

**TOWN OF UNDERHILL
SELECTBOARD MEETING
Underhill Town Hall
Tuesday, September 29, 2015, 6:00 p.m.**

Selectboard:, Cliff Peterson, David Rogers and Rick Heh
Town Staff: RaMona Sheppard, Nate Sullivan, Sherri Morin
Public: Scott Tower, Susan Thomas, Roger Frey, Gerry Adams, Cynthia Seybolt, Dennis Williamson, Matt Champlin (Chief) and Harry Schoppmann of the Underhill Jericho Fire Dept..

6:00 Call Selectboard Meeting to Order / Adjustments to agenda:

Additions to Old Business: Addition to FEMA Grant (539 Vt 15 – burn); New Business: Rachel Fifield request for extended mentoring & Executive Session

6:05 p.m. Public Comment Period – No Comment

6:10 p.m. RaMona Sheppard, Finance Director – Updates:

Deane Road: Received revised design plans; Temporary bridge will slide side to side within the Road ROW; Town will remove trees and retain for reuse existing materials; Timeline looks good – Bids in hand by Oct. 9, Select Contractor Oct. 13; Nate to contact abutting land owners; all work to be done by mid December.

Flats Sidewalk: Discussed project timeframe, and potential abutting land owners concerns.

Renewal of PACIF. Selectboard agreed to allow RaMona to continue process of renewal.

6:15 p.m. Nate Sullivan, Road Foreman – updates:

Deane Road Bridge: Included in above 6:10 discussion.

Loader Replacement: Three bids received – (Case 621, Cat 930, John Deere 544), two Loaders tested (Case & John Deere). Reviewed cost, trade-in allowance, warranties, service & parts availability and degree of ease of operation. Nate has detail and will trial the Cat 930. Must work within \$121,900 budget. Final decision tbd.

6:21 p.m. Historical Society – Historic Preservation Grant Application:

Reviewed and resolved unanswered application questions. On a motion made and seconded, the Selectboard voted 3-0 to direct Sherri Morin to submit the application via the Town, prior to October 4 deadline with minor adjustments as noted and recorded by Sherri.

6:46 p.m. CIP – Second Pass FY17: Discussed pros & cons, longevity & cost of “shimming” (maintenance) vs. “paving” (capitol); Retain \$158K paving in FY16-17; Unclear as to “Complete Streets” requirements; Reviewed Town Hall roof replacement bid by X-L Building & Design Inc. (Not to exceed \$58K) for FY16-17; Concern that debt is increasing faster than Town is paying it off. Will continue discussion Pass three at October 13, Selectboard meeting.

7:12p.m. Access Permit Applications:

Dennis Williamson (6 Sand Hill Road): Reviewed Justin Willis design drawing. Will require tree clearing and/or relocation of "curb-cut" in order to satisfy required site distances. Suggested moving curb-cut 120ft farther up hill. Dennis will consider alternatives and return in two weeks with revised plans.

7:27 p.m. Town Lister Vacancies: Discussed options for maintaining a quorum two of three appointees vs. potential to hire a "professionally qualified assessor" to perform primary responsibilities. Selectboard requested Sherri & RaMona to investigate available professional resources, costs, requirements, etc.

7:36 p.m. On a motion made and seconded, the Selectboard voted 3-0 to Appoint J. Stoner to the Planning Commission.

7:38 p.m. Planning Commission request to amend the Town Plan re: solar siting: To add the additional sentence would require warning and complete re-review of the Town Plan. Determined this would not be practical. Suggest the Planning Commission research existing Solar ordinances / regulations from other towns, VLTC & the Rutland ordinance.

7:41 p.m. Old Business: 539 VT 15 – burn: 1) Matt Champlin (Chief) & Harry Schoppmann thanked the Town for the opportunity to conduct training exercises in the building and that it was now not possible to conduct the proposed "burn" because too much of the interior roof had been removed which would result in a dangerous burn scenario. Fire Dept. had hoped to conduct additional training prior to start of demolition. 2) Demolition cost increase of \$10K resulted in need to increase FEMA Grant by \$4,200. On a motion made and seconded, the Selectboard voted 3-0 to sign and submit the revised FEMA application.

7:50 p.m. New Business:

- 1) Phil Jacobs Excavation permit expired: Following discussion it was determined that best course of action was for Phil to meet with the DRB to inquire regards to options including potential to extend or amend the current expired permit, vs. request of entirely new permit.
- 2) Sept. 23, 2015 letter from State of Vt. Contract & Grants to town of Underhill validating the "fine performance" by Town Finance Director RaMona Sheppard – regards to Programs performance, Financial Management, Contracts and Procurement, Labor Standards, Equal Opportunity, etc. Selectboard acknowledges RaMona for this excellent service.
- 3) Rachel Fifield request for extended mentorship: Given the DRB hiring of professional Engineer to assist with the Albertini subdivision, plus reduced complication of other priority projects, Selectboard determined it to be more advantageous for Rachel to utilize available resources including VLTC, RPC and to network with other Vermont towns Planning & Zoning experts.

8:07 p.m. Warrants and Minutes: Current Warrants approved. On a motion made and seconded, the Selectboard voted 3-0 to accept the Selectboard minutes of September 15, 2015 regular meeting and the September 10, 2015 special meeting.

8:13 p.m. Budgetary status & comment (RaMona): RaMona communicated areas of concern as of the end of 1st Quarter fiscal year. Various line items over budget. Need offset with alternative line items that are under budget to sustain level spending within budget.

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

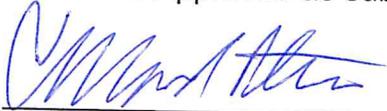
- 1) Cliff read Mike Weisel's Letter Re: Road status.
- 2) Cliff shared that Underhill had received Renewal approval of the Flatts Village Center and that we will be receiving the "official" letter of approval very soon.
- 3) The next regularly scheduled Selectboard meeting will be October 13, 2015.

8:27 p.m. On a motion made and seconded and on a specific finding that premature disclosure would severely prejudice the Selectboard and Town, the Selectboard voted 3-0 to enter in to Executive Session pursuant to 1 VSA 313(a)(1)(E)-(F) to discuss current litigation.

8:42 p.m. On a motion made and seconded, the Selectboard voted 3-0 to exit Executive Session. No action was taken.

8:43 p.m. On a motion made and seconded, the Selectboard voted 3-0 to adjourn.

Read and Approved as submitted/amended.



Clifford Peterson, Chair



Date