

**HYDE PARK SELECTBOARD
MEETING MINUTES
November 14, 2016**

*All minutes are draft until approved by the Selectboard; please check future minutes for approval of these minutes.
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Members Present: David Gagnier, Chair; Brian Jones, Vice-Chair; Lucy Hankinson; Roger Audet;
Members Absent: Roland Boivin
Others Present: Ron Rodjenski, Town Administrator; Dale Nolan; Beverly Potter; Ed Webster, Hyde Park Fire Department; Dave Despault; Barb Dwyer; Tim Hayford; Teresa Farquharson; Twig Farquharson; Ryan Nolan; Robert Jones; Fran Aronovici; David Whitcomb

Site Visit Notes – 4:00 p.m. at **Mason Road & Hemingway Drive** – David Gagnier welcomed those present and the Board walked the two roads being considered for classification as Class 3 town highways. All were advised to attend the 6:00 p.m. public hearing if they had any concerns or objections to accepting the roads as town highways. Present for site visit: Dave Gagnier, Brian Jones, Mark French, Ron Rodjenski, Lucy Hankinson, Bev Potter, Dave Despault, Barb Dwyer, Tim Hayford, Roger Audet.

Special Meeting – 5:15 p.m. – **Interviews of highway crew candidate.** Motion by BJ to move into executive session to conduct the interview and discuss highway department personnel. Seconded by RA. So voted. The Board came out of executive session. Motion to authorize Dave G to send a letter of hire to the top candidate and to adjust Mark Lehouillier's hourly wage to \$17.75, in recognition of his success learning to operate the town road grader, effective the pay period beginning November 14, 2016. So voted.

Monthly Meeting – 6:00 p.m. – Mark French asked that an ETO discussion item be added to the agenda and the Board agreed. No public comment received.

1. **Public Hearing:** Dave Gagnier opened the public hearing at 6:00 pm. to take testimony from interested parties in regard to acceptance of two existing roadways; Hemingway Drive and an extension of Mason Road, as Class 3 town highways. Six adjoining landowners to the roads appeared and spoke in favor of acceptance. Motion by RA to close the public hearing. Seconded by BJ. Voting: 4 in favor, 0 against, motion passed. Ron noted that the Selectboard is required to issue a decision within 60 days.
2. **Robert Jones:** Robert Jones requested, that since his highway access permit on Jones Road had been previously approved, could the Board waive the \$85.00 fee to amend the permit to allow a change in use from a 3-home private road to a 4-home private road access. Motion by RA to grant the fee waiver to change the use to 4 home. Seconded by Lucy. Brian Jones abstained as Robert is his father. Voting: 3 in favor, 0 against, 1 abstention. Motion passed.
3. **Town Energy Committee:** The committee has been trying to reform after a series of resignations and now has interest from three residents. Motion by RA to appoint the following residents to the 3-member Town Energy Committee:
Jay Hersh for a 3-year term ending April 2019,
Marilyn Zophar for a 3-year term ending April 2018, and
Denise Green for a 3-year term ending April 2017.
Seconded by BJ. Voting: 4 in favor, 0 against, motion passed.
4. **Highway Department Matters**
 - a. New Cyclone Blower Attachment – Mark French reported that everything is good with the new unit and the crew is using the new piece of equipment as expected, to clear ditches and roadway shoulders, with no complaints. Ryan Nolan noted that residents have stopped by to check out the leaf blowing and were happy with the results.

