

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
Underhill Town Hall  
Tuesday, January 5, 2016, 6:00 p.m.**

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

**Town Staff:** RaMonna Sheppard, Sherri Morin, and Brian Bigelow

**Public:** Ruth Miller (MMCTV), Stephen Myers, Roger Frey

**6:00 p.m. Call to order, adjustments to agenda.** Meeting called to order by Chair. Two adjustments to agenda: add Town Meeting Warning to New Business and Albertini Access to Old Business.

**6:02 p.m. Public Comment Period:** No comments received.

**6:03 p.m. Myers Access Approval (RA063):** Applicant had advised staff that he would be a little late. Selectboard to proceed with the next agenda item until he arrives.

**6:04 p.m. FY2016-2017 Budget Discussions:** Draft budget reviewed by Selectboard and Staff. Individual line items were questioned for clarity but no changes made. Notice made of the Old Schoolhouse #5 grant application being denied. Consensus to include \$20,000 for that purpose on the Town Meeting Australian Ballot.

**6:12 p.m. Myers Access Approval (RA063):** Applicant present to discuss upgrading his current Preliminary Access Approval to Final Access Approval. Applicant provided copy of Rachel Fifield's email of 11/6/15 and Building Permit issued that day. No changes to the previously approved alignment proposed and no subsequent DRB review required. Cliff Peterson moved that Preliminary Access Permit A15-13RA063-R be made Final. David Rogers seconded and the motion passed 3-0. Chair made notice of final approval on a copy of the original application for recording in the Land Records.

**6:20 p.m. FY2016-2017 Budget Discussions (continued):** Continued discussion with Roger Frey regarding the proposed Old Schoolhouse #5 Australian Ballot item (Article 8) and the limitations on ballot item language and Town Meeting Day 'campaigning'. Town Moderator would be the final arbitrator on discussion at Town Meeting.

Cliff Peterson moved approval of the budget as prepared and as reflected in Article 3 and Article 4 of the Draft Town Meeting Warning. David Rogers seconded and the motion passed 3-0.

**6:26 p.m. New Business:** Draft March 1, 2016 Town Meeting warning reviewed by staff and Selectboard. Cliff Peterson moved approval of the draft warning for March 1, 2016 Annual Town Meeting. David Rogers seconded and the motion passed 3-0.

**6:32 p.m. PZA Vacancy / Position Structure:** Consensus to dedicate a large block of time for additional continued discussion at the next Selectboard hearing. Staff directed to advise the Chairs of Planning Commission and Development Review Board that members of those two bodies are invited.

**6:37 p.m. Old Business:**

- **Albertini Access (PV109):** Notice made of application for Final Subdivision approval scheduled with the Development Review Board (DRB) for January 18, 2016. Applicants will meet with Selectboard after DRB approval.
- **Certificate of Compliance / 'Bianchi' letters:** Chair's review of the local Land Use Development Regulations indicated that discontinuing 'Bianchi' letters would not be problematic. David Rogers moved that the Town of Underhill no longer issue Bianchi letters. Rick Heh seconded and the motion passed 3-0.
- **Hill (VT485) and Rawson (CH440T) proposed land transfer:** Currently review of the contract has not resulted in a means of making the proposed transfer happen. Consensus of Board is still in favor of the transaction as proposed. Chair authorized to continue research with legal counsel, which may result in a new template for contracts.

**6:58 p.m. Warrants and Minutes:** The Selectboard reviewed and signed the current warrants.

David Rogers moved to approve the minutes of the December 22, 2015 Regular Selectboard meeting. Rick Heh seconded and the motion passed 3-0.

**7:01 p.m. Member Items, Correspondence, Announcements, Schedule:** Notice made of the next meeting being held on January 19, 2016. Board signed Letter of Appreciation addressed to Underhill Central School third grade teacher Deborah Cianca-Mayer. David Rogers announced that he would not be running for reelection to Selectboard. Discussion held for the benefit of interested viewers of the petition process. David Rogers to utilize Front Porch Forum to spread the word.

**7:03 p.m. Adjournment:** On a motion made by David Rogers and seconded by Rick Heh the Selectboard voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended

  
Clifford Peterson, Chair

  
Date