

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
6:00 p.m., Tuesday, October 28, 2014**

**Selectboard:** Seth Friedman, David Rogers and Cliff Peterson

**Town Staff:** Mona Sheppard, Brian Bigelow, Nate Sullivan, Sherri Morin

**Public:** Ruth Miller (MMCTV), Bob Murphy and Chris Miller (Underhill Energy Committee), Michael and Darah Moore

**6:05 p.m.** Meeting called to order. Adjustments to agenda: Seth Friedman added BE001 drainage and lighting at Town Pond to Old Business. Consensus of Board was to make the additions and will follow their practice of making adjustments to the agenda order as timing allows.

**6:06 p.m. Public Comment** – No members of the public in attendance to speak to non agenda items.

**6:07 p.m. Underhill Energy Committee** – Committee members Bob Murphy and Chris Miller provide update on Energy Efficiency Grant, Underhill Center Post Office, and lights. The Committee stressed their willingness and desire to be a sounding board and offer recommendations for municipal projects and that an opportunity was missed with the Town Garage Ventilation project. The committee is in the process of recruiting and asked if their numbers could be increased depending on applicant pool. Selectboard consensus was to take that up in the future.

**6:23 p.m. Underhill International Truck bid** –

One bid was received (Karen Gay in the amount of \$2,666.93). Staff estimates value of truck as \$5,000 with a scrap metal value of ~\$2,800. Consensus of Board was to decline the bid and have Clark's Trucking advertise for 30 days, putting no additional repairs/costs into the vehicle. Clark's has sold vehicles for the Town before for a 15% commission.

**6:30 p.m. Moore Access Permit Application (CD074)** –

Michael and Darah Moore presented the Board with most recent revision of proposed improvements on their 3 lot subdivision as shown on Moore Subdivision prepared by Trafton Engineering Assoc. (Sheets 1 and 2) with a revised date of 10/23/14. Improvements include a turnaround to the satisfaction of the Underhill Jericho Fire Department. Discussion about the history and current condition of Cloverdale Road took place and about bringing the shared driveway portion (labeled 'Cloverdale Road' on the drawings) on the Moore's property up to B-71 standards.

Cliff Peterson moved that for the purpose of the Moore Subdivision as depicted on the Trafton Engineering Associates drawings of 10/23/14 to not require upgrades to that portion of Cloverdale Road from Route 15 to the applicant's property line. Further that the Access Permit will be granted provided strict adherence to the design and that the

shared portion on Moore drawings South of where Cloverdale Road meets the Moore's property line, be improved to B-71 standards. David Rogers seconded and the motion passed 3-0.

**6:51 p.m. New Business - Winter Sand**

Nate Sullivan advised that the price of sand increased \$1.00 per ton to \$8.30 per ton. 2,400 additional tons are required to have a sufficient amount for a normal winter. Two different grades are needed 2,000 tons of sand for gravel roads and 400 tons of a finer grade for mixing with road salt. Weather permitting the plan is for the road crew to haul. Finance Officer's recommendation is to accept going over budget as opposed to doing a line item transfer and to review in February.

David Rogers moved to have the Town purchase an additional \$20,000 worth of winter sand. Cliff Peterson seconded and the motion passed 3-0.

Nate Sullivan relayed two residents were dissatisfied with recent road work.

Ed Matthews (SH058) requested that the Board be made aware that he objects to the removal of the berm that had grown up along the edge of the road. The berm had the effect of keeping water in the road and discharging it into the nearby stream. In the absence of the berm, water sheet flows off the road along the width his frontage. The Board regrets the change but concurs with the Road Foreman that but the Best Management Practice is to remove berms allowing water to flow off roads as soon as possible and to not collect it and discharge to a watercourse.

Julie Peterson (RV266) objects to drainage work that she was not notified of in advance and involved the cleaning out of a culvert that hadn't received any attention in a while. Similarly the ditching below the culvert and outside of the right-of-water has not been actively maintained. Board members agreed to view the site and comment at their next meeting.

