

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
Underhill Town Hall  
Tuesday, July 7, 2015, 6:00 p.m.**

**Selectboard:** Cliff Peterson, David Rogers and Rick Heh

**Town Staff:** N/A **Public:** Ruth Miller (MMCTV), Dr. Catherine Iacuzzi, Jonathan Fuller, Martha Abbott, Tim Stotz, Bernie Couillard, Judith Couillard, Susan Senger, Stan Senger, Scott Tower, Dave Boyden

6:00 p.m. Selectboard called to order

6:01 Adjustments to agenda:

Additions to New Business: IT Tech support contract, Stevensville Road retaining wall, Tax Rate approval, Salary Rate increase, Budget line item spending flexibility,

Additions to Old business: Interim Town Administrator temp. hire status, Update on PZA hiring status.

6:05 p.m. Introduction: Catherine Iacuzzi, new Executive Director, Maple Leaf Farm

**Public Comment:** No public comments.

6:20 p.m.

General Discussion re Repa Road / Trail matter: Selectboard could not discuss specifics of resolution of current litigation and shared that it could take considerable time to come to resolution on the matter. Residents shared their concerns regarding potential significant development beyond agricultural / forestry usage. Residents' initial understanding of requested access to the Westford property via Repa Trail was for logging and possibly one house site. Concerns included residents' safety (per logging operations) and degradation of the currently minimally traveled Repa Road. Letter submitted from resident David Arnold was read and submitted into the record.

7:00 p.m. Access/sign Permit Applications

Cindy and Tim Stotz (105 Upper English Settlement Road): The application has been revised to request an Excavation permit in Town ROW, to enable reconstruction of Septic system and for agricultural purposes only (animals, potential future barn). Tim will follow up with Sarah to request an Excavation permit (permanent basis) and inquire as to whether an Access permit is required.

Boyden/Rondeau Access Issue (26 Westman Road): The Lot in question is entirely in Underhill. Dave Boyden reviewed the detail & circumstance of his Curb Cut / Driveway request. Original Driveway design and Westman Road curb cut approval was 2005. Since that time the Wetlands classification has changed from Class 3 to Class 2, resulting in the Agency of Natural Resources suggesting the curb cut be moved to a different location, a location that Dave indicates is significantly wetter year round and more problematic than the original location. Dave will have Justin Willis draft a letter to the Selectboard citing the merits of and recommending that the "original 2005" curb cut and driveway design be reconsidered; understanding that this may require +/- \$15K driveway rework. Dave will research to determine if the earlier "Access Permit" has expired or not.

Martha Abbott (119 Stevensville Road): The Abbotts showed photographs and discussed sight distances. Speed Limit is 35mph requiring 300' of sight distance either direction of the Curb cut and 15' cleared distance 3.5' high from the edge of the traveled portion of the road. Abbotts will return to Selectboard at a later date with revised drawings demonstrating they can meet these requirements including addition of culvert under driveway at edge of road to attain Curb cut & Access permit approval.

**7:30 p.m. Old Business:**

Renewal of Riverside/Underhill Flats Village Center designation: The three Selectboard members formally signed a letter to "Vermont Designated Village Center Program" affirming continued support.

The Selectboard signed the certification of the appointment of Peter Brooks as Lister.

Cliff updated the Board on status of the interim hire for Town Administrator - no acceptable candidate as yet; and PZA new hire - Planning Commission on Wednesday July 8 will select a nominee from the two finalist candidates and forward to Selectboard.

**7:35 p.m. New Business:**

Historic preservation grant: Materials reviewed and copy given to Scott Tower (Underhill Historical Society) suggesting opportunity for possible Schoolhouse #5 grant. Suggested that the Town would be the applicant and that Sarah and/or the new PZA town employee can assist in any applications.

On a motion made and seconded, the Selectboard voted 3-0 to participate in the VLCT Municipal Compensation Survey again this year.

Aiuto issue (69 Meadow Lane): Long standing dispute (Aiuto/Allendorf) regarding alleged pond overflow onto Aiuto property. Selectboard determined that this is an issue between residents and not a Town issue.

IT Tech support contract: was reviewed and on a motion made and seconded, the Selectboard voted 3-0 to approve the three year contract for \$3,828/year, which represents ~\$1,008 yearly savings.

3.0% wage increases: On a motion made and seconded the Selectboard voted 3-0 to approve the 3.0% increases for Full & Part time employees and officials effective July 1, 2015.

Selectboard reviewed and discussed RaMona's July 7, 2015 memo outlining "Budget Line Item Changes & Surpluses - spending flexibility. Selectboard appreciates this research and guidance.

Selectboard also reviewed and discussed RaMona's July 7, 2015 memo re: the Town of Richmond (Zoning) and Milton (Town Planner) job descriptions and the accompanying VLCT wage data. Selectboard appreciates this detailed research.

Stevensville Road: Portions of concrete block retaining wall are deteriorating. Selectboard suggests seeking professional opinion/recommendations from civil engineer and/or Concrete specialists. Will also consider possibility of procuring a Hazard Mitigation grant.

Municipal Tax Rate (data provided by Pam Shover): On a motion made and seconded, the Selectboard voted 3-0 to approve the Municipal tax rate of .5031 and the Local Agreement rate of .0279, based on the Budget of \$1,886,550. *amount to be raised by taxes at \$1,886,550 = 4*

Underhill Historical Society (sign permit, Old Schoolhouse): No Permit or fee is required for the sign given the Schoolhouse building and lands are Town property.

Scott Tower reviewed the Historical Society's initial recommendation of historic residential homes and buildings to be included in a "new/proposed" Underhill Center Village Center application. Next steps will be to define the outline / border of the proposed Village Center.

Reviewed and accepted Sarah McShane June 24, 2015 letter to CCRPC requesting approval of the 2015 Underhill Town Plan. CCRPC meeting to be held July 15, 2015.

Discussed the need to combine the Properties designation Town map with the Town approved 1985 Zoning Districts map - recently found in the Town vault. Brad Holden has offered to combine these two maps. Brad will provide cost estimate to do this work.

*or semi-*  
Reviewed the annual Environmental analysis June 24, 2015 report (Ross Environmental Associates Inc.) of the Underhill Landfill (New Road). No actionable follow-up items.

7:50 Warrants and Minutes: Current Warrants approved. Selectboard minutes of June 23, 2015 Regular Meeting were not discussed for approval.

**Member Items, Correspondence, Announcements, Schedule**  
The next regularly scheduled Selectboard meeting will be July 21, 2015.

8:01 p.m. On a motion made and seconded, the Selectboard voted 3-0 to adjourn.

Read and Approved as submitted/amended.

  
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Clifford Peterson, Chair

*7/21/15*  
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Date