

**TOWN OF UNDERHILL
SELECTBOARD REGULAR MEETING MINUTES
Underhill Town Hall
Thursday, August 22, 2019, 6:00 p.m.**

Selectboard: Pat Sabalis, Dan Steinbauer and Bob Stone

Town Staff: Brian Bigelow

Public: Ruth Miller (MMCTV), Roger Frey, David Boera, Dave Curtis, Lt. Robert Lucas, Dan Manz, Liz Manz, Sam Carlson, Stephen Webster, Dean Haller

6:03 p.m. Call to order, adjustments to agenda. Meeting called to order by Pat Sabalis. Adjustment to agenda made to move Dean Haller/Employee Appraisal Process to after Member Items, Correspondence, Announcements, Schedule.

6:04 p.m. Public Comment. Roger Frey representing the Underhill Historical Society (UHS) updated Selectboard on the Historical Marker for Old Schoolhouse #5. Marker ready to be picked up and installed. UHS requests that the Underhill Highway Department install the marker. Consensus of the Selectboard is to advise Road Foreman of task. Marker pick up to be arranged, perhaps in conjunction with a scheduled VLCT training in Montpelier in September. UHS tentative plan is for a ceremony on October 13 so installation required by Friday, October 11. Roger Frey also provided a handout of the numerous individuals who have helped in various ways with the Old Schoolhouse renovations. Chair noted that the handout would be attached to minutes.

6:11 p.m. TechGroup/Services and Equipment Quote. Techgroup's David Boera and Dave Curtis in attendance to answer question about the two quotes for server replacement, upgraded licensing and desktop replacement. General discussion occurred regarding software 'end of life' and, security factors. Selectboard consensus to proceed with Option 1 (Replacement Server with Exchange rather than without – email migrated to Office 365/Cloud). TechGroup offered to review quote with that guidance. Staff to provide year to date Technical Expenditures and remaining fiscal year commitments.

6:30 p.m. Lieutenant Bob Lucas, Vermont State Police (VSP), Traffic Control / Enforcement. Lieutenant Lucas, Station Commander of the VSP's Williston Barracks in attendance. Lt. Lucas provided handouts (attached) of the various calls for service from Underhill and neighboring towns. Lt. Lucas also provided results (attached) from recent speed cart deployments on River Road and Range Road. Result seem to show 100% of vehicle operators were speeding. Lt. Lucas said that enforcement was one aspect and also mentioned the recent increased use of radar feedback signs and speed tables. Lt. Lucas identified other safety programs that the VSP was assisting with. Email from Pleasant Valley Road resident Russ Vogal noted and copy provided to Lt. Lucas. In response to Selectboard questions; tickets could not be issued by photography in Vermont without Legislative action and that his ballpark estimate for law enforcement traffic enforcement coverage was 15-20 hours per month.

7:16 p.m. New Business:

Harvest Market Steering Committee (HMSC). Dan and Liz Mann in attendance to discuss recent HMSC meetings with VSP representatives and Jericho Selectboard. The most effective means of providing a security and traffic control presence was a rapid response from uniformed law enforcement officers. HMSC requesting that Underhill support 40% of the cost of providing 16 hours of VSP

coverage at the 2019 Harvest Market, estimated at \$910.00. The Town of Jericho will provide the remaining 60%.

Bob Stone moved that the Town provide \$910.00 for VSP presence at the 2019 Harvest Market and that his stipend be used as the source of funding for the unbudgeted expense. Pat Sabalis seconded and the motion passed by a vote of 3-0.

7:29 p.m. Old Business:

Pavement Markings and Line Striping Quotes. Selectboard and staff reviewed results of solicitation for pavement markings and line striping.

<u>Vendor/Contractor</u>	<u>Pavement Marking</u>	<u>Line Striping</u>
L&D Safety Marking	n/a	\$0.12 per linear foot (fog and center)
FreshCoat	n/a	\$0.07 per linear foot (fog) & \$0.14 (center)
Frank's Line Striping	\$3,655	\$0.30 per linear foot (fog) & \$0.60 (center)

Consensus to proceed with the quotes from FreshCoat for line striping and with Frank's Line Striping for pavement markings. Staff to advise Road Foreman and vendors.

Town Hall Retention Basin Grant and Vendor request for 25% payment before work starts. Selectboard and staff discussed EcoSolutions' request to submit an invoice for 25% of bid amount (\$4,322.50). Selectboard reviewed invoices from EcoSolutions' suppliers for granite curbing (\$1,152) and rain turret (\$2,225). Consensus of Selectboard to approved the invoiced amount.

