

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, January 31, 2017, 6:00 p.m.**

Selectboard: Cliff Peterson and Rick Heh. Kurt Johnson not in attendance.

Town Staff: Andrew Strniste, Brian Bigelow

Public: Ruth Miller (MMCTV), Stacy Turkos, Will Hayden, Mike & Moe Gravelin, Pat Lamphere

6:00 p.m. Call to order, adjustments to agenda. Meeting called to order by Chair. No adjustments to agenda.

6:01 p.m. Public Comment Period. No comments.

6:02 p.m. Recess to reconvene as Board of Health. By consensus the Board will await the arrival of Town Health Officer Pat Lamphere and will take up the next agenda item.

6:04 p.m. Preliminary Access Permit Approval for Burroughs (BE046). Mike Gravelin present to represent applicants and sworn in by Chair. Discussion ensued. Lack of required turnaround (Road Ordinance para 6.4.c) identified. It was noted that the minimum sight distance requirements are met but could be improved to the east with limb work performed on spruces near the Burrough's house.

Cliff Peterson moved approval of application subject to the standard conditions and that the submitted drawing (OBCA Job #2016-51, dated 1/4/2017) be revised to include an emergency vehicle turnaround pursuant to §6.4.c of the Town Road Ordinance. Rick Heh seconded and the motion passed 2-0.

6:15 p.m. Recess and reconvene as Board of Health. Selectboard meeting recessed.

6:26 p.m. Selectboard reconvenes.

6:27 p.m. Preliminary Access Permit Approval for Tomasi (PV079). Will Hayden of Grover Engineering present to represent applicants and sworn in by Chair. Discussion ensued. Property owners' immediate interest is in subdividing a five acre lot with the existing dwelling. Current application is for a residential driveway serving the remaining 61 acre lot. Sufficiency of proposed turnaround (Road Ordinance para 6.4.c) questioned.

Cliff Peterson moved to approve the application subject to the standard conditions and to include that the submitted drawing (Grover Engineering OBCA project 16010, dated 1/19/2017) be revised to extend the north leg of the proposed turnaround to meet the requirements of §6.4.c of the Town Road Ordinance and the Underhill Jericho Fire Department. Rick Heh seconded and the motion passed 2-0.

6:40 p.m. New Business

Village Center Designation of Underhill Center. Planning Director Andrew Strniste met with the Selectboard to discuss pending application for Village Center Designation for Underhill Center. Selectboard reviewed draft resolution and read it into the record.

Cliff Peterson moved to adopt the resolution. Rick Heh seconded and the motion passed 2-0.

Application for Chittenden County Regional Planning Commission project. Selectboard and staff reviewed application for proposed project to complete new inventories, revise recent inventories and consolidate information into a single document for capital transportation budgeting. Consensus of Selectboard is to have Town Administrator draft letter of support and forward to CCRPC.

Loan Documents for 2107 Truck Purchase. Selectboard reviewed and signed loan documents in the amount of \$155,000.

6:55 p.m. Old Business

Town Garage. Selectboard noted receipt of Fire Marshall's response to their January 17, 2107 memorandum to include a May 1, 2017 date to agree on a remediation method and schedule.

Town Land Contracts / Tax Stabilization Agreement. Staff reviewed contracts that will be expiring in the next two years. Four were identified as likely having lot area constraints that would not allow for subdivision. Town Administrator directed to contact property owners to advise them of the situation. Draft language reviewed and modified by consensus.

All Hazards Mitigation Plan. Notice made of availability of most recent draft of Underhill's annex to the Chittenden County Mitigation Plan. After FEMA review and approval the Selectboard will consider adoption.

7:05 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants.

- Cliff Peterson moved approval of minutes of the January 17, 2017 Regular Selectboard meeting as submitted. Rick Heh seconded and the motion passed 2-0.

7:32 p.m. Member Items, Correspondence, Announcements, Schedule: Notice made of the next Regular Selectboard meeting being held on February 14, 2017.

- Notice made of memorandum received from Finance Director of Budget Status and Claims Cost Detail.
- Add consideration of Historical Society leasing of Old Schoolhouse #5 to February 14th agenda.
- Notice made of receipt of draft changes to CCRPC bylaws.

7:16 p.m. Adjournment: On a motion made by Rick Heh and seconded by Cliff Peterson the Selectboard voted 2-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended

 CO-CHAIR 2-14-17
Clifford Peterson, Chair Date