

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, March 27, 2018, 6:00 p.m.**

Selectboard: Kurt Johnson, Pat Sabalis and Catherine Kearns

Town Staff: Mona Shepard, Nate Sullivan and Brian Bigelow

Public: Ruth Miller (MMCTV), Kermit Blaisdell, Peter Bennett, Steve Webster, Karen McKnight, Ruth Machell Julianelle

6:00 p.m. Call to order, adjustments to agenda. Meeting called to order by Kurt Johnson. No Adjustments made to agenda:

6:01 p.m. Public Comment Period. None

6:06 p.m. RaMona Sheppard, Human Resource Manager, Assessor Contract and Adoption of Revised FY19 Budget.

Assessor Contract. Human Resource Manager (HRM) and Kermit Blaisdell of Vermont Appraisal Company discussed draft Assessor contract with Selectboard. Non-substantive edits proposed. HRM to incorporate edits in preparation for signature.

Kurt Johnson moved the Board approve the Contract with Vermont Appraisal Company as edited and that the Pat Sabalis be authorized to sign for the Board. Pat Sabalis seconded and the motion passed 3-0.

Adoption of Revised FY19 Budget. With the passage of Australian Ballot Article 12 for the Jeffersonville Commuter the combined Town budget as passed in Articles 3 (General Fund) and Article 4 (Highway Fund) needs to be increased by that amount (\$14,420).

Kurt Johnson moved to adjust the FY19 budget from a total of \$2,753,517.97 to \$2,767,937.97 as the result of the passage of Article 12 by Australian Ballot adding \$14,420.00 to the Green Mountain Transit Jeffersonville Commuter bus route. Pat Sabalis seconded and the motion passed 3-0.

6:28 p.m. Old Business

Underhill Hill Energy Committee, Solar Array at closed land fill. Peter Bennett, Steven Webster and Ruth Machell Julianelle of the Underhill Energy Committee (UEC) met with the Selectboard to discuss the possibility of hosting a solar array at the former Beartown Road Gravel Pit site. The former Gravel Pit site is not proposed as an “instead of” or “either or” with the former landfill/Crane Brook Conservation District proposed site, but is recognized as perhaps more straightforward without the conserved land and landfill cap concerns. The Town still uses the site for Highway materials storage. UEC to walk the site with Nate Sullivan. Nate Sullivan and Pat Sabalis to spearhead coordination between UEC and Town going forward.

6:45 p.m. Nate Sullivan, Road Foreman General Highway Issues. Road Foreman discussed the following issues with the Selectboard:

- Town Garage radio antennae replacement. Limited number of providers noted. Quote from Clark Communication Electronics of Milton reviewed (\$1,349). Consensus of Selectboard is to proceed.
- Quote on 2011 International Dump Body Replacement. Quote from Viking Cives USA reviewed. Discussion of recent maintenance and future rust mitigation options. Capital Reserve identified as the appropriate budget line for funds.

Kurt Johnson moved to retain Viking Cives USA to replace dump body on 2011 International for an amount not to exceed \$31,200. Pat Sabalis seconded and the motion passed 3-0.

- Selectboard thanked the Highway Department for their work during the recent Snowstorms. Road Foreman and Selectboard discussed overtime for materials hauling, and obtaining multiple assessments with an eye towards identifying upcoming maintenance issues on the F350.

7:10 p.m. New Business.

Identification of Insufficient Road Turn Arounds. Town Administrator and Road Foreman to identify the 10-12 turnarounds most in need of improvement.

Alternative Transportation Committee. Consensus of the Selectboard is to dissolve the Alternative Transportation Committee and to participate in future multi-town opportunities.

Town Land Contract Seagraves/MT071. New Town Contract Application for Boris & Gara Seagraves (MT071) reviewed by Selectboard.

Kurt Johnson moved that Underhill enter into a Tax Stabilization Agreement with Boris and Gara Seagraves for their property at 71 Mountain Road. Pat Sabalis seconded and the motion passed 3-0.

7:16 p.m. Employee Evaluations and one-on-one interviews schedule. Town Administrator to distribute Job Descriptions and Personnel Handbook. May 2nd, May 30th and June 6th identified as dates to hold interviews with Selectboard. Times to be determined.

7:28 p.m. Warrants and Minutes.

- The minutes of the March 13, 2018 Regular Meeting of the Selectboard need an edit and consensus is to readdress at the April 10, 2018 meeting.
- Kurt Johnson moved to approve the minutes of the March 15, 2018 Special Meeting of the Selectboard. Pat Sabalis seconded and motion passed on a vote of 3-0.

By consensus the Board reviewed and signed current warrants. Town Administrator to confirm fuel pricing with Clarence Brown (Montreal Rack rate +\$0.22/gallon) and to put the Town Hall Cleaning Contract out to bid.

7:47 p.m. Correspondence, Announcements, Schedule: Notice made of the next Regular Selectboard meeting being held on April 10, 2018.

Notice made of receipt of:

- Two annual VTrans Forms (Road & Bridge Standards and FY19 Financial Plan (TA-60) reviewed, approved by consensus and signed by Selectboard
- VTrans Mountain Road Engineering Grant determination by VTrans that rather than a second extension being approved, that the existing grant be closed out. A new grant would be issued with an expiration date beyond December 31, 2019. Consensus of the Selectboard is to proceed as recommended and TA-65 was signed by Selectboard.
- David Sills' Waiver Fee Request related to construction starting prior to application for a building permit was considered and denied by unanimous consensus by Selectboard.
- Copy of invoice for Brook Bend Ice Jam work as sent to four most impacted property owners.
- VLCT Training opportunity re: Property Tax Appeals.
- Albertini Lease Land Posting. Quit Claim Deed is anticipated to be an action item on the April 24th Agenda.
- Budget Status Report and memo dated March 27, 2018.
- DRB Application Abutter Notification re: PV001 (fka Underhill Country Store).

8:02 p.m. Executive Session. Kurt Johnson moved that the Selectboard enter Executive Session to discuss the appointment or employment or evaluation of a public officer or employee under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes. Pat Sabalis seconded and the motion passed by a 3-0 vote.

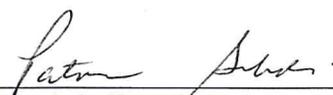
At 8:41 p.m. Kurt Johnson moved to exit Executive Session. Pat Sabalis seconded and the motion passed by 3-0 vote.

No action taken as a result of Executive Session.

8:42 p.m. Adjournment: On a motion made by Kurt Johnson and seconded by Pat Sabalis, the Selectboard voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended


 Pat Sabalis, Vice Chair


 Date