

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
6:00 p.m., Thursday, September 12, 2013**

**Selectboard:** Brad Holden, Seth Friedman, David Rogers

**Town Staff:** Brian Bigelow, Town Administrator, RaMona Sheppard, Finance Officer, Nate Sullivan, Road Foreman

**Public:** William Durbrow, Emily Durbrow, Tom Durbrow, Richard Rushlow, Margaret Rushlow, Jory Curran, Michael Luck, Barbara Wilson, Jeannie Panner, John Panner, Steve Abair, Peter Bennett, Tim Clark, Gerry Adams, Jim Hering (MMCTV15), Gerry Adams, Bob Murphy, Peter Duval, Cody Johnson.

**6:00 p.m. Meeting called to order.**

**6:01 p.m. Public Comment on Maple Leaf Road (TH #36)**

Chair Holden summarized the current situation of the closed portion of Maple Leaf Road. Tom Durbrow noted that he has livelihood concerns as he utilizes that portion of the road for access to wood lots and hayfields. Richard Rushlow appreciated the safety feature of having a second access despite it not being two cars wide in places. William Durbrow is against closure, a reclassification to Class 4 would be "fine" but it should be reopened "PDQ"; it has been closed too long and at a location short of one of his access points. Michael Luck prefers the classification not change. Barbara Wilson also cited safety as her primary concern for making no reclassification change. Jeannie Panner would like to see the same level of service maintained for safety and convenience reasons. John Panner suggested signage at the Mountain Road end that it wasn't a thru road. In addition the Panners submitted a letter on the subject. Steve Abair prefers a seasonal solution like English Settlement. Tim Clark confirms that the UJFD doesn't consider that portion of Maple Leaf to be passable by their vehicles. Seth Friedman pointed out the gravel wasted each washout was expensive and environmentally harmful. Nate Sullivan thinks it is fixable relatively easily but would be helped by no trucks and no thru traffic. In response to Jory Curran's concern he didn't recall a specific instance of a Town vehicle going off the road there. Brian Bigelow added that four other residents had submitted letters. Jim Fredricks, Joann Hanowski and Arden Duckless in support of the pre-storm status and Cynthia Seybolt in support of closing the section in question. At the end of the allotted time the public comment portion of the agenda was closed.

**6:45 p.m. Discussion with RaMona Sheppard, Town Finance Officer**

Mona presented two buy out options, per the request of the Selectboard: one that would consider the employee's years of experience and give a moderate amount of money to compensate employees for estimated reduced wages during their employment because of future retirement benefits and one that would determine the future cost of insurance that the employees would be using. No decision was made at this time.

Seth Friedman moved to discontinue the policy of offering Health Insurance benefits to retirees. Second by David Rogers and approved 3-0.

Mona relayed that a HSA was not an option due to age requirements and the presence of first dollar payments in plan. However a HRA could be established and need not be front loaded and Sheppard recommended using one years savings as the initial amount. Past performances have shown this amount to typically be sufficient.

Seth Friedman motioned to move forward with the BC/BS Platinum Plan and to establish an HRA fund to be accounted for separately and that the fund be established with the amount equal to the combined annual savings. David Rogers seconded and the motion passed 3-0.

By consensus the Board agreed to revisit the payment in lieu of health coverage question until the following meeting.

Mona handed out a list of FEMA related short comings that need to be addressed for auditing purpose. Town Administrator to check with Doug Dowie/FEMA for appropriate contact information.

By consensus the Board moved to rearrange the agenda order and proceed with the Energy Committee agenda item followed by the discussion with Road Foreman.

#### **7:15 p.m. Discussion with Bob Murphy and the Energy Committee**

Murphy summarized the audit report prepared by Building Energy on the Town Garage. Temporary fixes in the past were not always done right. The biggest area of concern is the ceiling. The big one time fix for weatherproofing the building is estimated at \$104,000. Short term recommendations add up to \$8,500. Additional savings are available for lighting. Swapping out existing lights for T5 lamps at \$250-\$400 per fixture (16 existing) would be a savings over the life of the lamps (80,000 hours). Gerry Adams spoke about the potential change to a radiant heat source. Tim Clark confirmed that the Fire Department was happy with theirs. Due to timing it was decided that the answer was to not change heating sources.

