

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
THURSDAY March 14, 2013**

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

**Town Staff:** Dawna Brisson-Town Administrator, Sherri Morin – Town Clerk

**Public:** Peter Duval

**MMCTV:** Dakota

6:00 p.m.      **Meeting called to Order – No public comment.**  
Chair welcomes the new board member David Rogers.

6:00 p.m.      **Town Clerk – Sherri Morin**  
Cleaning Person – Sarah Myer currently comes in 1x/wk. She has inquired if she could be hired as a town employee, would be better for her financially and if her net wages could remain at the amount as she is paid now. Problem with this is that the town would have to pay social security, workers comp, unemployment and it is not in the budget. Otherwise, will need to find a bonded cleaner. Selectboard would like to find out costs of other cleaners before deciding.

Old School House – 250<sup>th</sup> Birthday committee would like to use for the celebration. Public Safety Inspector came and we would need to replace the outlets with GFI outlets, put in carbon monoxide and fire detectors, install fire extinguishers, and remove wiring upstairs. Heater on the wall needs to be certified by the gas company, once the tank is switch out. Also need to put a stair in front and handicap access with a wide path out back. The building does have a waste water permit, however, it is for 4 employees and occasional public, so would need to see if could amend. Estimating \$300-\$400 to do what is necessary for the celebration use. Possibly the historical society will be willing to put money towards and have the building maintenance line item. Brad passes out a copy of the old schoolhouse deed information he has found so far noting he still has more research to do.

**New Business:**

Funding for Planning and Zoning Administrator to attend ASFPM- Passed out and reviewed memo provided by P&Z administrator regarding conference, costs, deadlines and budget information. Selectboard notes that she was way over budget last year on training and this will put her over budget again this year. On motion by Seth Friedman seconded by David Rogers, the Selectboard due to lack of funds can not approve Kari Papelbon using additional town funds beyond her \$145 training balance, however, approve her attending and being paid her salary while there. The

motion passes 3-0.

**Reappointments:**

On motion by Seth Friedman, seconded by David Rogers, the Selectboard reappoints Dick Albertini to the Planning Commission for a 4 year term expiring March 2017. The motion passes 3-0.

On motion by Seth Friedman, seconded by David Rogers, the Selectboard reappoints Patrick Lamphere to the Planning Commission for a 4 year term expiring March 2017. The motion passes 3-0.

On motion by Seth Friedman, seconded by David Rogers, the Selectboard reappoints Jennifer Silpe as the Animal Control Officer for a 1 year term expiring March 2014. The motion passes 3-0.

On motion by David Rogers, seconded by Seth Friedman, the Selectboard reappoints Eric Gildemeister to the Recreation committee for a 3 year terms expiring in March 2016. The motion passes 3-0.

Conflict of Interest Policy- Reviewed and signed by new board member David Rogers.

**Old Business:**

Tire Storage Container – Selectboard nervous about spending money on the storage unit at this time, have had a lot of expenses this year with truck repairs, new radios and still have mud season to go. On motion by Seth Friedman, seconded by David Rogers, the Selectboard decides to hold off on the purchase until July, the new fiscal year. The motion passes 3-0.

VTrans Grants – The grant Policy was reviewed. On motion by David Rogers, seconded by Seth Friedman, the Selectboard approved Dawna applying for the 2 VTrans grants. The motion passes 3-0.

On motion by Seth Friedman, seconded by David Rogers, the Selectboard gives authority to the Selectboard Chair Brad Holden to review and approve the final grant application. Cover letter for each grant is signed by Selectboard chair.

3 culvert retrofits – Review project contact person is new and she had provided a sample letter of what she proposes sending to landowners. Selectboard reviews the letter and are fine with Meghan Gilbert sending as is.

**Minutes:**

Minutes for 02-28-13 are reviewed. On motion by Seth Friedman, seconded by Brad Holden, the Selectboard approves the minutes as written. The motion passes 2-0, 1 abstain.

Minutes for 03-07-13 are reviewed. On motion by Seth Friedman, seconded by David Rogers, the Selectboard approves the minutes as written. The motion passes 3-0.

6:50 p.m.      **Warrants** - reviewed and signed.

**Announcements:**

Road conditions hot line started yesterday, only road on it at the moment is New Rd.

Next Selectboard meeting will be 03/28/13.

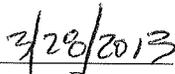
Board of Civil Authority Meeting scheduled for 3/26/13.

7:04 p.m.      On motion by Seth Friedman, seconded by David Rogers, the Selectboard adjourns the public portion of the meeting and enter into Executive Session to discuss a personnel item. The motion passes 3-0.

7:20 p.m.      The Selectboard exits executive session and adjourns the meeting. No action taken.

Dawna Brisson, Town Administrator  
Read and Approved as submitted/amended

  
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Brad Holden, Chair

  
\_\_\_\_\_  
Date