- b. Town Garage Inspection – A list of needs was prepared to begin discussions on a possible highway garage improvement project following a site visit on Nov 7th. The list includes the need for a grader storage shed, which could be located in the current waste oil storage area to reduce costs. Mark French said he would like to see a maintenance bay added to the west side of the garage with a ceiling high enough to lift tandem beds. Dave asked about the preliminary cost estimates which used a 40% contingency and Ron stated that they were very preliminary and would need additional work. The Board would like to see someone produce a more qualified cost estimate for the main garage with a bay door added to the back shed for grader storage. A small building, or lean-to with blocks, would be needed for cold patch storage. The Board would like to continue to look in to the costs and possibly present a funding request to voters at Town Meeting 2017.
- c. Winter Operations Plan – Mark French said that he would make use of his part-timers to keep Ken Alexander close to 32 hours per week during the upcoming plow season. Mark stated that with a full crew anticipated soon, if the fourth full-time operator is hired, he would be all set.
- d. Double-yellow line striping – Sterling View mobile home park owners signed a request letter asked that their road be striped with a double-yellow centerline. Mark French will look into costs per foot for the FY2018 budget. Ron estimated that to stripe all Class 3 paved roads, such as Battle Row Road, Trombley Hill Road and Sterling View Road, it might cost in the \$7,500 to \$8,500 range, if done annually. Mark French suggested staggering the roads over 2 or 3 years to reduce the annual costs and he will bring a better cost estimate to the December board meeting with the complete FY2018 highway budget presentation.
- e. Village Streets Working Group – Lucy explained that the last meeting in October went well and the group focused on comprehensive planning and the need to collect information and maps to better understand the scope of projects in the village.

5. FY2018 Municipal Budget Proposals

- a. Fire Department - Chief Webster discussed the HPFD \$1,700 budget increase with \$1,000 of new costs for dry hydrant maintenance, noting that a while back there was \$1,500 per year in the budget, so \$1,000 will be helpful to keep the hydrants in good repair. Chief Webster noted that the 40-year old brush truck needs to be replaced soon and the station floor drains need to be addressed. Ron advised that fire and highway crews could work together to figure out the lowest cost solution and ENPRO Environmental was available to assist with the oil-water separator. Dave G. asked about the need for additional dry hydrant sites and Chief Webster felt that hydrant maintenance was the biggest need now and there are no high priority sites for new locations.
 - b. FAST Squad – Bev Potter asked if the FAST Squad could be paid for their hours, the same way as firefighters are now, per call, noting that they are now volunteers. Dave G. thought that if paid, then the Town could be liable if they did not respond. Chief Webster felt that if they are paid like firefighters, then liability might not be an issue. Dave G. asked Ron to look into it and check with the town lawyer.
 - c. Lanpher Memorial Library – Fran Aronovici was present to review the library budget which is \$1,800 more than FY2017 or a 1.87% increase. The Selectboard appreciated the work of the trustees on the FY2018 budget proposal. Sigh Searles thanked the board for the continued support of the library.
6. **ETO Policy** – Mark French asked if the Board would consider paying down some earned time off for Ryan since he worked extra this summer with no help from time to time and no time off due to staffing shortage. Dave G. stated that he would not normally consider this exception but based on this summer's extra work he would allow some to be paid to get through this winter season so Ryan did not lose ETO time. A cap of 300 hours exists for all town employees to encourage time off. The Board thanked Ryan for his extra effort this summer

