

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, August 15, 2017, 6:00 p.m.**

Selectboard: Rick Heh, Kurt Johnson and Pat Sabalis

Town Staff: Nate Sullivan and Brian Bigelow

Public: Ruth Miller (MMCTV), Ruth Machell Julianelle, Brad Holden, Scott Tower, Mike Angelino, James Angelino

6:00 p.m. Call to order, adjustments to agenda. Meeting called to order by Rick Heh. Interview for vacancy on Energy Committee added to New Business.

6:01 p.m. Public Comment Period. Brad Holden commented on the agenda item 'Albertini Glebe Land'. The Albertini property's provenance goes back to Lot 36 of the 2nd Division, which was identified as a School Right and is therefore an instance of 'Leased land' rather than 'Glebe land'. Copies of original lot map and 2nd Division owners provided and added to file.

6:03 p.m. Davis (PG051) Access Application. After being sworn in by the Chair, Brad Holden L.S. spoke to the application and drawing. Email from UJFD Captain Harry Schoppmann reviewed by Brad Holden and Selectboard where the turnaround as designed is identified as a concern. Staff to contact UJFD regards to acceptability of larger rectangular turn-around options. Result from staff site visit was that an engineer should assess the potential stream and run-of impact to determine the appropriate size and location of culverts. Applicant to contact engineer for input.

Consensus of Selectboard is to continue application to the August 29th Selectboard meeting.

6:27 p.m. Nate Sullivan, Road Foreman General Road Work topics and updates. Nate Sullivan advised the Selectboard of the status of prior year unfinished projects.

- Fuel Dyke: No estimate yet. Road Crew will construct. Materials cost to complete the project including roof to be estimated and come out of Building Maintenance.
- Upper English Settlement Road: Culvert replacement at first sharp turn. All material on hand. UJFD approves removing fire pond which will allow for the lengthening of the transverse culvert.
- 2008 Pick-Up bed: \$1,392 over budget. Discussion ensued over use of budget surplus or Heavy Vehicle Maintenance line item for the additional cost.

Rick Heh moved to utilize \$1,392 of end of year surplus for the new bed on the 2008 pick-up. Kurt Johnson seconded and the motion passed 3-0.

- River Road culverts will be carried over from FY16-17. An additional \$780 will be used out of this year's Culverts, Bridges and Guardrails line item.

Road Foreman addressed upcoming work on River Road, Irish Settlement Road, Pleasant Valley Road, etc. Discussion ensued about drafting a standard letter for driveways that are sending water into the Town roads. Additional discussion was held regarding training another member of the Road Crew to be a grader operator.

6:54 p.m. Scott Tower Underhill Historical Society re: Brewer's Fest: Discussion between Scott Tower, Selectboard and staff regarding the October 7th event. Brian Bigelow to determine local requirements. Scott Tower to provide proof of insurance and ensure adequate number of certified servers.

7:05 p.m. New Business

Underhill Energy Committee Vacancy: Ruth Machell Julianelle interviewed with the Selectboard for the UEC vacancy and stressed her interest in energy conservation and education.

Rick Heh moved to appoint Ruth Machell Julianelle to the Underhill Energy Committee for a vacant term that expires March 2019. Kurt Johnson seconded and the motion passed 3-0.

Chittenden Unit for Special Investigations (CUSI): Staff and Selectboard discussed three year Intergovernmental Agreement provided by CUSI. Current assessment for FY17-18 is \$5,633. Consensus is to invite CUSI representatives to attend an upcoming Selectboard meeting.

Chittenden County Sherriff's Department FY17-18 Contract: Selectboard and staff reviewed and discussed contract. Contract amount not to exceed \$16,800.

Rick Heh moved to authorize the Chair to sign the FY17-18 Chittenden County Sherriff's Department contract. Kurt Johnson seconded and the motion passed 3-0.

VTrans §1111 Application: Selectboard and staff reviewed and discussed application to perform work within the Route 15 right-of-way as part of Poker Hill Road repaving.

Rick Heh moved to authorize the Chair to sign the §1111 application as prepared. Kurt Johnson seconded and the motion passed 3-0.

Albertini Glebe Land: Staff and Selectboard discussed request from Albertini's attorney for a Quit Claim Deed from the Town due to the leased/glebe land status of the parcel (PV139). Consensus of the Selectboard is to treat the request consistent with the earlier Close-Bowker (HI011) request: All costs (legal, publication and recording) are to be paid by applicant. Pat Sabalis will coordinate review process with applicant's and Town's Attorneys.

7:27 p.m. Old Business.

Bruce and Jean Crockett (DW011). Proposal received from the Crocketts. Town has turned matter over to insurance company. No input yet from adjuster. Area property owner Michael Angelino reviewed Crocketts' submittal. Questions about trespass on Angelno's property would not involve the Town.

Draft RFP for Cracksealing. Discussion ensued about draft. Input from the Highway Infrastructure and Equipment Committee inspections will be finalized. Consensus of the Selectboard is that staff and Kurt Johnson can modify the draft and put out to bid as soon as it is finalized.

7:41 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants.

Rick Heh moved to approve the minutes of the August 1, 2017 Regular Meeting of the Selectboard. Kurt Johnson seconded and the motion passed 3-0.

Kurt Johnson moved to approve the minutes of the July 31, 2017 Special Meeting of the Selectboard. Pat Sabalis seconded and the motion passed 2-0-1 with Rick Heh abstaining.

7:53 p.m. Correspondence. Selectboard acknowledge receipt of:

- April Desclos' Letter of Resignation from the Underhill Energy Committee.
- Three Andrew Strniste memorandums related to Administrative Amendments to Min's Lane Access permit and Jacob's Subdivision.
- Budget Status Reports for Previous Year (Pd: 12) and Current Year (Pd; 2).

7:55 p.m. Member Items, Correspondence, Announcements, Schedule. Notice made of the next Regular Selectboard meeting being held on August 29, 2017

7:57 p.m. Executive Session.

Chair moved that the Selectboard find that premature general public knowledge of pending or probable civil litigation involving the Town would clearly place the Town at a substantial disadvantage. Kurt Johnson seconded and the motion passed 3-0.

Chair moved that the Selectboard enter Executive Session to discuss pending or probable civil litigation that the Town is a party to under the provisions of Title 1, Section 313(a)(1) of the Vermont Statutes. Kurt Johnson seconded and the motion passed 3-0.

At 9:00 p.m. the Chair moved to exit Executive Session. Kurt Johnson seconded and the motion passed 3-0.

Executive Session summarized as updates on the submittal of the Crockett tree cutting claim to the Town's insurance carrier and TH #26: New Road, Crane Brook Trail and Fuller Road with no action taken and consideration of retaining part-time employees related to a full time Town employee.

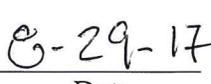
9:01 p.m. Rick Heh moved to approve the temporary employment of Denise and John Angelino in the Highway Department because we find there is not a Conflict of Interest. Kurt Johnson seconded and the motion passed 3-0.

9:10 p.m. Adjournment: On a motion made by Rick Heh and seconded by Kurt Johnson the Selectboard unanimously voted to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended


Rick Heh, Chair


Date