

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
THURSDAY MAY 23, 2013**

**Selectboard:** Brad Holden, Seth Friedman, David Rogers

**Town Staff:** Dawna Brisson-Town Administrator, Sherri Morin-Town Clerk, RaMona Sheppard-Finance/HR, Pam Shover-Chief Lister, Nate Sullivan-Road Foreman

**Public:** Dan Manz, Rick Heh, William Lewis, Nancy & Ron Berry, Anne & Richard Hawley, Traude Frey, Lee Ann & Chris Whelan, Melissa Frost, Ann Linde, Greg Wolf, Dale Maddalena, Kate Anderson, Robert Lair, Rebecca Rogers, Michael Diffenderffer

**MMCTV:** Ruth

- 6:00 p.m. Call meeting to order.  
Everyone present except Rebecca Rogers and Michael Diffenderffer.
- 6:00 p.m. No public comment, however, Selectboard chair informs attendees of an agenda change. Under Old Business the discussion regarding enforcing court order #13-1-11 VTec will be postponed to next week, as one of the Selectmen needs to leave at 7:30 p.m. tonight, and want all Selectmen present for discussion. This meetings agenda will be continued to next Thursday 5/30/13 at 6pm.
- 6:05 p.m. All public departs except for Dan Manz, Rick Heh, Greg Wolf, Kate Anderson, Dale Maddalena, Ann Linde and Millissa Frost
- 6:05 p.m. Essex Rescue – Dan Manz, squad member for 25 years, reviews the history of the EMS system. Essex rescue is a private non-profit with a great group of volunteer staff, a group of quality board members, and many emergency response partners. Challenges they face are sustaining volunteerism, health care reimbursement future, determining if the current primary station is in the optimal location, and funding model is covering real costs but not covering capital depreciation. What towns can do is educate and understand who Essex recue is and its costs. Long-term relationship is important as are data driven decisions. He asks to continue the conversation in 3-4 months and review next years budget.
- 6:30 p.m. Dan Manz, Greg Wolf, Kate Anderson and Dale Maddalena depart.  
Mark Hamelin joins the meeting.
- 6:30 p.m. Development Review Board – Mark Hamelin, a local Landscape architect, informs the board of his background and interest to be appointed to the DRB. On motion by David Rogers, seconded by Seth Friedman, the Selectboard appoints Mark Hamelin to the DRB for a 3 year term expiring March of 2016. The motion passes 3-0.

- 6:35 p.m. 250<sup>th</sup> Birthday Committee – Rick Heh, Nate Sullivan, Ann Linde and Millissa Frost. Rick hands out the original cost estimate and an updated cost estimate, which he reviews. Still need a sound system, a few more brackets for banners, +/- security to add to the Total of \$4,776.53. Historical Society selling t-shirts and will donate profits, have sold over 300 at \$12 already. On motion by David Rogers, seconded by Seth Friedman, the Selectboard approves transferring \$5000 allocated to the gravel pit task force to the 250<sup>th</sup> Birthday Committee. The motion passes 3-0.
- 6:45 p.m. Rick Heh, Ann Linde and Millissa Frost depart.  
Rebecca Rogers joins the meeting. David Rogers recues himself from the next agenda item, as it is a personal issue before the board.
- 6:45 p.m. Rebecca Rogers of 133 River Rd discusses her driveway lack of line of site due to the sign at 137 along with trees in the right of way. Asks the Selectboard to investigate the authorization of plantings and signage along the driveway to #137 River Rd and questions if the sign is still legal. Selectboard will schedule a site visit and confer with Zoning Administrator then get back to her with a response.
- 6:50 p.m. Rebecca Rogers departs.
- 6:50 p.m. Warrants reviewed and signed.
- 6:55 p.m. On motion by David Rogers, seconded by Seth Friedman, the Selectboard moves to go into executive session to discuss Road Crew staffing. The motion passes 3-0.
- 7:10 p.m. Exit Executive Session.  
On motion by David Rogers, seconded by Seth Friedman, the Selectboard approves hiring a temp full time employee until the employee out on medical leave comes back in 6-8 weeks. Will use the part time person in budget as full time during this period then part time for balance of summer. The motion passes 3-0.
- 7:15 p.m. Finance- RaMona Sheppard  
Dental Insurance – Selectboard agrees to continue dental next year.  
  
