

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

Selectboard: Seth Friedman, David Rogers and Cliff Peterson

Town Staff: Brian Bigelow and Mona Sheppard

Public: Ruth Miller (MMCTV), Dale Walker, Ariel Kalich, Joe & Kris Thomas, Tom Thomas, Christine Toulis, Leila Bandar, Robert Devlin, Chris Miller, Bob Murphy, Steve Shuma, Florence Oliver, Lee Dumas, Scott Tower, Randy Clark, Rick Witham, Jan Robinson, Gretchen Daly, Darah Zurit, Ron Seymour.

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

6:01 p.m. Public Comment – No members of the public are in attendance to speak to non agenda items.

6:02 p.m. Access Permit Application of Dale Walker (TU053) – Board reviewed application which include changes to Access Permit issued December 19, 2013. Applicant willing to provide information with additional detail related to sight lines, grade and drainage; to include a possible new access point prior to the next Selectboard meeting. Jon Thomas spoke to the safety aspect of the proposal.

David Rogers moved to deny, without prejudice, the application. Cliff Peterson seconded and the motion passed 3-0.

6:38 p.m. Town Garage Roof Remediation Bid Opening - Selectboard Chair opened the bid from Reap Construction, LTD. Reap's bid offer was \$261,000. After discussion the Board decided not to award the bid at this time. Town Administrator to contact Reap and Wiemann-Lamphere. Topic to be continued to the July 8, 2014 Selectboard meeting.

6:55 p.m. Energy Committee. Committee members Bob Murphy and Chris Miller spoke with the Board about the VHEC Grant and Town Hall Heat Pump options.

David Rogers moved to approve the heat pump in conjunction with the Committee's proposed project list; not to exceed the VHEC Grant amount of \$10,000. Cliff Peterson seconded and the motion passed 3-0.

7:15 p.m. Town Pond. Selectboard and concerned citizens discussed different proposals to possibly curtail unwanted activities at the Town Pond site. Desirous to address safety and liability concerns while not limiting uses by responsible individuals; the consensus was to have the locked gate be held in reserve if other measures did not suffice.

David Rogers moved to erect signage, lights and cameras in an amount not to exceed \$500. Cliff Peterson seconded and the motion passed 3-0.

7:35 p.m. Underhill Historical Society. Historical Society President Scott Towers spoke with the Selectboard about storage and archiving of Society documents and artifacts at the Old School House #5 in addition to hosting two events (July 20th Blueberry/Ice Cream Social and Ted Tedford book signing (date to be determined)). Some artifacts have been identified that should be stored in the vault. Discussion about possible lease details resulted in determinations of: \$10/year rent, \$150 per year security deposit, a 49 person occupancy maximum. Copies of insurances certificates and Repeated Use Rental Agreement to be submitted for Staff review. Consensus of Selectboard was to authorize Chair to sign after review.

7:45 p.m. Old Business

Underhill Flats/Route 15 Sidewalk. Area residents, Board and Staff reviewed Conceptual Plans by Lamoureux & Dickinson dated 6-1-14. Plans reflect existing conditions with an initial location for the new sidewalk. Discussions ensued about drainage implications and potential conflicts with existing improvements. The consensus of the Selectboard was to advise Lamoureux & Dickinson that the concept was in line with expectations and to proceed with preliminary design.

Roaring Brook / Meadow Lane Flooding. Neighborhood Point-of-Contact Leila Bandar informed the Selectboard of actions taken since February 27, 2014 meeting, to include meeting with VT DEC Stream Alteration Engineer Chris Brunelle. Consensus of Selectboard was to engage an engineer for analysis, design and cost estimate. Possibility of Road Crew performing work exists. Leila Bandar to remain in contact with area residents. Town Administrator to contact engineers.

Town Hall Renovations. Ron Place has started on window restoration. Painting and carpentry continue on schedule. 'Brattle Spruce' chosen as color for shutters. Interior Renovation of counter came in ~\$180 over budget.

Underhill Center Traffic Calming. Report not yet received from CCRPC.

8:28 p.m. New Business

Letter of Doug Robie (LE013) received and reviewed. Consensus of Board was that screening at that location was not an appropriate use of public funds. Staff to draft letter for Selectboard review.

