

**HYDE PARK SELECTBOARD
SPECIAL MEETING MINUTES
October 11, 2016 – Rescheduled from 10/10/16**

*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).
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Members Present: Brian Jones, Vice-Chair; Lucy Hankinson; Roland Boivin
Members Absent: David Gagnier, Chair; Roger Audet
Others Present: Ron Rodjenski, Town Administrator; Road Foreman Mark French; Amy O'Toole;
Thomas O'Toole; Ralph Larson; Kim Jensen, LCCD; Carroll Peters; Jim Fontaine;
David Ring

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

1. **Welcome:** Agenda additions were made for a proposed MPG17 Grant Application, Tyler Maynard Road Damage Claim Proposal; Larson Access Permit Fees, Town Road Policy Update and the Radar Sign topic was moved to the beginning of the agenda to be discussed with residents.
2. **Solar Radar Sign** - Church St residents Amy & Tom O'Toole appeared to voice their support for solar speed radar units for Church St. Ron noted that a Safe Routes to Schools report had suggested that improvements along Depot St should be considered to control speed. The Selectboard asked Ron to look into grants to help fund two locations in the Village.
3. **Road Policy** – The draft 2016 Policy is still at the State for review. No action will be taken until state comments are received. From last meeting, the question of state assistance for double-yellow centerline painting was answered and Ron reported that District 8 administrators said no assistance was possible as they only provided Class 2 centerline painting assistance, none is available for Class 3 roadways such as Battle Row Road and Trombley Hill Road.
4. **Ralph Larson** requested waivers for access permit fees for two existing curb cuts off the Class 4 portion of Webster Road. Mr. Larson is changing the use of the access cuts from one home and forestry use to two homes and forestry use. Mr. Larson noted that he did pay the access permit fee for the new house site off Webster Road; but the Town asked for two more where his access would leave Webster Road and re-enter near the existing Laque home and pond. Motion by Roland to allow the two additional curb cuts on Webster Road near the Laque home with the travel width on Webster Road to be a minimum of 14-feet from Grimes Road to the second home's driveway cut and to waive the fees. Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed. Brian Jones noted that pull-off areas should be considered, every so often, if recommended by the Fire Chief, when the travel lanes are not wide enough to allow two fire trucks to pass.
5. **Tyler Maynard's** 10-10-16 letter was received and reviewed. The Board will review again when all five members are present. Brian Jones will try to speak with Town Attorney Paul Gillies on next steps.
6. **Village Downtown Designation** - MPG17 downtown designation grant resolution and supporting documents were presented by the Village for Selectboard approval. Motion by Roland to sign the MPG17 resolution for a grant request of \$8,000 in planning assistance from LCPC with no local match required. Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed.
7. **Working Group on Village Streets** – Lucy reported that the group agreed on a Mission statement and regular meetings were set for the 4th Mondays from 6 p.m. to 7 p.m. Lucy said the group had a good start. Jim Fontaine asked about traffic counts in the Village and Ron stated some roads are done but requests can be made to regional planning for specific areas.
8. **Kim Jensen, Lamoille County Conservation District (LCCD)**
 - a. **Sweet Crunch & Ken-Gar stormwater retention system** – The engineer has not approved all work in the rear parking lot, near Norm Andrews' property line, and Kim asked if she could get some assistance in the spring, if needed. No action taken.

