

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
6:00 p.m., Tuesday, April 14, 2015**

**Selectboard:** Clifford Peterson, David Rogers and Rick Heh  
**Town Staff:** RaMona Sheppard, Nate Sullivan and Brian Bigelow  
**Public:** Ruth Miller (MMCTV), Mat Champlin and Loni Morse,

**6:00 p.m.** Meeting called to order by Chair. Additions to agenda as follows: discussion with Road Foreman, discussion of a possible Village Center designation for Underhill Center and potential Underhill representation on the CCRPC Executive Committee were added to New Business and a brief Executive Session related to a personnel issue under 1 VSA §313 (a)(3) added prior to Selectboard adjournment.

**6:02 p.m. Public Comment** – None.

**6:03 p.m. RaMona Sheppard, Finance Director**  
Finance Director reviewed handouts with Selectboard. Chair signed Standard Cost Agreement Consensus Change #1 related to CY13 FEMA events that are not completed. Traffic Control costs, Lister hours, Budget Status Report, Fund Balance and Budget Status Report reviewed. Staff to invite Chittenden County Sherriff's Department in to discuss FY15-16 contract.

**6:17 p.m. Mat Champlin, Chief, Underhill Jericho Fire Department**

UJFD Chief Champlin, in response to inquiries about finances and services of departments in towns similar to Underhill and Jericho, presented a slide show comparing the UJFD and the Town of Underhill's support with the Town of Fairfax and the Fairfax Fire Department. Chief Champlin had earlier given a similar presentation to the Jericho Selectboard comparing the UJFD and Jericho's support with the Hinesburg Fire Department and the Town of Hinesburg. The Board thanked the Chief for the information and the Department for their hard work.

**6:35 p.m. Old Business**

**FEMA HGMP / VT539** – Landowners have deposited funds to start a reserve account. Consensus of Board was to award Asbestos Assessment bids and to review demolition bid documents at the Selectboard's April 28, 2015 meeting.

**Deane Road Culvert Replacement RFP** – Selectboard directed staff to advertise for engineering and construction oversight services for the project.

**Conservation Commission** – Consensus of Board to proceed with the other agenda items and see if any Commission members attend later.

**2015 Local Emergency Operations Plan** – Draft plan is nearly complete. Staff is waiting for a small number of updates from other agencies.

**6:47 p.m. New Business**

**Appointments of Town Representatives to the Chittenden Solid Waste District Board of Commissioners.** Per staff current Primary and Alternate Representatives are willing to continue in those positions.

Rick Heh moved to reappoint Dan Steinbauer as the Town of Underhill's Primary Representative and Paul Ruess as the Town of Underhill's Alternate Representative to the Chittenden Solid Waste District Board of Commissioners. David Rogers seconded and the motion passed 3-0.

Town Administrator has been invited to express interest in election to CCRPC's Executive Board. Consensus of Board is to encourage participation.

Potential Village Center Designation for Underhill Center was discussed by Selectboard. Underhill Flats has received the designation jointly with Jericho in the past and is up for renewal later this year. Process is not a zoning designation. Tax credits and grants are available from the Vermont Department of Housing and Community Development. Chair to ask Town Planner to put together an informational package for Board review.

**Nate Sullivan, Road Foreman** – Road Foreman reviewed mud season conditions, equipment status, guardrail estimates, culvert installations and culvert replacement. Consensus of Board to proceed with paving from the joint by Well's Store to the joint near Gregson property; cost is estimated at \$134,000. Fuller Road estimate to be available in two weeks. The Town has asked the court for reconsideration of its order in the Fuller Road litigation.

**7:14 p.m. Minutes and Minutes**

Warrants reviewed and signed by Selectboard.

David Rogers moved to approve the minutes of March 31, 2015 with corrections as noted. Rick Heh seconded and the motion passed 3-0.

**7:20 p.m. Member Items, Correspondence, Announcements, Schedule.**

Rick Heh advised the Board of a prospective workday on May 23, 2015 at Old Schoolhouse #5 being organized by the Historical Society. Expenses would be borne by the Historical Society. Consensus of the Board was that the Society contact the Town Clerk and Finance Director regarding rental and insurance for that project.

Town participation in a FEMA pilot program for debris removal related to the 2014 FEMA Winter Storm event was approved by consensus of the Board and signed by the Chair.

