

1 **Selectboard**  
2 **MEETING MINUTES**  
3 **June 11, 2018**

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 581,*  
6 *Hyde Park, 05655; [info@greenmountainaccess.tv](mailto:info@greenmountainaccess.tv) or 802-851-1592*

7 Members Present: Susan Bartlett, Chair; Lucy Hankinson, Vice-Chair; Dave Gagnier Roland Boivin and  
8 Roger Audet

9 Members Absent: None

10 Others Present: Ron Rodjenski, Town Administrator; Hyde Park Tree Warden Robert Whalen; Hyde  
11 Park Energy Committee Members Jay Hersh and Marilyn Zophar; Town Fire  
12 Department Fire Chief Ed Webster; North Hyde Park / Eden Fire Chief John Savage;  
13 Asst. Chief for NHP/Eden Brent Lanpher; Jessica Bickford, Healthy Lamoille Valley;  
14 Valerie Valcour, Substance Free Park Policy; GMAVT did not videotape this meeting.

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

- 16 1. **Welcome & Agenda Review & Public Comment** ~ No changes to the agenda. John Savage, Chief  
17 NHP/Eden Fire Department stated he reviewed the video of the May 14, 2018 Selectboard  
18 discussion on the recent wind storm, specifically related to difficulty with using pagers and a Sheriff's  
19 Department dispatch radio problem during the power outage. John explained that he was not paged  
20 as his pager was being charged but others in his department did respond during the power outage.  
21 Susan asked if Johnson Fire Station had backup dispatch capability and no one was able to confirm.  
22 John asked why the mobile command center at LCSD was not used, and he heard it might have  
23 been relocated out of the County. Roland stated that there was a glitch in back-up power during the  
24 wind storm and the Sheriff will be solving the problem to make sure the generator is maintained and  
25 operates as expected. John reported that they are improving the methods used by the department  
26 to page and confirm callouts. Town Fire Department Fire Chief Ed Webster stated that the prior  
27 meetings request for a generator wasn't just for maintaining communications, but also to maintain  
28 the fire station as an incident command center for all Hyde Park emergencies. Sheriff Roger Marcoux  
29 told Roland Boivin that the backup electrical system for LCSD was the dispatch center's issue, not  
30 the towns they serve. Susan summarized that the generator at the Hyde Park Fire Station would be  
31 for that station's needs, not regional dispatch, and at the cost of the town fire department, not to  
32 other departments. Susan asked Chief Savage to keep the Selectboard up-to-date on their  
33 communication upgrades.
- 34 2. **Update on Reappraisal** – Ron reported that the negative 2% change in the Grandlist resulted from  
35 the recent reappraisal as some property values reduced due to the change in the land schedule to  
36 reflect current market value, depreciation of homes and little growth in new structures.
- 37 3. **Tree Warden** – New Tree Warden Robert Whalen introduced himself as the former Burlington City  
38 Arborist and he has recently time spent getting in touch with the highway crew, Barnes Road maple  
39 tree issues, and attending training. The Board expressed appreciation for his time volunteering as  
40 tree warden. Bob noted that the Ash Borer quarantine east of Hyde Park will eventually reach the  
41 town in a few years and then residents will see its impact.
- 42 4. **Healthy Lamoille Valley; Policy Templates for Public Areas** – Jessica Bickford offered that  
43 Healthy Lamoille Valley has some funding to assist towns with educating residents on prohibition of  
44 smoking and marijuana use on public properties. Jessica recommends one well-placed sign,  
45 possibly at the proposed Hyde Park Lamoille Valley Rail Trail Trailhead project. Substance Abuse  
46 policies in towns can reduce trash at facilities, such as parks and where trails are developed by  
47 providing notices of prohibited uses. Jessica noted that Morristown adopted policies against vaping,  
48 chew, other tobacco and no marijuana – with a please clean up after your dog to share sign space.  
49 A typical sign would be 11' x 17' metal signs with design work paid by the Healthy Valley. Valerie  
50 Valcour, VT Dept. of Health explained that the State's 3-4-50 program; implementing policies to be  
51 a "substance-free" community, has been implemented in one town. Ed Webster thought that

1 smoking in public buildings might be a state violation, so no local ordinance would be needed.  
2 Roland confirmed that the Selectboard can set the fine for local ordinance violations. Roland and  
3 Dave felt that having an ordinance would need enforcement. Jessica said that they can only provide  
4 funds for educational signs, and they could set up information tables at local public events. Jessica  
5 noted that the Oxbow in Morristown is tobacco-free. Valerie suggested to the Board, as a Hyde Park  
6 resident, that signs would improve public use areas, including the Lamoille Valley Rail Trail.

