

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Thursday, June 23, 2011**

Present: Dan Steinbauer – Chair, Steve Owen – Selectperson, Brad Holden – Selectperson, Sherri Morin – Town Clerk/Treasurer, Linda Turner – Interim Administrator

5:57 p.m. Livy Strong, Chair of Mills Riverside Park, along with two Future board members, Carolyn Green and Marcie Gibson:

- The Mills Riverside Park Board could use one more member
- The summer Mills Riverside Concert Series list was passed out.
- The park sustained substantial damages in Mid-April. They are working with VLCT, and may receive an \$84,000 grant to make repairs. The cement abutment is severely damaged, but not the bridge. Because of the damage, the bridge is strictly pedestrian crossing. Their insurance will cover approximately half of the damage.

6:07 p.m. Minutes from 6/6/11: Minutes were reviewed, approved and signed. **Minutes from 6/9/11 (7:30 a.m.):** Minutes were reviewed, approved and signed. **Minutes from 6/9/11 (4:30 & 6:00 p.m.):** Minutes were reviewed, approved and signed. **The minutes from 6/16/11:** Minutes from 6/16/11 were reviewed and amended. Linda Turner will bring amended minutes to the next meeting for approval.

6: 14 p.m. Letter from Pat Weisel: a letter from Pat Weisel regarding the June 9th Selectboard meeting was read by the Board.

6:17 p.m. Carol Butler, Chair, Trails Committee. Trails continue to be looked at, and signs made. Brad Holden asked about getting a picnic table for the old landfill site because of the great view. Carol said there is not enough money.

6:21 p.m. Dan Close, MMU bus driver: Came to discuss the electric

charges his bus used while hooked up to the town outlet. Sherri Morin had sent the bill to MMU to pay, and they have denied. Discussion ensued. Dan Steinbauer said this should be a budgeted item for the school district, and the town should not be responsible for it.

6:35 p.m. Butler Road: Brad Holden recuses himself. Brad recommends hiring an attorney (Liam Murphy, Burlington) to review documentation on Butler Road. The Selectboard approves. Carol Butler requests a written letter for approval to pent the Road. Board approves in the same location, effective for one year. Cambridge will have to be involved in Butler Road, since it affects both Underhill and Cambridge.

6:49 p.m. Letter from the Town Auditors, regarding the 2011 Planners Conference: Sherri Morin states all expenses were approved for Kari Papelbon, Planning and Zoning Administrator except the hotel. The Board thinks the hotel is a little pricey, but since its downtown Boston, it is understandable. The hotel was booked at the last minute, at the conference rate. The Selectboard reviewed the expenses incurred, and noted they fit within what was previously agreed upon.

6:55 p.m. 58 Sand Hill Road: Ed Mathews has called to complain several times about the silt that collects on his lawn when it rains heavily, and would like the Town to construct a berm along his road. The Board noted that if there was a berm on the edge, the water would erode the road. The Board will write a letter to Mr. Mathews.

7:01 p.m. Tax Rate FY 11/12 Sherri Morin, Town Clerk/Treasurer: Dan asked Sherri if she would demystify the tax process for the television viewers. Sherri complies. She also states that the Board will need to approve the rate by July 7th. Dan Steinbauer requests the July 7th Selectboard meeting to be moved to 7:30 a.m., Tuesday, July 5th, or 7:30 a.m., Wednesday, July 6th, as he will be out of town on the 7th.

7:08 p.m. Memo from Kari Papelbon, Planning and Zoning Administrator: Natalie Coughlin has requested moving her driveway. The Board looked over the proposed changes, discussed it, noting that Rod Fuller has given approval. Board approves.

7:13 p.m. Linda Turner – Interim Town Administrator: Linda explained what the changes will be with VLCT's health care in 2012. The Board and Sherri Morin discussed how they had spent quite a bit of time researching health care several years ago. Steve Owen recommended staying with VLCT, all were in favor. Dan signed Broker of Record form.

Linda also passed out a letters from: FEMA, stating federal aid will be available in Chittenden County; the Census Bureau, and from ICMA regarding Conference Scholarships.

7: 19 p.m. Warrants and Orders: Warrants and orders are reviewed, approved, and signed.

7:25 p.m. New Business:
Sherri Morin: requested to roll her two weeks vacation over into July. The Board approved.

Scott Kilpack: wants to cash in all three weeks of his accumulated vacation time, but Sherri Morin found approval in the minutes for only one week. Scott already cashed in one week of vacation time. The selectboard approved cashing in an additional week of vacation leaving him with one week of paid vacation that we encourage him to use.
Dan stated the conflict between needing Scott to work, and respecting that people need time off. Board approved cashing in two weeks of vacation time.

7:35 p.m. Selectboard moves into **Executive Session**

8:04 p.m. Selectboard moves out of **Executive Session**

The Selectboard agrees to set up a meeting with Rod Fuller, to go over his duties, and the work that needs to be done.

8:07 p.m. The Selectboard moves to **Adjourn.**

**Respectfully submitted,
Linda Turner
Interim Administrator**

Read and Approved as submitted/amended

Dan Steinbauer, Chair

Date