

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
Thursday, May 26, 2011**

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

- 6:00 PM**      **Kari Papelbon – Planning and Zoning Administrator:**
- **Baslow Subdivision:** Kari reviewed her memo dated May 26, 2011 requesting waiver of the subdivision requirement related to performance bond for the Baslow Subdivision. The Selectboard unanimously agreed to waive the requirement.
  - **Robbie Blais:** Robbie Blais failed to make payments according to his stipulation agreement. He also failed to notify the town before putting up a tent on his property as stipulated in his agreement. Kari will work with our lawyers to seek full reimbursement of the town’s fines and related expenses.
  - **Vermont Gas:** Vermont Gas is seeking permission to work in the town right of way to turn off the gas service at 44 Meadow Lane. The Selectboard grants Vermont Gas permission.
  - **Flooding & NRCS:** The Natural Resource Conversation Service offers assistance to public and private landowners to help repair damage along stream beds. Documents about the program are reviewed and the Selectboard agrees to work with any property owner that would like to pursue this assistance.
- 6:10**            **Update on Roads – Rod Fuller – Road Foreman:** All roads are passable. There are a few additional culverts that need to be replaced. The road crew is also working on cleaning up the storm damage from December 1, 2010. Rod has hired a full time temporary person to help this summer named Mathew Morin. The Selectboard signs a statement saying they are aware of the hiring.
- 6:22**            **Caitlin and Jim Coughlin - 8 Deane Road:** Caitlin and Jim join the meeting. They report that they are very happy with the clean up of the gravel and silt on their property that came from Deane Road. They also report that the grading on Deane Road was well done. They ask about the bridge.. Rod reports that the Deane Road bridge work will need to be done this summer.
- 6:29**            The selectboard temporarily adjourns and opens as the **Liquor Control Board**

**6:30**            **Liquor Control Board – Caterer License:** Blue Paddle restaurant seeks permission from the town to get a liquor license from the state to cater a wedding at 68 Sand Hill Road in Underhill. Permission is granted.

**6:31**            **Selectboard meeting is reopened:**

- **Rod Fuller – Road Foreman:** Calls on the phone to request that the selectboard allow him to pay Scott Kilpeck for 2 weeks of vacation instead of taking the vacation. Scott has a total of 5 weeks and Rod would prefer to have him working rather than taking all 5 weeks as vacation. Selectboard asks Faith to follow-up with RaMona about the board’s capacity to authorize such payment under the current personnel policies.
- **June Meetings:** Faith requests a June 3 executive session meeting about the town administrator position. The selectboard agrees to meet Friday, June 3 at 7:30 AM. The selectboard also agrees to a site visit on Butler Road to review the town right of way at 4:30 June 9 prior to a selectboard meeting where the road will be discussed. Faith will notify interested parties.
- **Minutes from 05-12-11:** Minutes were reviewed, approved and signed. **Minutes from 05-18-11** are reviewed and amended. Faith will bring amended minutes to the next meeting for approval.
- **Warrants and Orders:** Warrants and orders are reviewed, approved and signed
- **New Business:**
  - Chittenden Solid Waste District:** The board appointments Mike Weisel as representative and Dan Steinbauer as alternate.

**Underhill Conservation Commission:** The selectboard appoints Merianne O’Grady to a four year term on the Underhill Conservation Commission

**CCMPO** meeting materials for their June 15, 2011 meeting are shared. Steven Owen plans on attending

**FEMA visit:** Faith shares the materials put together for FEMA’s visit re: private property damage this past week.

**Scott Sommer:** Scott Sommer passed away recently. The selectboard notes great appreciation for Scott’s work for the Underhill historical society and Scott tireless work maintaining the town’s Sand Hill Cemetery. Brad notes

that Scott's son Dillon mowed the cemetery this week in preparation for Memorial Day. Brad suggests the town offer to pay Dillon for this work. He will bring a proposal back to the selectboard. The board authorizes a \$100 donation be made to the Dillion and Cassidy Sommer Education Fund.

**198 River Road:** The Russels have submitted an application to the state to put up a wind system on their property. A copy of the notice was sent to the Selectboard. If the application moves forward, the state will come to the town for feedback.

**7:05** The board agrees to **Adjourn.**

Respectfully submitted,  
Faith I. Brown  
Interim Administrator

Read and Approved as submitted/amended

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Dan Steinbauer, Chair

Date