- 7 5. **Annual Dog Warrant; Approve for Animal Control Officers' Use.** Motion by Dave to sign the  
8 annual warrant when it is available for signature. Seconded by Roger. Voting: 5 in favor, 0 against,  
9 motion passed.

- 10 6. **Town Energy Committee** – Marilyn Zophar and Jay Hersh were present to discuss the committee's  
11 current activities, committee mission statement and future projects. Marilyn reviewed recent  
12 projects, such as a tour of a highly efficient home in Hyde Park, handing out LED bulbs at  
13 Aubuchon's for public education on energy conservation efficiency and the committee's attendance  
14 at other public events. Marilyn proposed that mowing could be reduced on the municipal offices  
15 property to conserve energy and Jay felt that letting it grow up would increase habitat for flowers,  
16 butterflies, bees and wildlife. Jay asked if the Selectboard supported the idea of requiring all new  
17 homes to have ridge beams East-to-West, and if a burden, they could seek a variance. Roland  
18 objected to the idea of telling someone how to build a home. Ed Webster objected as well and felt  
19 landowners should be able to choose the orientation of their home. Susan suggested that an  
20 educational flyer for new home builders is better than a new regulation on how to orient homes.  
21 Marilyn and Jay asked for help recruiting new members as they only have three now but would want  
22 five or more to help organize more outreach events. Jay offered that they would continue public  
23 awareness outreach and home energy audits, but he wanted to impress upon the town that 13% of  
24 the town's power needs are now provided by Waterhouse Solar. Jay offered to get to 100%  
25 renewable, which would take some time, but a couple more solar plants would substantially reduce  
26 the town's fossil needs and stabilize renewable electric rates over the next 20 years. Jay  
27 recommended that homeowners could use low and no interest loan programs for another Hyde Park  
28 solar project. Jay asked the Board to let them know if there is anything else the committee should  
29 be doing for the town. Ed Webster asked if town buildings could accept roof top solar and the  
30 committee agreed to look at those opportunities.

31 7. **Highway Department**

- 32 a) Class 4 Town Highway Maintenance Policy/Ordinance. A draft policy on how Class 4  
33 maintenance and the MRGP can be incorporated with the current 2017 Road and Bridge  
34 Policy. Ron to bring a draft policy to the Board in July.  
35 b) Authorization for Susan Bartlett to Sign 19 VSA 1111 permits – Motion by Roger to authorize  
36 Susan Bartlett to sign 19 VSA 1111 permits for the Selectboard. Seconded by Lucy. Voting:  
37 5 in favor, 0 against, motion passed.  
38 c) Better Connections Grant – Consultant Selection Process Update. Susan reported, on  
39 behalf of the Better Connections Steering Committee, that four firms submitted proposals  
40 and Dubois-King presented a good match for Hyde Park. Motion by Roger to authorize  
41 Susan Bartlett to sign the Dubois King, Inc. Engineering Services Contract for \$85,000.  
42 Seconded by Lucy. Voting: 5 in favor, 0 against, motion passed.  
43 d) The LVRT Trailhead Brownfields Construction is to be completed by July 31, 2018.  
44 e) NHP Bike/Ped Grant – Approve and partner with LCPC; due 6/22/2018 – Ron explained  
45 that the Town completed a streetscape and stormwater scoping study with Dubois-King,  
46 In.c in 2016 and this scoping grant would focus on pedestrian access and safety within the  
47 Village Center, crossing VT100 to the post office and Ferry Street. Motion by Lucy to support  
48 with North Hyde Park Scoping Study if LCPC supports the grant with Rob Moore being the  
49 project manager and if the Town Planning Commission supports the study. Seconded by  
50 Roland. Discussion: Ron noted that the Commission is conducting a site visit with neighbors  
51 on June 18<sup>th</sup> to help them make a decision on support for a pedestrian route and crossing  
52 of VT100. Voting: 5 in favor, 0 against, motion passed.

