

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
Thursday, March 3, 2011**

**Present:** Dan Steinbauer – Chair, Steve Owen – Selectboard Member, Brad Holden – Selectboard Member, Sherri Morin – Town Clerk/Treasurer, Faith Brown – Interim Administrator

**6:00 PM Town Meeting Follow-up** – The Selectboard opens the meeting. Sherri Morin Town Clerk/Treasurer swears in Brad Holden. Steven Owen nominates Dan Steinbauer for chair. Brad seconds the nomination. All vote in favor of Dan Steinbauer as chair. The Selectboard agrees to act as Fence Viewers, Weighers of Coal, Inspectors of Lumber, Shingles and Wood and Tree Wardens for the town of Underhill. The Selectboard reappoints Jennifer Silpe as Animal Control Officer for one year.

**Bill Wilson – Town Moderator’s Letter:** Faith hands out a copy of Bill Wilson’s March 2, 2011 letter to the Selectboard. Faith shares copies of two Town Meeting Evaluation Forms that were received. The board agrees to the following actions:

- Invite the Town Auditors to the March 31 Selectboard meeting to discuss the Town Report.
- Faith to report on website activity and potential changes at the March 31 Selectboard meeting.
- Faith to post the town’s Option Agreement with the Albertini’s on the website.
- Faith to ask RaMona Sheppard, Town Finance Officer, to put together a summary of the Pleasant Valley Road reconstruction costs to post on the website.
- Faith to post information on how to pass an ordinance.
- Faith to check with VLCT about prayers at Town Meeting.

**Town Meeting Results** – Sherri hands out the town meeting Australian Ballot results.

**(Re)appointments of Development Review Board and Planning Commission members:** The board approves the following DRB reappointments:

- Scott Tobin – Alternate - 1 year (ending March 2012)
- Peter Seybolt – 3 years (ending March 2014)
- Will Towle – 3 years (ending March 2014)
- Deb Shannon – Alternate – 1 year (ending March 2012)

The board approves the following Planning Commission members:

Trevor Squirrel – 4 years (ending March 2015)

Irene Linde – 4 years (ending March 2015)

The board approves the recommendation of the Planning Commission to appoint David Edson for a 4 year term ending March 2015.

**6:27 Choice Care Contract – Sherri Morin Town Clerk/Treasurer:**  
The original Choice Care Contract signed by the town for the town employees Health Reimbursement Accounts was incorrect: it listed the employee's deductible as \$2500 instead of \$2250. A correct contract and resolution are signed.

**6:25 Meeting Continues:**

- **Proposed Stipulation – Robbie Blais:** The board reviews the email from Kari about reducing the penalty in Robbie Blais' Stipulation and Order. The board approves the Stipulation and Order as presented.
- **Warrants and Orders:** Warrants and Orders are reviewed and signed.
- **Minutes from February 17 and February 24, 2011:** Minutes are reviewed, approved and signed.
- **New Business:** Dan asks for feedback on the membership and charge of the Gravel Pit Task Force announced at Town Meeting. Discussion ensues. Faith will put together an announcement for the website, TTO and Front Porch Forum. Dan and Faith to set up interviews of potential task force members.

**7:22** The board unanimously agrees to go into **Executive Session** about a legal matter.

**7:43** The board agrees to move out of **Executive Session** and **Adjourn**.

Respectfully submitted,  
Faith I. Brown  
Interim Administrator

Read and Approved as submitted/amended

---

Dan Steinbauer, Chair

Date