



Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Select Board Minutes
September 21, 2015

Board members present: Josh Arneson, Ron Lafreniere (Chair), Sharon Murray
Board members absent: Gene Armstrong, Jen Dudley-Gaillard
Also present: Eric Andrews, Wayne Ring
Acting Clerk: Sharon Murray

1. The meeting was called to order at 5:50 p.m. by Ron with a quorum of 3 members present.

2. Changes or additions to the agenda:

- *CIP Committee Appointment:* Josh made the motion to “appoint Linda Baker as the Planning Commission representative to the Capital Improvement Plan Committee.” Seconded by Sharon; motion passed (3-0).
- *VT DEC Municipal Roads General Permit:* Sharon provided handouts from the CCRPC September Board Meeting regarding the new DEC Municipal Roads General Permit (GP) program established under the 2015 Vermont Water Quality Act. The new general permit will go into effect in 2018; all municipalities must be covered under the permit by 2021. The town will be required to reduce erosion and stormwater discharges from local roads and drainage systems in accordance with an adopted management plan. The annual operating fee will be \$2000.

3. Public comment: none

4. Appointments:

Eric Andrews—Highway, FEMA, Truck Updates:

- FEMA provided estimates for flood repair work on Duxbury and Honey Hollow Roads. Notch Road work has been combined into one large project that will require the town to track and report expenses. The Select Board still needs to decide whether to apply for a state emergency fund grant for needed repair work on the BV Access Road—if so, engineering will be required.
- Duxbury Road is scheduled for closure between posted signs on 9/22 and 9/23, from 7:30 am until 4:30 pm, to replace culverts damaged in June. In addition to posted signs, Smilie School, the bus garage and the Fire Department were notified. Mike contacted Richmond Rescue. The work schedule may be extended depending on site conditions uncovered during excavation. There’s a backup plan to resume work at a later date if they run into complications.
- CK Construction is forwarding an estimate for paving repairs on the Notch and BV Access Roads in advance of winter; additional repair work, including guardrail work, will be scheduled for next spring. Duxbury Road repaving under the state grant received this year is also on hold until next spring.
- A “Hidden Drive” sign will be installed on the Duxbury Road as requested (Pecor).
- The paperwork required by the state to improve drainage behind the town garage is being processed.
- The second set of CCRPC speed counters is still out on Duxbury Road—Sharon will check on the status of the speed study.
- Eric and Gene are getting truck estimates, including information regarding purchasing, leasing and extended warranties, for consideration at the October 5th Select Board meeting.
- Eric noted that the cylinder and bearings on the heavy duty chain saw are shot; he’ll price out a new one.

- Eric agreed to forward town garage building files to Sharon for review at the town office, for use in preparing the town's capital assets inventory.

5. Business and Action Items

Old Business

1. Personnel Policy:

- Josh offered to edit the draft personnel policy received from the attorney to incorporate Select Board changes to date, for consideration at an upcoming meeting.

New Business

1. Excavator Quotes:

- Excavator equipment/operator rates for needed road repair work, submitted in response to a 9/10/13 letter of request issued by the town, were received from Bill Atwood Excavating, Gene Armstrong Excavating and Dirt Tech.
- Given that all quoted rates ranged between \$100 and \$125/hr, Eric will schedule work based on availability, in consultation with the Chair.

2. Municipal Planning Grant Application:

- Sharon reported that she had been contacted by the Department of Housing and Community Development (DHCD), encouraging the town to apply for a municipal planning grant as a pilot project town, to test out the state's new planning manual. She and Carol Devlin forwarded this suggestion to the Planning Commission, and have also been in contact with CCRPC staff.
- The Planning Commission has recommended that the town apply for the grant, for needed technical assistance from the CCRPC to write the town plan. The pilot project appears to be a good fit given the commission's intent to develop a plan that is concise, strategic, graphic and user-friendly. Pilot project participation would likely involve some additional project oversight from DHCD and the RPC.
- The Planning Commission has also recommended that the town apply for the full grant amount of \$20,000, matched by \$6,000 from the town (\$4,000 from the planning reserve fund, \$2,000 from the Planning Commission's annual operating budgets) for a total project budget of \$26,000.
- Josh made the motion to "sign the resolution required to apply for the municipal planning grant and, in the event that the grant is awarded, authorize \$4,000 from the planning reserve fund, and \$2,000 from planning commission annual operating budgets, as a local match." Seconded by Ron. Motion passed (3-0).
- Sharon will work with Carol to submit the application by the 9/30 deadline.

4. Warrants: Signed.

5. Minutes September 8, 2015: Josh made the motion "to approve the minutes of September 8, 2015 as presented." Sharon seconded. Motion passed (3-0).

6. Communications: none

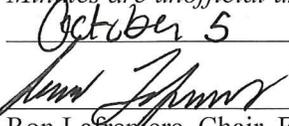
7. Other Business: none

8. Closing: No other business was brought before the Board. Josh made the motion "to close the meeting." Sharon seconded; motion passed (3-0). The meeting adjourned at 7:15 p.m.

Attest: Sharon Murray, Acting Clerk

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

October 5, 2015



Ron Laferriere, Chair, For the Board