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# Selectboard MEETING MINUTES April 9, 2018

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

10 Members Present: Susan Bartlett, Chair; Lucy Hankinson, Vice-Chair; Roland Boivin; Dave Gagnier and  
11 Roger Audet  
12 Members Absent: None  
13 Others Present: Ron Rodjenski, Town Administrator; Deanna Judkins; Terry Judkins; Brian Jones;  
14 Carol Fano; Ann Fano; Ed Webster; Brad Carriere; Bob Malbon; GMAVT did not  
15 videotape this meeting.

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17 Susan opened the meeting at 6:00 p.m.

18 1. **Welcome & Agenda Review** ~ Susan reviewed the proposed changes to the agenda to add a  
19 highway access permit discussion, delete the Town Energy Committee agenda item; and add one  
20 announcement. Motion by Lucy to accept the agenda changes, seconded by Roger, motion passed.

21 2. **Highway Department** ~

22 a) Better Connections Grant Steering Committee – Ron reminded those present that the Kick  
23 Off Meeting is this Thursday, April 12<sup>th</sup> at 9:00 a.m., downstairs.

24 b) 2018 Paving Bid; Battle Row Road and Center Rd overlays are proposed by staff. Dave  
25 suggested looking at reclaiming parts of Center Road due to traffic volumes and need to  
26 rebuild crown and Ron will revise bid documents to seek quotes for that work.

27 c) VT Community Forestry Program; Resilient Right-of-Ways Project – Ron discussed the  
28 proposal to offer the town as a possible pilot town and to form an advisory committee with  
29 the town tree warden, highway department & community members. The project will look at  
30 existing roadside vegetation and alternatives to erosion control for roadways. Motion by  
31 Lucy to offer Hyde Park as a possible pilot town for the Resilient Right-of-Ways Project.  
32 Seconded by Dave, motion passed unanimously.

33 d) Summer Work Plan; Line Striping; Major Projects; Beaver Lake culvert on Garfield Road.  
34 Dave noted that the method for replenishing the winter sand pile needs to be reviewed with  
35 the potential to save 700 hours if done by contract and removing a ½ man from the summer  
36 work schedule. Dave noted that the crown on Center Road is poor and the subsurface  
37 should be repaired before overlaying with new asphalt. Ron will set up a meeting with  
38 highway crew to finalize the paving bid and method for putting up the winter sand pile. Ron  
39 noted that the replacement of the undersized Garfield Road culvert for Beaver Lake needs  
40 final design but is not a priority and may be pursued again in 2019. A second culvert  
41 replacement project is located on East Main Street near Ten Bends Brewery. This culvert  
42 is undersized, and the road is deteriorating. This is the same location as the 576/590  
43 Highway Access Permit Application being discussed later in this meeting. More work is  
44 needed to bring this project to a preliminary design, possibly later this year.

45 e) Centerville Outfall Stabilization Project Letter of Support Request. Ron reviewed the project  
46 to stabilize a short section of the streambank where the town's drainage system along the  
47 west side of Depot Street enters the Centerville Brook. Peter Danforth at the Lamoille  
48 County Conservation District has agreed to work with the Town to apply for a grant to  
stabilize this area and the Village Board of Trustees support the work which is on Village  
land. Ron noted that the scope of work is small, and the local grant match should be  
something the town highway crew could provide through the department budget. Motion by  
Dave to authorize Susan to sign a letter of support to LCCD for the Centerville Brook Outfall

1 Stabilization Project with the Town to provide in-kind match. Seconded by Lucy. Voting: 5  
2 in favor, 0 against, motion passed.

3 f) Review West Main Street Realignment – Ron presented two alternatives for the  
4 reconfiguration of the West Main Street intersection with Johnson St Extension. The plans  
5 have been prepared by Summit Engineering and the Village Trustees have been asked for  
6 their preference of Plan A or Plan B. Dave suggested that the Selectboard should look at  
7 the site before their next monthly meeting. The Board agreed to meet on-site at 5:30 p.m.  
8 before the Board’s May meeting.

