

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, March 29, 2016, 6:00 p.m.**

Selectboard: Cliff Peterson and Rick Heh. Kurt Johnson absent.

Town Staff: Nate Sullivan, RaMona Sheppard and Brian Bigelow

Public: Ruth Miller (MMCTV), Peter Czaja, Gerry Adams, Scott Tower, Amy Golodetz and Betsy Chapek

6:00 p.m. Call to order, adjustments to agenda. Meeting called to order by Chair. No adjustments to agenda.

6:01 p.m. Public Comment Period. No comments.

6:02 p.m. Town Highway Department: Selectboard and staff reviewed budget status and upcoming projects. Notice made of line items that were over budget and others that were under budget. Road Foreman to manage funds and operations.

6:23 p.m. New Business.

Eldred (LE072) Work within the Right-of-way access permit application of Stone Underground Construction: After discussion with staff the consensus of the Selectboard was to have staff contact applicant to discuss potential options that did not involve extensive work within the well-established ditch in the area. Application to be readdressed on April 12, 2016.

In recognition of the residents interested in appointments to the Conservation Commission being in attendance and the likelihood that the Request for Proposal would require more time; the consensus of the board was to reverse the order of those two items.

Appointments to Conservation Commission: The Selectboard interviewed Betsy Chapek and Amy Golodetz for two vacancies on the Conservation Commission.

Cliff Peterson moved to appoint Betsy Chapek to the Conservation Commission to fill the remainder of a four year term expiring on Town Meeting Day, 2018. Rick Heh seconded and motion passed 2-0.

Cliff Peterson moved to appoint Amy Golodetz to the Conservation Commission to fill the remainder of a four year term expiring on Town Meeting Day, 2019. Rick Heh seconded and motion passed 2-0.

Review of Request for Proposals for Renovations to Old Schoolhouse #5: Selectboard, Staff and Peter Czaja of the Friends of the Old Schoolhouse reviewed draft Request for Proposals. Modifications to draft proposed and agreed upon. Staff to make changes and publish.

Review of Redrafted Town Contract: Draft Contract reviewed and accepted by consensus of the Board. Discussion ensued about the current three applicants to include one that did not meet the eligibility criteria. 68 Repa Road (RE068) is ~15 acres in area and is partially in the Soil and Water Conservation zoning district which has a minimum lot size of 15 acres; severely limiting any subdivision potential. Consensus of Selectboard is to not enter into an agreement on this lot.

Cliff Peterson moved that the Selectboard Chair be authorized to sign the Tax Stabilization Agreement on the behalf of the Town for an agreement with Bruce A. Parizo for his 26.90 acre property at 453 Poker Hill Road (PH453). Rick Heh seconded and motion passed 2-0.

Cliff Peterson moved that the Selectboard Chair be authorized to sign the Tax Stabilization Agreement on the behalf of the Town for an agreement with Lee H. Kirby for his 27.5 acre property at 354 Pleasant Valley Road (PV354). Rick Heh seconded and motion passed 2-0.

Staff to contact all property owners.

Selectboard to review Certificate of No Appeal or Suit Pending prepared by the Board of Listers at the April 12th meeting.

7:35 p.m. Old Business

PZA Position Vacancy Status/Update: Determination was made to reschedule review of the Zoning Administrator Job Description to the April 12th meeting when all three members are in attendance.

7:36 p.m. Warrants and Minutes: The Selectboard reviewed and signed the current warrants.

Cliff Peterson moved approval of minutes of the March 1, 2016 regular Selectboard meeting. Rick Heh seconded and the motion passed 2-0.

Cliff Peterson moved approval of minutes of the March 15, 2016 regular Selectboard meeting. Rick Heh seconded and the motion passed 2-0.

7:32 p.m. Member Items, Correspondence, Announcements, Schedule: Notice made of the next Selectboard meeting being held on April 12, 2016.

Notice made of potential change of Town Administrator's employment classification from Exempt to Non-Exempt. Change to be discussed at the April 12th meeting.

7:38 p.m. Executive Session

In the absence of the full board the consensus was to move review of applications for the Planning Coordinator position to the April 12, 2016 meeting and cancel the Executive Session.

7:48 p.m. Adjournment: On a motion made by Rick Heh and seconded by Cliff Peterson the Selectboard voted 2-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended


Clifford Peterson, Chair


Date