



# **Village of Hyde Park**

**Thursday September 5, 2024**

Village Conference Room, Municipal Building  
167 Main Street, Hyde Park

## **BOARD OF TRUSTEES**

### **Minutes**

Trustee Members: Present: Frederika French, Chair; Peter Gallo, Clerk; Sue Trainor; Amy O'Toole

Staff: Present: Brian Evans-Mongeon, Village Manager; Karen Wescom, Village Clerk

Other: None

1. Chair French called the meeting to order at 6 PM.
2. The Village Manager reported that there were no additions or revisions to the agenda.
3. Chair French reported on the participation by herself and the Village Manager at the Northeast Public Power Association Annual Conference held at the Mt. Washington Hotel from August 25 to 28. She reported highlights from a few of the working sessions and proposed that she would share the slide presentations from the sessions to the rest of the Trustees. The Village Manager shared some of his takeaways from the Conference as well. Those included the projections associated with future transmission costs and a presentation by a Dept of Energy representative on various grant programs including one that the Village was seeking. Sue Trainor inquired about the various grant programs and whether a grant writer might be needed to help gain selection in future opportunities.
4. Minutes of August 1, 2024 Meeting: Sue Trainor made a motion to approved the minutes as written. Amy O'Toole seconded the motion and the motion passed unanimously without abstention.
5. Minutes of August 8, 2024 Emergency Meeting: Peter Gallo made a motion to approved the minutes as written. Sue Trainor seconded the motion and the motion passed unanimously without abstention.
6. Warrants were distributed and signed by the Trustees during the meeting.
7. HPWW – Annual Inspection Reports: The Village Manager indicated that the annual wastewater inspection reports for the two wastewater systems were distributed earlier in the week for the Trustees' review. The Village Manager indicated that there were some tasks that were identified for work and that the staff would be meeting to discuss them and to develop a plan for addressing them prior to the next annual inspection. The Trustees inquired about the brick layer work for manholes and how that related to other road work projects. The Village Manager indicated that would likely be a point of discussion with the Town Highway Department and it would be addressed in upcoming discussions.
8. Change at Town of Hyde Park: The Village Manager reported on the changes within the Town Administration and that he has been inquiring about tasks that were being coordinated with the former Town Administrator and how they would be addressed going forward.
9. Village Grand List: The Village Manager reported that there were some errors in the Town issued Village Grand List report received on July 1, 2024. The Village Manager and Village

Clerk/Treasurer have been working through the errors and have been communicating with the Town to ascertain how the process didn't work for this year and what steps need to be taken for next year. The Trustees discussed the situation and will work with the Village Administration moving forward.

10. HPE 3% Rate Increase: The Village Manager reported that the rate increase filing for the 3% statutorily allowed rate increase had been made on time for an effective date on October 1, 2024. The Village Manager also reported on the discussions with the DPS regarding the rate increase and that he expected the increase to be approved.
11. HPE Rate Increase: The Village Manager shared that the ongoing revenues, even with the 3% increase, will not cover expected expenses for the electric utility and that a larger increase will be needed. The previously retained rate consultant has indicated that they are no longer available to assist HPE due to other job commitments they have pending and could not meet our new expected timeline for another rate increase. The Village Manager sought out availability of three other rate consultants and only heard that one has the current time availability to assist. Work has begun on the preparations for this new case, including the development of HPE Capital Improvement Plan that will outline various capital and infrastructure improvements for the next five (5) years.
12. Affirmation of Settlement Agreement with Meridian: Since the last meeting, the Village Manager reported that he signed a settlement agreement with our current CIS software provider based upon the consensus agreement received from Trustees during the month of August to seek a settlement on an early termination of the services since the software never materially met HPE's needs. Peter Gallo made a motion to affirm the authorization of the Village Manager to execute the settlement agreement on behalf of HPE. Sue Trainor seconded the motion, and the motion passed unanimously without abstention.
13. Roundtable:
  - a. A Trustee inquired about the question of the ability to close off Main Street for events. The Village Manager indicated that this item is one of the outstanding items that is to be addressed with the new town administration given the departure of the former administrator.
  - b. A question came up on the status of the Phase 2 water project and the Village Manager indicated that he is awaiting the issuance of the final report from the consulting firm which is expected to be delivered this month.
  - c. There was a suggestion that the Village Trustees should hold a retreat session to consider future needs of the Village. The Chair of the Trustees and the Village Manager will meet to discuss the logistics for such an event.
14. Chair French made a motion at 6:58 PM to go into Executive Session, in accordance with V.S.A. Sec. 313, for the purposes of discussing personnel matters with the Village Manager and the Village Clerk. Sue Trainor seconded the motion and the motion passed unanimously without abstention.
15. Peter Gallo made a motion at 7:14 PM to come out of Executive Session. Sue Trainor seconded the motion and the motion passed unanimously without abstention.
16. There were no actions taken as a result of the Executive Session.
17. Chair French adjourned the meeting at 7:15 PM.

Respectfully submitted;  
Village Clerk