

Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Minutes  
May 16, 2016

Board members present: Gene Armstrong, Josh Arneson, Jen Dudley-Gaillard, Ron Lafreniere, Sharon Murray

Board members absent: none

Also present: Eric Andrews, Charmaine Godin, Deb Shelby, Maureen Matthews (6:40 p.m.)

Clerk: Amy Grover

**1. The meeting was called to order at 5:45 p.m. by Jen with a quorum of 5 members present.**

**2. Additions or deletions to the agenda:**

- John Locher, 58 Mill Brook Road, curb cut application: Gene made the motion *"to approve the Locher curb cut permit application for 58 Mill Brook Road."* Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- MJK – Engagement letter: Sharon made the motion *"to approve the MJK letter of engagement for the FY 15-16 town audit."* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Eric Andrews: Highway update, drainage, culverts – see below, under appointments.
- Litigation update: Town attorney filing for extension.

**3. Public comment: none**

**4. Recurring business:**

- Minutes May 2, 2016: Gene made the motion *"to approve the May 2, 2016 minutes as amended to reflect the CIP as the CPC."* Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Warrants: Signed.

**5. Communications:**

- VLCT Newsletter.

**6. Appointments:**

**1. Deb Shelby – Clean Water Advisory Committee (CWAC) update:**

- Attending CWAC meetings since November, much does not apply to Bolton; focus on systems.
- Currently reviewing stormwater, drainage, and working toward legislation next year.
- Request for CCRPC to hold an informational meeting regarding local stormwater planning – Sharon suggested this is an item for the Planning Commission to address after completing the Town Plan.
- Noted: Bolton included in a CCRPC application to VTrans Better Roads grant program for a road erosion inventory.

Economic Resource Committee update:

- Collecting local business information.
- Continued interest in Farmers Market this summer & community building.
- Researching opportunities for funding.

**2. Charmaine Godin – Drainage Issues on Hummingbird Lane:**

- Sharon noted that when approving the subdivision, the DRB had discussed Charmaine's offer of an easement for the town outside of the right of way, which was not accepted by the DRB. Minutes and the subdivision decision reflect that the Godins were responsible for drainage outside of the right of way.
- Charmaine noted the culvert is hanging, failing, has created a bowl which doesn't dry up, and is causing erosion on both her and Jeff Macdonald's property. Noted – a modular home is being constructed in 6 – 8 weeks on one of her lots, and she would like the drainage corrected by then.
- Sharon noted the need for an easement for work outside of the right of way, and questioned if the area needed engineering.
- Eric noted the culvert needed to be replaced; four culverts are scheduled for replacement @ \$12,300 and a day + for installation (does not include the Thatcher Road culvert approved at the last meeting).

- Jen noted that all were in agreement that the culvert needs to be replaced, 6 – 8 week timeframe is not possible, will look at re-allocation of funds for culverts at the close of the year.
- Brief discussion on removal of the culvert’s black plastic extension. Consensus: do not remove.
- Charmain requested notification of when the culvert work will be done.

3. Eric Andrews – Highway Update:

- Brief discussion on header walls and culverts: Wentworth, Thatcher, Bolton Valley Road by the Lotus Lodge. Noted the town is following state recommendation to replace from top down on the Bolton Valley Access Road, and is also upgrading culverts. Eric will order the culverts at the end of May, and include a replacement culvert for BV Road/ Hummingbird Lane area.
- Paving on Duxbury Road this week, still need header walls on two culverts.
- Sharon asked if ditches on Duxbury road would be seeded. Eric stated yes, when it dries out. Brief discussion on seeding ditches on Notch Road.
- Vehicles: bucket on the loader needs repairing, grill screen installed on ‘17 International.
- Disability signs requested from a resident on Duxbury Road. Board noted if the resident is willing to pay for the signs, the town will install them.
- Boys Club Road sign stolen again; Eric will re-order.

7. Action Items

- VELCO – Curb Cut Permit: Gene made the motion “*to approve the VELCO curb cut permit application for the Bolton Valley Access Road.*” Noted this would be a permanent gated, not temporary, access for transmission line maintenance only. Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).

8. Business:

- LEOP Appendices:
  - Sharon noted she would be meeting with the school, BVFD, and Eric Andrews regarding evacuation plans. Revisit in July.
- O’Brien Petition – West Bolton wood lot access:
  - Maureen Matthews noted concerns:
    1. Johnson does not have the right to grant permission to anyone else to use their right of way across Matthew’s or Filmore’s property. Specific to Johnson and for logging only.
    2. Research in the Richmond land records shows the O’Brien parcel was landlocked when the property was divided between Fiske and O’Brien. That was the time to secure a right of way; they subdivided their property in a way that landlocked the land.
    3. Johnson’ right of way was relocated to move away from the stream, O’Brien wants to use the right away along the stream, and she has concerns about proximity to that streambed for a logging operation. The stream feeds the whole marsh on the western side of Stage Road.
  - Ron asked for clarification –Johnson vs. O’Brien using the right of way, what would be the difference. Maureen Matthews stated the difference was the legal right of way and that her objection was on the principal.
  - Brief discussion on the right of ways, locations, the original subdivision, filed plats, and current use.
  - Sharon noted that the town attorney recommended the Board follow the statutory process, 19V.S.A. 923, with respect to the petition request of May 3, 2016, and noted the fundamental right of ownership to access the property.
  - Jen noted Maureen Matthews would be noticed of the next steps in the process, 19 VSA 923. Sharon to draft notice.
- VTrans Grant for Bicycle Facilities:
  - Pass on grant information to the CPC for review/consideration – needs to be weighed against other needs. Sharon will contact Phil Harrington for follow up.
- MV/Traffic Ordinance:
  - Review and discussion. Continue review at the June 6<sup>th</sup> meeting, adoption scheduled for June 20<sup>th</sup>.
- Personnel Policy: Leave and Benefits:

- Review and discussion. Adoption scheduled for June 6<sup>th</sup>.

9. **Any Other Business:**

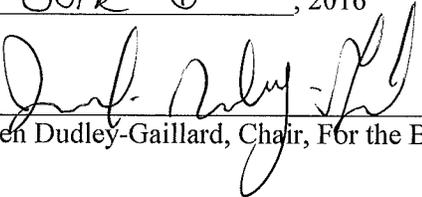
- July meetings: 11<sup>th</sup> & 18<sup>th</sup>, August meetings: 1<sup>st</sup>, 15<sup>th</sup>, 29<sup>th</sup>, Primary on 9<sup>th</sup>, September: 12<sup>th</sup> and 19<sup>th</sup>.
- Note for December 2016; bid for auditors, increase culvert, legal, and training budgets.

10. **Closing:** No other business was brought before the Board at this time. Gene made the motion "to close the meeting." Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 9:09 p.m.

Attest: Amy Grover, Clerk

*Minutes are unofficial until approved. These minutes were read and approved by the Bolton Select Board on:*

June 6, 2016

  
\_\_\_\_\_  
Jen Dudley-Gaillard, Chair, For the Board