Selectboard and staff reviewed Grant Amendment #1 formalizing the notice previously received for the increased grant amount (to \$20,024). Consensus of Selectboard is to have Chair sign the amendment.

7:20 p.m. Green Lantern Group (GLG), Solar Array at 97 Beartown Road (BE097X). Sam Carlson/GLG reviewed the status and timelines of the proposed Solar Array.

Town and GLG are still negotiating under an Option to Lease with an expiration date of November 6, 2019. GLG has made application to the Public Utilities Commission (PUC) and a Certificate of Public Good (CPG) is anticipated in September. GLG is requesting to go back to the original proposed new access site at the northwest portion of the property rather than through the current access point and would need to amend their PUC application. Stephen Webster of the Underhill Energy Committee participated in conversations.

Discussion turned to the review of the redlined version of the proposed lease. Areas that need resolution are security deposit, insurance, definition of terms and Town representations and warranties. Sugarbush Ski Area identified as the purchaser of the power generated on this site and three additional GLG 150kW sites (Castleton, Dover and Pownal). Sam Carlson explained their investor's interest in standardized leases. Security deposits are not included in projects of this size, decommissioning plans are typical of large projects. His contention is that the materials value would ensure that they would be removed at the end of the lease. Insurance amounts are in agreement but GLG's business model would break those down into construction and operational periods, Town warranties are proposed as worded as the Town took ownership of the property in 1986 and cannot attest to anything prior to that date. Only

the Town's insistence on a security deposit was identified by Sam Carlson as a potential deal breaker. Everyone recognized that there was no crystal ball out to the end of the lease period.

Sam Carlson to provide package of current costs and values of materials prior to next meeting.

8:28: p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants.

Bob Stone moved to approve the minutes of the August 5, 2019 Special Meeting of the Selectboard. Dan Steinbauer seconded and the motion passed by a vote of 2-0-1 with Pat Sabalis abstaining.

8:34 p.m. Member Items, Correspondence, Announcements, Schedule: Notice made of Bob Stone's potential scheduling conflicts for the Regular Selectboard meetings scheduled for September 3 and October 1, 2019. Special Meetings to be scheduled if quorum becomes an issue.

Correspondence. Notice made of receipt of:

- Memorandum from Zoning Administrator Andrew Strniste and Access Permit for work in the Harvey Road right-of-way for Proctor Maple Research Center (HR058),
- Notice from Apalachee Salt who was awarded the State Salt Contract again. Price unchanged from last year: \$85.00 per ton. American Rock Salt's (ARS) approved quote for material this past winter was \$84.75 per ton for 600 tons.
- August 8, 2019 information from Green Mountain Care Board announcing rate increases BCBSVT: 12.4% and MVP 10.1%.
- VLCT Municipal Budget Workshop brochure, September 18 in Montpelier.

8:39 p.m. New Business (con't)

Dean Haller/Employee Appraisal Process. Human Resources Consultant Dean Haller provided update and handout of his survey of other municipalities' employee performance appraisal processes. More discussion to follow at a future Selectboard meeting.

8:55 p.m. Executive Sessions.

Pat Sabalis moved that the Selectboard enter Executive Session with Dean Haller under: 1 VSA §313 (a)(3) Appointment or employment or evaluation of a public officer or employee. Bob Stone seconded and the motion passed by a vote of 3-0.

The Selectboard exited Executive Session at 9:20. Road Foreman to attend September 3, 2019 Selectboard meeting to discuss road maintenance scheduling.

Pat Sabalis moved that the Selectboard find that premature general public knowledge of the review of proposed contract between the Town of Underhill and Green Lantern Group would clearly place the Town at a substantial disadvantage in negotiations. Bob Stone seconded and the motion passed by a vote of 3-0.

Pat Sabalis moved that the Selectboard enter Executive Session to discuss the proposed Solar Array contract with Green lantern Group under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. Bob Stone seconded and the motion passed by a vote of 3-0.

At 9:42 p.m. the Selectboard exited Executive Session with no action taken.

Notice made of oversight earlier in the meeting to add to the agenda William Butler's request to perform private maintenance on Class IV Butler Road. Consensus of Selectboard to agree to consider William Butler's request to perform some work on Butler Road with his own equipment, specifically, to remove berms on the side of the road. The SB approved the request under section 7(e)(4) of the 2018 Underhill Road, Driveway and Trail Ordinance; work to be done with Road Foreman's guidance. Selectboard action to be formalized at next meeting.

