

**HYDE PARK SELECTBOARD
MEETING MINUTES
June 11, 2015**

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Members Present: Chair; Brian Jones (BJ), Vice-Chair; Pete Couture (PC) and Roger Audet (RA)
Members Absent: David Gagnier, Roland Boivin
Others Present: Ron Rodjenski, Town Administrator; Beverly Potter, David Despault, Bob Draper, Theresa Farquharson, Shelby Cross, Nancy Tingle, Twig Farquharson, Carmen Fuller, Anne Atherton, James Westermann, Don Bullard, Susan Kneeland, John Medose, Lucy Gibson, Carolyn and Robert Jones, Jim Pease, Jim Bound, Barbara Potter, Ralph Larson. GMATV videotaped this meeting.

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

1. **Welcome, agenda changes, if any.** A few changes were accepted to the agenda, as noted on the "revised agenda".
2. **Public Comment:** No public comment.
3. **Discuss site visit** at Mason Road and Hemingway Road which was held from 5:00 p.m. to 5:40 p.m. this evening with Beverly Potter, Ron Rodjenski, Brian Jones, Pete Couture and Roger Audet and a few other landowners that walked the length of Hemingway Road and Mason Road. Ron provided some history on the subdivision and road acceptance process which was not completed in 1990. Ron will contact the developer to see if she is preparing a draft deed for town attorney review. Pete felt that based on the survey pins observed today it appeared the road was built within the 50-foot ROW. The Board felt that the process was headed in the right direction so the Board and landowners should continue to work towards formal acceptance. Ron explained that the costs so far have been minimal, but have included a significant amount of volunteer time by Bev Potter and Theresa Farquharson to gather information and pursue town acceptance of the roads. Ron explained that if the deed and survey are adequate, then the town attorney review will highlight any additional issues, if any, to be resolved before the formal acceptance process should begin. The formal acceptance process begins with a recordable deed to the road in hand and then a public hearing by the Selectboard, which results in an Order from the Board and recording of the deed. The town attorney could advise that additional legal work is needed, similar to the recent Locke Avenue acceptance process, and at that point, the Selectboard would need to discuss with the landowners or the developer, who will pay those costs.
4. **North Hyde Park Village Alternatives,** Lucy Gibson, Dubois-King. This project is partially funded by a VTrans Transportation Alternatives Grant. Lucy presented the results of the preliminary scoping work through a PowerPoint presentation; summarizing preliminary findings, some potential improvements and then accepted questions from the public. Lucy explained that the lost sidewalks of NHP could be rebuilt but with consideration for new stormwater requirements. A major concern is high speeds in the posted 35 MPH zone which now includes more truck traffic than in the past. Lucy noted that there is room for commercial and residential growth in NHP. Ideas include adding a bioswale along the edge of pavement, 5' bike lanes along the travel lanes, 5' sidewalks on one or both side of VT 100 and trees to help make it feel more like a village setting. A shared use path on the west side of VT100 should be 10' wide but there would not be a sidewalk on the east side of VT100. A shared use path could be extended across the bridge to the Johnson gas station/store. Some buildings are right up against the right-of-way so bike lanes and paths would ideally be 6 to 7 feet inside the ROW. Trees would require high maintenance due to the narrow green strip area available. Some lighting could be installed in the center area and at crosswalks but the amount of lighting is constrained by the installation costs. Farming equipment would be able to roll over the potential raised pavement island in the center of VT100 near Ferry St. The raised island helps define the entrances to the village core. Roger Audet stated that having sidewalks on one side of VT100

would be sufficient and noted that the main water line is also on the west side of the highway. Carolyn Jones suggested that connecting to the Johnson store would be more important than heading north of the bridge to the Guard facility. The cost of a 10' paved shared use path or a 5' concrete sidewalk are about the same; \$200/foot. A gravel path can be about \$150'/foot and could be installed to access the Guard facility. Lucy asked about the need for on-street parking which could be accommodated in the final designs. Representatives from the 1st Congregation Church stated that on-street parking would benefit the area as it occurs informally now along VT 100. One resident suggested that the older buildings that are not being maintained could be torn down to provide more off-street parking. A resident stated that the character of the village is behind where it should be, and improving the buildings should be a first step. Lucy stated that road improvements sometimes stimulate private investments. Lucy stated that trees close to the travel lanes help to reduce speeds. Next Step: September is the planned wrap up meeting.

