

1 **HYDE PARK SELECTBOARD**
2 **MEETING MINUTES**
3 **November 13, 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: Lucy Hankinson, Co-Chair; Roger Audet; Susan Bartlett; Roland Boivin
8 Members Absent: David Gagnier, Co-Chair
9 Others Present: Ron Rodjenski, Town Administrator; Sigh Searles, Chair Library Trustee; Tom
10 Wawrzeniak; Ryan Nolan; Jim Noyes, Library Trustee; Francine Clark Page; George
11 Cook, FAST Squad; Sally Searles; Mark Lehouillier; Norm Andrews; Town Fire Chief
12 Ed Webster; Mark French; John Savage, NHP/Eden Fire; Scott Audet; GMAVT
13 videotaped this meeting.

14 Lucy opened the meeting at 6:01 p.m.

15 **1. Welcome, Public Comment & Agenda Changes**

16 Welcome and public comment (10 minutes) The Town Audit and 3-year auditing contract were deleted
17 from the agenda, deferred to December, and the amounts for the annual employee appreciation
18 payments & two purchases orders were added as action items.

19 **2. FY2019 Budget Preparation for Town Meeting Day**

20 Town Fire Department – The Board reviewed the proposed budget which is increased by \$2,000 for
21 physicals for volunteer firefighters that wear respiratory equipment. Chief Webster noted that the
22 recently closed federal grant funded the purchase of new respiratory equipment and federal rules
23 require annual physicals for users of that equipment. Roger asked if members were paid for trainings
24 and Chief said no, noting they tried paying firefighters for trainings but that did not increase attendance
25 as intended. Ron stated that the funds for the bunker gear purchase are from the annual \$9,000
26 budget line for equipment and last year's unspent fire budget. Motion by Roger to approve PO 2018-
27 07 for bunker gear in a not to exceed amount of \$23,000 utilizing FY2018 budget and unspent FY2017
28 funds. Seconded by Roland. Voting: 4 in favor, 0 against, motion passed. Ron will ask Brad Carriere
29 to present information on the recent emergency planning exercise for the Green River Reservoir Dam.

30 North Hyde Park / Eden Fire Department – Assistant Fire Chief John Savage reviewed the proposed
31 budget which is level-funded from FY2018, per the Selectboard's request, which is \$60,850, which
32 includes the \$700 for disability insurance. John reported that some bids are coming in on the new truck
33 to replace Pumper #1, with cost proposals expected in January. John noted that he is running for Fire
34 Chief, after 33 years on the department, even though he is resident of the Town of Johnson. The
35 Selectboard expressed no concern for John living in Johnson and Susan confirmed with Roger that
36 there is no existing policy or bylaw that prohibits the situation. Susan expressed appreciation for the
37 fire officer's volunteers. The Board thanked the fire officers for coming in.

38 FAST Squad – George Cook presented three written updates on the 911 Sign Program with work
39 planned for Centerville and North Hyde Park in 2018, 26 FAST Squad calls since July 1, 2017, and a
40 request for \$5,500 for FY2019. George reported that four new members have joined this year.

41 Lanpher Memorial Library – Sigh Searles advised that fund raising has helped with making building
42 improvements and the amount of donations show strong community support for the library. Susan
43 acknowledged the work of The Friends of Lanpher Memorial Library who are doing a great job on
44 fundraising which supports improvements to the library building and library services. The proposed
45 library budget for FY2019 is slightly increased over the current year; \$792.00.

46 Review Outside Service Agency Funding Request Policy – Ron reviewed the policy noting that no new
47 requests have come in but could be submitted through the middle of January.

1 **3. Personnel**

2 Fire Department Bylaws - Ron reviewed the town attorney comments he recently received on the
3 bylaws. Changes are recommended to break up the bylaws into three documents; the bylaw, job
4 descriptions and human resources topics moved to the town personnel policy. The Board asked that
5 Ron and Roland meet with the fire department to work out the details of the changes.

6 Annual Employee Appreciation - Motion by Roger to approve the appreciation bonus at \$140 for full-
7 timers and \$40 for part-time employees Seconded by Roland. Voting: 4 in favor, 0 against, motion
8 passed.

