

1 **HYDE PARK SELECTBOARD**
2 **MEETING MINUTES**
3 **August 14, 2017**

4 *All minutes are draft until approved by the Selectboard; please check future minutes for approval of these minutes.*
5 *Meetings may be videotaped; recordings are held by Green Mountain Access Television. GMATV info: PO Box*
6 *581, Hyde Park, 05655; info@greenmountainaccess.tv or 802-851-1592*

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

9 Members Absent: None

10 Others Present: Ron Rodjenski, Town Administrator; Marquis Houle, 137 Church St; Ralph Larson;
11 Road Foreman Mark French and Mark Lehouillier; Fire Chief Ed Webster; Ken Patch;
12 GMAVT videotaped this meeting.

13 1) **Welcome, Agenda Changes and Public Comment – Marquis Houle** was present to review the
14 foundation drain that now discharges under a small brook so it now back feeds into an open
15 foundation hole at 137 Church Street. Marquis stated that the drain was installed and operated to
16 drain the house foundation but recent complaints about water standing in his cellar hole resulted in
17 him hiring a contractor to open the drain by blowing out debris. Mark French stated that in 2000 the
18 old 15” was upgraded to 18” culvert and the prior road foreman stated the culvert elevation was not
19 changed. No complaints were filed by the prior owners about the drain not working. Marquis noted
20 that the small brook does dry up in summer but in a rainstorm the water in the swale backups up and
21 over the foundation pipe, preventing draining of the foundation. Marquis guessed that the basement
22 work was done in 1996 based on an old mortgage. Marquis offered that lowering the culvert would
23 help with redevelopment of the site. Dave stated that the Town would consider it and get back to him.
24 **Ralph Larson** asked about the current town review of potential Class 4 roads that might be
25 discontinued and he wanted the Board to reconsider adding the north half of Webster Road to the
26 list. Ron pointed out that three highway access permits have been issued for access to the Quiet Lot
27 and those conditions; 14-foot wide and B-71 standards, are creating new costs that could be removed
28 with discontinuance. Ralph pointed out that many spots along Webster Road’s Class 4 portion are
29 undeveloped, in wooded areas or under water. A shared driveway width for two homes is 10-feet.
30 The Board agreed to add Webster Road to the list being considered for discontinuance.

31 2) **Traffic Ordinance** – Susan reported that she met with Ron, Riki French and Peter Gallo to review
32 the highway traffic ordinance for village streets. There was conceptual approval to combine the two
33 existing traffic ordinances and have two boards review a draft in time to have winter towing
34 enforcement in place before this winter.

35 3) **Rodman Brook Culvert Replacement** – Ron reviewed the construction project and the first change
36 order in the amount of \$6,621 to address a concrete footing change. Dave asked if the additional
37 costs would be covered by the Lamoille County Conservation grant or was it an engineer’s error. Ron
38 explained that it was a series of events on the engineering side of the project that resulted in the
39 increase but it was not caused by Lamoille Construction. Lucy confirmed with Ron that the increase
40 is still within the project budget. Motion by Lucy to approve Change Order #1 to Lamoille Construction
41 to \$120,621. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.

42 4) **Johnson St Extension Stormwater Mitigation Project** – Susan reviewed the potential for three
43 stormwater projects that have been defined following the development of a sink hole at 77 Johnson
44 St Extension; possibly bringing in the West Main Street intersection realignment project being funded
45 by a 2005 Village Grant. Summit Engineering has completed the conceptual design and preliminary
46 budget. Ron handed out a budget summary of all three projects that are ready to be submitted to the
47 State tomorrow. The three projects are: 1) Johnson Street Extension Storm Sewer Replacement
48 costing \$343,000, 2) West Main Street Ravine Restoration costing \$150,000, and 3) West Main St
49 roadside erosion abatement costing \$25,000. Motion by Susan to apply for the Stormwater Mitigation
50 grant, and to accept responsibility for the TA Grant for the realignment of West Main Street,
51 contingent on acceptance of grant agreement terms. Seconded by Roland. Voting: 5 in favor, 0
52 against, motion passed.
53