**7:10 p.m. Maple Leaf Farm Application for State Exemption (32 VSA §3802)**

Board received and reviewed copy of relevant statute, 2011-2014 financial records and application made by Maple Leaf Farm. The Board is concerned that the application does not meet the statutory requirements for exemption. Cliff Peterson to consult with Town Attorney. Town Administrator to invite Director William Young to the next Selectboard meeting.

**7:30 p.m. New Business (con't) –**

Road Commissioner – Position of Road Commission discussed. Consensus of the Board is that there is no interest in hiring to fill that position and that in instances where additional expertise is required; an engineer be retained.

Mona Sheppard TFO/HR brought up recent requests by United Way and Lincoln Financial for consideration regarding approaching employees in light of recent Board determination on a not dissimilar request by New York Life. Discussion regarding charitable organizations versus 'for profits', new vendors' products vs current provider's updates, etc. Consensus of Board to have Human Resources filter requests.

Town Clerk Sherri Morin requested funds for staff annual luncheon.

David Rogers moved to approve use of Selectboard contingency funds for the purpose consistent with previous events. Cliff Peterson seconded and the motion passed 3-0.

### **7:24 p.m. Old Business –**

Eccleston property (BE001) drainage north into Pleasant Valley Road ditching discussed. Property owners have met with Mike Weisel, P.E. and propose relocating their drainage outlet approximate 50' north of existing location. Plan sketched by Weisel reviewed by Board. By consensus the Board approved the modification with the proviso that if the results are not as anticipated; the situation would need to be readdressed.

Town Pond Lighting was addressed by Seth Friedman. Issues still occurring in terms of afterhours usage. Discussion about light installation ensued, specifically a solar powered, motion detector activated light mounted on a 16'x4"x4" that would be attached to the utility shed near the Basketball Court.

David Rogers moved to purchase the light, fasteners, 16'x4x4 with \$130 from the Selectboard Contingency Funds. Installation to be performed by the Boards members. Cliff Peterson seconded ant the motion passed 3-0.

Alliance Mechanical's Proof of Insurance for Town Garage project discussed. Consensus of Board is it provides sufficient coverage.

Discussion regarding the HMGP for Fletcher and Fine property (VT539). Property owner has submitted a letter formalizing the understanding of the Town's administrative rather than financial obligation. Board consensus was that additional clarification is required and that applicant would be required to advance funds for demolition and closing costs.

### **8:15 p.m. Minutes and Warrants**

Current Warrants reviewed and signed by Selectboard.

David Rogers moved to approve the minutes of October 14, 2014. Cliff Peterson seconded and the motion passed 3-0.

**8:20 p.m. Member Items, Correspondence, Announcements, Schedule.**

- Invoices related to 2014 Energy Efficiency Grant reviewed by Board and by consensus signed by Chair
- Review of CIP reviewed with the less aggressive Paved Road option. Option still resulting in an almost doubling of the line item.
- Correspondence from Aaron Brillhart (JH016) received regarding Selectboard appeal of 2014 BCA decision. Town Administrator to respond regarding the process.
- Selectboard signed the 2013 Certificate of Grand List Validity.
- 2015 Green Up Day Town Coordinator position vacant. Information and suggestions sought from Underhill Conservation Commission.
- Correspondence from Jeffrey Snyder received regarding request for resetting corner pins demarking his property line impacted by road work. Town Administrator to contact Brad Holden, L.S.
- CCTA letter received regarding 2015 funding request of \$3,000.
- Notice made of receipt of VTrans 2014 Town Highway map.

The next regularly scheduled meeting is November 11, 2014 at 6:00 p.m. In observance of Veteran's Day that meeting is cancelled and a Special Meeting is scheduled for November 12 at 6:00 p.m. to conduct the business of the Board.

**8:59 p.m. Adjournment.**

David Rogers moved to adjourn. Cliff Peterson seconded and the motion passed 3-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended.

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Seth Friedman, Chair

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Date

11-12-14