

1 **Selectboard**  
2 **MEETING MINUTES**  
3 **October 8, 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; Roland Boivin; Dave Gagnier, Roger Barry and Roger Audet  
8 Members Absent: None  
9 Others Present: Ron Rodjenski, Town Administrator; Melanie Rodjenski; Carol Fano; Brad Carriere,  
10 HP Emergency Management Director; Chief Ed Webster, Hyde Park Town Fire  
11 Department; Chief John Savage, North Hyde Park / Eden Fire Department; Brent  
12 Lanphear and Ryan Nolan; also see 10/08/2018 Sign-In Sheet.

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

- 14 1. **Welcome:** No public comment.
- 15 2. **North Hyde Park / Eden Fire Department & Hyde Park Town Fire Department** – Susan  
16 welcomed the members of the North Hyde Park / Eden Fire Department and Hyde Park Town Fire  
17 Department. HPTFD Chief Webster began by responding to statements made at the July 2, 2018  
18 Selectboard meeting and wanted to correct or clarify the statements: 1) Susan asked if the fire  
19 services need seven trucks - Chief noted that there are 8 - **six fire suppression** vehicles and two  
20 specialty vehicles that are not always used for fire suppression. Consensus standards are usually  
21 looked at for liability, rather than regulations, if there is an injury and the departments feel those  
22 standards are met with the current fleet; 2) Roland noted that emergency sirens do not give  
23 responders the right-of-way – Chief stated that he has not heard a complaint of inappropriate use  
24 noting that both departments train that **sirens do not to give ROW** and that responders need to  
25 follow the rules of the road; 3) Susan noted that asking departments to **reduce costs** doesn't  
26 always result in the best ideas and Chief asked that the departments be involved when ideas are  
27 discussed in the future; 4) the Board asked about **replacement of equipment** and Chief Webster  
28 stated that the department uses grants and the annual budget from voters, noting that grants have  
29 paid for \$460,000 of new equipment in recent years, costing Hyde Park \$25,000 in match funds.  
30 Chief Savage noted that his department uses the annual allocation only, except capital expenses  
31 for trucks shared by both towns and the recent one-time use of the Hyde Park fire reserve for the  
32 heat imager purchase. Chief Savage noted that his department is looking at extending the useful  
33 life of vehicles. Susan noted that the Town is looking at moving from a 10 to 8-year replacement  
34 cycle for plow trucks due to increased maintenance costs of older vehicles; 5) the reasons for  
35 **Mutual aid** was mentioned as a way reduce equipment needs and the Chief clarified that mutual  
36 aid was set up to increase vehicles available for emergency response and the number of crew that  
37 responded to major fires without needing to repay other agencies for each event. Brent Lanphear  
38 stated that on average Hyde Park goes to Eden five times per year and often that is with other  
39 agencies, like the Johnson Fire Department. North Hyde Park/Eden responds to Hyde Park about  
40 16 times per year. Brent noted that the automatic alarm system for structure fires sends both  
41 departments; noting that this system reduces fire insurance premiums; 6) **Air-Paks** can be cut  
42 down – to which the Chief noted that the department currently meets the NFPI minimum standards;  
43 7) **Portable air trailers** are available in Stowe, but not owned by the Town Fire Department, so  
44 bottles cannot be refilled at an incident without mutual aid, resulting in a 40 to 60-minute wait for  
45 air trailers to arrive from another agency; 8) Hiring an **outside consultant** to review the department  
46 operations to which the Chief noted that towns are surprised by what consultants recommend and  
47 the cost. Susan felt that sometimes different eyes could raise good ideas then seek voter input  
48 about the expenses; 9) **Both fire departments respond** to all calls to which Chief Webster noted  
49 while that is true for structure fire calls, often two trucks go with a stand-by crew at the station, and  
50 should the station be emptied, then Morristown is called for stand-by. John Savage noted that the  
51 NHP/Eden Station is not empty, and Roger A. noted that he has observed it empty from time to

1 time. Brent Lanphear noted that when it appears there will be a long call they will then ask for  
2 stand-by coverage from another agency; 10) **Combining departments** might be an option and  
3 Chief noted that there are towns that have combined, like Waterbury & Waterbury Center but they  
4 maintained their two stations, and he felt that it was working pretty good now in Hyde Park/Eden  
5 with two stations. Roger A. asked if one pumper could be taken out of the inventory rather than  
6 NHP/Eden having two pumpers. Chief Savage stated that the attack pumper responds, and the  
7 other pumper goes to water supply. Brent suggested turning over the equipment needs question  
8 to a consultant so standards for the area to be covered can be thoroughly evaluated. Chief  
9 suggested that some savings could be found but there may be unforeseen costs.

10 Other fire topics - Chief Savage noted that some North Hyde Park businesses are asking about  
11 adding sprinkler systems so Chief Savage asked for an updated ISO inspection.

12 Brad Carriere noted that the 911 signs are installed in about ½ the town and more signs are  
13 needed. Chief Savage asked that if there are any questions in the future, the Board members are  
14 encouraged to reach out to the Chiefs. Dave and Susan thanks the Chiefs for the information.  
15 Roland encouraged the departments to meet jointly with Eden for the upcoming budget meetings.