Mr. Adams and Mr. Murphy spoke about the Post Office. Money was available to insulate the basement. It was estimated that 4,000 would be needed to insulate and moisture seal the basement. A wall mounted direct vent monitor and removing the furnace from the cellar was considered.

The leaky roof was discussed as part of the big maintenance picture for the building. Seth Friedman noted foam should be high priority and addressed as part of upcoming Capital Improvement Program (CIP) discussions.

**7:50 p.m. Discussion with Nate Sullivan, Town Road Foreman**

Sullivan reported that 4,800 tons of Winter sand were used last year. 1,800 ton was on hand and so far 2,000 tons had been hauled in. A typical year used 6,300 tons so another 2,500 tons were needed. The question was to have the Road Crew haul or continue with road repairs. Contractors would be needed in either event. By consensus the Board and Sullivan would rather hire out the hauling.

Seth Friedman moved to put out to bid the hauling of 2,500 ton of winter sand on a by the ton price and that the job would be completed by November 1, 2013. David Rogers seconded and the motion passed 3-0.

Tim Clark a local contractor asked about the process. The Town Administrator and Road Foreman will confer with the Finance Officer and get together the following week. Clark could check in early next week.

Nate Sullivan said the Road Crew would soon finish Bill Cook, Meadow Lane and Doon Road. Over the next two weeks a plan would be established to determine what would be completed in house and what would be contracted out. Plan to be presented to Selectboard.

Gerry Adams would like to be considered for Fill In Driver status for the Town of Underhill. He has his CDL and is willing to help out. The interest is to do the prep work ahead of time.

Seth Friedman moved that pending Human Resources approval, Gerry Adams get in the books as a potential part-time driver/employee. He would not be able to start work prior to a return to the Selectboard. David Rogers seconded and the motion passed 3-0.

**8:22 p.m. New Business**

Bob Murphy spoke about having the speed limit on Stevensville Road reduced to 25 miles per hour, down from current 35 miles per hour. In addition he proposed that Hidden Drive signs be posted on both sides of the big curve. Town Administrator directed to contact the CCRPC and request a speed study.

Discussion about traffic calming methods in Underhill Center were discussed by Bob Murphy, Peter Duval and the Selectboard. Narrowing lanes by moving fog lines, no centerline and the effectiveness of crosswalks. Town Administrator to research the fog line option.

Cody Johnson appeared before the Selectboard about the vacant Town Constable position. He explained his interest and understanding of the position. By consensus the Board was not inclined to make an appointment to fill out the

remainder of the term but encouraged Johnson to start the petition process in December.

By consensus the Information on services provided by CAC / CUSI was handed out. The organization's funding mechanisms and services provided were discussed. Recognition was made of the recently increased level of support by Underhill residents at the 2013 Town Meeting.

**8:28 p.m. Old Business.**

Due to meeting length, and lack of time sensitive information, by consensus it was decided to hold off on this item until next meeting.

**8:30 p.m. Warrants.**

Warrants were signed by the board.

**8:26 p.m. Minutes**

Review of 08/29/13 Minutes. Seth Friedman moved to approve the minutes of 8/29/2013. David Rogers seconded and the motion passed 3-0.

Town Administrator directed to investigate enforcement options in relation to BE190/Blais short of removal, feedback from other municipalities to be sought.

By consensus the Board would prioritize the Post Office roof over insulation and the garage heat source over weatherization.

**8:44 p.m. Announcements/Schedule**

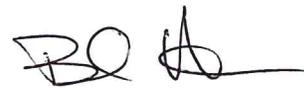
Announcement made of next Selectboard Meeting is scheduled for September 26, 2013.

**8:48 p.m. Adjournment.**

On a motion by David Rogers, seconded by Seth Friedman the Selectboard adjourns this 08/15/13 meeting. The motion passes 3-0.

Brian Bigelow, Town Administrator

Read and Approved as submitted/amended



Brad Holden, Chair

9/26/2013  
Date