

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
6:00 p.m., Thursday, January 30, 2014**

Selectboard: Seth Friedman and David Rogers

Town Staff: Brian Bigelow, Town Administrator

Public: Ruth Miller (MMCTV), Pam Parshall, Rod Bruner, Cindy Bruner, John Medenwald (EAFR), Janet Herrero, Stephen Herrero, David Burke, David Villeneuve, and Mat Champlin

6:00 p.m. Meeting called to order.

6:03 p.m. **Public Comment** – No public comment

6:04 p.m. **New Business.**

Discussion about paying of the \$49,086.90 Line of Credit balance remaining from money borrowed due to the 2013 flooding events. David Rogers moved a resolution to retire the Line of Credit. Seth Friedman seconded and the resolution passed 2-0.

Town Finance Officer supplied General Ledger, FEMA Project Worksheets and Traffic Control (Chittenden County Sherriff's Department) sheets.

Chittenden County Regional Planning Commission is putting their summer work plan together and are looking for projects in Underhill. Requests for speed studies for Stevensville Road and Underhill Center are already in the queue. Town Administrator to determine what inventories may need updating. The deadline for requests is the "*... end of April*". The full Selectboard will consider other options for inclusion.

The Selectboard reviewed the contract for audio services for Town Meeting. David Rogers motioned to accept the contract with Super Sounds DJ Co. Seth Friedman seconded and the motion passed 2-0.

6:20 p.m. **Old Business.**

The Selectboard had a discussion about the December 19, 2013 accident involving a Town of Underhill highway truck and Corey Draper's vehicle. As individuals the members of the Selectboard are sympathetic but the consensus is that as a body the Selectboard's fiduciary obligation to the Town of Underhill precludes offering to make financial arrangements contrary to the advice of the Town's insurance carrier (VLCT PACIF). Town Administrator to draft letter for signature.

Town Administrator to meet with Bryan Davis (CCRPC) and Wendy Pelletier (VTrans) regarding the Underhill Flats Sidewalk project.

Access Permit application of Andrew Grab (IS449) with drawings prepared by Summit Engineering reviewed by Board initially on January 16, 2014. David Rogers and Seth Friedman each individually visited the site after that meeting. The site is being reviewed by the Development Review Board as part of a 2-lot Subdivision and as such has been reviewed by the Underhill-Jericho Fire Department and Town Road Foreman. Per Summit Engineering drawings, to include driveway profile and existing and proposed contours, the maximum grade is 9.5%. David Rogers moved to approve the Access Permit of Andrew Grab with the condition that trees be removed and the bank be cut down to obtain the required sight distance to the South and that culverts will need to be upsized to the Road Policy minimum of 18" in diameter. Seth Friedman seconded and the motion passed 2-0.

Town Administrator had estimated a 6:30 start time for Old Business to David Burke, consultant on the Range Road Access Permit application agenda item. The consensus of the Board was to modify the order of items to allow for full participation.

Annual Mileage certification required to be returned to Vermont Agency of Transportation prior to February 20, 2014, Chair and staff to work on this project.

Board consensus on the Dry Hydrant Program was to leave the funding currently with the Northern Vermont Resource and Development Council (NVRC&D). In the future the program will be administered under the Vermont Association of Conservation Districts (VACD). Town Administrator and Finance Officer to coordinate with the Selectboard on how best to coordinate the switch.

Town Administrator advises the Selectboard that he has made contact with Mike Wiesel regarding Roaring Brook and they would schedule a Site Visit.

Access Permit application of Richard Villeneuve Trust (RA068T) reopened by Selectboard. Comments received from abutting property owners. Janet Herrero of 74 Range Road identified her shallow well, conflicting surveys and runoff as concerns. Ray Bruner of 62 Range Road was concerned about his shallow well and any pollution from the lawn. Pam Parshall of 77 Range Road was concerned about the amount of water that already flows to her property. Stephen Herrero, 74 Range Road is concerned about the steepness, water runoff, impair-ability / fragility and the history of the Villeneuve lot. He is concerned that the submitted drawings do not show the cut and fill slopes, the full area of disruption, the flow path from the proposed culverts, and temporary erosion control methods.

LtC John Medenwald (EAFR) addressed how in the past there were incidences of purchasers of neighboring properties to the Range saying they were surprised by the noise and by the number of large vehicles using the road. He would like there to be some permit language acknowledging the noise issue and screening the driveway in areas near the federal property.

David Burke of Burke-O'Leary questioned if this was a public hearing. Seth Friedman answered that while not a hearing, it is a public meeting. David Burke questioned the need to get a permit saying there was some inconsistent language between the Zoning Bylaw and the Road Policy. At this time they were still willing to make application and ask for the waiver.

Stephen Herrero asked about the various grade requirements: 10% in Road Policy, 12% in Zoning Bylaw and 15% in the application. Pam Parshall spoke about the noise and vibrations associated with the Range property.

Seth Friedman discussed the letter from the Underhill-Jericho Fire Department about the proposed design and waiver request. The consensus of the Board was to carry the application over to the February 13, 2014 meeting.

6:47 p.m. Warrants and Minutes

Current Warrants reviewed and signed.

Review of 01/16/14 Minutes. David Rogers moved to approve the minutes of 01/16/2014. Seth Friedman seconded and the motion passed 2-0.

6:50 p.m. Announcements/Schedule

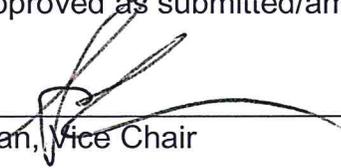
Announcement made of next regular Selectboard Meeting scheduled for February 13, 2014 but with a start time of 5:00 p.m.

6:52 p.m. Adjournment.

David Rogers moved to adjourn. Seth Friedman seconded and the motion passed 2-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended



Seth Friedman, Vice Chair

2-13-14

Date