- b. **Ecosystem Restoration Program** – A grant application for Village Stormwater Master Plan is due later this month. New state regulations will require the inventory and planning for stormwater projects in order to be eligible for future grants. Motion by Lucy to approve a letter of support for a \$30,000 scoping study grant to complete a Village Stormwater Master Plan and authorize Brian Jones to sign the letter. Seconded by Roland. Voting: 3 in favor, 0 against, motion
 - c. **North Hyde Park** – Kim explained that she could prepare a grant application through the Lake Champlain Basin Program Grant for a bioretention system near the VT100 and Ferry St intersection based on the scoping study recently completed by Dubois-King. Ron suggested working first on the Main St stormwater master plan, then work on this grant application which is due in December.
 - d. **VTrans Structures Grant \$106,000** – Project selection is needed between Beaver Lake culvert replacement or the Cleveland Corners AOP culvert replacement. Kim could break out the final phase of the Cleveland Corners project and then meet with Jim Cota at VTrans to see if Cleveland Corners Road can move forward to construction, possibly in 2017. Beaver Lake would be deferred as it is still requiring preliminary design work.
 - e. **Funding Request** – Kim asked if the Selectboard would add an article to the 2017 Town Meeting Warning seeking voter approval for \$500 to support her work with LCCD. The Board agreed to add the article.
 - f. **Winter Plowing 2016/2017** of unclassified roads; Sylvan, Crabapple & the Class 4 portion of Diggins Road – Motion by Roland to continue with the same plowing practices as 2015/2016. Lucy seconded. Discussion: Ron clarified that plowing the same as last year means prepping the road for plowing and one year only. Ron asked about Puckerbrush East and how much work is to be done, noting some work was completed last year on this Class 3 road. Mark French asked for some clarity about the degree of work to be completed on the loop which needs grading before it will be ready for plowing, including branch removals and removal of the grass growing in the travel lanes. The Board stated that Mark should do what he needs to do, including grading and branch removals, for proper maintenance. Mark stated that Diggins Road could use some gravel and the Board approved adding gravel where needed to prepare the road for plowing. Voting: 3 in favor, 0 against, motion approved.
 - g. **Purchase Orders:** Motion by Roland to approve the following:
 - i. #2017-03 for HP Fairfield for winter plow blades, not to exceed \$7,000
 - ii. #2017-04 for Cargill for winter road salt, not to exceed \$95,000
 - iii. #2017-05 for HP Fairfield for roadside tractor rental for brush removal, NTE \$5,900. Discussion: Mark noted that he called around and everyone's rental equipment is booked, except HP Fairfield.
Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed.
9. **Fitch Hill** – Carroll Peters noted a problem spot in the pavement along Fitch Hill which Mark French will take a look into before winter plowing starts.
10. **FY2018 Town Budget Meeting** – Reviewed the process for approvals of service agency requests; the only new request this year, so far, is LCCD, approved d early tonight to be added to the annual warning. The Sheriff and other emergency services are coming in November.
11. **Lamoille Valley Rail Trail** – Trailhead Facility Update; The brownfields grant work, with regional planning staff, is on-going and construction is hopeful in 2017.
12. **Personnel** – Request to pay out accrued compensatory time. Motion by Roland to approve the comp time pay out earned for Ken Alexander using the average of the prior 3 years wage rates, not including his newest rate as a 32-hour employee. Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed.

13. **Review Monthly Reports;** Reviewed the Delinquent Tax Collector's status report; Summary of the recent Dry Hydrant Repairs; Task List; Grants Watch Report and budget status report.
14. **Review minutes** – Motion by Roland to approve the 09/16/2016 minutes, as written. Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed.
15. **Review Town Orders** – Motion by Roland to authorize Brian Jones to sign orders on behalf of Dave Gagnier, if needed. Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed. Motion by Lucy to sign the town orders. Seconded by Roland. Voting: 3 in favor, 0 against, motion passed.
16. **Wage and Incentive Study** – The Board will continue to review the draft study which included recommendations for incentives. Ron advised that it is helpful to have a policy to provide employees rather than trying to address issues as they come up. Mark French has a copy of the draft study and will continue to review with his crew. Ron suggested that the Board consider expanding the policy to all departments at some point in the future.
17. **David Ring** – Letter received and dated 09/22/2016 – RE: Claimed Parcel along Depot St Extension. Motion by Roland to table until other members are present and the state survey work is available. Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed.
18. **Tax Sale** scheduled for November 3rd at 10:00 a.m. – lower level municipal offices
19. **Mason Road & Hemingway Drive Acceptance** - Site Visit is proposed for Monday, 11/14/16; 4:00 PM Motion by Roland to sign the Notice of Hearing for November 14th for Mason Road and Hemingway Drive. Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed.
20. **Executive Session** – Personnel – Motion by Roland to move into executive session to discuss applicants for the Equipment Operator Position. Seconded by Lucy. Voting: 3 in favor, 0 against, motion passed. No action taken. Ron noted that the VLCT advertisement ends on October 21st and the application window would remain open until then.
21. **Adjourn** – Motion by Lucy to adjourn. Seconded by Roland. So voted at 8:05 p.m.