

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, April 2, 2019, 4:00 p.m.**

Selectboard: Pat Sabalis, Dan Steinbauer and Bob Stone

Town Staff: Brian Bigelow and Andrew Strniste

Public: Ruth Miller (MMCTV), Kurt Johnson, Brad Holden, Stacy Turkos and Scott Tower

4:05 p.m. Call to order, adjustments to agenda. Meeting called to order by Pat Sabalis.

4:06 p.m. Public Comment Period. Kurt Johnson reported on Highway Infrastructure and Equipment Committee projects: 1) Solicitation of interest from engineers on road reconstruction projects is underway, and 2) Borings to determine quantity and quality of gravel at the former Beartown Road Gravel Pit will be scheduled after the Spring Road posting have been lifted.

4:08 p.m. Executive Session.

Pat Sabalis moved that the Selectboard find that premature public knowledge of strategy decisions in pending civil litigation would clearly place the Town at a substantial disadvantage because there is a risk of disclosing legal advice and litigation strategy if the discussion occurs in open session. Dan Steinbauer seconded and the motion passed 3-0.

Pat Sabalis moved that the Selectboard enter Executive Session with Town Administrator, Planning Director and Town Attorney to discuss pending civil litigation involving the Town as a party, under the provisions of Title 1, Section 313(a)(F) of the Vermont Statutes. Dan Steinbauer seconded and the motion passed 3-0.

At 4:47 p.m. Pat Sabalis moved to exit Executive Session. Dan Steinbauer seconded and the motion passed 3-0.

Pat Sabalis, moved that the Selectboard authorize the Town Attorney to implement recommended litigation action. Dan Steinbauer seconded and the motion passed 3-0.

4:49 p.m. Brad Holden, FEMA Mapping project update. Brad Holden L.S., staff and Selectboard discussed current FEMA map update methods and schedule as well as Holden's experience with the previous round of updates finalized in 2011. FEMA is seeking local input as early as possible in the process. Brad Holden proposed working with Town staff to provide FEMA with Town input and recommendations. Having the most accurate information as possible on these maps is a benefit for the town and residents, especially in the fringes of the various flood zones. Holden's estimate is that eight hours of time would be required and his rate is \$95.00/hour.

Dan Steinbauer moved to retain Brad Holden to work with staff on the FEMA remapping process. Bob Stone seconded and discussion followed. Following discussion the motion was amended to incorporate "not to exceed amount of eight hours at \$95.00/hour". The revised motion passed 3-0.

5:27 p.m. New Business:

Town of Underhill Land Contracts.

Selectboard and staff discussed the Tax Stabilization Agreement, commonly referred to as Town Contracts, process. Eighteen contracts have been submitted for renewal. Bob Stone requested that the contract for his parents be considered separate from the other seventeen contracts.

Dan Steinbauer moved approval of the Town entering into land contracts with: Suzanne Stewart & Ellen Pritting/ DE001, John & Carol Pendris and Charles & Carol Moran/IS493, Nancy Bergersen/SU066, Anton & Yana Yellin/DO020, Wanda & Harly Brown/PH230, Radetta Nemcosky/RE092, Robert & Joan White/WI008T, David Arnold/RE106, Robert Wilde/CO053, Gael & Judy Boardman/UE252, Richard & Andrea Phillips/RV211, Benjamin and Rebecca Butler/DW092, Linda Almy/SN015, Launa Godfrey Carruth/VT668, Robert & Nancy Ettensperger/PH330, Carol & Carl Menard/RE100, and Paul & Joan Chamberlin/RV097 Bob Stone seconded and the motion passed 3-0.

Pat Sabalis moved approval of the Town entering a land contract with Wallace & Patricia Stone/DO011. Dan Steinbauer seconded and the motion passed 2-0-1 (Bob Stone abstaining).

Human Resources Consultant Proposal. No additional information at this time.

Underhill Historical Society (UHS) District 5 Schoolhouse Shed proposal. UHS President Scott Tower, staff and Selectboard discussed zoning application for a storage shed behind the Old Schoolhouse #5 at 32 Pleasant Valley Road. Since the Town of Underhill owns the property, the, Selectboard must sign the zoning application as landowner to complete the application.

Bob Stone moved that the Selectboard sign the application as presented. Dan Steinbauer seconded and the motion passed 3-0.

5:35 p.m. Old Business.

CO Detectors for Town Trucks. Bob Stone has loaned a CO detector to the Road Crew to test air quality in the cabs of the Town vehicles. So far the CO detector has been used in two vehicles and no CO has been detected. Consensus of the Selectboard is to rotate the device through the rest of the fleet and see what the results are.

5:40 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants with one exception. Bob Stone to contact Tech Group regarding charge for consulting related to efforts to set up his .gov email. Bob Stone to contact Town Treasurer with results of his conversation.

Pat Sabalis moved to approve the minutes of the March 21, 2019 Regular Meeting of the Selectboard. Dan Steinbauer seconded and the motion passed by a vote of 3-0.

5:46 p.m. Member Items, Correspondence, Announcements, Schedule: Notice made of the next Regular Selectboard meeting being held on April 18, 2019 at 6:00 p.m.

Notice made of receipt of:

- Draft letter of appreciation to Johannes Jobst. Consensus to have Chair sign letter.

- Assessing Clerk email of March 28, 2019 offering to attend one of the eleven informational sessions hosted by the State as they prepare a RFP for a new property tax system. Consensus is that she attend one of the nearby sessions.
- Notice of Vermont Emergency Preparedness Conference on September 6 and 7, 2019.

5:54 p.m. Executive Session.

Pat Sabalis moved that the Selectboard enter Executive Session to discuss the evaluation of a public officer or employee under: 1 VSA §313 (a)(3). Dan Steinbauer seconded and the motion passed 3-0.

At 6:23 p.m. Pat Sabalis moved to exit Executive Session. Dan Steinbauer seconded and the motion passed 3-0.

Action taken in Executive Session – the Chair is authorized to enter into a contract with Human Resources Consultant if necessary.

6:25 p.m. Adjournment: On a motion made by Pat Sabalis and seconded by Bob Stone, the Selectboard voted 3-0 to adjourn.

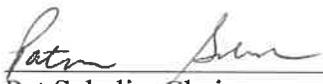
6:26 p.m. Liquor Control Board. 2019 Liquor License applications. The Selectboard convened as the Liquor Control Board to discuss annual licensing applications. By consensus the Board endorsed the Liquor License applications of Jacob’s Market and Wells Country Store.

Both license applications signed by the Liquor Control Board.

6:28 p.m. On a motion made by Pat Sabalis and seconded by Bob Stone, the Liquor Control Board voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended


 Pat Sabalis, Chair

4/18/2019
 Date