

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Thursday – March 27, 2012**

Present:

Selectboard: Brad Holden – Chair, Steve Owen, Seth Friedman

Town: Dawna Brisson – Town Administrator, Nate Sullivan – Road Crew, Betsy Page – Auditor, Irene Linde – Auditor, Rod Fuller – Road Foreman

Energy Committee: Gerry Adams, Steve Webster

Town Moderator: William Wilson

Public: None

Media: None

6:00 p.m. Brad Holden calls the meeting to order.

Public Comment: Nate Sullivan makes a recommendation to keep stone on hand in the yard for mud season for weekend purposes. Discussion ensued.

Unfinished Business: Selectboard Chair Brad Holden asks if anyone objects to going out of order and starting with the Auditors, since Irene Linde has another engagement she needs to get to. No one objects.

Auditors Betsy Page and Irene Linde state they have finished February and even though have 45 days from Town Meeting left on their term, don't see the point in continuing. The Selectboard thanks them for their service and inquires if they would be interested in being hired to assist with Town Report. Discussion ensues. Selectboard requests if they are interested if they would do up a proposal of time and amount and send to Town Administrator.

Selectboard Chair Brad Holden asks if anyone objects to continuing out of order and moving onto the Town Moderator. No one objects.

Town Moderator William Wilson here to review Town Meeting. He states the Town Report format was fine and recommends we keep that format. However, would be helpful to have the name of the responsible person for each report, to turn to if questions. One problem of the day was the microphones and runners. He states he would like to get permanent mics and have people line up to use, project better if the person is standing. Also recommends a practice session with the Boy & Girl Scouts. Selectboard mentions have talked about having the Town Officials sit up in the front row. William states he had trouble with the budget warning, maybe helpful to have an overview presentation after put on floor, engages people and

lets people know the bid number not coming from all taxes. He also states a lot of Australian ballot questions which means a lot of items to discuss –could make for a long meeting. He adds the Fire/Rescue position was awkward. Also, that it is not the moderator's job to be protective of the Selectboard, but did what he could with the employee issue. He also makes the Selectboard aware they are not obligated to take any action on items brought up and passed on the floor, that didn't have enough signatures to be warned. Concluded that he felt it was a good meeting. Informs the Selectboard he would like to attend the VLCT moderator meeting next year and if we would pass that information along to him.

Selectboard Chair Brad Holden asks if anyone objects to continuing out of order and moving onto the Energy Committee. No one objects.

New Business:

Energy Committee- Steve Webster and Gerry Adams hand out a Proposal Re: Post Office at 286 River Road and reviews. Discussion ensues regarding work to be done, timing and availability of funds. Selectboard will check with Finance Officer regarding insurance/liability issues of the Committee members doing some of the work and mentions maybe a fieldtrip to the Post Office would be a good idea. Selectboard confirms the majority of the funds will not be available until July, part of next years budget.

Selectboard Chair Brad Holden asks if anyone objects to continuing out of order and moving onto the Road Update from Road Foreman. No one objects.

Rod Fuller states the Town has used approx \$30,000 worth of stone, worst is over; the roads are drying up and are being graded. He also states renting a second grader is a good decision. Discussion ensues regarding renting, contracts and procedures. Parties go on to discuss approaches on improving roads, how having own gravel source will effect road work, and plans to recapture stone. Rod highlights projects and status and staffing for the summer.

Milton Cat Rental Agreement- Selectboard reviews the rental agreement. On motion by Steve Owen, seconded by Seth Friedman, the Selectboard accepts the terms as stated on the rental agreement. The motion passes 3-0. Selectboard asks Rod Fuller to contact Milton Cat to see, if we continue to rent from them, if contract terms negotiable.

Approval of Minutes: On motion by Steve Owen, seconded by Seth Friedman, the Selectboard approves the 3/15/12 Selectboard meeting minutes as written. The motion passes 3-0.

On motion by Seth Friedman, seconded by Brad Holden, the Selectboard approves the 3/22/12 Selectboard Meeting Minutes as written. The motion passes 2-0, 1 abstaining.

On motion by Steve Owen, seconded by Seth Friedman, the Selectboard readopts the Underhill VT Selectboard Rules of Procedure as written. The motion passes 3-0. Rules of Procedure signed.

Announcements: VT Town and City Management Association Spring Conference Thur/Fri May 17&18 at Topnotch Resort, if anyone wants info on let Dawna Brisson know and she will forward.

VLCT Successfully Navigating the Property Tax Assessment Appeal Process being held 05/08/12 in Middlebury. Note: Will not be dealing with Appeals until 2014 and Sherri Morin, Town Clerk will schedule in-house training prior. Just FYI in case like to start learning about it now. Again if would like more info. let Dawna know and she will forward.

67th Annual Town Offices' Education Conferences will be held April 4 at Hilton in Burlington. Multiple sessions with a variety of topics to pick from at each session. Again, if you would like more info., let Dawna know and she will forward.

MMCTV is looking for a Board Member from Underhill, if you know of anyone who may be interested in being on their board, let Dawna know and she will email MMCTV.

Unfinished Business: On Motion by Steve Owen, seconded by Seth Friedman, The Selectboard adopts this Resolution for Municipal Planning Grant which changes the M/AO to the new Selectboard chair Brad Holden. Motion passed 3-0. Resolution signed.

New Business: Gravel Pit/Albertini option – Seth Friedman suggests the Selectboard taking some initial steps/ground work.

1. Master plan – review 10yr capital plan/determine town usage.
2. Shout out – Other possible sites/arrangements.

Discussion ensues and Selectboard schedules a work session for next Friday 4/6.

Recommend a Town Health Officer – On motion by Steve Owen, seconded by Seth Friedman, the Selectboard approves recommending Jennifer Silpe as Town Health Officer. Motion passed 3-0. Recommendation form signed by Chair of Selectboard. Town Administrator to submit to VT Dept. of Health/Environmental Health.

Public Surplus Auction System – Town Administrator received information on an Auction site for surplus items, with dates for webinars concerning the service and inquires if the town has any old equipment or items that this maybe an option for? Selectboard didn't believe so, already have other arrangements in place.

Radios/Narrowbanding – Brad Holden explains narrowbanding, requirement to change to by 2013, and possible decrease in service with the change. He states met with Radio North and most of our radios are compatible and can be fixed with a computer change. Radio North recommend we go ahead and do that, then test the service to determine if/most likely where a booster maybe needed. Discussion ensues.

**April Selectboard Meetings –
4/12 and 4/26 regular schedule.
4/2 DRB meeting- if 2 members attend will need to warn.
4/6 Work session**

8:20 p.m. On motion by Steve Owen, seconded by Seth Friedman, the Selectboard moves to adjourn the meeting. The motion passes 3-0.

Meeting Adjourned.

Respectfully submitted,
Dawna Brisson, Town Administrator

Read and Approved as submitted/amended

Brad Holden, Chair

Date