



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
802-434-5075

**Planning Commission Meeting Minutes**

June 8, 2015  
6:00 – 8:00 p.m.  
Bolton Town Office & Tour of Duxbury Rd.

Planning Commission members present: Linda Baker (Chair), Jim Bralich, Carol Devlin, and Rodney Pingree

Planning Commission members absent: Steve Barner

Also present: Sharon Murray (Select Board & DRB), Deb Shelby

Clerk: Carol Devlin

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**Agenda**

1. Public Comment
2. Minutes ~ May 11, 2015
3. CCRPC FY 2016 Unified Planning Work Program (UPWP) ~ Assistance for the Town Plan
4. Other communications/mail
5. Any other business
6. Tour of Bolton
7. Adjournment

**Call to Order**

Linda Baker called the meeting to order at 6:10.

**Agenda Item #1 ~ Public Comment**

The floor was opened to public comment.

Deb Shelby lives on the Notch Rd. She would like to join the Planning Commission as she has learned a lot about the issues around drainage and building permits/regulations. She would like to give back to the community and help with planning. Carol Devlin will resign from the PC but remain as clerk. Carol will have the appointment to the PC added to the SB agenda for Monday, June 15.

**Agenda Item #2 ~ Minutes May 11, 2015 Meeting**

Jim Bralich made a motion to accept the minutes of May 11, 2015. Rodney Pingree seconded the motion. The motion carried (4-0).

**Agenda Item #3 ~ CCRPC FY 2016 Unified Planning Work Program (UPWP)**

The Bolton Planning Commission's application for assistance with the Town Plan was approved as part of the CCRPC's FY 2016 UPWP. Bolton will receive technical assistance based on the following scope of work:

- Coordinating community outreach
  - Designing a community outreach plan and timeline
  - Creating community surveys and/or meeting materials
  - Hosting meetings
  - Reporting about outreach activities and providing summaries of community input
- Creating a community data profile
- Creating maps and analyzing spatial data
  - Creating final maps for the Town Plan and summaries of the associated spatial data
  - Providing analyses for mapped elements
- Providing comments on the Town Plan sections

Emily Nosse-Leirer and Regina Mahony from CCRPC will meet with representatives of the PC in Bolton on Monday, June 15 at 2:00 to discuss the agreement and the scope of work.

Carol Devlin is trying to arrange for the \$3,000 match for the assistance on the plan will come from this year's PC budget.

The members discussed ideas for community engagement:

- There was a strong consensus that neighborhood meetings would be more productive. Possible neighborhoods include: West Bolton, RT 2/flood plain, the trailer park, Bolton Valley, Back River.
- Consider combining the neighborhood meetings with tours
- Provide questions for residents to consider before meetings
- Brain storm lists of issues
- The concern is getting residents engaged in the planning process
- Education on major issues should be a component of the meetings
- All PC members will be expected to participate in some community engagement activities
- Focus meeting with businesses
- Focus meeting with Bolton Valley

Given the amount of work the PC will need to do in a short time with the CCRPC's assistance on the plan, Carol suggested that the PC should divide responsibilities and interests:

- Carol Devlin and Deb Shelby will take the lead on community engagement with other members organizing and participating in neighborhood meetings.
- Sharon Murray will take the lead on data and maps.

- Carol and Deb will work on writing/content.
- Sharon noted that the SB may be forming an ad hoc committee on capital improvements and that at least one PC member should be on that committee.

Sharon Murray will continue to work with Pam Brangan from the CCRPC to assess what remains to be done on the maps. Carol explained that the GIS version of the tax map has arrived. Sharon wants to check the tax maps first to make sure they are accurate. Sharon suggested that Dean Russell should provide a list of corrections that have been made with each update of the tax maps. Carol will check on this.

#### **Agenda Item #4 ~ Other communications/mail**

- Carol Devlin informed the PC that we did not receive the High Meadows Grant that Bolton had applied for with Moreton, Waterbury, Duxbury and Richmond.
- The PC received a request for comments on the Green Mountain Clean Energy LLC's petition to the Vermont Public Service Board to convert their meteorological tower on Ricker Mountain from exclusively meteorological use to allow for communication uses. The PC is concerned about the amount of development that may be involved and the environmental impact. It isn't clear whether this is co-locating or adding significantly to the structure. The PC is also concerned about access to the site and hesitant to approve changes that would require a road. Rodney Pingree is going to look more closely at the application to determine whether it is compatible with Bolton's Town Plan and Regulations.

#### **Agenda Item #5 ~ Any Other Business**

Carol Devlin raised concerns that the PC needs to set and follow priorities. The PC decided to meet in August. If there are not enough members for a quorum, the remaining members will hold a work session. After the meeting with the CCRPC, Carol will try to prioritize topics for the summer and determine whether extra meetings may be necessary.

#### **Agenda Item #6 ~ Tour of Bolton ~ Duxbury Rd/Honey Hollow Rd.**

Sharon Murray gave the PC a tour of the Duxbury Road side of Bolton. Duxbury is one of the three Class 2 roads in Bolton because it links towns. It is therefore eligible for some types of state aid.

#### Highlights:

- Gleason Brook
- Preston Brook
- Excellent job maintaining/reestablishing buffers and floodplain forest along the Winooski
- Duxbury Road is part of the Cross Vermont Trail
- The Long Trail comes down from Camels Hump State Park along Duxbury Road and will cross the river at the new Green Mountain Club/Long Trail footbridge.
- The State of Vermont owns most of the land on the Duxbury side of the river, including access points to Camels Hump State Park.
- Archaeological sites.

- 3 gravel pits
- A significant geological site from the glacial age
- Honey Hollow Camp (which is on the National Register of Historic Places)
- Preston Lafreniere Property
  - Large farm acreage leased to farmer with interests in several towns
    - Good farmer
    - Poultry raising facilities
    - Vegetables
    - Exceptionally low leasing fees
  - Barns – one moved and reclaimed; two others waiting for funding
  - Homestead – the State is accepting bids ending June 10. If a sale is approved, the State plans on using some of the proceeds to improve the barns with the goal of letting the farmer use them

Issues that were raised include:

- Flooding, mostly flash flooding, combined with fluvial erosion is a major area of concern:
  - Gleason Brook drainage
  - Preston Brook
  - Intermittent streams
  - Culvert/road washouts are common
  - Dirt and gravel coming off of steep driveways
  - Erosion and storm water issues related to the state gravel pit
  - Stream beds needed to be managed and maintained
- Illegal dumping down the banks and into the Winooski River
- Spread of invasive species (e.g., Japanese knotweed), especially in the wake of Irene
- Guard rails – many spots with an abrupt steep drop to the river
- Speed
- Lack of shoulders but the road is still popular with runners and bicyclists; some form of managing road sharing
- Lack of parking for recreation (hikers, anglers, bikers)
- Several potential zoning concerns
- Farm storage has been moved from lower ground; however, it is not subject to regulation
- Vacant buildings/businesses
- The State of Vermont continues to look for a buyer for the Preston-Lafreniere property.
- Failed septic system seeping into town right-of-way
- There is an existing canoe access that is no longer maintained by the town
- Sites of past building and health violations
- Historic features/sites along Honey Hollow do not have local protection

**Agenda Item #7 ~ Adjournment**

Linda Baker adjourned the meeting at 8:37 p.m.

Carol Devlin  
Clerk, Planning Commission

*These minutes are unofficial until accepted.*

These minutes were read and accepted by a quorum of the Planning Commission on:

July 13, 2015

Linda J. Baker  
For the Planning Commission

