

**HYDE PARK SELECTBOARD
MEETING MINUTES
August 8, 2013**

All minutes are draft until approved by the Selectboard; please check future minutes for approval of these minutes. Meetings may be videotaped and such recordings are held by Green Mountain Access Television – Contact: 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; Roland Boivin (RB); Pete Couture (PC) and Roger Audet (RA)

Members Absent: None

Others Present: Ron Rodjenski, Town Administrator; Larry Demar; Alison Perkett; Brad Carriere, Hyde Park Emergency Management Director; Green Mountain Access Television videotaped this meeting.

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

1. **Welcome and Public Comment** - Brad Carriere presented the 2013 revisions to the town's Basic Emergency Operations Plan (BEOP) which include new names and phone numbers of the various emergency responders and agencies. Motion by PC to approve the 2013 BEOP. Seconded by RB. So voted. The Board discussed with Brad the need to improve the procedures for dispatching fire fighters, especially during town wide emergencies. A recent wind storm event resulted in overlapping responders and wasted time because the command center was not operating effectively. Brad acknowledged that a meeting with highway, fire and the Sheriff's dispatch staff would be a good next step. Brad agreed to organize the meeting and keep the Selectboard informed.
2. **Review minutes** – Motion by BJ to approve the minutes of July 11, 2013, as written. Seconded by RB. Voting: 5 in favor, 0 against, motion passed.
3. **Update on Donation of Melissa Gamble parcel on VT 100** – Ron updated the Board on the status of the donation of a vacant parcel of land at 5211 VT 100. The Town is waiting for the quit claim deed for review by the town attorney before recording in the land records.
4. **Alison Perkett** – Alison stated that she had an agricultural interest in the purchase of 5211 VT 100 as she would like to raise horses. The Board advised that the town has no definite plans for the land as they are just beginning to plan for capital improvements in North Hyde Park. Those improvements may involve this parcel and include pedestrian and streetscape improvements along Route 100. A grant was recently awarded by the Vermont Agency of Transportation to support the town's efforts.
5. **Community Confirmation of Local Planning; 24 VSA 4350 (a)** – Motion by RA to approve and sign the community confirmation of local planning. Seconded by RB. Discussion: Greg Paus has reviewed and updated the 2-page form. Voting: 5 in favor, 0 against, motion passed.
6. **Hawkeye International Ltd** – Hybrid Wind and Solar System – The Board reviewed the roof top solar and wind generators and had no objection. The HA Manosh 26 panel solar array project on Garfield Road and McFarlane Road was discussed and members agreed to contact Planning Commission Chairman Greg Paus directly with any concerns before the August 23 deadline to submit comments to the Public Service Board.
7. **Proposed Road Name** – River Bend Meadow Drive off Barnes Road. Motion by BJ to accept River Bend Meadows Drive. Seconded by RB. Voting: 5 in favor, 0 against, motion passed.
8. **Depot Street Stormwater Retrofit** – Reviewed one bid from HA Manosh. Motion by BJ to reject the bid because only one bid was received by the deadline and rebid the Depot Street Stormwater Retrofit Project but without an August deadline. Seconded by PC. Voting: 5 in favor, 0 against, motion passed.

9. **Town Volunteer Policy** – Motion by BJ to approve the town volunteer policy. Seconded by RA. Discussion: This policy clarifies that all vacancies will be advertised before appointments are considered. The Board directed that an advertisement on Front Porch Forum and in the local paper be taken out for the current planning commission vacancy created by the resignation of Mark Isselhardt. Voting: 5 in favor, 0 against, motion passed.
10. **Town Insurance Claims Policy** – Motion by RA to approve the insurance claims policy. Seconded by BJ. Discussion: Rodjenski explained that the policy requires that following any incident, such as a vehicle crash, personal injury or other event that results in a loss, employees would be required to submit an incident report to the Town Administrator. The policy does not apply to warranty items or miscellaneous damages to equipment that are not related to an event. Voting: 5 in favor, 0 against, motion passed. The Board discussed buying digital cameras for highway and emergency management personnel to record all damages and losses. Ron will work on setting up emergency management, fire and highway with access to digital cameras. Digital cameras would be extremely beneficial in loss events related to weather, especially documenting flood damage.
11. **Lamoille County Sheriff's Department (LCSD) Annual Patrol and Communications Contract** – The Board discussed revisions to the draft of the FY2014 patrol contract; adding "dedicated hours" for 20 hours per month that can be requested by the Selectboard and adding an exemption on large animal cruelty cases where the State could respond rather than LCSD. Motion by PC to continue discussions with the Sheriff on dedicated hours and the cruelty exemption and report back to the Selectboard in September. Seconded by RA. Voting: 5 in favor, 0 against, motion approved.
12. **Receive Monthly Reports** – LCSD Police Incident Report; 'Town Project List' report
13. **Review Town Orders** – Motion by RA to approve the town warrants and orders. Seconded by BJ. Voting: 5 in favor, 0 against, motion passed.
14. **Other Business** –
 - a. Town Employee Update – Mike Dubie may be out for 6 weeks; Achilles tendon – Rodjenski noted that he may run out of ETO pay and if he does, then the policy requires that health benefits are paid by the employee. The Board will continue this discussion in September and specifically review personnel policy changes regarding "injury leave", adding long term disability insurance for employees and the process to grant the use of unearned ETO leave, to be paid back over time.
 - b. Paving – ST Paving at \$75.15 and Pike Industries at \$76.45. Ron called the Town of Essex and they advised to enter into a contract with a firm deadline and requirement to comply with State spec – Division 400. Motion by RA to award the bid to ST Paving for a 2" overlay on Ferry St and Heath Road at a cost of \$75.15 per ton with an Oct 1st deadline and meeting Provision 400 State Paving Spec. Seconded by BJ. Discussion: A contract needs to be developed with the two conditions plus the standard conditions in the submitted quote. Voting: 5 in favor, 0 against, motion passed.
 - c. Timothy Szad – Ron reported that Hyde Park resident Antonia Kontos is organizing a protest walk on Wednesday Aug 14 along Main St. Antonia would like a representative of the Selectboard to attend the walk. DG reported that Roger Marcoux met with Mr. Szad and Mr. Szad is checking in daily with the Sheriff. The Sheriff said there is nothing that anyone can do to change his residency as Mr. Szad is a free person. The Sheriff advised that residents should not make threats, etc. because that may cause other issues.
 - d. PACE Resolution – Motion by RA to approve the resolution adopting the 2013 PACE program description and guidelines and authorizing Ron Rodjenski as town agent for the PACE program. Seconded by PC. Voting: 5 in favor, 0 against, motion passed.
15. **Adjourn** – Motion by BJ to adjourn at 7:35 p.m. Seconded by RA. So voted.