

**HYDE PARK SELECTBOARD
MEETING MINUTES
November 8, 2012**

*All minutes are draft until approved by the Selectboard; please check future minutes for approval of these minutes.
Meetings may be video taped and such recordings are held by Green Mountain Access Television – Recording Info:
PO Box 581, Hyde Park, VT 05655; info@greenmountainaccess.tv or 802-851-1592*

Members Present: David Gagnier (DG), Chair; Brian Jones (BJ), Vice-Chair; Mike Dubie (MD); Roland Boivin (RB); and Roger Audet (RA)

Members Absent: None

Others Present: Ron Rodjenski, Town Administrator; John Rohleder; Ryan Nolan, George Cook, Kevin Audet; Brad Carriere; Ralph Larson; Dave Lachtrupp; Charlie Aronovici; Emily Dearborn; Jim Noyes; Harold Bailey; Robert and Carolyn Jones; Ed Webster; Ben Green (Weston Sampson); Mike Smith (Weston Sampson); Green Mountain Access Television videotaped this meeting.

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

1. **Welcome and Public Comment** – No public comment was received.
2. **Review Minutes** – Motion by BJ to approve the October 11, 2012, and October 29, 2012, with one correction to 10-29-2012 – the meeting started at 8:00 a.m. (not pm). Seconded by RA. Voting: 5 in favor, 0 against, 1 abstained from 10-29-12 vote (MD - absent), motion passed.
3. **HPFD Draft Bylaws** – Chief Webster, Brad Carriere, Kevin Audet, George Cook, Ryan Nolan, and John Rohleder discussed the revised bylaws with the Selectboard. On Page 9, and elsewhere, the bylaw uses the term “hired” and the bylaws will be changed to say at the “time of membership”. On Page 26, the Board confirmed that the secretary takes minutes, keeps an accurate record of department activities and provides copies to the Selectboard when required. RA confirmed that at 20 years of service a member automatically receives honorary membership or it can be voted by the membership. Motion by RA to accept the Bylaws with the one change to the word “hired”. Seconded by BJ. Discussion: The next step will be a vote by the members of the department and the setting of an effective date, such effective date being reported back to the Selectboard. Voting: 5 in favor, 0 against, motion passed. Dave Gagnier recognized Kevin Audet for the work on the new shed. Brad Carriere was recognized for his emergency planning work in preparation for Hurricane Sandy.
4. **FY2014 Proposed Municipal Budget** - Lanpher Memorial Library Trustees; Jim Noyes, Treasurer and Emily Dearborn, Trustee Chair presented a memo on current activities and the growing demands on the library. Emily noted that the library is a vibrant place and the proposed budget changes included salary increases by about 3% and increased building maintenance costs. Emily noted that the hours of operation have been expanded and patron visits continue to increase. No final decision on the library budget was made. The Recreation Fields Committee budget discussion was deferred until December.
5. **Myette Pond; Zoning Enforcement** – The parties have submitted an agreement to the court that will require the existing pond to be drained by November 22, 2012.
6. **Highway Access Permit** – Green Park West / Waiver Request of Fee. Ralph Larson explained that the change in use of the property should not require curb cut amendments. The Board reviewed the curb cut presented tonight to allow up to 10 homes on the existing Green Park West Road access onto Battle Row Road. Rodjenski noted that since the road commissioner approved the existing drive as is on October 29, 2012, there would not be additional town costs for a final inspection. Motion by DG to waive the \$60 application fee. Seconded by RB. Voting: 5 in favor, 0 against, motion passed. Motion by BJ to approve the highway access permit for up to 10 homes. Seconded by RA. Voting: 5 in favor, 0 against, motion passed.
7. **Locke Ave Road Deeds & Survey** – DG reported that the road deed is done but two mortgage releases still need to be acquired, which Attorney Polow is working on. A copy of the filed road survey for Locke Avenue was handed out and reviewed by the board.

