

UNDERHILL SELECTBOARD MINUTES

Wednesday, January 24, 2007

3:30 PM

Present: Marc Maheux, Chair; Steve Walkerman, Dan Steinbauer

3:45 PM: Meeting is Called to Order

- **Town Employee Salary Discussion:** Rod Fuller, Doug Bedell, Nate Sullivan, Larry Lamphere, Irene Linde, Pam Shover, Peter Brooks, Joan Lehouiller.
 - Maheux reviews the proposed new full-time Fire Department position.
 - The Selectboard reviews the proposed split of the Zoning Administrator/Town Administrator/Planning Administrator position. The new position would be a part-time Town Administrator, part-time Planning Administrator position, and could have other duties as well. The position is salaried and carries benefits. The Zoning Administrator would become a full-time position. However, the position descriptions are not yet written up, and while money is allocated to two the positions, it is not yet directed towards specific people or positions. The decision to split the positions was made based on market research comparing Underhill to other towns of similar size and complexity, but the Selectboard will have VLCT conduct another review this spring so that the new positions and salaries can be implemented by July 1. Both will be advertised. Shover raises concerns about the salary increase in these positions as opposed to other positions.
 - In general, the Selectboard is planning to bracket wage and/or salary scales to remove uncertainty regarding town employee compensation. These brackets will be periodically adjusted based on market rates.
 - In response to questions from the road crew, the Selectboard explains changes in how overtime is paid. Mandatory overtime is no longer required, base wages remain stable, and overtime is now paid at time-and-a-half rates. The road crew raises concerns about seniority and wage stagnation.
 - Shover asks about the number of work hours allotted to the listers. Walkerman says the estimated hours were reduced due to the end of the reappraisal but that there is no limitation on the hours.
 - Walkerman reviews the auditors' positions. Estimated hours are reduced and wages are increased. BCA and ballot clerk wages are briefly discussed.
- **Town Report Budget Discussion:** Other miscellaneous budget items are reviewed with the Selectboard.

- Lamphere asks about fixing the Town Garage roof. There is discussion of ongoing efforts to make the repairs. Bedell asks about using Homeland Security funding to help acquire a generator for use during power outages. Maheux explains that matching funds are required. Also, an electrician needs to calculate the load in order for the town to know what funds are required for the transfer switch and generator.
- Lehouiller reviews miscellaneous budget discrepancies and questions.
- **Fiber Optic Group:** Walkerman says an information meeting will be held in Underhill on February 20th. Meetings will also be held in Jericho on February 21st and in Westford on February 22nd.
- **Selectboard Report:** The Selectboard briefly reviews its annual summary to be published in the Town Report.
- **Postmark of Taxes:** Steinbauer reports that he has called most other towns in Chittenden County to find out their policy on postmarking taxes. Winooski is the only other town that doesn't allow postmark dates on taxes (perhaps because it is so small). Those that do allow federal postmark only, not rented meters. The Selectboard discusses putting this issue on the ballot, the details that would need to be addressed, and whether the proposed change would conflict with the town charter or other law. Steinbauer will call VLCT and/or the Secretary of State to investigate this. Walkerman will speak to Lehouiller.

5:07 PM: The Board Adjourns

Respectfully Submitted,

Laurel Williams

Town Assistant

Read and Approved as presented/as amended

Marc Maheux, Chair

Date