9 g) 576/590 East Main Street - Highway Access Permit Application; The Board agreed to look  
10 at the site at 5:00 p.m. on Wed. April 11<sup>th</sup>. Ron noted that Lucy is authorized by the Board  
11 to approve the permit. The site includes some stormwater and town road issues that  
12 resulted in the road foreman’s referral to the full Selectboard for review.

13 3. **Review of 2018 Local Emergency Operations Plan** ~ Hyde Park Emergency Management  
14 Director Brad Carriere reviewed the updates to the LEOP, such as Susan becoming Selectboard  
15 Chair and other updates required by the State. Brad Carriere stated that during a major incident he  
16 would maintain his role as EMD and transfer his fire, Fast Squad and NEMS ambulance  
17 management duties to others. Dave thanked Brad for all that he does for the Town.

18 4. **Hazard Mitigation Planning Grant** ~ Meghan Rodier from LCPC presented a copy of the current  
19 Town & Village’s Hazard Mitigation Plan and noted that the proposed grant would fund the work by  
20 LCPC to complete an update. The grant is due April 30<sup>th</sup>. The letter of support from the Selectboard  
21 would be added to the grant application with the letter from LCPC offering \$1,000 from LCPC funds  
22 toward the 25% local in-kind match. A new “municipal match commitment” letter is required with the  
23 application. The current Plan expires in 2020 and the update process takes about a year. Motion by  
24 Roger to approve the grant application and authorize Ron to sign the grant application when it is  
25 ready with Susan authorized to sign the Selectboard Letter of Support and the local match  
26 commitment form. Seconded by Dave. Voting: 5 in favor, 0 against, motion passed.

27 5. **Town Energy Committee** ~ Update on Activities – Jay Hersh and the committee will appear at a  
28 future meeting.

29 6. **Landowners’ Local Permit Guide** ~ Ron reported that Deanna Judkins, Bob Malbon, Jim Fontaine,  
30 Mary Goderwis and Liz Courtney have confirmed their interest in working on this project. Ron  
31 provided an overview of the need to work on a pamphlet to hand out to landowners pursuing a local  
32 permit. Susan offered that the pamphlet could be provided to real estate professionals and others  
33 that worked with landowners considering an investment in Hyde Park. Motion by Lucy to approve  
34 the formation of the committee and appoint Deanna, Bob, Jim, Mary and Liz with the group reporting  
35 back to the Selectboard in June on their progress. Seconded by Roger. Voting: 5 in favor, 0 against,  
36 motion passed.

37 7. **Public Hearing** ~

38 **Town Land Use and Development Regulations.** Susan opened the public hearing at 7:00 p.m.  
39 Ron reviewed the proposed amendments which have not changed since the town planning  
40 commission’s approval in January; including a zoning map modification to the NHP Village District  
41 boundary, wetlands section, modification to driveway standards and changing the threshold for  
42 steep slopes review from “disturbed” area to “impervious” area. Bob Malbon stated that the  
43 amendments removed conflicting language with state rules, like wetlands, and modified some of the  
44 slope and driveway grade requirements. Ron reviewed the food truck addition and the wording for  
45 residential driveways. Motion by Lucy to adopt the bylaw amendments, with the minor map  
46 amendment to the NHPV boundary along NHP Road. Seconded by Roger. Voting: 5 in favor, 0  
47 against motion passed.