9:50 p.m. Adjournment: On a motion made by Pat Sabalis and seconded by Dan Steinbauer the Selectboard voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended



Pat Sabalis, Chair

9/3/19

Date

Calls For Service – Chittenden Co.



<u>TOWN</u>	<u>POPULATION</u>	<u>2017</u>	<u>2018</u>
Buel's Gore	30	13	6
Bolton	1182	120	139
Charlotte	3752	433	396
Huntington	1938	154	173
Jericho	5009	595	534
St. George	674	125	145
Underhill	3016	251	213
Westford	2029	219	181
I-89/I-189	N/A	1646	1621
Total	17630	3556	3408

Calls For Service – Lamoille Co.



TOWN	POPULATION	2017	2018
Belvidere	294	45	65
Cambridge	3659	706	734
Eden	1323	250	216
Elmore	849	101	108
Waterville	697	55	74
TOTALS	6822	1157	1197

SPA1 TOTAL CALLS
FOR SERVICE

2018 = **6,007** ↑

2017 = **5,817**

Colchester/I89 - 362
S. Burlington/I89 - 580
Milton/I89 - 110
Winooski/I89 - 146
Richmond/I89 - 311 (41 VSP Coverage)

Essex 56
Morristown - 35
Burlington 45
Williston/I89/Barracks - 612
SOR - 205



Vermont State Police – Underhill Stat. Comparison

Motor Vehicle	2017- 2018-		Motor Vehicle	2017- 2018-	
	2018	2019		2018	2019
Tickets	36	37	Warnings	95	87
Uncoded	1	0	Poss. Marijuana Less 2 oz.	1	0
State Speed Zone	2	3	State Speed Zone	12	15
Local Speed Zone	2	2	Local Highway	4	1
Driving to the Right Required	0	1	Driving on Roadways Laned/Traffic	15	7
Driving on Roadways Laned/Travel	4	2	Following Too Closely	1	0
Requirements for Turning Left	1	0	Requirements for Turning Left	1	0
Following Too Closely	0	1	Duty to Stop/Sign	6	2
Duty to Stop/Sign	2	1	Veh. Entering from Private Road	1	0
Signals Required	0	1	Signals Required	2	0
Unreasonable/Imprudent Speed	4	1	Unreasonable/Imprudent Speed	3	3
Basic Rule Speed	8	8	Basic Rule Speed	6	4
Using Portable Electronic Device	2	2	Basic Rule Curves/Intersection	1	4
Using Portable Electronic Device/Zn	1	0	Using Portable Electronic Device/Zn	1	1
Texting	1	0	Using Portable Electronic Device	5	
Condition of Vehicle	0	1	Limitations on Backing	1	
Inspectin of Registered Vehicle	0	5	Obstructed Windshield	1	
Person Required to Register	1	1	Condition of Vehicle	12	22
Display of Plates	0	1	Inspection of Registered Vehicle	10	12
Operation after Suspension - Civil	2	6	Restrictions - Prohibited Lights	1	0
No Insurance	5	1	Person Required to Register	2	2
			Displayt of Plates	3	5
			Operating without License	1	1
			No Proof of Insurance	2	2
			No Insurance	3	2
			Limitations on Passing	0	1
			Lights Required at Night	0	1
			Seat Belt Violation	0	1
			Failure to Carry Registration Certif	0	1



