

Town Project & Task List

Updated to 07/15/2021

KEY

Items shaded are amended since last report

Project Name	Description	Date Assigned	Assigned To	Next Step	Next Step Due On
Puckerbrush West Road	Survey ordered to determine if built road is on town land	2013-0808	TA	Need to consider obtaining easements or moving road	OPEN
Tree Ordinance	Control invasives and require new projects to plant trees	2015-0611	Tree Warden	Tree Warden needed & committee would be helpful	OPEN
Gravel Pit - Act 250 Conditions	Soil borings to review remaining value/ loosen 250 conditions	2019-0617	SB	Work with Grenier Engineering - draft revisions to 250 permit	OPEN
Highway Garage Project & Capital Reserve	Town Meeting 2019 - moved all capital needs to one reserve fund	2019-0305	SB	Need plans for major roadway & paving projects	OPEN
Winter Maintenance & Operations Plan	Written procedures and protocol for removing snow & ice	2018-0212	SB	Work w/ highway on maps, sidewalk clearing, night plowing	OPEN
Town Highway Training	Review existing levels and training needs "cross training"	2019-0311	SB	Develop cross training plan for all operators	OPEN
Fire Services	Increase rosters for daytime response	2019-0515	SB	Hourly matches NHP/E - ongoing effort for roster by Chiefs	COMPLETED
Road Commissioner Role	Designation of tasks; review of efficiencies and capital planning	2017-0725	SB	Use existing job descriptions/current duties - revisit in future	COMPLETED
Gamble Parcel - Donation	Regrade along shoulder to prevent use of parcel for parking	2013-0711	TA/M.Walz	Knotweed cleanup has started north of 100C - site is 5211 VT100	On Going
Diggins Road	Upgrade from Class 4 to Class 3 and who pays costs	2015-0813	SB	Town is working on drainage / erosion - no plans for Class 3	On Going
Town Buildings - Solar Projects	Energy Committee (EC) to review options for adding solar collectors	2018-0611	EC	Cost / Benefits of solar for existing buildings & facilities	On Going
Personnel Policy	Modify health/long-termers & add fire bylaws/Conflict of Interest	2016-0811	TA&SB	Working on new draft - then to town attorney in August 2021	2021-1030
Town Phone System	Review Cloud or In-House System	2016-0310	SB/TA	Two quotes - need new fiber from Rroute 15 as well	2021-1201
Town Investments Committee	Make recommendations on town investments to Selectboard	2018-0910	Treas./FD/TA	New Finance Committee structure June 2020/need members	2021-1231
Municipal Offices - HVAC	Greg Paus is estimating costs for air exchange and controls	2018-0611	TA	No contractors responded to RFP Fall 2021 - ARPA funds	2022-0630
Tax Sale Properties	Town bought house/lot, 5659VT100, MH/Lot	2018-1213	SB	Town Attorney (Bartlett) - Eviction possible Sept 2021	2021-1030
Economic Development Projects	Discuss ways to increase commercial base	2017-0313	SB	Considering major stormwater/streetscape for 2022 Main&Church	2023-1030
Prospect St - Trunaround	Redesign done by Summit Engineering - tear drop no center	2019-1203	SB	Funds from FY2021 - complete w/Fitch Hill paving	2021-1030
County Code Enforcement Officer	Working with multiple towns to enforce local ordinances	2016-0912	3SBs	Law Enforcement Study Group - considering all options	2021-1231
Village Highway Maintenance	Town plowing of sidewalks for prompt response and safety	2020-1203	SB	Work with village or transition funds to make change	2021-1001
Pay weeks and timesheets	Need to update to digital system to reduce errors and management	2020-1221	FD/TA	Biweekly payroll starts 01/01/2022; timesheet software needed	2021-1231
Bridge & Culvert Inventory	Update 2011 inventory into iPADS - add bridge inventory, LCPC assisting	2021-0118	HWY	LCPC staff hired (\$10,800) -work with highway crew Summer '21	2021-0930
Hyde Park Community Circle	Assist in revitalizing this community group	2020-1216	SB	Meetings have restarted with community sharing event duties	COMPLETED
Town Assessor	Eliminate Board of Listers, contract with a professional assessor	2020-0118	SB	NEMRC hired to replace Board of Listers interim until Vote	2022-0301
Town Highway Classificatins	Ensure plowed roads are town highways - Beam, Sylvan, turnarounds	2020-1221	SB	Beam Rd survey ordered to confirm limits - to plow turnaround	2021-1221
Village Water and Sewer Charges	County group looking into "fair & equitable" - sharing costs	2020-1201	SB	Hiring economic consultants to research & report on rates	2021-1001
Highway Financing	Review bond as an option to fund complete repaving of Center Road	2019-0807	SB	Bid awarded to Pike Industries with Nov 2021 completion date	2021-1115
Dog Warrant / License Enforcement	Post-COVID = catch up needed on unlicensed dogs/reminders first	2021-0621	TA/ACO	TA to work with ACO on program to increase compliance	2021-1231