

**TOWN OF UNDERHILL**  
**SELECTBOARD REGULAR MEETING MINUTES**  
**Underhill Town Hall – Remote Meeting**  
**Thursday, June 18, 2020, 6:00 p.m.**

**Selectboard:** Dan Steinbauer, Bob Stone, Peter Duval

**Town Staff:** Brad Holden, Laurie Graham

**Committee Members:** Anton Kelsey

**Public:** MMCTV, Sarah Reeves (CSWD), Michele Morris (CSWD)

**6:00 p.m. Call Selectboard Meeting to Order** Dan Steinbauer calls the remote meeting to order. Meeting is recorded by MMCTV.

**6:01 p.m. Public Comment** None

**6:02 p.m. Adjustments to Agenda:** Peter Duval suggests adding Anti-Racism to the agenda as an issue for the town. This topic will come after “Old Business” in this agenda.

**6:06 p.m. CSWD FY21 Budget Presentation: Sarah Reeves, Executive Director**

Sarah Reeves reviews the Chittenden Solid Waste District Fiscal Year 2021 Budget Presentation with the Selectboard and this packet is available to the public on the CSWD website. Sarah Reeves reviews the mission of CSWD, funding, the county’s waste/recycling stream as well as COVID-19-related policies and changes. The proposed budget will be approved if a majority of the local municipalities vote to approve it.

Conversation ensues about the overall goals, including how much goes to the landfill vs. how much is recycled. Sarah Reeves discusses that the goal is to only put items in the landfill that can’t go anywhere else. Vermont has surpassed the national average of what people divert from their waste stream but there is still more to go.

Discussion about the possibility of compost pick-up. The state requires that lots of 4 units or more must have organic pickup but it is not required to offer it to individual buildings fewer than 4 units. CSWD offers home composting workshops, tools, educational online events. Discussion continues about past pick-up initiatives including the sticker program.

Bob Stone motions to accept the CSWD FY21 Budget, Peter Duval seconds and the motion is passed 3-0.

**6:35 p.m. CSWD Community Clean-up Fund**

Sarah Reeves notes there is about \$5,000 in the Community Clean-up Fund provided by CSWD to be used by July 1. The fund is usually used to pay for Green Up Day, but the town did not take advantage of this event this year due to the pandemic.

Dan Steinbauer asks Sarah Reeves and Michele Morris if a Tire Round Up would be eligible for the Community Clean-Up Fund. Michele Morris replies that the fund can be used to pay for disposal of tires. Dan Steinbauer asks if the fund can be used to control/dispose of invasive plant material by the Conservation Commission but

Michele Morris notes that the fund is to only be used for solid waste materials. Peter Duval asks if the fund can be used for compost bins and Michele Morris says that the fund can be used for bins as long as they benefit the community, but there may be grants for backyard composting from CSWD and Waste Reduction Grants for the town and landowners.

**6:42 p.m. COVID-19 update: Town Hall Visitor Policy**

The Selectboard reviews the Town Hall Guidelines signed by Sherri Morrin and Dan Steinbauer. Peter Duval notes a typo and suggests deleting "the next few months" wording.

Brad Holden reviews the most recent Vermont statistics from 6/18/20: 6 new cases, 2 people currently hospitalized- 9 others hospitalized under investigation, 917 recovered, 56 deaths, 54,745 tested and 807 have been monitored.

Discussion about masks ensues. Dan Steinbauer notices many masks in stores. Peter Duval discusses the Task Force and updates that he has noticed a lack of masks while hiking on the mountain within the state park. Peter Duval recommends ordering buffs for distribution and suggests a future testing site where hikers can get a test, a free buff, and go for a hike. Peter Duval will continue to look for a Task Force manager.

Bob Stone suggests looking into a wireless doorbell, possibly with video and intercom, for the Town Hall. Brad Holden notes that the Town Hall is open by appointment only, but sometimes people stop by and he believes a doorbell/intercom would be helpful. Brad Holden also suggests some kind of waterproof box or cabinet for pick up and drop off of papers and items to the Town Hall. Bob Stone suggests plans for the cabinet could be a Cub Scout project.

**6:51 p.m. Old Business: Farmers Market/Food Truck - Anton Kelsey**

Anton Kelsey of the Recreation Committee has visited the Farmers Market and notes signage with protocols, one-way loops and hand wash station. After seeing the market, he believes it is very doable to host a Food Truck Night that meets the guidelines of the state, incorporates community and helps the economy. Anton Kelsey believes the first Food Truck Night will take place at the end of June after the next Recreation Committee meeting, following protocols presented at the last Selectboard meeting. Food Truck Night will happen in Moore Park but plans for Park St. in the Flats in the future.