Vermont State Police – Underhill Stat. Comparison

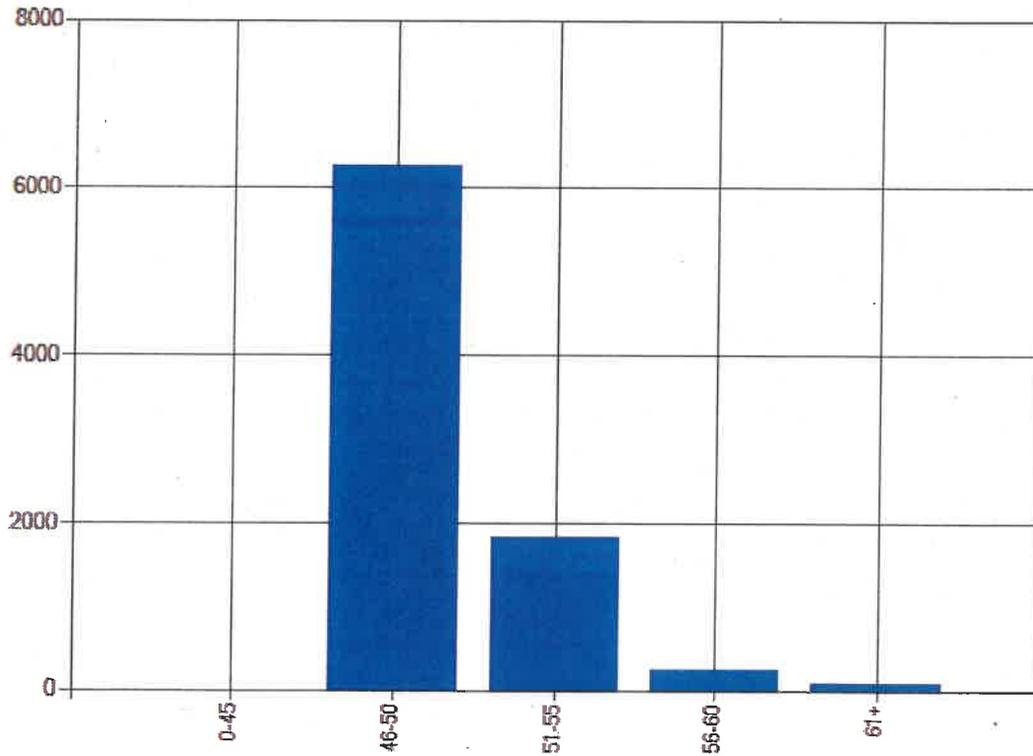
Sept → Sept

CASES	2017-	2018-	CASES	2017-	2018-
	2018	2019		2018	2019
Consent Search	3	1	Bomb Squad Response	2	0
Suicide	0	1	Anmbulance or Medical Assist	0	1
Natural Death	2	1	Alarm	10	5
Aggravated Assault	0	1	Alarm False/Cancel Prior to Arriving	11	6
Assault Simple/Not Aggravated	2	0	Animal Problem	2	2
Assault Intimidation	2	1	Agency Assist	20	24
Stalking	1	0	ATV Incident	0	1
Burglary - Force	4	2	Citizen Dispute	11	6
Burglary - No Force	1	0	Citizen Assist	22	34
Larceny From Motor Vehicle	0	2	Communications Offense	1	2
Larceny Pocket Picking	1	0	Dead Body	0	1
Larceny From Building	1	2	Directed Patrol	4	9
Larceny Other	1	1	E911 Hangup	10	5
Fraud	1	3	Intoxicated Person	0	1
Vandalism	6	2	Fish and Game	1	0
Lewd Behavior	0	1	Juvenile Problem	6	3
Drugs - Civil	0	1	Motorist Assist	0	1
Child Offense	0	1	Lost Found Property	2	0
Run Away Juvenile	0	1	Mental Health Assist	2	4
Drive/Operate Under Influence	7	4	Missing Person	1	2
Liquor Violation	0	1	Noise Disturbance	1	2
Family Disturbances	11	5	Parking Problem	0	2
Disorderly Conduct	0	1	Property Damage - Non Vandalism	0	1
Conditions of Release Violations	2	1	Motor Vehicle Related	4	3
Phone Offense	2	1	Suspicious Person/Circumstance	29	39
Trespassing	3	1	Public Speaking	0	2
Crash - Injury	5	5	Sex Offender Registry Check	2	5
Crash - Property Damage Only	7	7	Traffic Crash Non Reportable	10	10
Warrant	1	0	Traffic Hazard	0	4
Motor Vehicle Disturbance	18	24	Threatening	1	2
Driving License Suspended Criminal	5	4	Unsecured Premises	0	1
Leaving Scene of Accident	1	0	Welfare Check	12	15
Littering	1	1	TOTALS	252	269