- 1 5) **Replacement of 2009 Tandem (Big Red)** – Mark F. reported that the 2009 Freightliner’s piston failed
2 and needs repair, plus tires are due, with more repairs on the horizon. A new truck is available at
3 Clark’s or one can be ordered, however ordering will would result in the truck not being available for
4 this coming winter. Mark F. estimated that repair costs could be up to \$8,000, and unknown additional
5 repair costs to keep the truck going until FY2019’s replacement in the capital plan. Mark noted that
6 waiting until FY2019 would be this an 11-year replacement when the current plan is to replace at 10
7 years. Clark’s Truck Center provided a lease option to finance the truck with the first payment in
8 FY2019. Mark F. noted that the 2005 loader still has two years left until replacement as it is on a 15-
9 year cycle, but is in very rough shape now due to high use and working with road salt. The Board
10 discussed the best times to trade, limit repair costs, increase trade value and how to work shorter life
11 cycles into the capital plan. Clarks’ has proposed a net cost of \$141,055, taking the 2009 in as a
12 trade. Motion by Lucy to approve the purchase of a 2018 Tandem Truck to Clark’s Truck Center in
13 the amount of \$141,055 for a 2018 Tandem Dump Truck, with no payments until July 2018.
14 Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
- 15 6) **Accept Mason Road and Hemingway Drive Deeds** – Motion by Roland to accept the road deeds
16 to Mason and Hemingway Drive, and if after review Lucy finds them to be in good condition, forward
17 to the town clerk for recording. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
- 18 7) **Larson Lane** – The neighbors have provided emails agreeing to the shared driveway, now with four
19 residential lots, to be named “Larson Lane” to recognize Ralph Larson, Sterling Meadows Farm
20 landowner, who created many of the house lots in the area off Webster Road. Motion by Lucy to
21 approve Larson Lane for a private road off the Class 3 end of Webster Road. Seconded by Roger.
22 Voting: 5 in favor, 0 against, motion passed.
- 23 8) **Radar Speed Sign** – The Sheriff has offered funding for two speed radar signs in each of the three
24 patrol towns his department serves. Motion by Susan to approve the installation of the two signs,
25 Depot St and Church St, contingent on adjacent landowner approval. Seconded by Lucy. Voting: 5
26 in favor, 0 against, motion passed.
- 27 9) **Purchase Order – Replace 2009 Tandem (Big Red)** – Mark F. spoke with Russ Clark during the
28 meeting and reported that Clark’s will also take the 2006 tandem in as a second trade in an amount
29 equal to the cost of an extended warranty on the 2018 Tandem which is valued at approximately
30 \$12,000. Motion by Lucy to approve Purchase Order #FY2018-03 to Clark’s Truck Center in an
31 amount not exceed \$145,000 for a 2018 International Tandem and setup costs, with both the 2006
32 and 2009 tandems given in trade and the 2018 tandem having an extended 84-month / 150,000 miles
33 warranty. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
- 34 10) **New Utility Brush Truck** – Chief Webster presented four quotes for a new 2017 Utility Brush Truck
35 and the cost is quoted at \$55,000, which includes set-up and painting yellow. Dave suggested calling
36 the factory to see if the factory can paint the truck yellow to save the \$2,000 add-on cost for painting
37 and to get a better paint job. Motion by Roland to approve Purchase Order #FY2018-04 for a 2017
38 Dodge Utility Brush Truck in an amount not to exceed \$55,000, with Chief Webster checking on
39 whether the factory can paint it yellow, or if he can find a yellow truck, to lower the cost by \$2,000.
40 Seconded by Lucy. Roger noted it would have to be painted yellow already since 2017’s are no
41 longer in production. Voting: 5 in favor, 0 against, motion passed. Motion by Roland to authorize
42 Chief Webster to sign any additional required documents related to the purchase. Seconded by
43 Lucy. Voting: 5 in favor, 0 against, motion passed.
- 44 11) **Fire Department Bylaws** – Roland presented the recently updated 2017 HPTFD Bylaws and the
45 Board will discuss again in September.
- 46 12) **Legal Researcher Position** – Ron presented the need for additional assistance to complete detailed
47 town records research when the Selectboard decides to pursue road discontinuances and
48 acceptances. This town position would save money that would otherwise be paid to lawyers or
49 surveyors for the same work. Motion by Lucy to approve the creation of the Legal Researcher
50 position at \$20.00 per hour to assist the Town from time to time in completing land record research.
51 Seconded by Susan. Voting: 5 in favor, 0 against, motion passed.
52

- 1 13) **ACO Positions** – Ron recommended that the Board promote Diane Stoney to Lead Animal Control
2 Officer. Ron noted that Diane has agreed to accept the position immediately and she is pursuing
3 training opportunities. Motion by Roger to accept the resignation of Crystal Maxham and promote
4 Diane Stoney to Lead ACO at \$15.00 / hour. Seconded by Lucy. Voting: 5 in favor, 0 against, motion
5 passed.
- 6 14) **Town Listers** – Errors & Omissions – Motion by Roger to accept the E & O report from the town
7 listers. Seconded by Roland. Voting: 5 in favor, 0 against, motion approved.
- 8 15) **Review Monthly Reports** – The Board reviewed the monthly reports; LCSD patrol reports, task list,
9 cash accounts and grants update.
- 10 16) **Minutes** – Deferred July 10 and 25.
- 11 17) **Town Orders** – Motion by Roger to approve the town orders as presented by the town treasurer.
12 Seconded by Lucy. Voting: 5 in favor, 0 against, motion passed.
- 13 18) **Other Business:**
- 14 a) Draft Road Closure Notice Policy – Ron handed out a draft policy for future discussion noting that
15 Eden Street would be closed briefly on 8/16 for water main work.
- 16 b) Special Policy Meeting 8/22 – Susan stated she would like to work on proactive policies for land
17 development practices including economic development projects and town staff training. Dave
18 suggested looking at town practices for cost savings; including contracting out haulers for winter
19 sand which could free up the highway crew to work for an extra month of road maintenance work.
20 Lucy agreed that using contractors should be considered if costs can be reduced for highway
21 tasks and more work accomplished. Ron will bring dinner due to the 5:30 p.m. start time.
- 22 c) Marquis Houle – Dave suggested that with the highway crew's information that the culvert
23 elevation did not change when the Church St culvert was replaced, then it appears the basement
24 drains were installed lower than the culvert.
- 25 d) HP Fairfield Equipment Rental Agreement – Ron handed out the proposed agreement for two
26 weeks rental of roadside brush equipment at \$5,900. Roland noted that an operator from
27 Underhill is offering similar services at a potentially a lower cost; about \$1,000 per milt, and more
28 information would be presented at the proposed worksession on Aug 22.
- 29 e) Town Fair 2017 – Ron handed out informational flyers for the upcoming 2017 VLCT Town Fair
30 for members to consider attending.
- 31 19) **Adjourn** – Motion by Susan to adjourn. Seconded by Roger. So voted at 9:02 p.m.