8. **Road Acceptance Policy** – The draft June 2012 Road Acceptance Policy was reviewed. Ralph Larson commented that the current town policy requires all new roads, whether public or private, to meet A-76 highway standards and those standards are very expensive, especially for smaller subdivisions. Larson suggested that the town policy should be modified to exclude the requirement to build to A-76 standards for smaller private subdivisions but he agreed that any new public highways should meet A-76 standards (with a minimum 24-foot travel width). Larson also recommended that the zoning and subdivision regulations should be updated for road design and construction clarity. Dave Lachtrupp explained that a lesser standard makes sense for private roads with the understanding that the town would not take over the road if not in compliance with A-76. Larson and Lachtrupp agreed that 18 feet was appropriate for 4 to 10 or so lots. Motion by MD to accept the 2012 Road Acceptance Policy for town roads. Seconded by RA. Voting: 5 in favor, 0 against, motion passed.
9. **PUBLIC HEARING 7:00 PM; 2012 Town and Village Comprehensive Development Plan** – DG opened the hearing. This is the first of two joint legislative body hearings required prior to adoption; and if no major changes, then the second joint hearing is set for Dec 12 at the Village Trustees' meeting. DG opened the hearing. Harold Bailey asked about the process and Charlie Aronovici stated that the planning commission, village trustees and regional planning commission have worked on the document. DG agreed to represent the Selectboard at the village trustee meeting on December 12, 2012. Harold Bailey asked if the new plan requires 10 acre minimum lots in order to use the PRD provision. Rodjenski explained that PRD details are left to the revisions in the zoning ordinance, but the plan draft does include goals for development that are similar to the PRD provisions which encourage the clustering of homes. The hearing was closed without amendment to the warned draft.
10. **Better Back Roads Report** – Ben Green and Mike Smith from Weston-Sampson reviewed their road study work under the Better Back Roads grant. Mike Smith thanked Mike Dubie, Highway Crew member for his participation in the report and Ben Green reviewed the content of the report which covered 6 sites from the 2005 report and 6 new sites. The only 2005 site not completed was the Crickett Hill project. The Brook Road project had some additional recommendations in addition to those outlined in the 2005 report. LCPC Transportation Planner Amanda Holland contributed to the report by adding two new sites. MD thought the drainage at McKinstry Hill intersection at Cooper Hill was a priority and DG would like to see the intersection improved. MD stated that the department wanted to do Crickett Hill improvements all at once for the entire road. Mike Smith stated that the improvements in the report still have to be weighed against financing and overall road safety as well as the road's risk to damage from weather. The Board will provide final comments to Ron by Wednesday November 14th.
11. **2012 Selectboard Rules of Procedure** – The Board reviewed the draft rules. Motion by MD to adopt the Rules of Procedure. Seconded by RA. Voting: 5 in favor, 0 against, motion passed.
12. **2012 Facility Use Policy** – The Final Draft Dated 11-08-2012 was reviewed. Motion by BJ to adopt the 2012 Facility Use Policy. Seconded by RB. Discussion: No alcohol is allowed, unless by licensed caterer. Voting: 5 in favor, 0 against, motion passed.
13. **2012 Purchase Order Policy** – The policy was adopted in May 2012 but no effective date was set. Motion by BJ to set the policy effective date of July 1, 2012. Seconded by RA. Voting: 5 in favor, 0 against, motion passed.
14. **Purchase Order #0008** – Town Parking Lot & Landscaping shows how the \$35,000 budget will be spent. Motion by MD to approve PO #0008; not to exceed \$35,000. Seconded by RA. Voting: 5 in favor, 0 against, motion passed.
15. **Draft Tax Stabilization Policy** – Introduction provided by Ron with discussion to continue at trustees meeting on December 12th as the current draft includes a joint Selectboard and Village Trustee committee to review and approve tax stabilization agreement contracts.
16. **Update Webster Barn and Common Acres** – No appeal was filed in the Larson DRB decision so the zoning administrator's notice of violation is final. The Board agreed with the DRB's recommendation to not pursue fines and penalties because the State is enforcing this matter already and the State allowed the events to continue for the days which are the subject of the town's notice of violation. The two Common Acres – Hick Jam - appeals were continued to Dec 4th by the DRB.

17. **Update on Sterling View Mobile Home Park Loan** – DG reported that the Wolcott Selectboard did not agree to the terms proposed by Ken Harvey to refinance his existing loan with the towns, so the two Selectboards should meet with Ken in the near future, possibly following the Dec 6th sheriff department budget meeting.
18. **Reports** – The October 2012 LCSD Police Incident Report was not available, the board reviewed the 'Town Project List' and 'Grants Watch' report and the town treasurer's Monthly Financial Reports
19. **Town Warrants and Orders** – Orders were reviewed. Motion by BJ to approve the payroll orders. Seconded by RB. Voting: 4 in favor, 0 against, 1 abstained (MD – town employee), motion passed. Motion by RA to approve town warrants. Seconded by MD. Voting: 5 in favor, 0 against, motion passed.
20. **Other Business** – The Selectboard wanted to see the mowing and maintaining contract at the McFarlane ball fields put out to bid this winter for future work. **Personnel Matter** - Motion by RA to move into executive session to discuss a personnel matter with the fire department. Seconded by BJ. Voting: 5 in favor, 0 against, motion passed. The Board came out of executive session.
21. **Adjourn** – Motion by BJ to adjourn at 8:34 p.m. Seconded by MD. So voted.