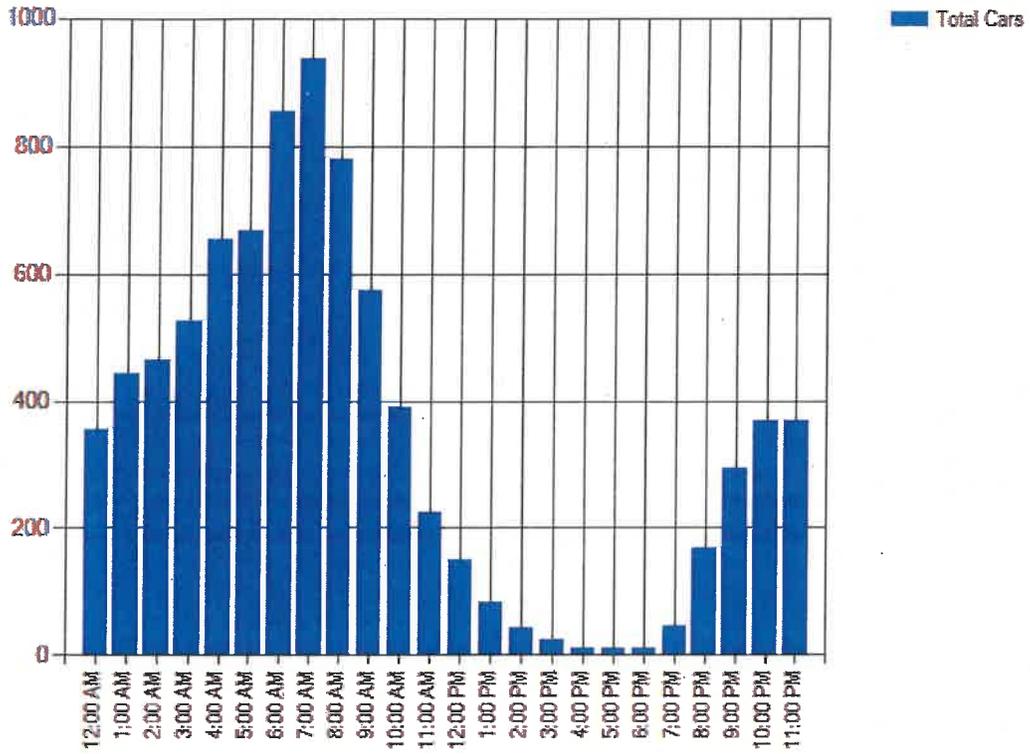


River Road Underhill June 10th through June 23rd
Corporal Andrew Leise

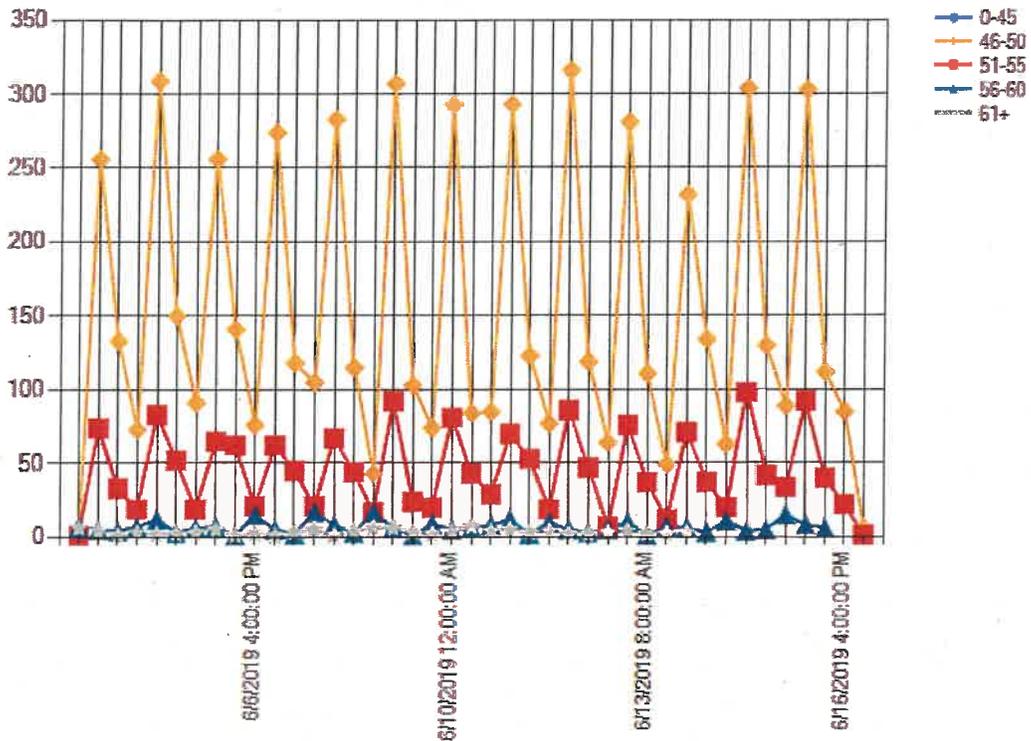
Date: 06/23/2019 12:00 AM
Report Start Date: 06/03/2019 11:00 PM
Report End Date: 06/17/2019 01:00 AM
Time Interval: 8 hours
Speed Interval: 5 mph
Posted Speed Limit: 45 mph
Average Speed: 49 mph
Highest Speed: 69 mph
50th Percentile: 49 mph
85th Percentile: 52 mph
Number Above Speed Limit: 8471
Total Number of Vehicles: 8471