- 1 f) Grader Roller Purchase – Letter of Intent; Grant \$6,000; due 6/22/2018 – Ron explained  
2 that a similar grader to compact freshly graded gravel roads was purchased for \$40,000 in  
3 Stowe. Hyde Park is experimenting this summer with increasing the application of chloride  
4 to 1,000 gallons per mile to stabilize roads and reduce the number of times the road needed  
5 grading. Roland agreed that more chloride does work. Dave noted that more expenses,  
6 such as new equipment purchases, need to wait for the Grandlist to improve. Motion by  
7 Roger to take no action on the roller grader purchase at this time. Seconded by Dave.  
8 Voting: 5 in favor, 0 against, motion passed.
- 9 g) Roads “Grant-In-Aid” Program – Letter of Intent; Grant \$11,300; due 6/22 – Ron explained  
10 that Battle Row Road is planned for resurfacing but 14 culverts need to be replaced first.  
11 Town highway would like to try a mix of town equipment and contractor equipment to  
12 complete this road before paving. The project is estimated at \$15,000 with 20% match per  
13 the grant terms. Motion by Lucy to approve submission of the Grant-In-Aid application.  
14 Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
- 15 h) Stone & Large Rock Needs for MRGP Compliance – Discussion on whether to continue to  
16 buy retail rock & then stockpile or investigate buying / leasing a land to manufacture a town  
17 supply. No immediate action but staff should look at Act 250 permit issues with a possible  
18 process like the sand & gravel pit acquisition on McFarlane Road in 1992.
- 19 8. Local Permit Guide Committee; Update – Ron reported that the next meeting is on June 27<sup>th</sup> to  
20 define final work products.
- 21 9. 2018 Approved Town Vendors List - Ron explained that the list is maintained by the town treasurer  
22 to ensure that all companies doing with the Town have proper paperwork on file. Annually, the  
23 Selectboard reviews and approves the list to ensure that any companies that raise concern can be  
24 further reviewed before being kept on the list. No companies were highlighted by the members for  
25 additional review. Motion by Lucy to approve vendor list as presented by the Town Treasurer.  
26 Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
- 27 10. Appointment of Lamoille County Planning Commission Director – Ron reported that Greg Paus  
28 remains interested in serving as the Town’s director, which is an annual appointment. Motion by  
29 Dave to appoint Greg Paus as a LCPC director. Seconded by Roger. Voting: 5 in favor, 0 against,  
30 motion passed.
- 31 11. SAM.GOV – New security measures at the federal grant website, SAM.Gov, require that the  
32 Selectboard designate an “entity administrator”, on Town letterhead, prior to continuing to access  
33 the federal website. Motion by Lucy to authorize Susan to sign the SAM letter designating Ron  
34 Rodjenski as Entity Administrator. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
- 35 12. Town employee pay adjustments effective July 1, 2018 – deferred for later executive session.
- 36 13. North Hyde Park Cemetery – Motion by Roger to authorize Susan to accept the cemetery deed,  
37 legal documents and responsibility for maintenance of the North Hyde Park Cemetery from the now  
38 dissolved North Hyde Park Cemetery Commission. Seconded by Lucy. Voting: 5 in favor, 0 against,  
39 motion passed.
- 40 14. Lamoille County Sheriff’s Department – Annual Contracts for FY2019 – Ron reported that the annual  
41 contracts are for the amounts approved by town voters at Town Meeting. Motion by Lucy to approve  
42 the annual contract for patrol services in the amount of \$382,658.00 and the annual contract for  
43 communication services in the amount of \$75,244.00. Seconded by Roger. Voting: 5 in favor, 0  
44 against, motion passed.
- 45 15. Grange Hall Roof Repair – Assign FY2018 Funds to FY2019 (\$3,500) – Ron reported that an  
46 assessment by a roof contractor is due this week and costs could exceed \$50,000 to repair the roof.  
47 Dave asked how much money should be put into this building when it is not used. Motion by Roger  
48 to assign \$3,500 from the current budget for grange repairs to FY2019. Seconded by Roland. Voting:  
49 5 in favor, 0 against, motion passed.
- 50 16. Review Monthly Reports; LCSD patrol report and town accounts summary were reviewed.

