

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
Underhill Town Hall  
Tuesday, January 19, 2016, 6:00 p.m.**

**Selectboard:** Cliff Peterson, David Rogers and Rick Heh

**Town Staff:** Brian Bigelow

**Public:** Steve Ferreira, Peter Duval, April Desclos, Irene Linde, George Feulner, John Barbour, David Edson, Cynthia Seybolt, Carolyn Gregson, Penny Miller, Charles VanWinkle

**6:00 p.m. Call to order, adjustments to agenda.** Meeting called to order by Chair. No adjustments to agenda. Chair noted he would have comments within the Member's items agenda item.

**6:01 p.m. Public Comment Period:** Peter Duval commented on the Act 250 appeal of the Jericho Market and what he saw as review deficiencies of the Act 250 approval. The consensus of Selectboard is to continue to remain neutral. John Barbour addressed the recent noise levels, both quantity and volume, from the Ethan Allen Firing Range (EAFR). In addition Barbour shared the response to his FOIA request regarding the EAFR Environmental Assessment. Staff directed to contact the Range and request a representative attend the February 16, 2016 Selectboard meeting to discuss Live Fire Training Events and environmental concerns.

**6:11 p.m. Interviews for Energy Committee and Recreation Committee vacancies:**

- April Desclos and Selectboard discussed her interest in serving on the Energy Committee. Cliff Peterson moved to appoint April Desclos to the Energy Committee to complete Steven Webster's term ending March 2106. David Rogers seconded and the motion passed 3-0.
- Calvin Caswell was unable to attend due to a work conflict. The Selectboard reviewed Caswell's statement of interest and discussed his willingness to serve on the Recreation Committee. Cliff Peterson moved to appoint Calvin Caswell to the Recreation Committee for a four-year term ending March 2020. David Rogers seconded and the motion passed 3-0.

**6:20 p.m. PZA Vacancy / Position Structure:** The Selectboard and representatives of the Planning Commission (Cynthia Seybolt, David Edson, Carolyn Gregson, Irene Linde) and Development Review Board/DRB (Charlie VanWinkle and Penny Miller) discussed the status of the vacant position and options going forward. Discussion included: expectations for the position, potential benefits and limitations of split positions, full or part time employment, operations of similar towns and how to maximize the applicant pool. Consensus was to consider discussion, gather additional information and readdress at a future Selectboard meeting.

**7:20 p.m. New Business:**

- **Town Report:** Report is nearly print ready; editing is ongoing and submittals from School District are outstanding. Rick Heh noted from his review that Pleasant Valley Road Paving is not mentioned. Staff to correct omission.
- **Town Meeting Warning:** Amended Warning reviewed by Selectboard. The only change is to add language about voting for School Directors within Article 6. David Rogers moved to approve the revised Warning as presented. Cliff Peterson seconded and the motion passed 3-0.
- **Schedule Special Meeting for discussion of Town Meeting Ballot Items:** Board discussed options for holding the statutorily required meeting. Cliff Peterson moved to schedule a Special Meeting for 6:00PM on February 23, 2016. David Rogers seconded and the motion passed 3-0.

- **Staff Vacation Carry Over Requests:** After discussion Cliff Peterson moved approval of the Road Crew carrying over 2015 vacation time into 2016 in the amounts of: 24.5 hours for Nate Sullivan, 23.5 hours for Scott Kilpeck, 8.0 hours for Jed Abair and 1.75 hours for Dwayne Norway. David Rogers seconded and the motion passed 3-0.
- **Underhill Flats Sidewalk:** Consensus of the Selectboard is to invite a representative of Lamoureux & Dickinson to the February 2, 2016 Selectboard Meeting. Representative to present the Preliminary Plan and discuss changes made from the Conceptual Plan.
- **Certificate of Highway Mileage:** Consensus of Board to review map and readdress at the February 16, 2016 meeting.
- **Proposed Private Road Name:** Property owner proposed 'Shepard's Way' as the name for subdivision road serving a 5 lot subdivision at PV109. Subdivision has been approved by the DRB and formal Notice of Decision is being drafted. Applicant will be applying for Final Access Approval in the future. Discussion ensued. Cliff Peterson moved to approve the name 'Shepard's Way' or 'Shepherd's Way' at the pleasure of the applicant. David Rogers seconded and the motion passed 3-0.

**7:36 p.m. Old Business:**

- **Hill (VT485) and Rawson (CH440T) proposed land transfer:** Consensus of Board is still in favor of the transaction as proposed, with advice of counsel awaited. Review of contract to continue and carry over to February 2, 2016 meeting.

**7:41 p.m. Warrants and Minutes:** The Selectboard reviewed and signed the current warrants.

Cliff Peterson moved to approve the minutes of the January 5, 2016 Regular Selectboard meeting. David Rogers seconded and the motion passed 3-0.

**7:42 p.m. Member Items, Correspondence, Announcements, Schedule:** Notice made of the next meeting being held on February 2, 2016.

Letters advising Selectboard of development proposals at IS251 and BE116 which are adjacent to Town properties. Letter from Vermont ANR/DEC related to Fall 2015 water test results received. Chair noted Supreme Court decision regarding Fuller Road has been released. The finding is for the Town as defendant. The plaintiffs have 14 calendar days to request to reargue.

**7:52 p.m. Adjournment:** On a motion made by David Rogers and seconded by Rick Heh the Selectboard voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended

  
 Clifford Peterson, Chair

  
 Date