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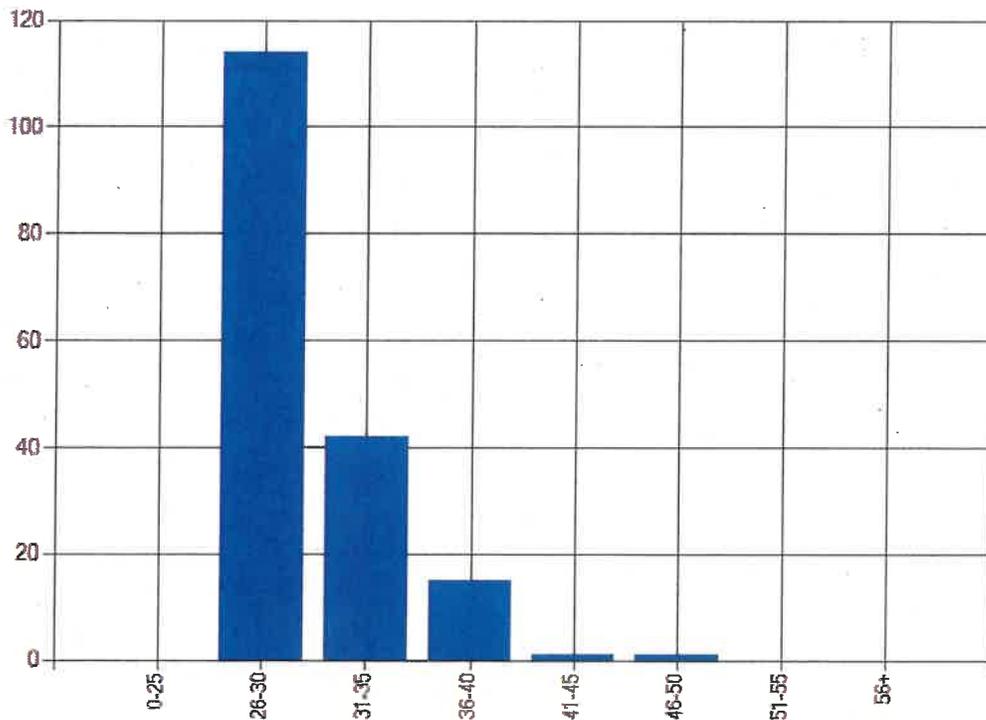
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Range Road Underhill
June 5th through June 10th
-Speed cart#1 placed on Range Rd. after citizen e-mail complaint about speeding
Corporal Andrew Leise

