

**TOWN OF UNDERHILL
SELECTBOARD SPECIAL MEETING MINUTES
9:00 a.m., Friday, June 20, 2014**

Selectboard: David Rogers and Cliff Peterson

Town Staff: RaMona Sheppard, Sherri Morin and Brian Bigelow

Public: Martin Danaher (X-L Building and Design)

9:02 a.m. Meeting called to order.

9:03 a.m. Public Comment – None.

9:04 a.m. Work Session – Selectboard reviewed and signed FY14-15 salaries for Town employees. Selectboard reviewed and signed warrants. Board discussed employee policy related vacation rollover.

David Rogers moved to approve Town Clerk's request to rollover 80 hours of vacation time. Cliff Peterson seconded and the motion passed 2-0.

David Rogers moved to approve Town Administrator's request to rollover 40 hours of vacation time. Cliff Peterson seconded and the motion passed 2-0.

Selectboard and staff discussed status of interior renovations to Town Clerk's Office. Island could not be reused. Electrical and communications ports need to be relocated.

David Rogers moved to amend the June 10, 2014 contract with X-L Building & Design's 'not to exceed' amount from \$2,000 to \$3,500. Cliff Peterson seconded and the motion passed 2-0.

David Rogers moved to contract with Integrity Communications with a not to exceed amount of \$1,500. Cliff Peterson seconded and the motion passed 2-0.

Martin Danaher/X-L Building & Design updated Selectboard on Town Hall exterior renovations. Approximately \$13,000 has been paid to date. An additional ~\$4,600 in materials and another week's worth of labor has not yet been submitted for payment. Danaher will submit an invoice the week of June 23rd.

David Rogers moved to authorize payment to be processed with the warrant signed by one member of the Selectboard. Cliff Peterson seconded and the motion passed 2-0.

Discussion ensued about crown replacement and drip edge on the east gable end of the Town Hall. Painting Contractor identified moisture problems. Consensus was that the replacement should occur as part of the renovations in process.

9:34 a.m. Announcements/Schedule.

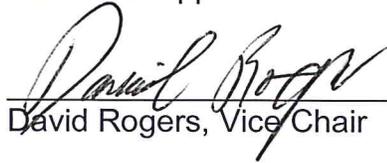
Announcement made of cancellation of next regular Selectboard Meeting scheduled for June 24, 2014. Rescheduled date confirmed for June 30, 2014 at 6:00 PM.

9:35 a.m. Adjournment.

David Rogers moved to adjourn. Cliff Peterson seconded and the motion passed 2-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended.



David Rogers, Vice Chair



Date