- 1 17. Review minutes – Motion by Dave to approve the June 9, 2016 minutes, as written. Seconded by  
2 Roger – 4 in favor, 1 abstain (Susan not a member yet). So voted. Motion by Lucy to approve the  
3 05/14/2018 and 05/23/2018 minutes, as written. Seconded by Roger. So Voted.
- 4 18. Purchase Order – Motion by Roland to approve Purchase Order FY2018-14 to Gorman Group in  
5 the not to exceed amount of \$27,000. Seconded by Lucy. Voting: 5 in favor, 0 against, motion  
6 passed.
- 7 19. Review Town Orders – Motion by Roger to approve the town orders as presented by the Town  
8 Treasurer. Seconded by Dave. Voting: 5 in favor, 0 against, motion passed.
- 9 20. Possible Executive Session: Contracts & labor agreements per 1 VSA 313 – Not needed. The Town  
10 is waiting for a contract proposal from Local 300, due sometime in June.
- 11 21. Other Business & Notices
- 12 a) 2018 VTrans' Grant Audit Completed – Ron reported that the Town received a letter stating  
13 that the grant records were in "Full Compliance" with requirements. Ron noted that the State  
14 praised Town Treasurer Kim Moulton for keeping great records and that the State would  
15 use Hyde Park as a training site for future grant auditors.
- 16 b) Maynard Zoning Matter – The Selectboard letter was sent to all parties on 05/31 to  
17 encourage the two landowners to resolve a boundary line issue prior to town considering a  
18 zoning enforcement action; a response to the Selectboard was requested by 07/15/2018.
- 19 c) Planning Commission Site Visit – June 18 @ 5:30 p.m. – Pedestrian safety in NHP along  
20 Ferry Street and crossing VT100 to access the North Hyde Park Post Office.
- 21 d) Dry Hydrant Installation planned for week of June 11<sup>th</sup> . Town highway will be working with  
22 Troy Dare from Rural Fire to install two dry hydrants at the Gihon River on Ferry Street. The  
23 hydrants will provide fire service water supply to the nearby industrial park and lumber yard.
- 24 e) Resilient Right-Of-Ways Project – Kick-Off is June 19 10:00 am; Community Meeting Room
- 25 f) Town Treasurer's Annual Financial Management Questionnaire – The Selectboard  
26 reviewed the annual report describing the process and manner of town financial account  
27 management and procedures. Motion by Roland to sign the financial management  
28 questionnaire. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.
- 29 g) End of Year Meeting – Possible meeting dates for a special meeting were set as June 28  
30 or July 2 in morning. Ron will discuss with town treasurer and send out the agenda.
- 31 h) Dave suggested that the town highway department could benefit from using a "runner" to  
32 chase equipment parts and highway supplies instead of a member of the highway crew.  
33 Ron will discuss with the road foreman.
- 34 i) Dave asked when sand will be trucked to rebuild the winter sand pile at the town highway  
35 garage. Ron will confirm a date with the highway crew and Roland thought it was soon.
- 36 j) Executive Session on personnel matters. Motion by Lucy to move into executive session to  
37 discuss town personnel matters. Seconded by Roland. So voted
- 38 k) Annual town employee wage adjustments. The Board discussed the budgeted amounts.  
39 Motion by Lucy to approve the 2.0% increase for all regular part-time and full-time town  
40 staff; in addition, a \$1.00 per hour wage increase for Kristan Langlois resulting from recent  
41 job description changes and a \$0.50 per hour wage increase for the four full-time highway  
42 crew members for a market adjustment. All wage increases to be effective the payroll  
43 including July 1, 2018. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.
- 44 l) Lucy submitted her Selectboard resignation letter dated May 24, 2018. The Selectboard  
45 agreed to advertise for the open position which would have a term ending at Town Meeting  
46 2019. Motion by Dave to accept Lucy's resignation and wish her luck in her travels and for  
47 her work over the past two years, noting that the Board wanted her to return to the Board at  
48 some point in the future. Seconded by Roger. Voting: 5 in favor, 0 against, motion passed.  
49 Lucy thanked everyone for the experience over the last two years.
- 50 22. Adjourn - Motion by Roger to adjourn the meeting at 9:32 p.m. Seconded by Lucy. So voted.