

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, May 7, 2019, 4:00 p.m.**

Selectboard: Pat Sabalis, Dan Steinbauer and Bob Stone

Town Staff: Brian Bigelow and Nate Sullivan

Public: Ruth Miller (MMCTV), Kurt Johnson, Scott Tower, Bob Tierny, Michael Oman, Michael Fullem, Peter Bennett, Anton Kelsey, Seth Friedman, Jackie Stoner, David Demarest, Ann Linde, Jennifer Silpe-Katz, Susan Thomas, John Connell, Polly Connell, Sara Ritter, Lauren Ritter, Susan Mathieu, Sharon Rock, Kristie Salyer, Scarlett Salyer, Nae Ross,

4:00 p.m. Call to order, adjustments to agenda. Meeting called to order by Pat Sabalis. No adjustments to agenda.

4:01 p.m. Public Comment Period. None.

4:02 p.m. Updates from TriTown Alternative Transportation Committee (TriTown ATC) and the Underhill Highway Infrastructure and Equipment Committee (HIEC).

Michael Oman and Kurt Johnson provided handouts and reported on recent and future TriTown ATC projects to include developing a membership within Chittenden Area Transportation Management Association (CATMA) and a goal to form a Pilot program as a ‘small region’ component of that association that could be a model for similar regions.

Kurt Johnson provided handouts and reported on HIEC projects: 1) Corbett Bridge design close, with an anticipated fall bid for 2020 construction, 2) BR #8 bids extended to May 23rd Selectboard meeting, 3) Borings to determine quantity and quality of gravel at the former Beartown Road Gravel Pit, adjacent Lamphere property and Town Garage have been performed and look encouraging, 4) Recommendation for selection of engineer for gravel road segment reconstruction anticipated to be ready by May 23rd Selectboard meeting, 5) drafting of bid documents for paving and cracksealing, 6) grant for River Road/Pleasant Valley Road Bicyclist Accommodation and Pavement Analysis study and 7) future roadside clearing discussion.

4:33 p.m. Nate Sullivan, Road Foreman. Nate Sullivan updated Selectboard on upcoming projects and maintenance issues. 1) Maple Ridge tree removal project for visibility and ditching improvements to continue with the hiring of contractor with a larger excavator to remove stumps, 2) propose hiring contractors to haul materials for Upper English Settlement, Maple Ridge and Flynn Hill (Irish Settlement Road), 4) large tree removal on TH 20 Road Foreman and Tree Warden have spoken with area property owners, 5) Quotes are being solicited for street signs and 6) Mud Season Road Postings are down. Road Foreman to have cost estimates for projects in time for next meeting.

4:41 p.m. Underhill Recreation Committee (URC), Moore Park Power Drop. URC Chair Anton Kelsey and member Seth Friedman met to discuss the proposed power drop at Moore Park with Selectboard. Handout of proposed location distributed. Bids are being solicited. Project is included in

FY19 budget but URC would like to see it completed this year if FY18 budget surplus allows. In addition; increased membership of URC proposed, tentatively to include two non-voting youth positions and request that Highway Department assist with removal of waste that was collected during URC work day clean up of the Town Pond property. URC members preemptively spoke in favor of community benefits of a food truck at Town owned property at 32 Pleasant Valley Road (Old Schoolhouse #5 and Commuter Parking lot).

4:55 p.m. New Business:

Michael Fullem Food Cart Request. Michael Fullem gave broad strokes of his request for Selectboard approval to utilize a portion of 32 Pleasant Valley Road (PV032X) for his food cart. Currently parcel is home to Old School House #5 and a commuter parking lot. Anecdotal notice made of successes at previous location on River Road. Notice made of emails and letters received in support of proposal. Question of compatibility of the Food Cart and existing uses raised. Individuals in attendance who voiced support included: Kurt Johnson, Susan Thomas, Jennifer Silpe-Katz, David Demarest, Ann Linde and Polly Connell. Discussion of required Development Review Board (DRB) review ensued. Uncertainty of property lines noted. Town Administrator to review relevant sections of zoning ordinance with Michael Fullem as part of any future DRB application.

