

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Thursday – February 16, 2012**

Present:

Selectboard: Dan Steinbauer – Chair, Steve Owen, Brad Holden

Office: Dawna Brisson – Town Administrator, Sherri Morin – Town Clerk/Treasurer, RaMona Sheppard – Town Finance/HR, Kari Papelbon – Z&P Administrator

Town Moderator: William Wilson

Public: None

Media: Ruth Miller MMCTV

6:03 p.m. Dan Steinbauer calls the meeting to order.

Public Comment: None

Town Meeting Preparation with Moderator: Mr. Wilson states he likes the new format of the Town Report. Articles were reviewed. Planned format for the day reviewed. Town Clerk verifies appropriate help lined up.

Minutes:

02/02/12 – On motion by Steve Owen, seconded by Brad Holden, the Selectboard approves the minutes with no changes. The motion passed 3-0.

Warrants and Orders are reviewed, approved and signed.

RaMona Sheppard offers explanation on a few of the items. She also informs the Selectboard that Lori Ruple will no longer be doing our tax sales and that Lori recommended Atty David Sunshine. Discussion ensued regarding status of tax collection.

ICS Training: Dawna Brisson hands out info/registration form for ICS402 training offered in Williston 2/25/12 and explains information will be helpful when go to update the Emergency Operation Plan. Brad Holden and Steve Owen asked the Town Administrator to register them for the class.

New Business:

Road Name for Potvin Subdivision: Kari Papelbon gives 3 possible road names. Discussion ensued. On motion by Brad Holden, seconded by Steve Owen, the Selectboard approves LAP Run as the road name for the Potvin Subdivision. The motion passed 3-0.

Driveway at MU028: Kari Papelbon informs Selectboard that the permit they issued is only in ½ compliance. Discussion ensued. Selectboard to follow up.

Active Living Workshop Report: Kari Papelbon informs Selectboard 4 Active Living Workshop subcommittees were formed at a follow up meeting . 1. Gateway, 2. Dickinson St., 3. Park St., and 4. Jericho and Underhill taking over Route 15 thru the flats. Kari also explained have a \$3000.00 grant from AARP and would like to get both towns Selectboards approval to designate that money to be used for gateway treatments. On motion by Steve Owen, seconded by Brad Holden, the Selectboard approves the grant money being designated for gateway treatments. The motion passed 3-0.

Municipal Planning Grant: Kari Papelbon explains 1 response to RFQ -Sharon Murray and the Planning Commission will meet with her on March 7th.

Recertification for CFM: Kari Papelbon requested to attend training. Discussion ensued. On motion by Steve Owen, seconded by Brad Holden, the Selectboard approves the training expense, not to exceed \$2000.00. The motion passed 3-0.

7:45 p.m.

On motion by Brad Holden, seconded by Steve Owen, the Selectboard approves closing the meeting. The motion passed 3-0.

Meeting is Adjourned.

Respectfully submitted,
Dawna Brisson, Town Administrator

Read and Approved as submitted/amended

Dan Steinbauer, Chair

Date