



Village of Hyde Park  
Board of Trustees  
Minutes of Regular Meeting March 11, 2024

**DRAFT**  
**Regular Meeting:**

The duly warned (rescheduled) meeting of the Board of Trustees was held Monday March 11, 2024, at the Lanpher Library.

Trustees: Riki French; Adam Lory; Sue Trainor; Peter Gallo  
Staff: Brian Evans-Mongeon, GM; Karen Wescom, Clerk/Treasurer  
Others: Amy O'Toole, Denise Green, Loren Leahy, James Mahoney, Victoria "Tori" Hellwig (LCPC) – on phone

Riki French called the meeting to order at 6:01 p.m. For the agenda, items were adjusted to provide timely participation for those not physically attending.

Victoria "Tori" Hellwig, from LCPC called to discuss item 6. b.ii. – Municipal Plan Update –Ms. Hellwig was invited by the GM to attend, as LCPC is looking for the Board to accept the proposed timeline for the development of the Hyde Park Municipal Plan update required in 2025. The timeline outlined monthly joint meetings of the Town and Village Planning Commissions. After discussion a motion by Adam Lory to accept the timeline for the Municipal Plan update as proposed by LCPC. Seconded by Peter Gallo. Motion carried. Ms. Hellwig left the meeting.

Public Comments: None

- 1) Additions/Revisions to the agenda – None
- 2) Chair report – There was no report.
- 3) Motion by Sue Trainor to accept the minutes of the February 1, 2024 regular meeting. Seconded by Adam Lory. The motion carried.
- 4) Motion by Sue Trainor to accept the special meeting minutes of the February 25, 2024. Seconded by Peter Gallo. The motion carried.
- 5) The GM shared with the Trustees that a statement of interest for the open Trustee seat was received. The person expressing interest was Ms. Amy O'Toole. After discussion, a motion by Peter Gallo to appoint Amy O'Toole to the Board of Trustees filling the seat vacated by the resignation of Dan Young. Seconded by Sue Trainor. The motion carried.
- 6) General Manager's Report
  - a) Financial Business:
    - i) List of Past Due accounts unavailable
    - ii) Warrants were signed
    - iii) The GM reported KBS was recently on site to complete work on the audit of the 2023 financial data. There was no action needed at this time due to the unavailability of a report.
  - b) Discussion Items:

- i)
    - 1. The Draft agenda and other material for the May 6, 2024 annual meeting was reviewed
    - 2. Adam Lory indicated he would be stepping back and not seeking reelection as Trustee.
  - ii) See above (Town/Village Municipal Plan discussion).
  - iii) The GM presented a rate comparison encompassing all electric utilities vs. HP electric rates as well as an electric sales revenue report by rate group. The Trustees asked questions regarding the relationship between the various utilities and Hyde Park.
  - iv) The GM reported he was scheduling in-person interviews for the open Customer Service Representative position. He also reported that Amanda Smith was subcontracting with the Village to update and maintain the website and other social media activities.
- c) Action Items:
- i) The GM presented a draft lease for office space that the Village can use starting as early as May 2024 for the next three years. This move was facilitated by discussions between the Town and Village about needing more space at the present-day Municipal Building. Motion by Peter Gallo to authorize the GM to execute the lease agreement for office space with 167 Main Street, LLC. Seconded by Adam Lory. The Motion carried.
  - ii) The GM distributed a draft of the Village of Hyde Park Procurement Policy – Action tabled to future meeting.
  - iii) The GM distributed a draft of the revised Village of Hyde Park Financial Controls Policy – Action tabled to future meeting.
  - iv) The GM reported that he was able to secure a power contract to the end of 2027 that secures a future price that provides purchasing stability and lowers the need for some open market rate purchases. Motion by Sue Trainor to affirm the power purchase contract executed by the GM with NextEra Energy for additional coverage thru 2027. Seconded by Peter Gallo. The Motion carried.
  - v) Motion by Adam Lory to authorize the GM to sign the agreement with NISC to procure software for Village of Hyde Park operations. Seconded by Sue Trainor. The motion carried.
- 7) Roundtable (other business):
- a) Denise Greene reported that the Town Energy Committee was moving forward with the pollinator spot at the corner of Eden St. and East Main this spring. The Trustees asked that the plantings not interfere with safety and be short as well as setback far enough to allow for walking along the road. It was agreed the area would be staked and inspected by the GM and crew before any work is completed.

There being no further business, motion by Riki French to adjourn at 7:57 p.m. and was seconded by Sue Trainor. The motion carried.

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Riki French, Board Chair

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Date