

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
6:00 p.m., Tuesday, November 25, 2014**

Selectboard: Seth Friedman and David Rogers

Town Staff: Mona Sheppard, Brian Bigelow

Public: Ruth Miller (MMCTV), Dale Walker, Ariel Kalich, Randy Clark, Mat Champlin, Jon Thomas, Kris Thomas, Scott Tower, and Sue Thomas

6:00 p.m. Meeting called to order. Adjustments to agenda: Add Harvey Road Pleasant Valley Intersection, notice made of withdrawal for access review and approval at JB008 and to follow the Selectboard practice of making adjustments to the agenda order as timing allows.

6:02 p.m. Public Comment – Regarding the results of the Tupper Road speed study (too limited data to propose a change from the existing 35mph, if the data were multiplied out; 35mph would be appropriate) Dale Walker questioned the placement of the traffic count/speed measuring hoses, and asked about Jon Thomas' riding his ATV on the road. Jon Thomas spoke in favor of the location and said he never crossed the hoses with his ATV. Item to be placed on next Selectboard agenda.

6:10 p.m. Underhill-Jericho Fire Department

Mat Champlin, 1st Assistant Chief met with the Board to discuss the UJFD draft FY15-16 budget. Revenue and expenses reviewed with emphasis on the larger increases and deductions. FY13-14 audit is not yet complete. Additional discussion ensued regarding purchasing policy, capital plan, the River's property in Jericho and impact of the UJFD's ISO rating scale on insurance rates for property owners.

6:45 p.m. Town Finance Officer –

FEMA - Town Finance Officer Mona Sheppard reviewed latest draft of letters prepared for the Board. By consensus of the Board, Chair signed letters requesting one year extensions related to two FEMA projects that have not been completed.

TR Fellows Invoice - Discussion with Board about Town Finance Officer's recommendation to add a Professional and Technical Services line item within the Highway budget. Consensus was that it would be appropriate and useful to do so.

David Rogers made a motion to move payment of the TR Fellows invoice from the Selectboard Contingency Fund line item to the Highway Budget Professional and Technical Services line item. Seth Friedman seconded and the motion passed 2-0.

Additional discussion ensued regarding the capital accounting of architectural fees for the Highway Garage designs. Town Administrator to contact Wiemann-Lamphere.

7:00 p.m. Adjustment to order:

To ensure that interested parties were in attendance for the 7:10 Agenda Item; the Board moved on to New Business and Old Business.

New Business –

Mike Weisel quoted a 'not to exceed' amount of \$3,000 to design a new structure at Deane Road. Discussion with Staff and Board regarding the purchasing policy requirements and procedures. Town Administrator to obtain additional quotes.

Social Services request of the Vermont Center for Independent Living for \$200 in funding reviewed. Consensus of Board is to place item on the warned ballot.

Old Business -

Selectboard and Staff reviewed status of:

- Town Garage Ventilation Project – On schedule, equipment installation in progress, anticipated to be by complete early next week. Plumbers and electricians to follow.
- Land Fill Closure Recertification – Staff warned the public comment period to close December 19, 2014. Abutters' notice has been mailed. Town as owners of an adjoining property notice hand delivered.
- FEMA HMGP VT539 - Town Administrator has met with Andrew Fletcher and had productive conversations with FEMA personnel. Board confirmed the twin goals of administering the grant, balanced with the requirement to not expend municipal monies; perhaps through the means of a reserve fund financed by the applicants.
- Forest, Parks & Recreation Grant – Consensus of Board is that this is not the year to include an estimated \$45,000 budget amount towards the rebuild of the Town tennis courts and to not proceed with the next step in the grant process.

7:10 p.m. Old Schoolhouse #5 Task Force – Pete Czaja and Sue Thomas met with the Selectboard and discussed the final summary report and accompanying minority position. Selectboard thanked the Task Force for their service. Among volunteers Pete Czaja singled out Sue Thomas for her efforts. Future use of property still undetermined. No options eliminated. Consensus of Board and Task Force that the Town has a responsibility to manage Town assets. Scott Tower relayed that Historical Society interest, while present, was currently not strong. Estimated costs of \$70,000 to weatherproof the exterior. Board thanked the Task Force for their efforts and committed to including the building's maintenance in the upcoming budget discussions. Additional next steps include consideration of a Committee to preserve and manage the building and survey of residents of their expectations and wishes.

7:50 p.m. New Business (con't) –

Selectboard and Staff reviewed draft CIP in preparation for December 2nd Special meeting. Preliminary budget impact with increase of \$0.48 to \$0.53; approximately a \$150 increase on a \$300,000 property.

8:09 p.m. Minutes and Warrants

Current Warrants reviewed and signed by Selectboard.

David Rogers moved to approve the minutes of the November 12, 2014 Special Meeting. Seth Friedman seconded and the motion passed 2-0.

8:12 p.m. Member Items, Correspondence, Announcements, Schedule.

- Copies of Development Review Board decisions for Moore (CD074) and Lamphere (BE108) subdivisions received.
- Bill of Sale received from Clark's Truck Center for the 1999 International Dump Truck in the amount of \$5,000.
- CCRPC is hosting a Legislative Breakfast, David Rogers to attend.
- Email received from Jean Archibald of Harvey Road regarding what feels like an unsafe intersection with Pleasant Valley Road. Seth Friedman and David Rogers both visited the site. Staff to ask CCRPC for a review of the site.

The next regularly scheduled meeting is December 9, 2014 at 6:00 p.m. A Special Meeting is scheduled for 8:30 a.m. on December 2, 2014.

8:20 p.m. Adjournment.

David Rogers moved to adjourn. Seth Friedman seconded and the motion passed 2-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended.


Seth Friedman, Chair

12-9-14
Date