5. **Zack Woods Pond Rd** (TH#22, Class 4) – Permission to work in town road. John Medose, Green River State Park Manager, explained that the previously installed water bars are not functioning and drainage work is needed on about 160' of the Class 4 road. The proposed work would improve the function of the water bars and be supported by a maintenance plan. Private contractors will complete by the end of September. Road Commissioner Ken Alexander had no concerns with the proposed work. Motion by RA to authorize the planned work as summarized in the May 29, 2015 letter from Susan Bulmer. Seconded by PC. Voting: 3 in favor, 0 against, motion passed.
6. **Webster Road, Class 4 Portion** – Discuss proposed relocation. Ralph Larson recommended that the north end of TH38 be discontinued with the three impacted landowners creating whatever deeds needed to provide private access to Grimes Road. Ralph noted that his recent proposal to relocate the road to the “as-built” location has changed after considering the town costs to take over maintenance of a failing wood plank bridge which the town observed earlier this week during a site visit. Brian suggested that the full board should be present to discuss discontinuance. Ralph suggested that TH38 be discontinued from the end of the Class 3 near the Webster Barn to Grimes Road. Ralph stated that the costs to upgrade the Class 4 would be significant, plus there are a number of state regulated wetlands to work through. The bridge needs help before winter, according to Ralph. Pete confirmed that if the road was discontinued then the landowners would need to maintain the bridge, not the town. The Board wanted to put the discontinuance to a full board discussion on their July agenda, including discussion on whether to grant permission to the landowners to work on the bridge ahead of formal discontinuance.
7. **Center Road** – LCPC Speed Study Completed – Discuss Next Steps. The Board agreed to continue to work on studying and possibly revising the 50 MPH speed limit. Pete felt that going to less than 45 MPH, with a recent speed study showing an 85th percentile speed of 58 MPH, would be as low as he could see the speed going. Brian suggested adding stop signs on Center Road at Cleveland Corners and removing the stop signs for Cleveland Corners Road could help. He personally knows that it can be difficult to stop at Center Road when coming down the hill on Cleveland Corners Road during winter conditions. More information will be reviewed at the board’s July meeting.
8. **Draft 2016 Capital Plan / MPG14** – Review LCPC hydrant analysis. Meghan Rodier, Lamoille County Planning Commission Assistant Planner was present to review the maps and inventories that were developed by staff members Melinda Scott and intern Brian Lima. Sidewalks, water lines, sewer lines, dry hydrants and wet hydrants were inventoried. The town will be working with CAI, Inc. to make the data accessible to the public. At the beginning of the project, there wasn’t much digital information, but LCPC geo-referenced old paper maps to bring them into a digital database for use with current mapping software. Meghan reviewed the dry hydrant analysis map that shows where existing structures are not protected by a dry hydrant or surface water – 73 unprotected structures are scattered throughout the town using a 1,000 foot distance between structures and potential water sources. This is a starting point to study where these gaps are present. The same hydrant analysis was completed for the Town of Eden. Jim Pease pointed out that the village wet hydrants don’t necessarily provide fire protection due to the capacity of the Hyde Park water system. Ron explained that the Capital Plan will address replacement of town rolling stock to be used in the next town budget process. A Selectboard public hearing will be scheduled soon to consider adoption of the Capital Plan.