9 Overtime/Compensatory Time & CDL Reimbursement Policy – The Board discussed the option for
10 compensatory time and paying for overtime work. Motion by Roland to allow up to 80 hours of comp
11 time each year, paying overtime otherwise, and to pay the CDL renewal cost. Seconded by Roger.
12 Discussion: Ron noted that the exact wording will need to be in the Town Personnel Policy. Voting: 4
13 in favor, 0 against, motion passed.

14 **4. Highway Department**

15 Highway Access Permits / Speed Limit – Garfield Road Modification – Tom Wawrzeniak, from Vermont
16 Land Design, appeared to discuss a highway access permit that has limited sight line on an unposted
17 highway. Unposted town highways default to a speed limit of 50 mph requiring 550 feet of sight line in
18 each direction. Tom stated that Garfield Road is a low-volume road with 70% of the road having sharp
19 turns and hills with less than 300 feet of sight line at most current driveway locations. Tom
20 recommended that a comfortable driving speed, in his opinion, is 30 to 35 mph. Tom stated that he
21 could move the driveway location to a location where looking east is unlimited, but looking west toward
22 Morrisville is about 355 feet. Tom stated that most traffic, about 90% of the time, is going west toward
23 Hyde Park, not east to Craftsbury. Entering westbound traffic is what would occur most of the time
24 which has plenty of sight line looking easterly. Tom suggested that the Town post the road at 35 MPH.
25 Ron advised that the state law was modified a few years ago to allow Selectboards to adopt 35 mph
26 for gravel roads without a traffic and engineering study. Mark French stated that some residents would
27 be upset about lowering the speed limit and stated that public outreach before the change is important.
28 Sigh Searles advised that he pays property taxes and would love to see those taxes pay for 35 MPH
29 and supported the reduced speed due to the blind intersections, narrow spots, and curves, noting that
30 recreational uses have increased. Ron explained that the current policy bases sight distance on the
31 road’s design speed not the default 50 mph because it is unposted, however, the road foreman only
32 has the posted limit to make initial permit application reviews. Lucy suggested that a hidden drive sign
33 could be installed if it does not the standard. The 2017 Policy requirements for stopping and corner
34 distances are on Page 8 & 9 with 385 feet required for corner sight distances for 35 MPH design
35 speeds. Board members will try to meet at 8AM tomorrow morning to view the sight lines for the
36 proposed driveway. The landowners will reach out to their neighbors and the Board will respond to
37 their request regarding lowering the speed limit. Mrs. Searles advised that all travelers on local roads,
38 including visitors to Hyde Park, should be safe on the road.

39 Town Highway Reclassification Update

40 i. **Orchard Terrace and other roads** – Ron gave an overview of the progress to identify specific
41 road segments in town to be reclassified, discontinued or extended. Work is on-going with the
42 assistance of Julie Rohleder and at some point, the Selectboard will need to decide on priorities
43 and how to pay for the related costs. Ron stated that Bob Falker has asked that the town stop
44 plowing on his parcel at the end of Orchard Terrace. Norm explained that a site on his parcel,
45 near Bob Falker’s hedge, would be a good new turnaround and Mark French expressed support
46 for that location. Motion by Susan to send a letter to Norm Andrews and Bob Falker agreeing to
47 the discontinuance of the winter plowing w Seconded by Roland. Voting: 4 in favor, 0 against,
48 motion passed.

49 ii. **Better Roads Grant Application** – Battle Row Road Culvert – due 11/17. Ron reviewed the
50 grant application that is still needing a final budget. Motion by Roger to send a letter of support
51 for the replacement of the 36” culvert under Battle Row Road. Seconded by Roland. Voting: 4 in
52 favor, 0 against, motion passed.

1 iii. **Municipal Mitigation** (sink hole) Grant – Accept EH05(37) grant from VOHP – Motion by Susan
2 to accept the EH 05 grant from the Village of Hyde Park to complete work at West Main Street
3 intersection. Seconded by Lucy. Discussion: Ron noted that VTrans is waiting for VOHP to close
4 out their prior work before new work by the Town can begin. Voting: 4 in favor, 0 against, motion
5 passed.

6 **5. Green Mountain Byway Letter of Support**

7 The regional planning commission is assisting towns to extend the Byway from Stowe to Cambridge.
8 The regional planning staff agreed that a new letter of support from the legislative bodies in Hyde Park
9 would be helpful to the process. Motion by Roland to authorize Lucy to sign the Letter of Support.
10 Seconded by Susan. Voting: 4 in favor, 0 against, motion passed.

