

# Town of Underhill

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## SELECTBOARD SPECIAL MEETING MINUTES

**Monday September 28, 2020, 8:00 A.M.**

**Underhill Town Hall - Remote Meeting**

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**Selectboard:** Dan Steinbauer, Bob Stone, and Peter Duval

**Town Staff:** Jim Beebe-Woodard, Town Administrator; Sandy Wilmot, Chair, Natural Resource Inventory and Mapping Committee

**Public:** Randy Clark

**8:00 A.M. Call to order, introductions, adjustments to agenda.**

**8:01 A.M. Public Comment Period.** No public was present at this designated time.

**8:02 A.M. Approve FY21 Municipal Resolution for a Municipal Planning Grant.** Sandy Wilmot introduced herself as the Chair of the Natural Resource Inventory and Mapping Committee, and reminded the Selectboard that they wish to submit a grant funding proposal to do a Natural Resource Inventory project. This was discussed at the prior Selectboard meeting on September 21<sup>st</sup>, 2020. Dan Steinbauer made a motion to approve the resolution as proposed in the municipal resolution for municipal planning grants. Bob Stone seconds. Selectboard member Peter Duval joined the meeting by phone (“Caller 01”) and announced his late arrival. Dan Steinbauer restated that the motion had been moved and seconded and asked if there were points for discussion, stating he had a couple. Peter Duval stated that he did too. Dan Steinbauer pointed out that in the grant narrative there were two paragraphs where there were multiple-choice questions that were not answered, 1.7 and 3.3. Dan stated that he wasn’t sure if these were not applicable or if they need to be addressed. He also mentioned a third correction where the word “always” was misspelled as “alway.” Sandy Wilmot responded that with respect to paragraph 1.7 the regional planning commission would not be serving as the municipal agent for this project so she thought we could answer “no.” Dan Steinbauer stated that would be good for clarity. Dan Steinbauer asked about 3.3, and Peter Duval mentioned 3.5 on the next page. Referencing 3.3, Sandy Wilmot stated that there are two choices: you can have a single municipality or a partnership. Since we are not a partnership no answer was necessary on that question. Peter Duval questioned paragraph 1.3. [Question 1.3 asks: “Rural Town Status: Is the municipality a rural town? (Rural towns" with a population less than 2,500)” and Sandy had answered “No.”] Peter Duval stated that it has always been his understanding that Underhill is a rural town. Sandy Wilmot states that the question indicates a rural town has to have a population under 2,500; Dan Steinbauer that was delineated earlier in the grant. Peter Duval states that his question is: “Is this rural town...are they referring to a statutory rural town? That’s in the municipal, um, where is it, in Title 24?” Sandy Wilmot again states that the grant application

identifies it as a population of less than 2,500 so that is what she was going on. Dan Steinbauer again clarifies that the grant designated that term. Peter Duval states “Ok but I see this word status, and that makes me, makes me think that that’s they’re referring to the definition in Title 24 section 4303.” Sandy Wilmot responded that she doesn’t know about that and asked if Jim Beebe-Woodard could clarify that. Jim Beebe-Woodard is not an expert on statute and chose not to respond. Bob Stone stated that it seemed clear to him, the grant application defined what they considered a rural town (less than 2,500 population) so since Underhill has more than 2,500 people we have answered the application question properly. Dan Steinbauer stated that he agreed. Bob Stone stated he didn’t see why we needed to get into Title 24 or “into the weeds” and that if the grantor needed different information they would have asked for it. Bob stated that it was a pretty easy ball to hit. Dan Steinbauer asked if there was any further discussion. Dan called the vote, the motion passed 3-0. Dan Steinbauer thanked Sandy for her work and expressed support for the project.

**8:11 A.M.** Dan Steinbauer welcomed Randy Clark, who joined the meeting by video. Dan stated that we were just about to adjourn. Dan stated that the only other point of business was to get an idea on a meeting date for the conflict of interest hearing. Dan proposed Monday October 12, Tuesday October 13, or Wednesday October 14 and asked if there were any conflicts. Jim Beebe-Woodard stated that he has a conflict on Wednesday the 14<sup>th</sup> but is available the other days. Bob Stone stated he is available but has a hard stop at 7:00PM on Tuesday and Wednesday. Dan Steinbauer stated that it sounded like Monday was the best option, and Bob Stone concurred. Dan Steinbauer asked if there was a “good reason for either Jim or Peter not to make Monday.” Peter Duval stated that he thought it was a holiday. Bob Stone and Jim Beebe-Woodard stated that neither had the day off as a holiday. Dan Steinbauer stated it was at the end of the day. Jim Beebe-Woodard stated that it was fine on his end. Peter Duval stated “it’s right in the middle of the harvest season, I can’t commit to additional meetings beyond the regular meetings.” Dan Steinbauer stated that the meeting would be at 6:00PM and that it would be dark, and unless Peter had a headlamp he would not be harvesting. Peter Duval stated “I’m just reporting, ok, that I don’t really want to have a special meeting in October, and um, there’s no rush for this. If we could wait until November that would be preferable.” Dan Steinbauer stated that he does think there is a timeline on the conflict of interest hearing as designated within the policy.

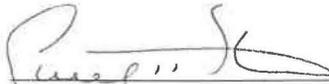
Dan Steinbauer asked if Randy Clark had a question. Randy stated that he sent a bunch of emails over the weekend regarding the Homestead Acres speed limit reduction request. He went on to say that “we went through this back in 2016” and started to go into the details of their request for speed limit reduction. Dan Steinbauer interjected and said that he didn’t want to get into a lot of discussion of that right now because he had a hard stop time limit and mentioned that Jim Beebe-Woodard had already responded to the request outlining the statutory regulations governing an ordinance change. Dan Steinbauer stated that it’s on the radar and will get readdressed at the next Selectboard meeting. Randy impressed upon the board the urgency the neighborhood feels about the issue. Bob Stone asks if anything precludes having signs made up similar to campaign signs; Dan echoes this and says he’s seen signs that say things like “Slow down” or “drive carefully, children present.” Bob asks again if anything precludes someone like himself buying signs like that and make them available to people in Homestead Acres to put in their yards as a visual reminder while we go through the process of amending the ordinance. Dan stated that would be

fine; Randy agreed that would be good. Bob stated that he would work it out with Randy directly.

**8:18 A.M. Adjournment.** Bob Stone made a motion to adjourn; Dan Steinbauer seconded. 3-0.

Submitted by Jim Beebe-Woodard, Town Administrator

Read and Approved as submitted/amended.

  
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Dan Steinbauer, Chair

6 OCTOBER 2020  
Date Approved

10/10/2020  
Date Signed