Discussion ensues about masks- they were required at Farmers Market, some should be provided at Food Truck Night. Town Hall has a few boxes, Road Crew recently received N95 masks. Peter Duval requests weekly update on mask inventory and COVID-19-related supplies.

Peter Duval notes the condition of the grass in Moore Park. There will be a sign for staying off the new grass area.

**7:11 p.m. Roaring Brook Flood issues/12 Dumas Road FEMA Buyout**

Brad Holden provides an update and notes that he spoke with Stephanie Smith of State Hazard Mitigation Officer who will review the buyout application. He has reviewed a redacted application from another town for reference. Brad Holden has completed record research and finds the area is .25 acre, extending to the center of

the Roaring Brook. He aims to find more information regarding the ownership of adjacent properties and whether or not their property extends to the brook or stays on the Poker Hill Road side. Brad Holden also received information from Patty Gray including old photographs and local news footage. He has reviewed flood files and FEMA files prior to 1998. Brad Holden has reached out to CDM Smith the group that is studying the watershed area to re-do the maps. Brad Holden would like to continue to see this project through, even when the new Town Administrator is hired. Bob Stone asks about the deadline, noting the sense of urgency, and asks if the deadline can be met. Brad Holden will follow up with Stephanie Smith, but notes changes in deadlines due to pandemic.

**7:26 p.m. Anti-Racism - Peter Duval**

Peter Duval notes this current issue and that all levels of government are responding. Peter Duval suggests that automated speed enforcement can prevent bias in stopping and improve safety for all. Dan Steinbauer notes that there is no police force in Underhill and notes that whatever the selectboard can do to heighten awareness is a good idea. This topic will stay on the agenda and the Selectboard will look to invite a speaker.

**7:32 p.m. Warrants and Minutes: Review/Approve current Warrants and the Selectboard minutes from the June 2nd Regular Meeting and the June 11th Special Meeting.**

Bob Stone notes Andy Forsburg's timecard; Bob Stone knows Andy Forsburg worked for more than an hour on the Maple Ridge Road cleanup on Saturday. Bob Stone will suggest that Andy Forsberg updates his timecard and Brad Holden will ask Jennifer Silpe-Katz about changing the timecard.

Peter Duval notices Tax Refunds and Credits on Page 32 of the Selectboard packet, and is curious if is that because of property transfers? Brad Holden responds that credits may be due to changes in escrow and landowners.

Dan Steinbauer motions to approve the warrants. Bob Stone seconds, and the warrants pass 3-0.

Peter Duval motions to approve minutes for June 2, 2020 Regular Meeting of the Selectboard, Bob Stone seconds and the motion is passed by a vote of 3-0.

Bob Stone motions to approve minutes for Thursday, June 11, 2020 Special Meeting of the Selectboard, Dan Steinbauer seconds and the motion is passed by a vote of 3-0.

**7:45 p.m. Member Items, Correspondence, Announcements, Schedule,**

**The next regularly scheduled Selectboard meeting will be Tuesday, July 7, 2020 at 4:00 p.m. and a Special Selectboard Meeting 6/19/20 at 8:00 a.m.**

- Inspection by VTrans, pavement work to be done, if they don't hear back in 15 days we will have accepted the work.
- Poker Hill Speed Study included in selectboard packet as it will appear on a future agenda. Bob Stone recommends a conversation with Road Foreman before considering the installation of a pedestrian sign.
- Report from Peter Duval that Bob Stone had a conversation about graduation- no action taken.

- Peter Duval is concerned about non-response from Pat Sabalis about the Beartown solar project. 1061 notice has not been published. Brad Holden mentions the 1061 has not been published yet, but will go out with Burlington Free Press.
- Bob Stone suggests future 3 "old business" agenda items for the next meeting:
  - Fuller Rd. conclusion of the project there.
  - Drain holes on Stevensville Rd. bridge and when it will be complete. Invite the engineer to the next meeting to discuss that.
  - Grading Mountain Road status and schedule. Training opportunities for Andy Forsberg to learn to operate grader.

**7:57 p.m. Executive Session per Title 1 V.S.A. Section 313(3) to discuss the appointment or employment or evaluation of a public officer or employee.** Dan Steinbauer moves to enter the session and Bob Stone seconds.

**8:43 p.m. Executive Session Ends**

Action item: Acceptance of Dean Haller's proposal as an HR Consultant for the Town of Underhill from July 1, 2020 to December 31, 2020. Hours and compensation yet to be determined.

**8:45 p.m. Meeting Adjourned**

Submitted by Laurie Graham, Record Keeper.

Read and approved as submitted/amended:

  
\_\_\_\_\_  
Dan Steinbauer, Chair  
7/14/2020

7/7/2020 Approved  
\_\_\_\_\_  
Date