

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
6:00 p.m., Thursday, August 02, 2012**

Present:**Selectboard:** Brad Holden Chair, Steve Owen Vice-chair**Office:** Dawna Brisson-Town Administrator**Public:** None**MMCTV:** Ruth**6:00 p.m.** Meeting called to Order by Selectboard Chair**6:00 p.m.** Public Comment - NONE**6:00 p.m.** Town Administrator- Dawna Brisson

Adopt Road/Highway Worker Job Description- On motion by Steve Owen, seconded by Brad Holden the Road/Highway Job Description is adopted. The motion passes 2-0, 1 absent.

Approve purchase of Adobe Acrobat Professional Software for Kari's Computer for \$199- Selectboard approves purchase.

Sign Marsh Access Permit- Brad reads permit into the record for 264 Stevensville Road. On motion by Steve Owen, the permit is approved with requested additions, Brad notes already approved at a prior meeting, just signing with the requested changes.

Mount Vista Road Stormwater Inspection Report- Area needs brush cutting, Dawna to contact the Town's roadside mower to see when scheduled.

Sign Access Violation letter- History of violation explained and maps of area filed. Brad Holden signs letter for the Board of Selectmen.

Review/Reply to United Church of Underhill's letter re: Harvest Market request for permissions- Letter reviewed, on motion by Steve Owen, seconded by Brad Holden, the Selectboard approves the road closure and parking requests. The motion passes 2-0, 1 absent.

Discuss CUSI Appropriation Amount Change- Dawna asks for clarification on invoice amount and minutes from prior to her arrival. CUSI bills for amount they would like to receive vs the amount budgeted for.

Review Updated BEOP- Basic Emergency Operation Plan has been updated. Just need to add the date plan updated on page 1 and the date implemented on page 3, then will send final off to CCRPC. Dates to be inserted at next Selectboard meeting when all members are present.

Follow-up re: Hazard Survey at Town Hall & Garage- Dawna to schedule stair repair in Town Hall, Selectboard will contact Road crew regarding items at Garage.

Discuss Process- Contacted VLCT regarding clarification on Deliberative Session, for quasi judicial proceedings only with a written decision. Not for deliberating public opinions/input, that needs to be done in open session. Reminders: Need to follow rules of procedure, keep policies in mind, and check my schedule also when setting meeting times.

Minutes - Approval of 7/05/12 Selectboard Meeting Minutes- On motion by Steve Owen, seconded by Brad Holden, the Selectboard approves the minutes as written. The motion passes 2-0, 1 absent. Dawna to contact sheriff re: Patrolling Pleasant Valley Rd on a Saturday. Steve and Brad to look into Turn Around for Carolyn Gregson.

Approval of 7/12/12 Selectboard Meeting Minutes – On motion by Steve Owen, seconded by Brad Holden, the Selectboard approves the minutes as written. The motion passes 2-0, 1 absent.

Approval of 7/19/12 Selectboard Meeting Minutes – Unable to approve, no quorum, to be approved at next meeting.

Approval of 7/23/12 Selectboard Meeting Minutes – On motion by Steve Owen, seconded by Brad Holden, the Selectboard approves the minutes as written. The motion passes 2-0, 1 absent.

Brad mentions he obtained sand pricing and may be able to afford to hire someone to do some hauling.

Other Items-

Pond status- Pond is open, only closed for a short time, seems to clear up quickly. Maybe should test 2x/wk when conditions are hot and dry?

Calcium Chloride info- Use to keep the dust down on roads, very expensive. Takes 600 gallons per mile and it cost \$1/gallon, so it cost approx \$3000 just to do Poker Hill Rd. We keep the cost down even more by spraying it ourselves.

Warrants- Selectboard reviews and approves.

Announcements – Next Regular Meeting is 8/16/12 at 6pm.

6:50 p.m. Adjourn – On motion by Steve Owen, seconded by Brad Holden, the selectboard adjourns the public meeting. The motion passes 2-0, 1 absent.

6:50 p.m. On Motion by Steve Owen, seconded by Brad Holden, the Selectboard approves going into Executive Session concerning a personnel related issue. The motion passes 2-0, 1 absent.

Executive Session.

7:10 p.m. Board comes out of Executive Session

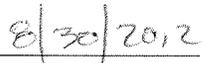
No action taken.

7:10 p.m. Meeting adjourned

7:10 p.m. Site visit to Beartown pit – no action taken.

Dawna Brisson, Town Administrator

Read and Approved as submitted/amended

Brad Holden, Chair Date