

1 **Selectboard**  
2 **September 16, 2019**  
3 **MONTHLY MEETING**

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

7 **Members Present:** Susan Bartlett, Chair; David Gagnier, Vice-Chair; Roger Audet and Roland Boivin  
8 **Members Absent:** Roger Barry  
9 **Others Present:** Ron Rodjenski, Town Administrator; Chief Ed Webster, Hyde Park Town Fire;  
10 Nancy Webster, Community Circle; Nicole Chauvin; Jared Bouchard; Brad  
11 Carriere from Hyde Park FAST Squad; Brian Shackett, Kyle Shackett; Fire Chief  
12 John Savage and Brent Lanpher, NHP / Eden Fire Department; GMATV did  
13 videotape this meeting.

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

- 15 1. **Welcome, Changes to the Agenda and Public Comment** – Add LUHS Fireworks 9/21, Main St  
16 Closure 09/21 & Policy on Late Filed Homestead Declarations. Nancy Webster appeared on behalf  
17 of Community Circle seeking approval for closing Main Street for safety during the Hyde Park  
18 Home Day event on 09/21 from noon until 3:00 p.m. Motion by Roland to approve the closure of  
19 Main Street from Depot St west to West Main St. Seconded by Roger. Voting: 4 in favor, 0 against,  
20 motion passed. Ron will work with Nancy and town highway on signage needs.
- 21 2. **FAST Squad Expenses** – Brad Carriere reviewed the purchase of six pagers for four members in  
22 June 2019 that would allow portable radios to remain in their vehicle, and now, with a new  
23 member that would leave one spare pager. Brad explained that there was an omission of two  
24 outstanding invoices when the six pagers were ordered so the FY2019 FAST Squad equipment  
25 budget was overspent. Susan asked how many FAST Squad members respond to calls and is the  
26 squad working because there are not enough members. Brad felt that service is being provided  
27 and their recent license renewal showed a good volume of responses by the four members; 90  
28 calls responded to over 12 months from the 160 total 911 calls for service. Roland stated that he  
29 heard there were less calls responded to and no FAST service provided in June 2019. Dave asked  
30 if fire department staff can use those pagers and Brad stated that the FAST pager allows only FAST  
31 calls to come through. Brad clarified that 911 calls will send NEMS and FAST Squad at the same  
32 time. The over amount in FY2019 was \$2,100. For FY2020 there is \$3,000 payroll and \$2,500 for  
33 equipment expenses and Brad did not expect to use all those equipment funds this year. The  
34 Board thanked Brad for coming in to explain the expenses and asked that he seek approval for any  
35 future FY2020 supply or equipment purchases from the \$2,500 to help ensure that the FY2019  
36 over-expenditure is off-set in FY2020. Brad reviewed the training program for FAST members  
37 which is done with the District, Newport Ambulance or Morristown. Brad thanked the Board for  
38 their support.
- 39 3. **NHP/Eden Fire Department MOU** – Brent suggested that both Selectboards meet to discuss the  
40 draft Memorandum of Understanding with the Eden Selectboard at the North Hyde Park / Eden  
41 Fire Department station. Brent asked if the Selectboard could meet on Thursday, October 3<sup>rd</sup> at  
42 6:30 p.m. and the Board agreed.