- 1 8. **2018 Northern Borders Regional Commission Grant** ~ Susan noted that she attended the Village  
2 Trustees meeting and will try to continue to attend their future meetings. Susan discussed with the  
3 Trustees the purpose of the NBRC grant application. The Village electric department needs  
4 additional space and might need more servers for their electric department. Lucy was not clear as  
5 to what they are applying for noting she could be supportive with presentation from the Trustees.  
6 Susan asked that the Trustees and Hyde Park Electric attend the May 14<sup>th</sup> Selectboard to discuss  
7 the needs for office space and grant funds.
- 8 9. **Economic Development Reserve Fund** ~ Discussed use of annual loan payments from Sterling  
9 View Mobile Home Park; currently \$8,000 annually goes to highway capital purchases. Susan  
10 explained that the new reserve fund was established with the Town Meeting vote and the Town can  
11 access those funds to help figure out how to attract jobs to Hyde Park. Susan noted that John  
12 Mandeville at LEDC told her that North Hyde Park is perceived as too far away for commercial  
13 development so in the near term it might be good to focus on the Village and the southern end of  
14 VT100 from the roundabout to the Campground/Casella area. Susan suggesting starting to split the  
15 annual \$8,000 loan payment into \$4,000 for highway capital equipment and \$4,000 to the new  
16 Economic Development Reserve Fund. Ron noted that the Town Treasurer needs to know the  
17 Board's decision soon as the transfer is usually done around May each year. Motion by Lucy to start  
18 transferring \$4,000 of the \$8,000 loan payments to the new Economic Development Reserve Fund  
19 with \$4,000 continuing to move to the Highway Capital Equipment Fund. Seconded by Roland.  
20 Voting: 5 in favor, 0 against, motion passed.
- 21 10. **Release of Glebe Lands Rights** ~ Estate of Robert Barnes. Ron stated that the documents are  
22 being reviewed by the town attorney and authorization to sign the legal documents to release is  
23 needed. Ron advised that the release should be conditioned on a review of the pending legislation  
24 that could address this situation and affect the Selectboard's decision. If Susan finds something out  
25 that is significant, she would bring the information back to the Board before signing. Motion by Lucy  
26 to authorize Susan to sign the release pending her review of the current proposed legislation on this  
27 topic. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
- 28 11. **Center Cemetery** ~ Quit Claim Deed to merge two 1-acre lots on McKinstry Hill Road in the RR2  
29 District. Ron noted that the town owns both parcels but since the minimum lot size is 2 acres, the  
30 parcels, both of which are being used for cemetery purposes, should be merged. Motion by Dave to  
31 authorize Susan to sign the quitclaim deed to merge the two lots into one 2-acre parcel. Seconded  
32 by Roland. Voting: 5 in favor, 0 against, motion passed.
- 33 12. **Review Monthly Reports** ~ Task List; Grants Watch; LCSD; Town Accounts. The Board reviewed  
34 the task list and would like to work on the town office phone system replacement in May; work on  
35 finalizing plans for the town garage work with the highway crew this summer, including the gable  
36 end work; and writing a memo to the town fire department to stop filling pools.
- 37 13. **Review minutes** ~ Motion by Dave to approve the minutes of 03/06/2018 and 03/12/2018, as  
38 written. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
- 39 14. **Review Town Orders** – Motion by Roger to approve the town orders presented by the town  
40 treasurer. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
- 41 15. **Union Vote** ~ The highway department employees will vote on April 17<sup>th</sup> whether to unionize. The  
42 Board discussed the limits of the Board / Employee relationship within a contract, including how the  
43 terms of the contract will work on a day-to-day basis, grievance rights and working through the union  
44 rep. Susan suggested that the town attorney be invited to a meeting, if the union vote is positive.
- 45 16. **Other Business & Notices** ~  
46 a) Development Review Board Hearing – April 10<sup>th</sup>, 7:00 p.m. – Brosseau Fuels on VT 100  
47 b) 2018 Recreation Conference – LVRT Bike Tour April 25<sup>th</sup>; morning at HP Trailhead  
48 c) LVRT Trailhead Brownfields Public Meeting (CAP appeal period ends April 28)  
49 d) HPES possibly will use western half of Jedidiah Cemetery for school event on May 25
- 50 17. **Adjourn** – Motion by Roger to adjourn, seconded by Lucy, so voted at 8:29 p.m.