11 **6. Hyde Park Animal Control Ordinance**

12 Ron handed out a November 2017 Draft of the ordinance for the Selectboard to review noting that the
13 Village of Hyde Park was provided a copy a couple of months ago with no comments submitted. Motion
14 by Susan to adopt the 2017 Animal Control Ordinance subject to the petition process in Title 24.
15 Seconded by Roland. Voting: 4 in favor, 0 against, motion passed.

16 **7. Assistant ACO's**

17 Ron presented three names of interested individuals that are ready to assist Lead ACO Diane Stoney,
18 after some training is completed. Ron noted that Diane will continue to do 90% of the work and will call
19 on the assistants as needed. Motion by Roland to appoint the three new assistants at \$15.00 per hour:
20 Keith Ulrich, Maria Merrill and Cyd Knight. Seconded by Roger. Voting: 4 in favor, 0 against, motion
21 passed.

22 **8. 2017-2025 Municipal Plan**

23 Revisions are necessary to add three maps for 1st legislative public hearing on December 7th. Motion by
24 Susan to accept the map amendments to the PC-Approved plan and consider adoption of the 2017-2025
25 Municipal Plan at two public hearings on Dev 7 and Dec 21 in the community meeting room. Seconded
26 by Roger. Voting: 4 in favor, 0 against, motion passed.

27 **9. Grandlist Errors and Omissions from Town Lister**

28 Motion by Roland to approve the amendment to the Grandlist for Schwarz current use value to \$57,400.
29 Seconded by Roger. Voting: 4 in favor, 0 against, motion passed.

30 **10. Purchase Orders**

31 Motion by Roger to approve FY2018-08 Plow Blades NTE \$6,100 and FY2019-09 Truck Tires with New
32 England Tire at a NTE of \$7,200 Discussion: Roland noted that Fairfield was at \$48/ft for plow blades
33 and Jordan came in at \$35 per foot. Seconded by Roland. Voting: 4 in favor, 0 against, motion passed.

34 **11. Review minutes**

35 Motion by Susan to approve the minutes for 09/11/2017; 09/26/2017; 10/09/2017; 10/17/2017
36 10/24/2017, as written. Seconded by Roland. Voting: 4 in favor, 0 against, motion passed

37 **12. Review Monthly Reports**

38 Task List Report; Grants Watch Report; LCSD patrol and Cash Accounts were reviewed.

39 **13. Review Town Orders**

40 Motion by Roland to approve the town orders presented by the town treasurer. Seconded by Roger.
41 Voting: 4 in favor, 0 against, motion passed.

- 1 14. **Other Business** – Reminder of Selectboard and Trustee **public hearings on Dec 7th and 21st**. Susan
2 noted that with town staff being more attentive to following adopted town policies and ordinances, and
3 sometimes being the bad guys for pointing out town requirements, she thinks a **town-wide mailing** to
4 residents would help explain how state mandated rules are coming, that policies and rules are being
5 enforced, what projects are being completed, and other current events and what is going on in Town.
6 This would be done outside of town meeting time. Roger suggested a town meeting display could be put
7 up to show what the town rules are with things like driveway grade depicted. Susan suggested one now,
8 prior to town meeting. The board welcomed the chance to review a draft newsletter from Susan.
- 9 **HPES road cuts** – Roland wanted to know why the road cuts at HPES are in rough situation. Ron stated
10 he would follow up with the school. **LUHS fire lanes** – Roger noted that school staff is parking in a fire
11 lane and it should be kept clear. Ron will ask Chief Webster to inspect the parking situation and connect
12 him with LUHS staff.
- 13 **Policy Worksession** – The Board agreed to not having a special policy meeting in November. Lucy
14 asked that any special morning meetings be kept very short and not be allowed to expand in length into
15 the work day, but if necessary, then it should be continued to another time. The Board agreed it would
16 be good to keep site visits short in the future.
- 17 **Fire Department** – Regarding the recent complaint related to a house fire and investigation, Roland said
18 he would follow up with the complainant. Ron noted that Roger Marcoux has not yet been contacted by
19 the complainant.
- 20 15. **Adjourn** – Lucy confirmed with the members that there was nothing left to discuss tonight. Motion by
21 Susan to adjourn. Seconded by Roland. So, adjourned at 8:43 p.m.