

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
6:00 p.m., Tuesday, March 3, 2015**

**Selectboard:** David Rogers and Clifford Peterson

**Town Staff:** Brian Bigelow

**Public:** Tuesday, March 3 – None

**6:00 p.m.** Meeting called to order. Agenda adjusted to only address immediate business and recess in recognition of the short Board and the election in process.

**6:02 p.m. Public Comment** – None.

Current Warrants reviewed and signed.

Consensus of Board to direct staff to prepare a draft meeting schedule maintaining meetings every other Tuesday.

**6:10 p.m. Recess**

Clifford Peterson moved to recess the meeting, until March 5, 2015 at the Town Hall at 6:00PM. David Rogers seconded and the motion passed 2-0.

**March 5, 2015**

**Selectboard:** David Rogers and Clifford Peterson

**Town Staff:** Brian Bigelow

**Public:** Thursday March 5 – Ruth Miller (MMCTV), Seth Friedman, Peter Bennett, Peter Duval, Jon Thomas, Kris Thomas, Dale Walker, Ariel Krolick and Helen Wagner

**6:00 p.m. Call to Order** – meeting called to order by David Rogers. Agenda adjusted to have New Business, to include discussion of the vacancy on the Selectboard and Executive Session at the end of the meeting.

**6:012 p.m. Public Comment** – Seth Freidman and Peter Bennett expressed a preference for a special election to fill the vacancy occasioned by the unfortunate death of Kevin Tarrant rather than a Selectboard appointment. Statutory process discussed to include the immediacy of a “forthwith” appointment requirement. A special election could be called or petitioned for after any appointment.

**6:05 p.m. Walker Access Permit (TU053)**

Dale Walker and Ariel Krolick in attendance to present their proposed location. Abutters Jon and Kris Thomas in attendance. David Rogers visited the site individually. Town Administrator and Clifford Peterson visited and determined that the sight distance minimums were obtainable with grubbing and tree removal.

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Clifford Peterson moved approval on the driveway being constructed in conformance with B-71 standards and as shown on the drawing prepared by applicant Dale Walker dated February 12, 2015. Approval further conditioned that any expansion would require additional review and approval by the Selectboard and that in accordance with §3.2.D.11 of the Unified Land Use & Development Regulations the Class 4 portion of Tupper Road be brought up to B-71 standards to the far end of the proposed driveway access point. David Rogers seconded and the motion passed 2-0.

**6:17 p.m. Annual Selectboard Organizational Items:**

Clifford Peterson nominated David Rogers as Selectboard Vice Chair. David Rogers seconded and the motion passed 2-0.

David Rogers nominated Clifford Peterson as Selectboard Chair. Clifford Peterson seconded and the motion passed 2-0.

Clifford Peterson moved to appoint the Selectboard as Fence Viewers, Inspectors of Lumber, Shingles and Wood, Weighers of Coal and Tree Warden. David Rogers seconded and the motion passed 2-0.

Clifford Peterson moved to adopt the Rules of Procedures as written and the proposed meeting schedule as amended. David Rogers seconded and the motion passed 2-0.

After discussion about the off rotation makeup of the Energy Committee Clifford Peterson moved to appoint Peter Bennett to a term expiring in 2016 and Steve Webster and Tom Moore to terms expiring in 2018. David Rogers seconded and the motion passed 2-0.

Clifford Peterson moved to appoint Jennifer Silpe to a one year term as Animal Control Officer. David Rogers seconded and the motion passed 2-0.

Clifford Peterson moved to appoint Suzanne Kusserow to a one year term as Town Service Officer. David Rogers seconded and the motion passed 2-0.

**6:30 p.m. Old Business:**

**Town Highway Garage** – Review of Steven Shaw P.E. email dated February 23, 2015 related to the mounting of the Airvac units. Shaw signed off on the replacement of the hanging mechanisms for the scrubber units. All punch list items now have been completed and consensus of Board was to release the check to Alliance Mechanical. Filter maintenance of the units will be performed in house.