Underhill Historical Society (UHS) PV032X Boundary Question. Notice made of questions about the size and configuration of the lot. UHS President Scott Tower noted that the Society would be pulling their zoning permit application for a shed until the question was resolved.

Bob Stone moved that the Selectboard retain Brad Holden L.S. to perform a boundary survey of 32 Pleasant Valley Road for an amount not to exceed \$1,000. Dan Steinbauer seconded and the motion passed 3-0.

5:28 p.m. Old Business.

Town Park Plantings Girl Scout Troop 30108. Troop 30108 leaders and scouts, (Sara Ritter, Lauren Ritter, Susan Mathieu, Sharon Rock, Kristie Salyer, Scarlett Salyer and Nae Ross) distributed handout and discussed proposal with Selectboard. Consensus of the Selectboard is to authorize plantings in the fountain, and at the bases of the flagpole and memorial. Sara Ritter to contact Town Clerk and the contracted groundskeeper to ensure that routine maintenances isn't complicated by proposal.

Bridge #8 Pleasant Valley Road. Discussed under HIEC agenda item.

Underhill Center Post Office Floor. Dan Steinbauer relayed his discussions with Main Street Flooring. Vinyl planking was suggested as an option having the benefits of being more durable than single sheet products but requiring less maintenance than tiles.

5:57 p.m. Town Policy Review. Consensus of Selectboard to carry the agenda item over to the next meeting.

5:59 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants.

Pat Sabalis moved to approve the minutes of the April 18, 2019 Regular Meeting of the Selectboard. Bob Stone 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 May 23, 2019 at 6:00 p.m.

Correspondence. Notice made of receipt of:

- Green Lantern Group (GLG) email regarding using VEC net metering credits at Town Garage as part of Beartown Road Solar array. Requested information provided to GLG by staff, awaiting response.
- VTrans Hometown Parade Permit for Memorial Day Parade.
- Receipt of Vermont Land Trust (VLT) letter of April 25, 2019 re: Tomasi Meadow. Agenda time to be dedicated for additional discussion at the May 23rd meeting. Notice made of May 8th Public Meeting hosted by VLT and Jericho Underhill Land Trust.
- Zoning Administrator issued Access Permit for 124 River Road (RV124).
- Zoning Administrator issued Access Permit Amendments for 445 Irish Settlement Road (IS445).
- Budget Status Report dated 05/01/19.

Member Items. Contact Department of Motor Vehicles to attend a future meeting regarding overweight vehicle enforcements. Schedule an Energy audit at the Town Garage.

6:16 p.m. Second Public Comment Period. None.

6:17 p.m. Executive Sessions.

Pat Sabalis moved that the Selectboard find that premature public knowledge of strategy decisions in pending civil litigation on Fuller Road 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 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.

Pat Sabalis moved that the Selectboard find that premature general public knowledge of the review of proposed contract between the Underhill Jericho Fire Department (UJFD) and the Towns of Underhill and Jericho would clearly place the Town at a substantial disadvantage in negotiations. Dan Steinbauer seconded and the motion passed on a vote of 3-0.

Pat Sabalis moved that the Selectboard enter Executive Session to discuss the proposed contract under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. Dan Steinbauer seconded and the motion passed on a vote of 3-0.

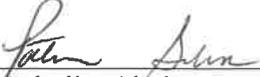
At 6:37 a.m. Pat Sabalis moved to exit Executive Sessions. Dan Steinbauer seconded and the motion passed 3-0.

No action taken as a result of Executive Sessions. Notice made that Bob Stone has recused himself from participating in contract discussions between the Town of Underhill and the Underhill-Jericho Fire Department.

6:40 p.m. Adjournment: On a motion made by Pat Sabalis and seconded by Bob Stone, the Selectboard voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended



Pat Sabalis, Chair

5/23/2019

Date