Letter of Jeff Moulton (FU049) received and reviewed. Consensus of Board was that deficiencies in notice and minute requirements can not happen. The requirements of open meeting statutes must be adhered to. In addition with a lack on consensus on a rewrite of the Trail Ordinance is seen as a long term issue. Staff and Board to draft reply and reminders to local bodies.

Animal Control Officer Incident Reports received and reviewed. David Rogers had seen same in his role as Town Health Officer and he will contact Ross Brewer (PH271) to confirm the actions spelled out in the report are being complied with.

Appointments to Conservation Commission. Four individuals expressed interest in Commission openings. Discussion to make appointments to fill unexpired portions of 4 year appointments ensued.

Cliff Peterson moved to appoint the following individuals to the Underhill Conservation Commission: David Rogers for a one year term (expiring 2015), Dan Steinbauer for a two year term (exp. 2016), Karen McKnight for a three year term (exp. 2017) and Nancy McRae for a four year term (exp. 2018). Seth Friedman seconded and the motion passed 2-0 (David Rogers abstaining).

Ross Engineering re: Underhill Landfill and Garage Sites Water Sampling Results. Ross Engineering reports received and reviewed. Results also transmitted to VT DEC. Overall results are within tolerances and consistent with previous year's testing's. Future testing requirements to be determined after VT DEC review.

Request from Development Review Board re: (CD074). Discussion with Darah Zurit. DRB requested input from Selectboard regarding conflicting standards between the ULUDR and town Road Policy. Consensus of Board is that the question is most appropriate for the Planning Commission. Staff to have question included on July 16, 2014 Planning Commission agenda.

FY14-15 Contract between Town of Underhill and Chittenden County Sheriff's Department. Consensus of the Board is to have the Chair sign the contract for the budgeted amount of \$15,000 and to have 260 hours of coverage occur during the months of May – October and 80 hours during November – April.

Capital Improvement Program. Discussion ensued about a CIP Committee. Friday, July 25th at 8:30 tentatively set as a work session date and time. Staff to confirm availability.

Exchange Email. Town Finance Officer presented a proposal for Exchange Email, replacing Comcast as email provider and would have advantages for record retention and calendaring. Comcast would remain the connectivity provider for the Town. Hardware, software and labor costs would be required with a high end estimate of \$5,000.

David Rogers moved to upgrade the email system with upgrades and labor not to exceed \$5,000. Cliff Peterson seconded and the motion passed 3-0.

9:46 p.m. Warrants, Correspondence and Minutes.

Current Warrants reviewed and signed.

Board signed letters to Petitioners regarding Jackson Hill, Harvest Run and Jacob's Hill.

Review of 06/10/14 and 06/20/2014 Minutes.

David Rogers moved to approve the minutes of 06/10/2014. Cliff Peterson seconded, with clarifications to the Public Hearing sections. David Rogers concurred with the clarifications and the motion passed 3-0. Staff to document changes.

David Rogers moved to approve the minutes of 06/20/2014. Cliff Peterson seconded and the motion passed 2-0; Seth Friedman abstaining.

9:54 p.m. Announcements/Schedule.

Notice made of July 8, 2014 being the next regularly scheduled meeting.

9:55 p.m. Adjournment.

David Rogers moved to adjourn. Cliff Peterson seconded and the motion passed 3-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended.

Seth Friedman, Chair

7/9/14

Date

Underhill Selectboard Meeting

30-Jun-14

	Name	Address
1	Dale Walker / Ariel Kalich	1276 Texas Hill Rd Huntington VT
2	Tom Thomas	29 Tupper Rd
3	John Thomas	65 Tupper Rd
4	Kris Ryan	65 " "
5	Christine Toulis	11 Meadow Lane,
6	Leile Bander	9 Meadow Lane
7	Robert Devlin	357 Poker Hill Rd.
8	Chris Miller	18 Bridge trail
9	Steve Shuma	28 Stevensville Rd.
10	Florence Oliver	5 Range Rd
11	LEE DUMAS	428 VT. RT. 15
12	Scott Tower	73 River Road
13	Kenny Clark	64 SUGARHILL RD.
14	Rick Witham	3 Meadow Lane
15	Jan Robinson	416 VT. RT. 15 Underhill
16	Antony Daly	414 VT Route 15 Underhill VT
17	Darah Zivt	74 Cloverdale Rd.
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