16 3. **FY2020 Budget** – FAST Squad & Emergency Planning - Brad Carriere, Hyde Park Emergency  
17 Management Director noted that he is not proposing any increases to the \$5,500 budget, noting  
18 that there are some new squad members in the past year. FAST Budget: Admin \$200; Training  
19 \$500; Supplies \$1,500; Radio \$1,800; Payroll \$1,500 with 96 calls responded to in FY2018. AEDs  
20 are about \$4,000 each with four in town now; two on trucks and at each station and the Sheriff  
21 deputy vehicles contain AEDs. Brad would like to pursue the Heart Safe community designation  
22 and add an article at town meeting to discuss it and the costs, including the replacement costs,  
23 with a new annual line item of \$2,00 to support purchase and maintenance costs. The Board asked  
24 Brad to work on an article for this request with the town clerk.

25 4. **Fire Station Generator** – Roger Audet suggested that the request for generator funds should be  
26 on a special article at Town Meeting. Roger Barry suggested that the cost is around \$9,500 for a  
27 22 kW to run the station, with another \$1,000 for a pad. Brad explained that the increased size to  
28 22kW is to cover any future needs, the air cascade system and air compressor and additional  
29 lights. Brad said the timing of the purchase is up to the Selectboard. The Board offered that the  
30 fire capital reserve can be used for the Town Fire's generator & installation and for only the  
31 generator at the North Hyde Park/Eden station. Chief Savage said the department appreciated the  
32 offer and could work on installation costs. Motion by Roland to approve Purchase Order FY2019-  
33 07 for up to \$15,000 for two new electrical generators, one for each station, and for installation  
34 costs at the Hyde Park Fire Station. Seconded by Roger Audet. Voting: 5 in favor, 0 against, motion  
35 passed.

#### 36 5. **Highway Department**

37 • **1111 Application** – Village of Hyde Park – Ron noted that the access permit was reviewed by  
38 the highway department and there are issues with the location and purpose of a recently  
39 installed handicap ramp for the Elsa French Park off Main Street. Susan explained that there  
40 are also upcoming water projects that will be in the town ROW. Roger A. suggested hiring an  
41 attorney to look at this issue. Ron noted that the access cut might comply and that would likely  
42 be the first question from an attorney. Susan reminded the Board that permission to use the  
43 ROW is a big issue that will need to be addressed in the future upcoming projects. Roger Barry  
44 will ask for an opinion from VTrans staff. Susan will draft a letter to the Village Trustees and  
45 send it with the 1111 requirements.

46 • **1111 Application** – Robert Whalen - Mr. Whalen is building a new home on Cleveland Corners  
47 Road and he submitted a waiver request via email seeking one waiver of the B-71 Driveway  
48 Standard; reducing the 125-foot separation to another driveway to 20-feet. Ron noted that the  
49 sight line to the Silver Ridge Road intersection exceeded 385 feet and the driveway would

1 comply with the 8% maximum grade requirement and other B-71 Standards. Motion by Roger  
2 A. to waive the 125' separation in lieu of 20 feet. Seconded Roger B. So voted.

- 3 • **Highway Garage Repairs** - Roger Barry said he is working on adding snow guards over the  
4 passage door on the south side of the garage as well as re-screwing the roof panels this fall.  
5 The east end of the garage is rotted and needs to be replaced with new steel panels. The  
6 oil/water separator can be installed at a cost of up to \$6,000.

- 7 • **Road Policy Amendments for Class 4 Roads** – The current draft treats all Class 4s the same  
8 and the Board asked to modify the draft policy by adding a list of Class 4s that will be  
9 maintained at what level with roads not listed needing to go before the Selectboard for review  
10 before any maintenance is done.

- 11 • **Watershed Consulting** – Rt 15 Cross Culvert Study – A hydraulic study culvert sizing estimate  
12 from Watershed Consulting was received with a cost of \$4,000 to \$6,000. Action was deferred  
13 pending Roger Barry calling the State hydraulics division for assistance.

- 14 • **Winter Plowing** – Each Fall, the Selectboard has considered winter maintenance on roads  
15 that may not be official town highways, pending work to clarify the road status, or whether to  
16 plow Class 4s, such as Diggins Road to the fire pond, that serve as access to critical town  
17 infrastructure. Motion by Dave to maintain the same plowing routes as 2017-2018 for the  
18 upcoming winter season. Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.

- 19 • **Appoint Selectboard Highway Liaison & 1111 Permit Authorization** – After a brief  
20 discussion on the highway liaison role, Susan suggested Roger Barry being appointed. Motion  
21 by Dave to appoint Roger Barry to the Selectboard's highway liaison role. Seconded by Roger  
22 Audet. So Voted.

- 23 • **LCPC TAC Representative** – Roger Barry agreed to be appointed to take over the role of  
24 town rep from Ron Rodjenski. Motion by Roger Audet to appoint Roger Barry as LCPC  
25 Technical Advisory Committee representative effective immediately. Seconded by Susan.  
26 Voting: 5 in favor, 0 against, motion passed.

