



Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Select Board Minutes
March 21, 2016

Board members present: Gene Armstrong, Josh Arneson, Jen Dudley-Gaillard, Chair, Ron Lafreniere, Sharon Murray
Board members absent: none
Also present: none
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:**
 - Roads – mud season update. Complaints received from multiple residents on Stage Road, Jen following up. Noted: road maintenance is part of the CIP discussion/plan. Discussion on stockpiling 100/200 yards of rock/gravel, testing 1 & 1/4” cracked stone. Ron to speak with Eric on testing, Eric to determine acquisition. Multiple equipment break downs in the last week during the most challenging conditions.
 - No further information on complaint filed with Chris Brunnell/SOV Water Quality Division.
 - PILOT: 2017 opportunity to grieve the appraisal of PILOT property. Positive responses to letter sent out on 3/14. Sharon will keep board apprised of the bill progress – another opportunity for input when the bill goes to the Senate.
 - Garage floor: opportunity for possible grant funding for flood proofing next year.
3. **Public comment: none**
4. **Recurring business:**
 - Minutes March 7, 2016: Josh made the motion *“to approve the minutes of March 7, 2016.”* Ron seconded. There was no further discussion. All were in favor and the motion passed (5-0).
 - Warrants: Signed.
 - Financial Reports: Dispersed.
 - Communications:
 1. VMERS: no changes to employee and town rate contributions for both A & B groups; employer A = 4%, B = 5.5%, employee A = 2.5%, B = 4.875%.
 2. Town Service Officer (TSO): Collection of TSO information is delayed pending the outcome of the bill H.575, which removes the requirement that the Select Board notify the Commissioner of appointments and eliminates the role of the TSO in administering General Assistance benefits.
 3. CWAC: Deb Shelby representative – will forward new state requirement information to the Select Board as it becomes available.
 4. VNA: A letter thanking Bolton for support and providing the VNA annual report.
5. **Appointments: none**
6. **Action Items**
 - VTrans TA 60 and Certificate of Compliance: Sharon made the motion *“to approve the Annual Financial Plan/TA 60.”* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0). Noted: Certificate of Compliance previously signed February 2016.
 - MPG Agreement: Sharon made the motion *“to approve the agreement between the CCRPC and the Town of Bolton for provision of consultant services to the town.”* Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0). Sharon noted an advisory group is meeting monthly to coordinate utilizing the planning manual, with an aggressive timeframe to complete the Town Plan; any requested input on drafts to be provided ASAP.
 - 2016 International Documents: Signed. Ron made the motion *“to approve the withdrawal of \$28,713.44 from the Reserve Fund for the 2017 International down payment.”* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).
 - Conservation Commission appointments: Sharon made the motion *“to appoint both Amy Ludwin and Steve McLeod to three year terms on the Conservation Commission.”* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).

- Curb Cut Permit – Harrington: Gene made the motion *“to approve the curb cut for Phillip Harrington on the Bolton Valley Access Road.”* Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).

7. Business:

- Conservation Commission -Tree Grant: Send information to Tree Warden and CC regarding possibility of replacing the maple tree on the Beaudry property.
- Reserves Scholarship Fund: Discussion on the \$4,456 designated for scholarships in the Reserve Fund. Sharon made the motion *“to supplement the Wheeler Trust Scholarship, utilizing the Wheeler Trust standards/application with one Town of Bolton scholarship, up to \$1,300 annually, for the next four years.”* Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Health Officer Position: Discussion: volunteer or stipend position, possible candidates, resources. Amy to follow up.
- Economic Development Committee: Review of draft charge and membership, further discussion needed.
- 2016 Business timeline:

Document	Meeting Review	Completion Deadline	Responsible
LEOP	April 18	May 1	Sharon
Personnel Policy – General Provisions	April 4	June 1	Sharon & Josh
Personnel Policy – Workplace Policy	April 18	June 1	Josh & Ron
Personnel Policy – Leave & Benefits	May 2 & May 16	June 1	Josh, Sharon, Jen
Motor Vehicle Ordinance	May 16		
Procurement Policy	July 11		Sharon
Driveway Culvert Policy	July 18		Josh & Gene
ERAF	October		Sharon
Hazard Mitigation Plan – CCRPC		“Early 2016”	CCRPC Staff

Meeting schedule: June 6 & 20, July 11 & 18

Important dates: August 9th primary, November 8th general election

- Emergency Planning/Spring Flooding: Sharon provided information from an Emergency Planning meeting;
 - Limited snow pack, less chance for flooding, concern for brush fires.
 - Preparation by towns could include: staging for identified coming events, identifying problem areas/pinch points and planning accordingly, evacuation plans, sheltering for pets, identifying key locations in town to stage equipment prior to an event when areas may be cut off (i.e. due to flooding).
 - VT Alert system – asked to advertise it to local residents, town could also tap into system notification.
 - Create an emergency response webpage.
 - Procurement class – Amy to attend, maybe Sharon. Noted – some towns losing funding due to procurement issues.
- Personnel Policy: General Provision Section: Tabled until April 4th.

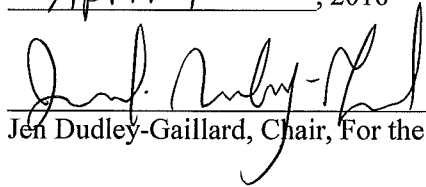
8. Any Other Business: none.

9. **Closing:** No other business was brought before the Board at this time. Gene made the motion "to close the meeting." Sharon seconded. There was no further discussion. All were in favor and the motion passed (5-0), at 7:53 p.m.

Attest: Amy Grover, Clerk

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

April 4, 2016



Jen Dudley-Gaillard, Chair, For the Board

