

1 HYDE PARK SELECTBOARD  
2 SPECIAL MEETING MINUTES

3 July 25, 2017  
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5 All minutes are draft until approved by the Selectboard; please check future minutes for approval of these  
6 minutes. Meetings may be videotaped; recordings are held by Green Mountain Access Television.

7 GMATV info: PO Box 581, Hyde Park, 05655; [info@greenmountainaccess.tv](mailto:info@greenmountainaccess.tv) or 802-851-1592

8 Members Present: David Gagnier, Co-Chair; Lucy Hankinson, Co-Chair; Roger Audet; Susan Bartlett

9 Members Absent: Roland Boivin

10 Others Present: Ron Rodjenski, Town Administrator; GMAVT did not videotape this meeting.

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- 11 1) **Agenda & Public Comment** – No public comment or agenda changes.
- 12 2) **Contract for Services** – Tony Berby UST Inspection Services – Tony assisted the town in a recent  
13 need to address findings from a State underground tank inspection. The contract for services will allow  
14 Tony Berby to work for the town as an approved vendor even though he has no workers'  
15 compensation coverage. Motion by Dave to approve the contract for services with Tony Berby to allow  
16 him to be added to the approved vendor list. Seconded by Roger. Voting: 4 in favor, 0 against, motion  
17 passed.
- 18 3) **Contract for Services** – Lamoille Construction, Inc. \$114,000 – Rodman Brook Culvert Bids. The re-  
19 bid produced only one timely bid submittal. Motion by Dave to award the Rodman Brook culvert project  
20 to Lamoille Construction in a not to exceed amount of \$114,000 and Lucy is authorized to sign a  
21 contract for services. Seconded by Roger. Voting: 4 in favor, 0 against, motion passed.
- 22 4) **Worksession on Town Policies**
- 23 a) Road Commissioner Role – Discussion on developing assigned duties on behalf of the Selectboard  
24 with more administrative duties in the town office to allow the road foreman and crew to better focus  
25 on road maintenance work. The Town should be evaluating productivity and costs with in-house  
26 staff or contracting out certain tasks. Susan suggested developing hourly task reporting to allow  
27 analysis to confirm the most cost-effective choices are made for equipment maintenance, supply  
28 purchasing and completing projects/tasks. Lucy stated that having the information will allow the  
29 Town to make choices on whether to move to contracted services, find new suppliers, buy different  
30 equipment and provide more training time for the crew to be as cost-effective as possible.
- 31 b) Training – Can we develop a training program that rewards employees, or is there a basic level of  
32 training expected each year? Lucy suggested tiers should be completed and then the Town would  
33 expect improved productivity and cost-savings. Susan suggested some rewards would be expected  
34 by staff. Discussion on what policies are needed to guide employees toward achieving Selectboard  
35 cost-efficiency goals, improvements to town staff skills, acquiring proper equipment/tools, and  
36 communicating clear policies that help employees understand expected levels of service and follow  
37 best management practices.
- 38 c) Highway ROW Use – Kim Jensen, and possibly Jim Ryan from VTTrans, would attend a public forum  
39 on ROW use, including removal of plantings, expanding roadside drainage and the 2018 Municipal  
40 Roads General Permit (MRGP). The Selectboard wants to better understand the details of the new  
41 state requirements and how the ROW may be impacted and share that information with residents.
- 42 d) B-71 Standards – Waiver requests under the 2017 Road Policy should be discouraged but can  
43 the town adopt a waiver process for certain limited situations.
- 44 e) Develop list of other policies to discuss; Town Personnel Policy update is still needed and  
45 possibly incorporating fire department bylaws. The town attorney is available when needed.
- 46 5) **Next Policy Meeting**: Fourth Tuesday, Aug. 22<sup>nd</sup> at 5:30 p.m.
- 47 6) **Adjourn** – Motion by Susan to adjourn. Seconded by Dave. So voted at 7:38 p.m.