

**Selectboard**  
May 10, 2022  
Hybrid Meeting Minutes

*All minutes are draft until approved by the Selectboard; please check future minutes for approval of these minutes. Meetings may be videotaped and posted on YouTube; GMATV info: PO Box 581, Hyde Park [info@greenmountainaccess.tv](mailto:info@greenmountainaccess.tv) or 851-1592*

Members Present: Brian Shackett, Chair; Vice-Chair; Roland Boivin; Matt Morin; Susan Bartlett; Chasity Fagnant  
Members Virtual: None  
Members Absent: None  
Attendees Present: Dave Palumbo; Cindy Riddle  
Attendees Virtual: Ron Rodjenski, Town Administrator; Road Foreman Mark French; 802-279-6955; Terri Sabens; Michael Riddle; Ryan Nolan; Matt Reed; GMATV did record this meeting.

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Brian opened the meeting at 6:02 p.m.

1. **Welcome.** Two additions to the agenda: NHP Crosswalk Pilot and gravel crushing quote. No public comment.
2. **Town Tree Warden** - Dave Palumbo introduced himself as the new volunteer tree warden. Brian welcomed Dave and thanked him for this interest. Dave noted that there was a lot to the position that he has been learning on webinars and seeing what other towns are doing. Dave stated that he is living happily off-grid and volunteers with the Northeastern Loggers Association. Dave noted that forests require active management to produce the highest value, which includes the carbon retention for climate change mitigation. Dave will work with Ron on adding information to the town website, including ash borer information and benefits of forestry management. Dave will respond to private property owners, concerned about trees outside the public right-of-way, as his time allows. Roland asked if money for private tree maintenance outside the public ROW and Dave did not know of any. The Board thanked Dave for the attending.
3. **Fireworks Permits** – Community Discussion – Ron reviewed the two public comments sent via email into the record. The Board discussed the permit issuance which has been the town practice or moving to prohibit issuance of consumer display permits. The Board would like to see, if permits are continued, the public notice of issued permits continued via Front Porch Forum and email. Susan confirmed that the large commercial displays are still prohibited in Hyde Park, and the Board agreed.
4. **ARPA Project Ideas** – Brian asked about the public project list and ideas. Matt mentioned that the playground could be improved at the ballfields and Chasity noted \$20,000 was on the town’s list posted on the home page of the town website. Brian would like to see investments that bring people to town and help local business growth. Susan suggested the corner lot at Main and Church could possibly be converted to public use. Ron mentioned that some towns are land-banking properties for future public use. A Front Porch Forum notice will go out announcing the May 24th meeting with ARPA projects being discussed with VLCT’s ARPA Assistance and Coordination program Director, Katie Buckley.
5. **Approved Vendor List** – Ron reviewed the town policy requirement for the Board to annual review and approve the vendor list, which identifies all contractors and vendors that have recently worked with the town. This review would be the time to consider raising any concerns with vendors and possibly ask them to come in to meet with the Board. Motion by Chasity to approve the 2022 vendor list, dated 04/07/2022, seconded by Susan. So, voted.
6. **Highway Department:**
  - Highway **uniform contract** and increasing costs was discussed. Matt agreed that the costs should be looked at and he will investigate other options. Ron noted that cleaning of uniforms is required by Section 15.1 of the current Union contract, and costs have increased to about \$200/week. Quotes from the only other uniform company serving the area, UniFirst, will be requested.

- 1 • Update on **GPS equipment** for town highway equipment. Mark is waiting for a quote on the  
2 service from Verizon. Roland said it was a good safety issue for winter plowing and accidents.  
3 Mark thought it was an extra charge that could be avoided. Matt noted that his company has it  
4 for an insurance liability reasons. Mark will bring the quote to the next board meeting.
- 5 • **Center Road Loan**, report on funding, possible loan renewal one-year. Mark French noted that  
6 Pike will be coming in this Friday to repair a portion of Center Road where the surface layer  
7 failed. Motion by Susan to approve the allonge for Center Road paving loan extension to by one  
8 year in the amount of \$594,000. Seconded by Chasity. Voting: 5 in favor, 0 against, motion  
9 passed.
- 10 • **Class 4 town highway** reclassification to Class 3 – The Board discussed the upgrade  
11 requirements for Class 3 status and costs to make improvements. Roland noted that a Class 4  
12 road does not need to be plowed. Cindy Riddle stated she has looked at her deeds and found  
13 out it was a Class 4 not Class 3 but only after they purchased. Cindy asked about the  
14 development of lots in the Kusserow project and if the town intended to upgrade the road to  
15 Class 3. Cindy noted that the four existing homes could increase to 25 homes in the future using  
16 the Class 4 portion of Diggins Road. Matt thought that a road improvement grant may be an  
17 option.
- 18 • **Crushed gravel** was discussed with the need for \$45,000 with \$38,000 in the current budget.  
19 Roland noted that fuel keeps going up and crushing cost will as well. Mark is meeting with the  
20 two companies that provided quotes to confirm the per yard pricing which now ranges from \$4.00  
21 to \$5.00. Roland asked about 4,000 cy of sand instead of bringing the full 8,000-10,000. Motion  
22 by Susan to approve crushing to NTE \$45,000, Seconded by Chasity. Voting: 5 in favor, 0  
23 against, motion passed.
- 24 • **Diesel Fuel** – Mark reported that \$5.39/gal is yesterday's cost delivered to the town's UST. Brian  
25 asked how the town could reserve fuel and Mark didn't think the increased cost could be avoided.  
26 Roland suggested leaving the stockpile at the pit to save fuel now and haul sand as needed.  
27 Motion by fill the 10,000 tank and acknowledge the cost could be \$40,000 over budget. Seconded  
28 by Voting: 5 in favor, 0 against, motion passed.