Health Insurance – A hand out with the timeline and information being reviewed provided. Note- rates not approved but probably close. Will allow extra time to sign up, but if take extra time you won't have insurance. No Cobra anymore, lose job, just billed directly. Will take employees approx 30 minutes to enroll, strongly advise employers not to help employees, direct to navigators, as employer shouldn't have

knowledge of employees health issues. VLCT leaning away from being navigators.

Decisions:

Drop Insurance – Advantages: employee may get tax credits, HR cost decrease, out of insurance business, and \$108,753/yr savings. Negatives: employee morale, employee turnover, employee may not qualify for tax credits, state penalty. If town were to increase wages so employees could purchase their own, it would increase HR cost \$73,738/yr.

Offer Insurance – Advantages: recruitment and employee morale, Turnover and retention. Negatives: No employee tax credit, and HR costs. Employers are no longer purchasing insurance for employees. Even if employer is paying all or part of the premium, the employee is choosing what to purchase with the money allotted to them by the employer.

Nothing available as good as the plan the employees have now. If the town pays 100% of the platinum premium, it will still be a \$32,704 savings for the town. The town will be saving money on the backs of the employees, but not our choice. Employees 65+ can join either the exchange or Medicare and Medicare supplement, spouses 65+ can not join exchange. Currently In lieu of is 35% of premium, but big premium drops so to make whole would need to increase to 47.6%.

7:30 p.m. Seth Friedman departs.

Selectboard chair signs Audit Engagement Letter.

Conflict of Interest Policy – RaMona provides Selectboard with a list of who received the policy and who on that list has signed the policy. Selectboard reviews, acknowledges and chair signs and dates the list.

Fund Balance review – clarification of the review done at the 4/25/13 meeting. Deficit for year in Unassigned Highway of \$53,932, surplus in unassigned general of \$67,440 giving a net surplus of \$13,508. Variance from budget is less than 10% so Selectboard doesn't need to take any action. New Fund Balance \$709,870 and \$427,028 is reserved.

Personal use of town property letter tabled, as Seth Friedman brought up the issue and he is not here.

GW Tatro – requirements agreement for town trucks entering their yards is signed by Selectboard chair.

Open property liability claim – damage to garage siding will cost \$3000 to freight the parts in, due to length. Not sure Insurance will pay that much freight, \$3700 total for parts and freight. Maybe should have extra shipped to have on hand. RaMona will find out what insurance will pay.

- 7:45 p.m. Access permit for PV020- Michael Diffenderffer. Landowner, joins the meeting. Selectboard states they did a site visit after the last Selectboard meeting. Town plans to remove trees in the right of way to improve site distance. Nate Sullivan, Road Foreman, also did a site visit and confirms site distance will not be an issue and no culvert is required. Selectboard informs landowner, the drive has to be built to standards of the road policy, work in the Right of way needs to be done quickly and by a qualified contractor, and all work needs to be coordinated with the Road Foreman, as the travelling public safety is our responsibility. Also ask that he talk with the neighbors across the street to make sure headlights exiting this drive won't be a nuisance, and if so to only use that curb cut as an entrance. On motion by David Rogers, seconded by Brad Holden, the Selectboard approves the access permit for PV020 with conditions discussed. The motion passes 2-0, 1 absent. Access permit with conditions added to be issued at a later date.
- 8:05 p.m. Michael Diffenderffer departs.
- 8:05p.m. Page Road Structure – Mike Weisel working on drafting RFP's for an open bottom concrete box with footings and wing walls and also an open bottom metal arc with footings and wing walls as another option. Downside to metal arc is 35-40 years, whereas the concrete would last 3x that. RaMona reminds need to have Mike come in and complete the necessary paperwork and also get a signed contract. If we plan to pay him out of grant monies, he can't start working/billing until we have a signed grant from the state.
- 8:15 p.m. Meeting interrupted by call from State Police – flooding.
- 8:28 p.m. On motion by David Rogers, seconded by Brad Holden, the Selectboard closes the meeting due to flooding; this meeting will be continued to next Thursday 5/30/13 at 6:00 pm.

Dawna Brisson, Town Administrator  
Read and Approved as submitted/amended



Brad Holden, Chair

6-20-2013

Date