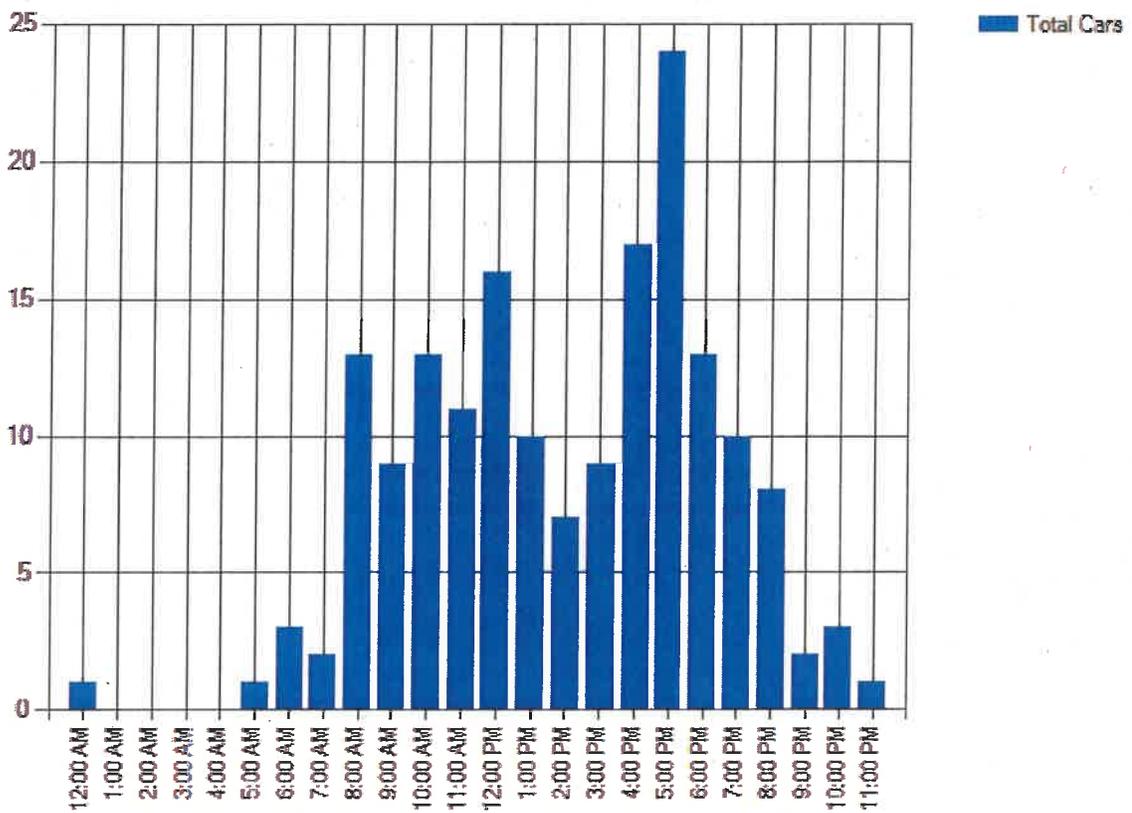
Date: 06/10/2019 12:00 AM
Report Start Date: 06/05/2019 11:00 AM
Report End Date: 06/10/2019 10:00 AM
Time Interval: 4 hours
Speed Interval: 5 mph
Posted Speed Limit: 25 mph
Average Speed: 30 mph
Highest Speed: 49 mph
50th Percentile: 29 mph
85th Percentile: 34 mph
Number Above Speed Limit: 173
Total Number of Vehicles: 173



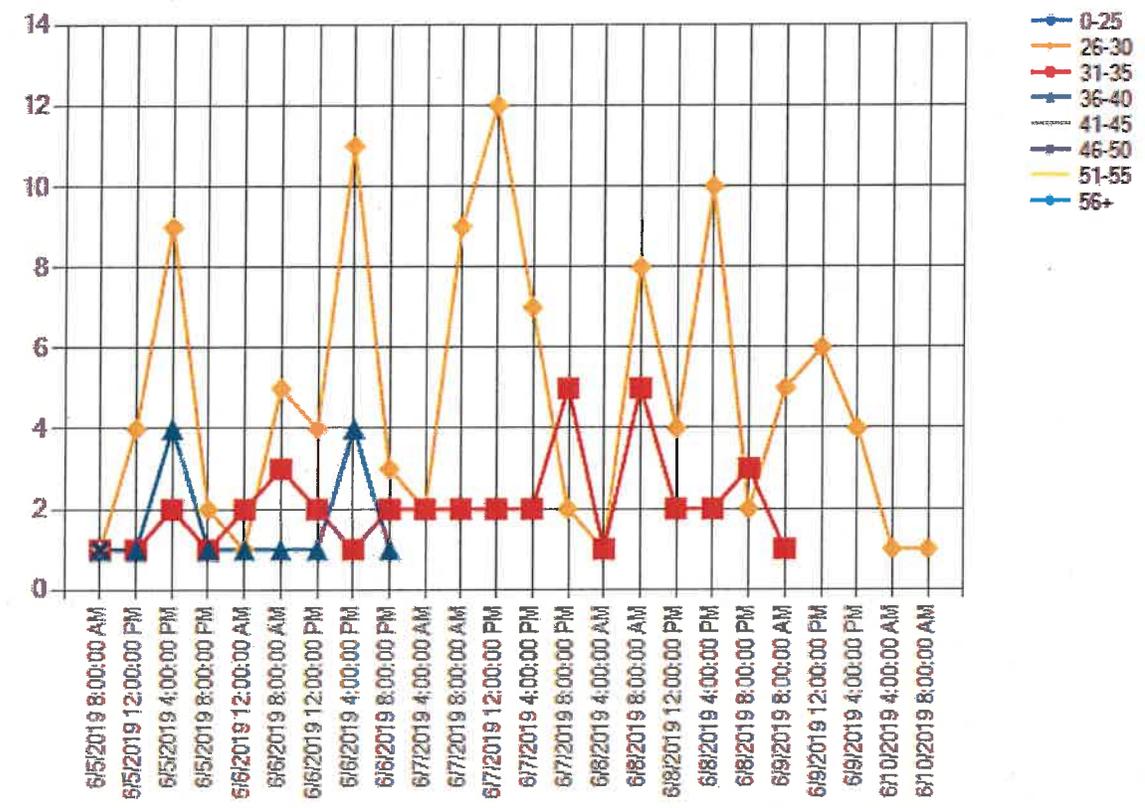
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FINANCIAL CONTRIBUTORS--(100)