## 29 7. Administrative Matters:

- 30 • **Fire Warden** 5-year re-appointment, Ryan Nolan. Ryan noted that he is issuing burn permits  
31 depending on the day and he gets paid about \$30 per year by the State which doesn't cover his  
32 fuel costs to perform his duties, such as investigating outdoor burning complaints. Ryan said he  
33 likes the position but doesn't do it for the money. Motion by Matt to approve Ryan Nolan for a  
34 5-yr term as Town Fire Warden. Seconded by Susan. Voting: 4 in favor, 0 against, (Chasity  
35 abstained as Ryan is her brother), motion passed.
- 36 • **NEMRC** Town Assessor Contract - Terri Sabens discussed her work to develop the tasks for a  
37 regional shared town assessor. Terri stated that she has turned down 12-15 municipalities due  
38 to high demand and six towns are interested. An MOU would set the terms and towns would set  
39 hours, with one parent town will hire the person and complete the billing to other towns. Sabens  
40 noted that the average Vermont town lister age is 62. Susan noted that NEMRC was chosen as  
41 the only choice once the Hyde Park Board of Listers failed to maintain a quorum. Susan felt it  
42 was a good way to share the costs for a town employee with direct control, compared to  
43 contracting the work out. Matt Reed noted that when the contractor gets busy the work can get  
44 delayed and feels an employee would be better. Terri stated that the employee could be the 911  
45 coordinator. Matt stated that with the training needs become over-whelming for him, and Matt  
46 felt 10 hours a week would be good guess for well-trained person. Brian stated that the proposal  
47 sounded good, and the Board felt the proposal should go forward. The cost for NEMRC is about  
48 \$12,000/yr. and Terri estimated 10-hrs per week for Hyde Park at a cost of \$12,000 to \$14,000/yr.  
49 Matt Reed felt the improved parcel mapping & updates by having an employee manage it would  
50 be a benefit over a contractor. Terri is continuing to meet with other towns and is hoping the new  
51 MOU will start in July and she will in touch with next steps.

- 1 • **Town Administrator** transition plan for retirement – time frames. Ron explained that it was time  
2 to begin a discussion on retirement and reducing the hours he works. Brian asked what the letter  
3 of hire terms are, and Ron said it renews for 6-month periods every July 1 and Jan 1, unless  
4 terminated or modified. VMERS retirement program requires a 30-day break-in-service to begin  
5 to draw retirement payments, and if the Town was interested in continued service by Ron in  
6 some capacity, then those hours would be limited to 23 hours per week, otherwise at 24 hours  
7 or more, there is a mandatory participation requirement in VMERS. Ron felt it was important for  
8 him to complete training with Jennifer and get through her first budget season. The Board will  
9 think about options to facilitate the transition and address the four basic jobs that Ron does now,  
10 Assistant to Selectboard with grants management, Staff to Planning Commission and  
11 Development Review Board, Support for town committees and community development projects,  
12 and minute taker for the three boards; PC, DRB and Selectboard.
- 13 • **Progress report** on new Finance and Administrative Manager. Ron reported that the progress  
14 is coming along great, at one month, with Accounts Payable training moving along quickly with  
15 Jennifer completing two trainings with NEMRC, and payroll training coming up next. Grants  
16 management and budgeting are planned this coming Fall. Ron noted that Cynthia from NEMRC  
17 will hopefully be present at the May 24<sup>th</sup> meeting to review the types of reports that NEMRC can  
18 produce for the Selectboard, including ETO usage, budget-to-actual and balance sheets. Once  
19 a list of reports and due dates to the Board are set, the Finance and Administrative Manager  
20 would distribute the reports.
- 21 8. **Town Orders** – Motion by Susan to approve the town orders. Seconded by Matt. Voting: 5 in favor,  
22 0 against, motion passed.
- 23 • **A mask mandated** in Town Clerk’s Office will be reinstated tomorrow and the Board felt that for  
24 the meeting room, masks should remain optional.
- 25 • **NHP VT100 Pilot Project** – Ron reported that this pilot project is the first of its kind in Vermont,  
26 with VTrans approving a 1111 permit for the pilot to support the evaluation of pedestrian  
27 improvements within state-designated Village Center that must deal with a state highway  
28 bisecting the village. Ron stated that the sidewalk reserve fund has sufficient funds to pay for the  
29 temporary line striping cost by L& D line striping. Motion by Susan to approve the L&D contractor  
30 for \$3,100. Seconded by Matt. Voting 3 in favor, 2 against (Chasity and Matt against due to cost),  
31 motion passed. Ron confirmed that highway would need to install signs, provide traffic control,  
32 and remove markings at the end of the pilot, a pressure washer will be needed.
- 33 9. **Minutes** – Deferred 04/26/2022 minutes to the next meeting.
- 34 10. **Adjourn** – Motion by Susan to adjourn, seconded by Roland, so voted at 9:06 p.m.