- 1 4. **NHP/Eden Fire Department Truck Proceeds** – Brent reported that \$6,000 is available to Hyde Park  
2 from the sale of their old fire truck. The Eden Selectboard has approved the use of their 50% of  
3 \$12,000 total proceeds for fire department equipment, which the department used for the new  
4 fire hoses. Dave G. stated that Hyde Park’s \$6,000 could go towards the purchase of a new  
5 portable generator for lights. Susan remembered there was no formal prior agreement on how  
6 the proceeds would be used so this issue is being discussed now. Brent explained that it was less  
7 expensive to buy some of the truck equipment after the purchase and Susan agreed. Motion by  
8 Roland to allow use of Hyde Park’s \$6,000 for NHP/Eden Fire Department equipment. Seconded  
9 by Dave. Voting: 4 in favor, 0 against, motion passed.
- 10 5. **NHP/Eden Fire Department Air Bottle** – John Savage confirmed with the Board that \$8,000 would  
11 be available from the Hyde Park fire equipment reserve fund in FY2020 and a second \$8,000 for  
12 FY2021 for air bottle purchases. Brent noted that each bottle is almost \$900. Roger stated that  
13 the FY2020 funds are available now through June 30, 2020. Brent stated that he would look at a  
14 larger purchase to save some money in one bulk purchase.
- 15 6. **Municipal Planning Grant MPG20** – Ron reviewed the proposed grant for up to \$25,000 for a  
16 Village Traffic Calming Study and Gihon Valley Hall master plan. There is no grant match as this is  
17 a consortium grant with Eden and Waterville and regional planning staff performing the work, and  
18 some of the regional work would provide grant match for the towns. Motion by Roger to sign the  
19 resolution for the consortium grant. Voting: 4 in favor, 0 against, motion passed.
- 20 7. **Road Classification and Discontinue** – Ron read the list of nine roads that would be considered  
21 for discontinuance or acceptance as town highways. Susan wanted to give notice that written  
22 testimony would be accepted at the hearing. The Board agreed that if necessary, action on one or  
23 more roads could be deferred after the public hearing. Motion by Roger to set the site visits and  
24 public hearing for Thursday, October 17, 2019 at 3:00 p.m. Seconded by Roland. Voting: 4 in favor,  
25 0 against, motion passed.
- 26 8. **Winter Plowing of Class 4 roads & MOU Orchard Terrace** – Motion by Dave to sign the MOU for  
27 continued use of a winter plowing turnaround on Andrews. Voting: 4 in favor, 0 against, motion  
28 passed. Motion by Dave to continue to plow all roads that were plowed in 2018-2019 for the  
29 upcoming 2019-2020 winter season. Voting: 4 in favor, 0 against, motion passed.
- 30 9. **Private Road Name** – Ron reported that a new private road name is needed following Bill Ashline’s  
31 relocation of his single driveway onto a shared driveway previously serving two homes off  
32 Whitcomb Island Road. Motion by Dave to approve Merrill Farm Road as a private road just west  
33 of the Whitcomb Island Road Gihon River bridge. Seconded by Roger. Voting: 4 in favor, 0 against,  
34 motion passed.
- 35 10. **Diggins Road – Upgrade to Class 3 from Class 4** – Ron reported being contacted by a lot owner  
36 within the Kusserow Development. The owner asked if the town and property owners could work  
37 together on the Class 4 upgrade to Class 3 to help with development of several vacant lots along  
38 Diggins Road. The Board had previously looked at upgrade costs at around \$120,000 which would  
39 need to be updated. Ron will do some outreach to the landowners to confirm interest in cost  
40 sharing and a possible joint meeting of the Selectboard / lot owners.
- 41

