

**TOWN OF UNDERHILL
SELECTBOARD REGULAR MEETING MINUTES
Underhill Town Hall
Tuesday, September 3, 2019, 4:00 p.m.**

Selectboard: Pat Sabalis, Dan Steinbauer & Bob Stone

Town Staff: Brian Bigelow

Public: Marie Thomas (MMCTV), Dave Martin, Kurt Johnson, Bryan Bourgeois, William Butler, Peter Bennett, Stephen Webster

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. First Public Comment Period. David Martin/IS416 advised Selectboard of incident involving dogs getting into his sheep pasture and harassing his flock. Contact was made with the dogs' owner through Animal Control Officer (ACO) Jennifer Silpe-Katz. Martin expressed his concern that the dogs did not seem under the control of their owner Kim Cook/PC016 when they were picked up. Chair to follow up with ACO.

4:06 p.m. Underhill Energy Committee (UEC), Beartown Road Solar Array. UEC members Peter Bennett and Stephen Webster reviewed UEC handouts re: project history and financial review with Selectboard. General Discussion ensued regarding contract with Green Lantern Group, e-waste, materials removal and decommissioning funding. Consensus that further conversation would be more appropriate for a future Executive Session discussion. Chair to explore Unrelated Business Income Tax implications, if any.

4:37 p.m. Old Business

Orphan Stormwater Projects. Selectboard, Staff and Kurt Johnson discussed status of Mt Vista Road and Pine Ridge as Orphan Stormwater Permits (residential subdivisions that had a discharge permit and the original permittee no longer has an ownership interest). Original request from John Koier as titular head of Pine Ridge Homeowner's Association was that the Town take on responsibility for their permit. Staff had conversations with the Vermont Department of Environmental Conservation personnel about the process and obligations. Staff recommendation is that the Town take on the responsibility only as related to the development roads that had been accepted as a Class 3 Town Road. General discussion ensued.

Bob Stone moved that the Town take on the responsibility for the Class 3 Road portions of the Stormwater discharge permits for Pine Ridge and Mt Vista. Dan Steinbauer seconded and the motion passed 3-0.

Butler Road Maintenance by Property Owner. William Butler in attendance. Agenda item to ratify the decision made at the Selectboard's August 22, 2019 meeting approving Butler's request to remove berms on Class 4 Butler Road (TH #11). Staff to confirm Road Foreman's satisfaction with project.

TechGroup Server Quote. Revised version of quote received from Town's Managed Service Provider Tech Group. Quote and 8/23/19 email from David Boera reviewed by Selectboard and staff. Revised

quote reduced by \$2,694.00 to \$19,826.00. Notice made that the FY19-20 Technical Expenditures line item is anticipated to be over budget by \$6,480.43.

Bob Stone moved that the Town accept TechGroup's quote as presented. Pat Sabalis seconded and the motion passed 3-0.

Municipal Planning Grant. Selectboard and staff discussed Planning Director memorandum of August 30, 2019 and draft grant application. Grant is for a Housing Needs Assessment. The Underhill Planning Commission is soliciting feedback and comments prior to their September 26, 2019 meeting at which time they would finalize the application for submittal prior to October 1st application deadline.

5:04 p.m. New Business:

FY20-21 Budget Schedule. Finance Officer to attend the September 19, 2019 Selectboard meeting. Selectboard and staff reviewed schedule of previous year's deadlines and meetings. Consensus to have corresponding deadlines based on current year's Selectboard meeting dates and special meetings as needed. Town Administrator to draft schedule.

5:11 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants.

Pat Sabalis moved to approve the minutes of the August 22, 2019 Regular Meeting of the Selectboard. Bob Stone seconded and the motion passed by a vote of 3-0.

5:17 p.m. Member Items, Correspondence, Announcements, Schedule: Notice made of the next Regular Selectboard meeting scheduled for September 19, 2019.

Correspondence. Notice made of receipt of:

- Vermont State Police Speed Cart Results on Poker Hill from July 2 to July 14. Notice made that graphs only show results from vehicles traveling above the posted speed limit.
- Vermont League of Cities & Towns (VLCT) training opportunity October 3, 2019. Consensus not to appoint a delegate for the October 2, 2019 VLCT Annual Business Meeting.
- Zoning Administrator memorandums of August 21st (PV012X), August 27th (SU035) and August 28th (AR001) related to Access and Work in the Right-of-Way permits.
- August 29, 2019 email from Brian Monroe regarding work in the Beartown Road former Gravel Pit. Chair to reply. On a related matter Bob Stone asked that staff confirm that the required signage for the site had been installed.

5:29 p.m. Second Public Comment Period. None.

5:30 p.m. Adjournment: On a motion made by Dan Steinbauer 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

9/19/19
Date