

**TOWN OF UNDERHILL
SELECTBOARD SPECIAL MEETING MINUTES
3:00 p.m., Tuesday, December 23, 2014**

Selectboard: David Rogers and Cliff Peterson

Town Staff: Brian Bigelow

Public: Bob Murphy, Dan Manz and Greg Wolf

3:00 p.m. Meeting called to order. No adjustments to agenda.

3:02 p.m. Public Comment – Bob Murphy advised the Selectboard that the heat pumps under the eaves at the Town Hall and Post Office need protection from water, snow and ice. In addition a bollard may be required at the Post Office.

3:05 p.m. Dan Manz, Executive Director Essex Rescue -

Dan Manz reviewed Essex Rescue's budget request for \$7,500 and provided copies of their report submitted for inclusion in the 2015 Town Report, their budget for the Fiscal Year ending 2015 and additional information related to other Towns served. In addition Dan Manz discussed their upcoming capital purchases and status of their cooperative effort with the Underhill-Jericho Fire Department.

3:35 p.m. Old Business –

Town Garage – Contractors on site for approximately two more weeks. Hardware is installed. Electrical connections, programming, and venting still to be done. In addition there will be an operations and maintenance training in the future. Bob Murphy spoke to the installation of the lights. Consensus of Board was to table until the January 6th meeting.

Deane Road Culvert – Two engineering quotes reviewed, a third was withdrawn, two more are outstanding. Consensus of Board was to table until the January 6th meeting.

Selectboard Rules of Procedure – Discussion ensued about revising paragraph C(12) of the Selectboard's Rules of Procedure relating to payrolls due on a Thursday prior to a Tuesday Regular Selectboard meeting.

David Rogers moved to approve the Rules of Procedure as revised and signed on December 23, 2014. Cliff Peterson seconded and the motion passed 2-0.

New Business –

Chittenden County Regional Planning Commission Work Program – Selectboard and staff will consider requests to be made to CCRPC for inclusion in that organization's Work Program for the upcoming year.

2014 Grand List Errors and Omissions - Discussion ensued regarding the impact of the corrections to the Grand List as established on April 1, 2014. The majority were related to changes in Local Agreement contracts and were modified prior to Tax bills being finalized July 1, 2014.

David Rogers moved to approve the Errors and Omissions as submitted by the Underhill Listers. Cliff Peterson seconded and the motion passed 2-0. Selectboard signed the provided form.

8:20 p.m. Warrants and Minutes.

Current Warrants reviewed and signed.

Review of 12/09/14 Special Meeting Minutes. David Rogers moved to approve the minutes of the Selectboard's 12/09/2014 Special Meeting. Cliff Peterson seconded and the motion passed 2-0.

Review of 12/09/14 Minutes Regular Meeting. Cliff Peterson moved to approve the Regular Meeting minutes of 12/09/2014 with the change of Preliminary Curb Cut approval to Preliminary Access Approval. David Rogers seconded and the motion passed 2-0.

Review of 12/10/14 Minutes. Cliff Peterson moved to approve the minutes of 12/10/2014 Special Meeting held jointly with the Selectboard of the Town of Jericho. David Rogers seconded and the motion passed 2-0.

Review of 12/17/14 Special Meeting Minutes. Cliff Peterson moved to approve the minutes of the Selectboard's 12/17/2014 Special Meeting. David Rogers seconded and the motion passed 2-0.

11:30 p.m. Member Items, Correspondence, Announcements, Schedule.

The next regularly scheduled meeting is January 6, 2015 at 6:00 p.m. The meeting will start with a hearing on the 2016-2021 Capital Improvement Plan.

4:09 p.m. Adjournment.

David Rogers moved to adjourn. Cliff Peterson seconded and the motion passed 2-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended.



David Rogers, Vice Chair

1/6/15

Date