

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
Underhill Town Hall  
Tuesday, November 24, 2015, 6:00 p.m.**

**Selectboard:** Cliff Peterson, David Rogers and Rick Heh  
**Town Staff:** RaMona Sheppard, Nate Sullivan and Brian Bigelow  
**Public:** Ruth Miller (MMCTV) and Charlie Baker (CCRPC)

**6:21 p.m. Call to order, adjustments to agenda.** Meeting called to order by Chair. Note made of late start due to preceding Special Meeting running long. No adjustments to agenda.

**6:22 p.m. Public Comment Period:** No public comment.

**6:23 p.m. Public Hearing on FY2017-2022 Capital Improvement Program:** No members of public in attendance. Notice made of public process over the past months that resulted in the FY2016-2017 Capital Budget. David Rogers moved to approve the Town of Underhill Capital Improvement Program for Fiscal Years 2017 through 2022. Rick Heh seconded and the motion passed 3-0.

**6:25 p.m. Charlie Baker, Chittenden County Regional Planning Commission:** Selectboard met with CCRPC Executive Director Baker to discuss CCRPC ongoing projects and future offerings.

**6:40 p.m. New Business:**

**Energy Committee vacancy:** Notice made of the resignation of Energy Committee member Steven Webster. Consensus of Board to accept Webster's resignation and draft a letter of appreciation. Town Administrator to advertise vacancy and encourage interested residents to attend the Committee's December 8, 2105 meeting.

**Poker Hill School request for Winter Parking Waiver:** Annual request for municipal approval of 'On street' parking for the school's Winter Solstice Celebration reviewed by Selectboard. Cliff Peterson moves to approve the request subject to the same conditions as last year. Rick Heh seconded and the motion passed 3-0.

**Green Up Day Coordinator:** Pat Lamphere is willing to be reappointed. Gerry Adams is willing to serve as Co-Coordinator. Cliff Peterson moves to appoint Patrick Lamphere and Gerry Adams as the Town of Underhill's Green Up Day co coordinators for 2016. David Rogers seconded and the motion passed 3-0.

**P.A.C.E. (Property Assessed Clean Energy):** Request of Efficiency Vermont for consideration of the inclusion of an article for voting on the program at the 2016 Town Meeting. A similar article was voted down in 2011. Consensus of Board was to not initiate the process.

**Ross Environmental Associates:** October 2015 results of groundwater monitoring at the site of the former Underhill landfill have been reviewed by Board. Test results consistent with previous years and have been forwarded to the Vermont Department of Environmental Conservation. Proposal for CY2016 monitoring services received from Ross Environmental Associates. Cliff Peterson moved to accept the

services of Ross Environmental Associates for 2016 for an amount not to exceed \$7,405. David Rogers seconded and the motion passed 3-0.

**Certificate of Compliance / 'Bianchi' letters:** Selectboard reviewed memorandum from Planning & Zoning Administrator regarding the certificates/letters and the cost associated with administering the service. Selectboard asked for additional information from the Vermont League of Cities and Towns, to include if they had a position on the current utility of the program and any available survey numbers for municipalities that provide the service and at what cost.

**7:00 p.m. Old Business:**

**Deane Road Culvert:** Chair signed contract with Griffin & Griffin approved at the Selectboard meeting of October 13, 2105.

**2015 Loader Purchase:** Chair moved a resolution that the Town sign a five year Highway Equipment Note in the amount of \$119,900 at an interest rate of 2.6% with Merchants Bank to purchase a 2015 Loader. David Rogers seconded and the resolution passed 3-0.

**7:10 p.m. Warrants and Minutes:** The Selectboard reviewed and signed the current warrants.

David Rogers moved to approve the minutes of the November 10, 2015 Regular Selectboard meeting. Rick Heh seconded and the motion passed 3-0.

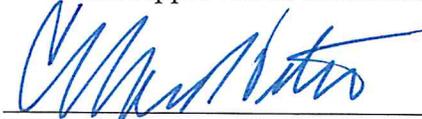
**7:14 p.m. Member Items, Correspondence, Announcements, Schedule:**

- Discussion ensued about Front Porch Forum request for funding. Consensus of Board was to have Town Clerk provide ballot language.
- Notice made of a need to perform work in the Timber Ridge Road right-of-way due to a failed water line to include a road cut if boring was not feasible at that location. Failed water line serves four area residences. Consensus of Board was to call an Emergency Meeting at the conclusion of the current meeting.
- Determination made by consensus of the Board to meet on their regularly scheduled December meeting dates but with a limited agenda on December 22 with a primary focus on the budget.

**7:30 p.m. Adjournment:** On a motion made by Cliff Peterson and seconded by David Rogers, the Selectboard voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended



Clifford Peterson, Chair

12-8-2015

Date