

**TOWN OF UNDERHILL  
SELECTBOARD SPECIAL MEETING MINUTES  
8:30 a.m., Friday, August 10, 2018**

**Selectboard:** Kurt Johnson and Pat Sabalis  
**Staff:** RaMona Sheppard and Brian Bigelow  
**Public:** None

**8:35 a.m. Meeting called to order.** Additions to agenda: Loader tires, Cracksealing and Pavement marking updates. Minutes of July 17, 2018 Selectboard Public Hearing, Update on BR #8.

**8:37 a.m. Public Comment – None**

**8:38 a.m. Executive Session Personnel Review**

Chair moved that the Selectboard enter Executive Session to discuss the appointment or employment or evaluation of a public officer or employees under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes. Pat Sabalis seconded and the motion passed on a vote of 2-0.

Continuation of RaMona Sheppard's performance review took place.

At 9:05 a.m. the Chair moved to exit the Executive Session. Pat Sabalis seconded and the motion passed on a vote of 2-0.

Actions taken as a result of the Executive Session: Modification to be made to the Finance Director's appraisal.

**9:07 p.m. Discussion of Finance Director and Town Administrator Job Responsibilities.** Selectboard and Staff reviewed documents provided by Finance Director with Human Relations and Budget tasks that perhaps are more traditionally performed by the Town Administrator. Consensus to continue review of information. No decision made.

**10:08 a.m. Added Agenda Items**

**Loader Tires.** Chair provided update on Loader Tire research. Considerable anecdotal dissatisfaction with Titan tires noted, contact with national headquarters unhelpful.

Kurt Johnson moved to authorize the purchase of two Michelin tires for the 2015 Loader from Marshall Tires at a price not to exceed \$4,800. Pat Sabalis seconded and the motion passed on a vote of 2-0.

**Cracksealing.** For informational purposes, Nicom has not started yet. Staff to pursue new estimated start date. Chair to be point of contact.

**Pavement Marking Invoice.** Invoice came in at \$135 (~4%) more than estimate (\$3,550 vs. \$3,415).

The Chair moved to authorize payment of Frank's Line Striping Invoice #177 in the amount of \$3,550. Pat Sabalis seconded and the motion passed on a vote of 2-0.

**Minutes of July 17, 2018 Public Hearing.** The Chair moved to approve the minutes of the July 17, 2018 Public Hearing on the proposed Land Use Regulations amendments. Pat Sabalis seconded and the motion passed on a vote of 2-0.

**Bridge #8 (BR#8).** Chair advised that the core sample test results were good - ~5,000lbs. Recommendation from Highway Infrastructure and Equipment Committee (HIEC) to be made at the upcoming Selectboard meeting.

**10:32 a.m. Adjournment.**

Kurt Johnson made a motion to adjourn. Pat Sabalis seconded and the motion passed 2-0.

Submitted by Town Administrator

Read and Approved as submitted/amended.

  
Kurt Johnson

8-14-18  
Date