Gerard & Susan Adams
Andrew & Beth Albright
Peter Bennett & Caroline Wadhams Bennett
Ron & Nancy Berry
Pamela Blum
Gael & Judy Boardman
Kennet & Vicki Bruce
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Devin Coleman
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Jory & Dennis Curran
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Nancy Davis
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Zilda Metcalf
Carolyn Paddock-Moore
Chris & Penny Moore
John & Penny Moore
Tom & Roxanne Niles
Stephen Nissenbaum & Dona Brown
Orton Family Foundation-David Weaver

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Elke Pinn
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Richard & Margaret Rushlow
Edward & Beth Ryan
Penny Hamlet Serrier
Cynthia Seyboldt
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Oliva & Loren Strong
Trevor Squirrel & Linda Almy
Town of Underhill
Carol Sullivan
Nicholas & Amanda Tanner
Susan Thomas
Tom & Judy Thomas
Kenneth Tobin
James Verhoff
Vermont Division for Historic Preservation- (Grant)
Craig Walker
Mike Weisel
Bob & Joan White
Dr. Robert & Karen Williams
William & Mary Wilson
Richard Witte

VOLUNTEERS(30)

Jean Archibald
Gael & Judy Boardman
Kennet Bruce
John Connell
Pete Czaja
Keith DesRoches
Scott Dolan
Tim Durbrow
Steve Ferreira
Roger & Traudl Frey
Connell Gallagher
Peter Geise
Rick Heh
Essie Howe
Joanne "Joey Johnson
Kurt & Donna Johnson
Stephen Kastner
Carolyn Leighton
Irene Linde
Peter Macone
Michael Mellott
Bob Murphy
Floyd Scott
Susan Thomas
Scott Tower
Misuk Weaver
William "Bill" Wilson

IN-KIND CONTRACTORS(11)

Bugbee Insulation- Jim LaPorte
Building Energy- Bob Murphy
Carpentry w/Integrity- Pete Czaja
Designwise-Website-Stephen Kastner
Durbrow Photography-Tim Durbrow
First Step Printing- Bob & Mary Martell
Sign-A-Rama- Bob & Paula Diaco
Sterling Organization- Rick Heh
Tom Moore & Sons- Tom Moore
Website- Keith Desroches
Window Restoration -Sandy Packard

PAID CONTRACTORS (15)

Armstrong Masonry-Craig Armstrong
Carpentry w/Integrity-Pete Czaja & W. Mongeon
Carpentry- Dolphy Wells
Cowans Contracting-Jesse Cowans
East Shore Drywall-Matt Zambarano
Elegant Floors- Kibby Pierce
Fairbanks Const.-Michael Rainville
First Step Printing-Bob & Mary Martell
Linde Electric-Mike Linde
Oliver Drywall- Jeremy Oliver
Sign-A-Rama-Bob & Paula Diaco
Smithers Painting- Greg Smithers
Stairwell- Sandy Packard
Terrain Tel Ltd- Chris Poley
Tom Moore & Sons-Tom Moore

TOWN OFFICIALS (4) 2014-2018

Brian Bigelow
Sherri Morin
Ramona Sheppard
Jennifer Silpe-Katz

SELECTBOARD MEMBERS(7)

Seth Friedman
Rick Heh
Brad Holden
Kurt Johnson
Clif Peterson
David Rogers
Pat Sabalis

HISTORICAL SOCIETY OFFICERS(9)

Connell Gallagher
Essie Howe
Joanne "Joey" Johnson
Carolyn Leighton
Irene Linde
Floyd Scott
Nate Sullivan
Susan Thomas
Scott Tower

STEERING COMMITTEE(9) (2015-2018)

FRIENDS OF THE OLD SHOOOLHOUSE

Pete Czaja

John Connell

Roger Frey

Rick Heh

Kurt Johnson

Floyd Scott

Susan Thomas

Scott Tower

Misuk Weaver