9. **Proposed Road Name** – Fagnant Farm Rd (north end of TH#50) Motion by RA to approve the name of Fagnant Farm Road for the north end of TH50 beginning at Cleveland Corners Road and ending at the easternmost property line of the Fagnant property. Seconded by PC. Discussion: Ron noted that the south end of TH50 will remain Beam Road. Voting: 3 in favor, 0 against, motion passed.
10. **Tree Ordinance** – Discuss whether to move to adoption process. Nancy Tingle provided some information on the Hyde Park Village Improvement Association which has been managing trees in the Village since 1910 with self-sustaining funds for village improvements, including trees, signage, and in the past, oiling the roads. Jim Pease offered that HPVIA spends, on average, \$500 to \$1,000 per year on village improvements and he was surprised that the ordinance would be considered without the engagement of the HPVIA. Ron offered that the ordinance supports the Ash Borer Preparedness Plan and provides a tool to establish guidelines for tree planting and maintenance on public roads and public properties. Nancy stated that the wording needs more revision. Ron agreed, noting that more comments are expected, in addition to Nancy's, so a second draft is needed and may be available for the July meeting. The Town Tree Warden, Jared Nunery, has offered to meet with HPVIA to go over the statutory role of a town tree warden and how his role can support the volunteer work of HPVIA. Ron stated that improving communication on public trees is necessary and he is also interested in meeting with HPVIA, to which Nancy agreed could happen at their next meeting or before. Barb Potter stated that the HPVIA seems focused on only Main Street to which Jim Pease stated that some work has done outside the Main Street corridor but agreed their work could be expanded within the village in the future. Barb Potter stated that some HPVIA work on hazard trees has resulted in costs to homeowners whereas the town would remove the trees at no cost. Jim Pease explained that sometimes the HPVIA jointly works on more expensive projects with landowners, including sharing costs. Barb Potter suggested that private persons should not be working in the town ROW and it should be the town crew managing the work for safety and traffic control purposes. Jim stated that the Village crew has removed trees in the past working with HPVIA and some projects have been completed with state tree grants administered through the town administrator's office. Ron suggested that continuing to work together could result in more work being accomplished as the newly appointed tree warden continues to develop relationships with the town highway crew and HPVIA.
11. **2015 Vendor List** – Motion by RA to approve the June 2015 Vendor List. Seconded PC. Voting: 3 in favor, 0 against, motion passed.
12. **2015 Dog Warrant** – Review and Issue Order to Impound Unlicensed Dogs. RA suggested putting the notice, not the names, in the FPF and newspaper. Motion by RA to approve the warrant and authorize the impounding of unlicensed dogs, with notice of the warrant being published in the News & Citizen and on Front Porch Forum. Seconded by PC. Voting: 3 in favor, 0 against, motion passed.
13. **Sheriff's Department 2015-2016** – Motion by RA to sign the LCSD patrol and communications contracts for FY2016. Seconded by PC. Discussion: Ron noted that the contracts are for the amount voted at town meeting. Voting: 3 in favor, 0 against, motion passed.
14. **Review minutes:** Motion by RA to approve the May 14, 2015 minutes as written. Seconded by PC. Voting: 3 in favor, 0 against, motion passed.
15. **Review Town Orders** – Motion by RA to approve the town orders. Seconded by PC. Voting: 3 in favor, 0 against, motion passed.
16. **Other Business**
- i. Memo on July 1 town employee pay adjustments – Motion by RA to authorize Brian Jones to sign the pay increase memo for town employees equal to 2.0% for July 1, 2015 payroll. Seconded by PC. Voting: 3 in favor, 0 against, motion passed.
 - ii. Closing Recreation and FAST Squad Accounts – Ron provided a memo which explained that there is one recreation checking account which is not needed as the financial activity is now within the town's NEMRC system by line item expense. The three FAST Squad accounts were created with the town's taxpayer id number, but the town has no access to the account and the funds were received before FAST Squad

was a town department and the funds did not come from taxpayers. However, the three accounts are still audited due to the accounts using the town's TIN. The FAST savings, checking and one CD would be closed out and the balances sent to Dot Cook. FAST would continue to receive tax dollars as approved by voters in the annual town budget which in FY2016 will be \$2,000. Ron noted that the one FAST CD matures in mid-July 2015. Motion by RA to authorize the Town Treasurer, prior to June 30, 2015, to close the one Recreation checking account, which should have a zero balance at closing, and close the three FAST accounts with the balances sent to Dot Cook and the CD early redemption penalty, if any, covered by the town. Seconded by PC. Voting: 3 in favor, 0 against, motion passed.

- iii. Annual Town Treasurer Financial Questionnaire – The Board received and reviewed the 2015 questionnaire from the Town Treasurer and had no comment.
- iv. Highway Department – Letters of Hire – 3 seasonal employees. Motion by PC to approve the three letters of hire for Blaine Delisle, Dale Nolan and Mark French to be on-going part-time employees. Seconded by RA. Voting: 3 in favor, 0 against, motion passed.
- v. Brian noted that Road Commissioner Kenny Alexander may retire in August and would be interested in winter plowing and other part-time work. Roger suggested that the Board begin to think about the hiring of a new full-time member, soon possibly at a special board meeting.
- vi. Appoint Paul Provost and Mike Dubie to LCPC representatives. Motion by PC to appoint Paul Provost as Hyde Park LCPC Regional Representative and Mike Dubie as the town's LCPC Technical Advisory Committee Representative. Seconded by RA. Voting: 3 in favor, 0 against, motion passed.
- vii. Annual license for Marshall-Swift cost tables / assessment software. Motion by RA to approve and sign the license. Seconded by PC. Voting: 3 in favor, 0 against, motion passed.
- viii. Union Bank Collateral Agreement – The Board received and reviewed the FY2016 Agreement with Union Bank with no action required as this Agreement is signed by the Town Treasurer.
- ix. 2014 Bicycle-Pedestrian Grant RFP's. Roger stated two excellent proposals were received. Holden Engineering appears to be more focused on construction and engineering, in particular bridges, and the Dufresne Group provides much more experience in Vermont on connectivity issues, including the recent Danville Route 2 Project, which is similar to the objectives in the Hyde Park Connectivity RFP. Although Dufresne Group's cost proposal is about \$2,000 more, Roger felt they would provide a better product for the town. Motion by PC to award the project to Dufresne Group. Seconded by RA. Voting: 3 in favor, 0 against, motion passed.

17. **Adjourn** – Motion by Brian to adjourn. Seconded by Roger. So voted at 9:13 p.m.