7. **Review minutes** – Motion by RA to approve the 10/11/2016, 10/17/2016 and 11/07/2016, as written, with one correction to the 10/17/216 minutes - change “\$500 off the cost if we combine...”. Seconded by BJ. Voting: 4 in favor, 0 against, motion passed.
8. **FY2018 LCSD Budget** – Norm Andrews presented the proposed patrol budget which is down from FY2017, however, there is only \$7,642 to carry-over from FY2016 which does not make up for the assessment reduction used in the current year of \$47,934. Norm stated that this means that even though the expense budget is down, the assessment is up per town. Norm stated that the department hopes to maintain assessment increases at less than 3% each year, which is not possible for FY2018. In FY2018, the worker’s compensation cost is also expected to increase by 12%, which also makes it hard to get below 3% increase. A new line item is real-time GPS monitoring of patrol vehicles at \$4,200 per year. Norm and Eben stated that the department finds it very beneficial to track and show patrol vehicle activity on a map where all patrol cars are at any time, improving officer safety and potentially improving the accuracy of per town assessments for patrol services. Hyde Park’s assessment for FY2018 is \$368,561 compared to \$354,950 last year; an increase of \$13,611 or 3.8% over FY2017.
9. **FY2016 Town Audit** – Glenna Pound CPA has finished the draft audit for FY2016 and delivered copies for each board member. Any comments should be brought to the attention of Kim Moulton or Ron as soon as possible.
10. **David Whitcomb – Concern regarding Lamoille Economic Development Corporation (LEDC)** – Dave explained that LEDC is funded by taxpayers and the state and federal government. John Mandeville runs LEDC and both John and Dave W. were at a recent meeting together. Dave W stated that following the meeting, nasty emails from Mr. Mandeville were sent concerning Dave W.. Dave W. told John M. that he felt the emails were dumb and that John did not know anything about local government. At that point, John M. grabbed Dave’s collar and arm and told Dave W. to get out of the office and John M. led him to the door using vulgar language. Dave W. asked that no tax dollars be sent to LEDC. Dave W. has met with the LEDC chair and asked for a Board of Directors’ meeting. Dave W. asked that the Selectboard write a letter to the president of LEDC, John Kingston, Butternut Mountain Farm. Dave Gagnier agreed that the Selectboard would send a letter to John Mandeville asking for a response to the complaint by David Whitcomb.
11. **LCSD Patrol Services** – Dave G reviewed a draft letter to the Eden Selectboard asking for a meeting to discuss a contribution from Eden to support patrol services provided by LCSD. Eben Merrill, LCSD, thought it is a good idea to let Eden know that more services are being provided to their taxpayers and Eden does not currently contribute to the three patrol contract costs. LCSD responds to serious incidents, including school bus incidents, for example, when State Police do not respond. The Board agreed to send the letter asking for an agenda time in Eden.
12. **Monthly Reports** - Ron and Kim will mail supplemental monthly reports soon.
13. **Town Listers’ Errors & Omissions Report** – Motion by RA to approve and sign the errors report making a change to the current Grandlist. Seconded by BJ. Voting: 4 in favor, 0 against, motion passed.
14. **Town Orders** – Motion by RA to approve the town orders as presented. Seconded by BJ. Voting: 4 in favor, 0 against, motion passed.
15. **Other Business and Notices**
 - a. Tax Sale 11/03/16 – Roger Audet reported that the town did not bid and only one property was not bid on, which was the Sawyer’s trailer. The trailer is not on owned land and Roger thought it should be taken off the Grandlist, as it has no value.
 - b. End of Year Employee Bonus – Motion by RA to approve the same amounts as last year. Seconded by LH. Voting: 4 in favor, 0 against, motion passed.
 - c. Maynard Court Cases – The Board approved Brian Jones to meet with Tyler Maynard to try to resolve the two pending legal matters that are now close to moving to trial.

- d. 2016 Zoning Bylaw – Brian Jones noted that his prior no vote on the new 2016 zoning was based on issues like a recent case – where a landowner was required to install a 8:12 roof pitch in North Hyde Park when wanting to replace their mobile home. He stated that it is not realistic to ask for that on a home and that type of regulation should not be in place in Hyde Park. Roger Audet agreed that the regulation should be changed. Ron noted that the planning commission is aware of the situation and the landowners could ask for waiver and may do so in the spring.
- e. Oil & Maintenance Logs – Dave asked that a maintenance program be setup for all major highway capital equipment. Mark and Ryan stated that they have started to record maintenance logs on their new computer. Dave G. stated that maintenance records can help determine how long to keep a piece of equipment. Roger said that low maintenance costs could extend the life of the equipment and delay replacement, which then could allow the town to save cash to reduce future loans. Dave G. noted that warranty conditions could ask for the maintenance records.

16. **Adjourn** – Motion by RA to adjourn, seconded by BJ. So voted at 8:01 p.m.