance of the regional planning commission. LCPC is working on a kick-off meeting proposed for Dec. 7, 2011 at Lanpher Library.
11. Highway Department Issues
  - a. Town Road Standards – Discussion with Amanda Holland, LCPC is deferred until the December meeting
  - b. New Plow Truck – Update by Member Dubie – Truck received but some minor repairs needed under warranty so the truck is going to Clark’s Truck Center.
  - c. New Lighting in Garage – Member Dubie reported that seven companies were called with only Wayne Electric submitting a quote of \$7,900. The Board discussed going with the bid or replacing fixtures in the current location, which should be cheaper. DG to check on new lights being swapped out to match existing lengths.
  - d. Sweeper Grant – The 4<sup>th</sup> round of quotes are due December 5<sup>th</sup>. Motion by BJ to authorize DG to award the sweeper bid up to \$20,000. Seconded by MD. So voted.
  - e. Highway Access/Driveway Permits - Richardson property. Action tabled until a review of subdivision conditions and discussing at the December board meeting.
  - f. Spring 2011 FEMA Grant 1995-DR-VT – Rodjenski reported that grant funds will hopefully be received by 12/31/2011.
  - g. Front Porch Forum – Rodjenski sent out an email seeking donations, but no responses yet to help with the \$2,500 start-up fee.
  - h. Speed Study Request at Sterling View – State feels speed limit is appropriate and the state letter was sent to interested parties.
12. Town Administrator Report
  - a. Discuss new sign locations for town offices and some sketches to be presented at the December meeting.
  - b. Appoint Sharon Anderson – Trustee of Public Funds, to 3/2013. Motion by MD to appoint Sharon Anderson to Trustee of Public funds through 3/2013. Seconded by BJ. So voted.
  - c. Discuss Policy on Disposal of Town Assets. DG expressed concern for \$500 being high. MD felt it would not apply very often in highway. Rodjenski offered that it is one way to allow staff to make decisions, with review, and keep smaller items off the Selectboard agenda. Motion by BJ to approve the policy. Seconded by MD. Voting: 3 in favor 3, 1 against – DG. Motion passed.
  - d. Discuss creation of town charter for the town, delinquent tax collector moving to appointed position and Paul Gillies pamphlet on charters. A meeting with the Trustees on Dec 8<sup>th</sup> was requested to review charter process, merging the town and village, or anything else that might come up and to try to meet at least annually with the Trustees, possibly each January.

- e. Reviewed 'Town Project List'.
  - f. Reviewed 'Grants Watch' report.
  - g. Warrants, Discount Invoices, Payroll – Motion to authorize DG to sign off on warrants and payroll on behalf of the Selectboard outside of regular board meetings and at the recommendation of the town treasurer. Seconded by BJ. So voted.
13. Monthly Financial Report – Budget FY2013 will be worked on over the next month and a first draft completed by 12/08 by departments and liaisons. Hyde Park Fire Chief Ed Webster will be attending the December board meeting.
14. Review Town Orders – Motion by BJ to approve the town orders, seconded by MD. So voted, except that MD abstained from payroll as he is a town employee.
15. Other Business
- Myette Pond Enforcement Matter – The town attorney is seeking a Selectboard member to be authorized to represent the Selectboard in the Myette Pond environmental court mediation. Motion by DG to authorize BJ to represent the town in the Myette Pond matter. Seconded by MD. So voted.
  - Sexual Harassment Training – Set for December 8<sup>th</sup> at 4:30 p.m. which is mandatory for town staff and strongly recommended for elected officials.
  - Crosswalk Signs – Sue Roberge asked if signs can be bolted to road and DG told her no. Sue told DG that if residents moved the signs then they wouldn't be liable. MD advised that the signs should not be put out in the winter and everyone can share the task in the summer.
  - Line Striping – DG estimated a new line striping unit for village fog line, crosswalks, etc. would cost about \$4,500. Rodjenski will look into grant resources for equipment.
16. Adjourn – MD motion to adjourn at 9:00 p.m. Seconded by RA. Motion approved.