- 1 11. **Purchase Orders** – Ron reviewed the proposed three purchase orders. Dave reported that he  
2 talked with Mark French today and feels that 30% savings from the purchase of brine mixer is  
3 possible as wetting salt before hitting the road surface keeps more salt on the road under the right  
4 conditions. Ron noted that the \$90,000 annual winter salt budget could be looked at as the annual  
5 winter road treatment program which would include winter salt and brine equipment, etc. Brad  
6 asked about cold weather with winter salt brine making roads icy unless there is an additive,  
7 adding costs to the new system. Susan called Mark French to confirm cold weather brine and Mark  
8 stated that the current thinking is to not use additives just water. Mark stated that a salt brine has  
9 been used in Hyde Park because untreated rock salt dissolves with snow creating the same brine  
10 material. With brine applied to the rock salt as it comes out of the truck, the rock salt will not  
11 bounce off the roadway in most conditions improving its effectiveness and reducing the quantity  
12 needed. If very cold, then the salt brine would not be used as it is not appropriate in all conditions.  
13 Mark said that changing weather conditions do make it a challenge for the crew to get it right at  
14 the lowest cost for taxpayers. Dave asked about the salt savings covering the brine equipment in  
15 the first year, and Mark said it does take time to get used to new equipment and to prove the  
16 winter salt savings so he could not guarantee a savings in the first year. Mark wanted to see  
17 savings before agreeing to reducing the annual salt budget of \$90,000. Roland said that St Albans  
18 is going to a pre-mix salt and it is less work for the crew since no on-site mixing is required. Mark  
19 noted that as the crew makes improvements the results have saved money and the extra work to  
20 mix the brine and apply it is not significant. Mark feels that this equipment will reduce sodium  
21 levels in town road drainage ditches and allow him to best manage the winter salt usage based on  
22 weather conditions. Mark could not commit to guaranteeing a savings but feels it will be  
23 beneficial. Brad said some savings would be seen with brine and suggested that the brine pump  
24 systems need to be made to handle corrosive materials. Susan suggested using a combination of  
25 the small equipment funds and anticipated savings. Brad said over two or three years the savings  
26 would cover the cost of the equipment. Susan noted that the state is looking at water quality and  
27 using brine could become a mandate to reduce salt in waterways. Motion by Roger to approve  
28 purchase order FY2020-06 for \$18,000 to St. Albans Town for the brine mixer and for truck setup.  
29 Seconded by Dave. Discussion: Susan said \$10,000 could come from small equipment and Dave  
30 suggested \$10,000 from winter salt savings, \$5,000 from small equipment budget and \$3,000  
31 from heavy equipment repair budget. If the winter is costly, and the \$10,000 is in anticipated  
32 savings is needed, then the Board offered it would likely approve the additional costs when the  
33 time came. Roger agreed to amend the motion to match Dave’s funding proposal, and Dave  
34 accepted the amendment. Voting: 4 in favor, 0 against, motion passed. Motion to Dave to approve  
35 Purchase Order FY2020-04 for \$55,000 to SB Collins for diesel fuel and FY2020-05 for \$80,000 to  
36 Cargill for winter salt. Seconded by Roger A. Voting: 4 in favor, 0 against, motion passed.
- 37 12. **Errors and Omissions** – Town listers submitted a correction to the current Grandlist. Motion by  
38 Roger to approve the errors and omissions, Seconded by Roland. Voting: 4 in favor, 0 against,  
39 motion passed.
- 40 13. **Minutes** – Motion by Dave to approve the 08/19/2019 and 09/03/2019, as written. Seconded by  
41 Roland. Voting: 4 in favor, 0 against, (Roland abstained from 09/03 meeting vote), motion passed.  
42 Dave asked for the 4-way stop design for Eden and Depot St to be reviewed at the next meeting.
- 43 14. **Review Town Orders** – Motion by Roger to approve the town orders. Seconded by Dave. Voting:  
44 4 in favor, 0 against, motion passed. Dave noted that he appreciated receiving the invoice copies  
45 for over \$500 via email for his review.

1 **15. Other Business & Notices –**

- 2 ○ **Pocket Park** – Ron reported that the town highway crew dug out the hole for the new  
3 concrete pad and removed bricks at the memorial that were failing. Brian Shackett is  
4 picking up concrete forms for installation this week. Brian will be there tomorrow to  
5 help begin work on the first phase and is working with Dave on selecting a concrete  
6 supplier, noting that Harrison Concrete is from Hyde Park. Dave will be present this  
7 Thursday at 8:30 to help with the concrete pour, all are welcome.
- 8 ○ **Fireworks Display 09/21** – The Board reviewed the fireworks permit for Lamoille Union  
9 High School for this Saturday night. Dave agreed to provide notice to Kirk Lanphear.
- 10 ○ **Hats and Vests** – The Board felt using existing funds for employee appreciation would  
11 be fine and employees could have the choice of cash or vests/hats.
- 12 ○ **Personnel Policy Amendments 2019** - Ron handed out a first draft of amendments to  
13 the Town Personnel Policy to include the new union agreement and other changes.  
14 The Board will review again at their October monthly meeting.
- 15 ○ **Grange Re-Roof Project** – Ron reported that work has started, and town highway crew  
16 removed the brush pile today.
- 17 ○ **Policy on “Late Filed Declarations”** – Ron presented a draft policy from Town Clerk Kim  
18 Moulton which should be approved annually by the Town. The policy sets the penalty  
19 for taxpayers not filing their annual homestead declaration on time (after April 15) at  
20 3.0%. The penalty off-sets the costs to the Town of issuing amended property tax bills  
21 and has been followed since 2011. Motion by Roger to approve the 3% penalty for late  
22 filed declarations at 3.0%. Seconded by Dave. Voting: 4 in favor, 0 against, motion  
23 passed.
- 24 ○ **Executive session personnel** – Motion by Dave to move into executive session to  
25 discuss personnel matters. Seconded by Roger. So voted.

26 **16. Adjourn** – Motion by Dave to adjourn at 9:19 p.m. Seconded by Roland. Voting: 4 in favor, 0  
27 against, motion passed.