

TOWN OF UNDERHILL
Selectboard Meeting Minutes
November 10, 2011

Present: Dan Steinbauer – Chair, Brad Holden – Selectperson, Sherri Morin – Town Clerk/Treasurer, Pam Shover, Head Lister, RaMona Sheppard – Finance Officer, Linda Turner – Interim Town Administrator

6:02 p.m. Dan Steinbauer calls the meeting to order

Paul Yanus – 103 Irish Settlement Road: Paul requested stop signs be placed at the intersection of Irish Settlement and Sand Hill Roads; discussion ensued. Sherri Morin stated that there is an ordinance on this, thus the town would have to follow due procedures including warnings, appeal period, and a hearing.

6:14 Jericho-Underhill Fire Department – Chief Todd Fischer, 1st Assistant Chief Shawn Martell, 2nd Assistant Chief Mat Champlain: Chief Todd Fischer handed out the fire department's 2013-2014 tentative budget, stating a 3.94% overall increase. Discussion ensued.

Dan Steinbauer asked how the plans for a finding a retirement plan for Harry Shoppman was going. Chief Fischer explained the complications (VMERS is for municipal employees only and Harry is not a municipal employee), and the necessity of a letter to VMERS Board of Directors requesting that they make an exception and add Harry based on the rationalization that without the Jericho-Underhill Fire Department, the town would have its own fire department and fire-fighting employees, which he produced and Dan signed. Per the Chief, the cost of the retirement is not in the 2012-2013 budget and the Fire Department would assume the first year's cost and not redo the budget to allocate to the towns. After the initial year, the increase related to the Fire Department contribution would be allocated to Jericho and Underhill.

Sherri asked the specifics of Harry Shoppman's job. The three firemen spent several minutes describing all he does, including: statistics, monthly state and federal reports (which have increased dramatically since 9/11/2001), ISO certification (which affects homeowner's insurance rates), car seat inspections, and visits schools for fire safety. Plus Harry is an EMTI, Firefighter #1, a quick responder, and helps Essex Rescue.

6:39 Jim Gilmartin, Ron and Luana Nedich, Greg Wolf, and Phil Lewellen from Jackson Hill Road: Jim asked what the process was to convert a private road to a town road. Sherri produced documents proving the original approved plans for Jackson Hill Rd, with the developer, do not cover conversion to a town road. Discussion ensued. Brad Holden suggested reading the Title Opinion they received at purchase, which should reflect this.

7:01 RaMona Sheppard – Finance Officer:

- Mona passed out a letter reflecting formal written action regarding the resolution and amendment to cancel Choice Care Card HRA effective December 31, 2011. The reason for the cancellation is because the town is changing the health insurance plan effective January 1, 2012 and will no longer have a high deductible plan. Covered employees will have 90 days after termination to submit any 2011 medical claims for which the town will pay an administrative fee of \$42.50 per month. Both Dan and Brad signed the amendment.
- Donation request letters from Jericho-Underhill Park District, VNA, CVAA, Prevent Child Abuse VT, were reviewed and will be reviewed in the next few weeks when setting the town budget.
- A cell phone safety policy was drafted and distributed by Mona in response to a prior request by the interim Town Administrator. Discussion ensued. The board indicated that they were concerned with productivity issues around cell phone usage and didn't want to adopt the proposed safety policy. Mona suggested that if the concern was productivity, it might be better handled by bringing the employee involved in to the board for a discussion of the issue.

7:12 Email from Carol Butler – Trails Committee Chair:

The Selectboard reviewed the three documents Carol had emailed for approval to place into the Mountain Gazette newspaper. Discussion ensued. Brad stated the photo of the bridge is not sufficient by itself, and recommended a comparison photo. Brad and Dan liked the Trails Ethics article, and then made recommended changes to the second article. Linda will inform Carol Butler as to these recommendations.

7:25 Meeting continues:

- Warrants and orders are reviewed, approved, and signed.
- November 1, 2011 and November 7, 2011 minutes were read, approved, and signed by Dan. October 27, 2011 minutes were read and returned for corrections.
- Linda Turner handed out two thank you notes the town received from the American Red Cross, and the Vermont Association for the Blind.
- Email from Beth London requesting a parking ban variance for the Poker Hill School's Winter Solstice. The Selectboard gave approval.
- An email from Helen Wagner complaining of a neighbors target practicing was read and discussed. It was stated that the Town of Underhill has no gun ordinance. Dan asked the frequencies of the gunshots? Dan stated the Town does have a nuisance ordinance, and Helen is within her rights to hire a company to see if the noise from the gun is outside of compliance.
- Sherri prepared and Mona reviewed the offer letter for John Angelino. It was prepared using the same language as the letter for the Finance Officer and Town Administrator, but added a provision concerning CDL licensure and driver drug testing. Dan thanked her for preparing it, signed the letter, and asked Mona to have John sign it.
- Road Commissioner Position was discussed. Brad stated that he felt the department was in order and he wouldn't need to be active in that position any longer. They agreed to wait until Steve Owen was at an Selectboard Meeting to formally eliminate the position.
- Mona advised the board that we have received \$52,814 in FEMA money to date for the spring flood claims.

7:47 Linda Turner and Sherri Morin leave.
Selectboard moves into **Executive Session**.

8:30 Exited Executive Session

The selectboard agreed to modify the Cash In Lieu of Medical Insurance policy to allow the same benefit for both part time and full time eligible workers, to allow the use of an insurance I.D. card as proof of coverage, and to prepare a general rewrite of the policy to tighten up some language.

The selectboard agreed to approve Cash In Lieu of Medical Insurance coverage for Pam Shover pending receipt of completed paperwork and proof of coverage. The benefit will begin on the next paycheck, November 23, 2011.

8:34 Meeting adjourned

Respectfully submitted,
Dawna Brisson
Town Administrator

Read and Approved as submitted/amended

Dan Steinbauer, Chair

Date