- 27 • **Hire Seasonal Plow Operator** – Deferred with no new information from applicants and  
28 Roger Barry will follow up.

- 29 • **Battle Row Road Paving 2018** – A new quote from J Hutchins was reviewed for a revised  
30 scope of services to complete paving repairs to Battle Row Road, estimated at \$210,000, and  
31 including reclaiming a portion of the road between VT100 and Marcoux Road. The J Hutchins  
32 scope would require a second layer of pavement in 2019 as only a shim would be done in  
33 2018. Roger Barry suggested delaying the work and having the highway crew add hot mix to  
34 the eleven culvert cuts and then deferring paving to 2019. The town highway crew could do  
35 the patch work and drag hot mix in the worst condition sections ahead of winter plowing. Roger  
36 B. will talk to the highway crew about deferring paving to 2019 to give more time for culvert  
37 cuts to settle before paving.

- 38 6. **2019 Health Care Coverage** – Ron reported that the Board had intended to discuss modifications  
39 to the health benefit during 2018 but there is no more time with the 2019 Open Enrollment season  
40 starting in October. Motion by Dave to keep the same health benefits as offered to employees for  
41 2018. Seconded by Roger Audet. Voting: 5 in favor, 0 against, motion passed.

- 42 7. **Town Listers** – Errors and Omissions – Motion by Roger Audet to approve the errors and  
43 omissions report from the town listers involving two parcels. Seconded by Roger Barry. Voting: 5  
44 in favor, 0 against, motion passed.

- 45 8. **Monthly Reports**; Task List; Grants Watch; Town Accounts and LCSD stats reviewed.

- 46 9. **Review minutes** – Motion by Roger Audet to accept the minutes of 09/10/2018 and 09/19/2018  
47 as written. Seconded by Roland. Voting: 5 in favor, 0 against, except Dave G abstained from the  
48 09/10/2018 minutes as he was absent, motion passed.

1 10. **Town Orders** – Motion by Roger Audet to approve the town orders presented by the Town  
2 Treasurer. Seconded by Dave. Voting: 5 in favor, 0 against, motion passed.

3 11. **Other Business & Notices**

4 a) **Tax Sale** – November 1 – Roger Audet agreed to attend and will bid on properties if no one  
5 else does, unless he feels it will be too much of a liability. Board members will also review  
6 the final list of properties before the tax sale. Motion by Dave to authorize Roger Audet to  
7 bid on properties if no one else bids and if not likely to be a liability to the Town. Seconded  
8 by Roland. Voting: 5 in favor, 0 against, motion passed.

9 b) **Bulk Purchase Orders** – Ron reviewed the Purchase Order Memo summarizing the bulk  
10 purchase orders needed for FY2019 and two amendments from FY2018. Motion by Dave  
11 to approve the two amendments and four new purchase orders, as follows:

12 FY2018-05 – Amend winter salt to Not-To-Exceed \$87,000,

13 FY2018-14 – Amend road chloride to Not-To-Exceed \$34,000,

14 FY2019-03 – Approve road chloride to Not-To-Exceed \$27,000,

15 FY2019-04 – Approve culvert purchases to Not-To-Exceed \$32,500,

16 FY2019-05 – Approve diesel fuel to Not-To-Exceed \$55,000, and

17 FY2019-06 – Approve winter salt to Not-To-Exceed \$90,000,

18 Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.

19 c) **ATV on dirt roads** – Dave mentioned that there have been very little complaints for the use  
20 of town gravel Class 3 and Class 4 roads. Dave would like to expand the ordinance to  
21 include paved Class 2 roads. Dave will ask the local club for a map of what portions of Class  
22 2 paved road should be opened to ATVs to allow connection to existing trails.

23 d) **LVRT Trailhead / Brownfields Construction** – A draft VTrans Lease was handed out and the  
24 members will review. Roger Barry wanted to further discuss the \$300 fee in the current draft.

25 e) **Resilient ROW Workshop Nov 2** – Board members will try to attend the event at the  
26 Cambridge Fire Station organized by the LCPC and Lamoille County Conservation District.

27 f) **Reclassify/Discontinue/Lay Out town highways** – The list of roads being proposed for  
28 reclassification or discontinuance was almost ready but a new survey for one of the roads,  
29 Crabapple Lane, is not yet completed. A site visit is required, and Ron asked about a mid-  
30 November site visit. The Board deferred the formal hearing and site visit process until the  
31 survey work on Crabapple Lane is completed; most likely Spring 2019 with warmer weather.

32 g) **Union Local 300 negotiations** – The first two possible meeting days are Oct 24 and 25 –  
33 and the Selectboard prefers a 1:00 pm start with the town attorney present.

34 12. **Possible Executive Session:** Motion by Dave to move into executive session for discussion on  
35 Personnel Matters, Contracts & labor agreements per 1 VSA 313 with the Town Administrator.  
36 Seconded by Roland. Voting: 5 in favor, 0 against, motion passed.

37 13. **Adjourn** ~ Motion by Roger Audet to adjourn the meeting at 9:30 p.m. Seconded by Dave. Voting:  
38 5 in favor, 0 against, motion passed.