

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, November 22, 2016, 6:00 p.m.**

Selectboard: Cliff Peterson, Rick Heh and Kurt Johnson

Town Staff: RaMona Sheppard, Nate Sullivan, Brian Bigelow

Public: Ruth Miller (MMCTV), Jeffrey Moulton, Amy Golodetz, Karen McKnight, Stacy Turkos,

6:00 p.m. Call to order, adjustments to agenda. Meeting called to order by Chair. Adjustments to the agenda: add T. Clark Enterprises contract and Town Administrator employment classification status to New Business.

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

6:02 p.m. New Business

Crane Brook Signage. Underhill Conservation Commission (UCC) members Amy Golodetz and Karen McKnight discussed the UCC purchase of replacement signs for the Crane Brook Conservation District. Location of damaged southern sign (New Road) is evident but there is some uncertainty on the location for the missing northern sign (Fuller Road). Resident Jeffrey Moulton asked that additional verbiage be considered that made it clear that not all area land was part of the District. He referenced similar signage in Williston. Consensus was that the concept might be worthwhile. Amy Golodetz to observe the Williston signs.

Cliff Peterson moved that Conservation Commission Reserve Funds in an amount not to exceed \$237.30 be expended as per quote #44163 by Signarama/Diaco Communications, Inc. Southern sign to be replaced on existing post at any time. Conservation Commission to return to Selectboard prior to installation of the northern sign. Rick Heh seconded and the motion passed 2-0, Kurt Johnson abstaining because of personal connection with vendor.

2017 Green Up Day. Pat Lamphere willing to be reappointed as Green Up Day Coordinator.

Cliff Peterson moved that Pat Lamphere be appointed as the Town of Underhill's Green Up Day Coordinator for 2017. Rick Heh seconded and the motion passed 3-0.

Sidewalk Winter Maintenance Contract. Selectboard reviewed draft contract with T. Clark Enterprises who performed the work last year. A formal contract is required when retaining an independent contractor. Estimate of 25 plowing events per year and 5 sanding events each at \$85 per event. Selectboard discussed paying by month or by event.

Cliff Peterson moved to accept the quote of T. Clark Enterprises with the exception of striking out the line "Total per month = \$510." Rick Heh seconded and the motion passed 3-0.

Town Administrator Status. Selectboard and Staff consensus to move discussion to a later date.

6:25 p.m. Nate Sullivan, Road Foreman. Selectboard and Road Foreman discussed equipment and road issues.

Staff and Selectboard reviewed the Viking Cives (USA) quote for the dump body for the 2016 International.

Cliff Peterson moved to accept the 9/22/16 quote of Viking Cives, Quote ID: 90010, in the amount of \$65,950 to complete the new truck. Rick Heh seconded and the motion passed 3-0.

Staff and Selectboard reviewed the Viking Cives (USA) quote for a new dump body proposed for the 2013 International. Quote is valid until 12/28/16. Consensus to postpone a formal decision pending review of Capital Improvement Plan.

Discrepancy between in place signs and Speed Control Ordinance has come to light on Pleasant Valley Road. Consensus is that additional research into the placement of the signs is required and to leave them in place for now. Chair to contact counsel.

6:53 First Pass FY2018 Capital Improvement Plan. Selectboard and Staff reviewed submittals. Discussion ensued. Modifications noted and will be included in Second Pass on December 6, 2016.

Staff to:

Obtain estimate on condition of Excavator and Grader,
Contact surrounding Towns regarding the possibility of shared equipment and sale of ditch material
Contact VTrans re temporary bridge in Corbett Road,
Request visit with Fire Marshall at Town Garage,
Request second opinion on generator quote, and
Warn CIP Public Hearing for December 20, 2016 at 5:30.

Chair to contact engineering firms regarding availability and interest in serving as 'Town Engineer'.

8:41 First Pass FY2018 Town Budget. Selectboard and Staff reviewed submittals. Discussion ensued. Modifications noted and will be included in Second Pass on December 6, 2016.

Staff to request Listers, Recreation Committee and, GMT/CCTA attend December 6 Selectboard meeting.

10:02 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants to include paying the full amount of FW Whitcomb invoice #673922.

Cliff Peterson moved approval of minutes of the November 8, 2016 Regular Selectboard meeting as submitted. Rick Heh seconded and the motion passed 3-0.

6:25 p.m. Member Items, Correspondence, Announcements, Schedule: Notice made of the next Regular Selectboard meeting being held on December 6, 2016.

10:07 p.m. Adjournment: On a motion made by Rick Heh and seconded by Kurt Johnson the Selectboard voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended



Clifford Peterson, Chair



Date