

**HYDE PARK SELECTBOARD
MEETING MINUTES
August 11, 2016**

*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 (GMATV).
recording info: PO Box 581, Hyde Park, VT 05655; info@greenmountainaccess.tv or 802-851-1592*

Members Present: David Gagnier, Chair; Brian Jones, Vice-Chair; Roger Audet; Lucy Hankinson and Roland Boivin
Members Absent: None
Others Present: Ron Rodjenski, Town Administrator; Mark Lehouillier; Ryan Nolan; Dale Nolan; GMATV videotaped this meeting.

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

1. **Welcome:** Welcome and agenda changes – add discussion on appointing members to a village streets working group.
2. **Public Comment:** No public comment.
3. **VTrans HRRR Grant.** Motion by Roger to authorize Ron Rodjenski to sign the grant documents for the High Risk Rural Roads sign replacement project on Centerville Road and North Hyde Park Road. Seconded by Roland. Discussion: Ron noted that the grant does not require a town match and work is planned for 2017. Voting: 5 in favor, 0 against, motion passed.
4. **Road Foreman Advertisement:** Ron stated that applications have come in and the Selectboard should set some time to review them and decide next steps. The Board moved the topic to later in the meeting.
5. **Road & Bridge Standards:** Ron reported that the proposed policy was sent to VTrans for comment a month ago and no comments have been received. The Board will wait until their September meeting for VTrans comments. Ron advised that Ralph Larson has three access permits pending for a proposed 2-lot subdivision of his Sterling Meadows Farm, LLC property. Ron stated that Ralph has been waiting for the new policy to be adopted which reduces the minimum lane widths from 9-feet to 7-feet, noting that it would be costly for Ralph to construct an 18-foot wide road due to adjacent wetlands. Motion by Roland to allow the Class 4 section of Webster Road to be improved to 14-feet for the section being used by the Sterling Meadows Farm subdivision. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
6. **Extended Health Benefits.** A town employee recently asked for extended health coverage following his voluntary resignation. Dave stated that extended town health coverage for an employee might be ok for a retiring 30-year employee but not following voluntary resignation or termination for poor performance. Mark Lehouillier agreed that some situations might be good to recognize an employee's commitment to the town with extended health benefits. Lucy and Roland supported the concept of extended benefits in some situations. Ron noted that extended benefits for health benefits are rare in municipalities today, but had been offered in some municipalities prior to the large increases in health care premiums. Dave suggested that a pro-rated benefit following a long-term employment could be discussed at a later time. The Board agreed no decision can be made now but the topic could be considered with the next personnel policy discussions.
7. **Errors and Omissions –** Motion by Roger to approve the errors and omissions adjustment to the 2016 Grand List for three properties; Picard reclassification with no valuation adjustment, Maxham reduction of \$2,400 and Vermont Asbestos Group reduction of \$10,000. Seconded by Brian. Voting: 5 in favor, 0 against, motion passed.
8. **Cleaning of Town Office –** No qualified bids were submitted following a request for proposals advertisement in the newspaper. The town will need to add cleaning duties to an existing employee's job, hire a new employee or find an insured contractor.

9. **Selectboard Meeting Nights** – Motion by Roger to move the regular monthly meetings to the second Mondays starting September 12, 2016. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
10. **Animal Control Officer Candidates:** Ron reviewed the process to find a new ACO and reported that two candidates submitted applications following an ad in the newspaper. Discussion was continued to executive session later in the meeting.
11. **Monthly Reports:** The town tasks and sheriff reports were reviewed. Ron reported that Sheriff Marcoux will be scheduling a county meeting on two potential new positions to serve the county; one to focus on the opiate crisis and the second, a County Code Enforcement Officer, that would be responsible for assisting towns in enforcement of local ordinances, such as trash burning, blighted buildings, zoning, and animal control.
12. **Minutes:** Motion by Brian to approve the minutes from 07/14/2016, as written. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
13. **Review Town Orders:** Motion by Roger to approve & sign the town orders. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
14. **Other Business and Notices:**
 - a. **Village Streets** – Lucy reported that the Trustees voted last night to form a working group to facilitate improvements on village streets and they appointed Tim Yarrow, Ken McPherson and Dan Young. Dave thought that Roger, Brian and Lucy would be good to join the group. Motion by Lucy to appoint Roger Audet, Brian Jones and herself to the working group with the village representatives. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
 - b. **Village Letter on Water Use by Fire Department** – Dave said there was a letter received objecting to use of Village water for filling pools by the fire department. Ryan Nolan stated that the department doesn't use the Village water system but obtains water from Morristown. Ron will draft a letter to the Village.
 - c. **Highway** – Dave reported that the repairs to the Chevy plow truck, used on smaller streets, are increasing and asked if it would be good to consider hiring a contractor for Village streets, using the funds budgeted for the part-time winter employee's budget. Mark Lehouillier noted that the part-time employee does cover for sick days of others. More discussion is needed.
 - d. **Pocket Park** – Dave reported that he is continuing to work on a donation of materials and labor for the construction of the Courthouse pocket park.
 - e. **Zoning Map** – The Selectboard signed the 2016 Official Zoning Map to be displayed in the meeting room and zoning office.
15. **Executive Session:** Motion By Brian to move into executive session to discuss personnel matters. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
16. **Town Administrator Job Description** – Motion by Roger to approve the revised Town Administrator job description, dated August 11, 2016, to include duties being completed now and provide for the acceptance of the Road Commissioner title. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
17. **Employment Agreement** – Motion by Brian to approve the employment agreement with the Town Administrator, retroactive to July 1, 2016, incorporating the new job description and setting an annual salary of \$63,000. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
18. **Road Foreman Position** – Set deadline as this coming Monday at noon for new applications and then to consider scheduling interviews.
19. **Animal Control Letters of Hire** – Motion by Lucy to offer the Lead ACO position to Crystal Maxham and offer the Assistant ACO position to Diane Stoney, both at the prevailing rates in the budget. Seconded by Roger. Discussion: Ron advised that if accepted, a meeting with both would be set up to discuss roles, responsibilities and training. Voting: 5 in favor, 0 against, motion passed.
20. **Adjourn:** Motion to adjourn by Roger. Seconded by Roland. So voted at 8:38 p.m.