

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
6:00 p.m., Tuesday, May 27, 2014**

**Selectboard:** Seth Friedman, David Rogers and Cliff Peterson

**Town Staff:** Brian Bigelow

**Public:** Ruth Miller (MMCTV), Janet Herrero, Stephen Herrero, Chris Hunt, Dan Steinbauer, Janet Steinbauer, Rod Bruner, Cindy Bruner, Mike Weisel, Isaac Cowan, Olivia Strong, Andrew French, Tom Moreau (CSWD).

**6:00 p.m.** Meeting called to order. Agenda adjusted to include the addition of an Executive Session at the end.

**6:01 p.m. Public Comment** – No member of the public in attendance to speak on non agenda items.

**6:02 p.m.** No individuals for the first two agenda items in attendance. By consensus the Board will move on to Old Business items while waiting for the arrival of Tom Moreau/Chittenden Solid Waste District.

**Old Business** – Chair signs letters formalizing the 5-13-14 appointments to the Chittenden County Regional Planning Commission PAC and TAC committees. With Board consensus the Chair signs John Angelino invoice for work on Deane Road. Town Administrator gave updates on Town Hall Renovation, Town Garage Roof, Cloverdale HMGP, Safe Routes to School and insurance requirements for the Historical Society use of Town property for long term storage and events. Cloverdale residents may present a document for review at a future date. Safe Routes to School grant application would be on the Board's June 24<sup>th</sup> meeting. Town Administrator to confirm understandings with Garage Architects Wieman Lamphere (RFP) and Historical Society President (insurance).

**6:15 p.m.** Tom Moreau, General Manager/CSWD and Dan Steinbauer Town of Underhill's Representative to CSWD presented the FY15 Budget to the Selectboard and spoke to the deadlines of Act 148. Selectboard asked questions related to the budget, fees and discontinuance of the Tire and Appliance Roundups.

David Rogers moved to approve the Chittenden Solid Waste District's FY 2015 budget as presented. Cliff Peterson seconded and the motion passed 3-0.

**6:35 p.m. Access Permit Application of Chris Hunt (RA068T).** Mike Weisel P.E. reviewed for the Board his findings from his site visit and plan review. Rod Bruner asked about his well location and potential impacts. Chris Hunt spoke with the Board regarding limitations of plan and site.

By consensus the Board tabled the application to move to the next agenda item.

Stephen and Janet Herrero presented the Board with an updated Craig Heindel letter ('2015' typo in previous version), a copy of previously submitted letter from their

attorney and a collection of documents related to previous applications on the lot marked as 'Time Past'.

Selectboard returned to the Chris Hunt application. Cliff Peterson moved to deny the Access application of Chris Hunt. David Rogers seconded and the motion passed 3-0.

**7:41 p.m. Access Permit Application of Isaac Cowan (PH108).** Isaac Cowan and Staff reviewed the application. Applicant has obtained easement from abutters (Langlois/Fisher) and Wetlands approval from VT Agency of Natural Resources. Final house site has not been determined. Proposed access point meets Town requirements and notation is made for adhering to B-71 standards. Discussion ensues about level of engineering required for lots on differing ends of the complexity spectrum. Board and Staff regret the timing and the Road Policy's ambiguity related to treatment of driveways and roads.

Cliff Peterson moves to table the application for two weeks. David Rogers seconds and the motion passes 2-1 (Rogers dissenting).

**8:25 p.m. Old Business –**

The 250<sup>th</sup> Birthday Committee is finalizing the burying of the time capsule and they are seeking Selectboard approval the location of the Top of Casey's Hill and to allow use of the Town Excavator for the purpose. Town Administrator confirmed with the Vermont Land Trust (in the person of Adam Piper, VLT Regional Stewardship Manager) that the proposal, to include a marker installed flush with the ground was an allowable cultural use of the property. Additional discussion ensued regarding improving access to the hill from the existing parking area.

David Rogers moved to approve the burying of the Time Capsule on Casey's Hill (June 7 at Noon) utilizing the Town Excavator along with the construction of the more gradual ramp area. Cliff Peterson seconded and the motion passed 3-0.

**8:25 p.m. New Business –** Discussion regarding the Bristol's Sugar Hill property (SU047) and owner's interest in reducing the amount of water that flows through their property. Board members will visit the property individually and discuss on their June 10, 2014 meeting. Town Administrator made note of a Traffic Engineer visiting the Underhill Center area on Friday May 30<sup>th</sup> at 10:00 to survey the site and propose options for speed control. No decision made on appointment to the Chittenden County Regional Planning Commission; Staff to advertise open positions. Olivia Strong and Andrew French met with the Board to discuss French's interest in appointment as the Underhill representative to the Jericho Underhill Park District's Board of Trustees.

David Rogers moved to appoint Andrew French to a three year term on the Jericho Underhill Park District Board of Trustees. Cliff Peterson seconded and the motion passed 3-0.

The Selectboard reviewed and discussed the CY 2013 VTrans Bridge Inspection Summaries for bridges on Blakey Road, River Road and Green Street. Studies have

been reviewed by Road Foreman. The Board signed the receipt of the studies. Cliff Peterson reviewed the changes to the Open Meeting Law (H.497).

Board received memorandums from Town Finance Officer related to Benefit Changes and audit services. Chair signed Engagement Letter with A. W. Peisch for Annual Audit.

**9:02 p.m. Warrants and Minutes.**

Review of 05/13/14 Minutes. David Rogers moved to approve the minutes of 05/13/2014. Cliff Peterson seconded and the motion passed 3-0.

Current Warrants reviewed and signed.

**9:06 p.m. Announcements/Schedule.**

Next Selectboard Meetings: 10 June 2014, Site Inspections at 4:00 p.m. (Intersection of Pleasant Valley Road and Jackson Hill Road) and 5:00 p.m. (Intersection of Park Street and Harvest Run). Regular Meeting to commence at 6:00 p.m. to include agenda items: Public Hearing re: Jackson Hill Road (6:10) and Public Hearing re: Harvest Run and Jacobs Hill (6:40).

Seth Friedman notes that he will attend the Jackson Hill Road Site Visit and Public Hearing as an abutting property owner.

**9:10 p.m. Executive Session.**

Cliff Peterson moved that the Selectboard enter Executive Session for the purpose of discussion of pending litigation. David Rogers seconded and the motion passed 3-0.

**9:20 p.m.** David Rogers moved to exit Executive Session. Cliff Peterson seconded and the motion passed 3-0. No actions taken or decisions made.

**9:22 p.m. Adjournment.**

Cliff Peterson moved to adjourn. David Rogers seconded and the motion passed 3-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended.

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Seth Friedman, Chair

\_\_\_\_\_  
Date

G/cu/rf