**FEMA HGMP VT539** – Bid process for appraisal has been started.

**Deane Road Culvert Replacement** – Town Administrator drafting RFP and Scope of Work for Board review.

**6:43 p.m. Warrants and Minutes.**

Supplemental set of warrants reviewed and signed by Selectboard.

Review of February 17, 2015 Regular Meeting minutes and the March 24 and March 27, 2015 Special Selectboard Meeting minutes.

David Rogers moved to approve the minutes of the Selectboard's February 17, 2015 Regular Meeting. Clifford Peterson seconded and the motion passed 2-0.

David Rogers moved to approve the minutes of the Selectboard's February 24, 2015 Special Meeting. Clifford Peterson seconded and the motion passed 2-0.

David Rogers moved to approve the minutes of the Selectboard's February 27, 2015 Special Meeting. Clifford Peterson seconded and the motion passed 2-0.

**6:48 p.m. Member Items, Correspondence, Announcements, Schedule.**

Chair advised that the Goplen appeal of the Development Review Board decision has been withdrawn, subsequent steps will be an item on the next agenda.

Correspondence received by Selectboard included an affidavit from the Burlington Free Press related to advertisement of ordinance adoption.

Clifford Peterson moved to amend the minutes of the February 3 Selectboard meeting to include copies of the tear sheet and affidavit. David Rogers seconded and the motion passed 2-0.

Contract between the Town and Kermit Blaisdell for appraisal services was reviewed by the Board.

Clifford Peterson moved to approve the draft contract for appraisal services with Kermit Blaisdell as written. David Rogers seconded and the motion passed 2-0.

Additional correspondence received by Selectboard:

- Notice from Chittenden Solid Waste District soliciting public comment for amendments to the regional Solid Waste Ordinance.
- Underhill Jericho Fire Department's quarterly invoices will now include a statement from the Chief regarding department activities.
- Clifford Peterson will prepare Selectboard submittal to Jericho Development Review Board related to the Trudell Consulting Engineers Traffic Study for the Jericho Market application.

The next regularly scheduled meeting is March 17, 2015 at 6:00 p.m.

**6:55 p.m. New Business:** Vacancy on Selectboard

With the unfortunate death of Kevin Tarrant there is a vacancy on the Selectboard. The election results stand and by statute an appointment needs to be made 'forthwith'. A Special Election can be called or petitioned for. Draft Notice of Vacancy reviewed. Appointment of a Public Official is a cause for entering Executive Session. (1 VSA §313(a)(3)).

David Rogers moved to approve the draft Notice of Vacancy as written. Clifford Peterson seconded and the motion passed 2-0.

Staff to post Notice as required, in addition Chair to post to Front Porch Forum.

**7:05 p.m. Executive Session**

Clifford Peterson moved to have the Board enter Executive Session to discuss the appointment of a Public Official. David Rogers seconded and the motion passed 2-0.

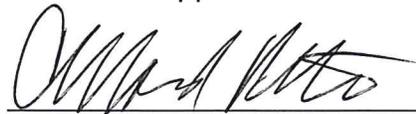
On a motion by David Rogers, seconded by Clifford Peterson and passing 2-0; the Selectboard exited Executive Session at 8:07 p.m.

As a result of Executive Session Special Meetings relative to the Selectboard vacancy will be scheduled for March 10 and March 12 at 6:00 p.m. at the Town Hall.

**8:10 p.m.** David Rogers moved to adjourn. Clifford Peterson seconded and the motion passed 2-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended.



Clifford Peterson, Chair



Date

Underhill Selectboard Meeting  
5-Mar-15

	Name	Address
1	Dale Walker	53 Tupper Rd
2	Peter Duval	25 Pine Ridge Rd
3	Silv Friedman	144 PV Rd.
4	Peter Bennett	20 Edgmont Rd
5	Jon Mason + Kris Thomas	65 Tupper Rd
6	Helen Wagner	22 Hedgehog Hill Rd
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