Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Select Board Minutes
April 4, 2016

Board members present: Gene Armstrong, Josh Arneson, Jen Dudley-Gaillard, Chair, Ron Lafreniere, Sharon Murray
Board members absent: none
Also present: Eric Andrews, Duncan Galbraith, Amy Ludwin, Deb Shelby, Rod Wheelock
Clerk: Amy Grover

1. **The meeting was called to order at 5:46 p.m. by Jen with a quorum of 5 members present.**
2. **Additions or deletions to the agenda:**
   - Appointment – Rod Wheelock @ 7 p.m. (see below)
   - Kim Kilpeck query – what is the town's action plan for speeding on Duxbury Road? Noted: still waiting for results of speed study from CCRPC before being able to take action. Ron to follow up with Kim.
3. **Public comment: none**
4. **Recurring business:**
   - *Minutes March 21, 2016:* Josh made the motion *"to approve the minutes of March 21, 2016."* Sharon seconded. There was no further discussion. All were in favor and the motion passed (5-0).
   - *Warrants:* Signed.
5. **Communications:**
   - VLCT News.
6. **Appointments:**
   1. Eric Andrews – Highway Update & FEMA Work:
      - 1K payment for hotbox from Waterbury. Eric will request an invoice.
      - Decommissioning of state gravel pit on Duxbury Road: notification received from the state asking about need of any town permits in the decommissioning process. Information forwarded to ZA Sarah McShane. Noted: it will be important for long term slope stabilization (sediment pond/plantings) to stop washouts onto Duxbury Road. No details on state decommissioning plan available.
      - 2017 International delivered on 3/21/16. Few minor issues that need attention.
      - Road update:
        - Cold patching on Nashville Road, continuing to work on Stage and Nashville Roads.
        - Cracked stone used on both Stage & Notch Roads, worked well. Concern noted from resident about cracked stone damaging tires. Discussion – cracked stone is not an issue, same size that is put in with crushed gravel. Requested cost information from Eric for cracked stone for the next budget cycle.
        - Notch Road: discussion noted that the June 4, 2016 storm event impacted drainage and brought debris into the gravel pit and onto lawns.
        - Discussion on Richmond's fix on Stage Road; not permanent, 2nd time in 8 years, 85K a mile. Eric to get information from Jericho on their cost per mile, permanent fix, down to the base.
        - Issues noted: grader blades, 2 blocked culverts & berm on Notch Road, riders, and vehicle maintenance.
      - FEMA June 2015 event – final repairs will not be able to begin until the roads are no longer posted.
   2. Duncan Galbraith – CSWD Update and representative re-appointment
      - Nationwide search for new general manager well underway, refining mission statement.
      - Will request that funding for Green Up Day "tire round-up" be re-instated.
      - Recycling and food waste mandates have been very challenging.
      - Brief discussion on construction debris, electronics recycling, and the 2K CSWD grant funding.
      - Gene made the motion *"to re-appoint Duncan Galbraith as the Bolton representative to the CSWD."* Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).

- Thanks to Duncan for his service to the town and hope to see him at Green Up Day to provide CSWD information.

3. Amy Ludwin – Conservation Commission – Riverside Inventory & Reserve Funding
   - Winooski floodplain forest inventory; did not receive 5K grant funding. Conservation Commission had a discussion with Arrowwood to do a limited inventory and utilize the $2,784 in the Watershed Grant Reserves to fund.
   - Brief discussion on: property ownerships, access letters to landowners, Friends of the Winooski, erosion & streambank stabilization, riparian buffers, farm buffer rules, plantings by the state, targeted trapping.
   - Sharon made the motion *"to approve the use of the funds currently in the Watershed Grant Reserves line for a floodplain forest inventory."* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).
4. Deb Shelby – Economic Resource Committee
   - Use of town office as meeting place allowed once the committee is approved.
   - Brainstorming connections: a "Buy Bolton" local experience – Smilie School, Bolton Valley, West Bolton Golf Club – formal approval from Select Board not needed. Noted: Ag Agency has farmer's market information.
   - Neither Deb nor Armand Bernagozzi will chair the ERC, noted ERC charge is to assist the Planning Commission, and creation of an official ERC email account through website hosting company approved.
   - Sharon made the motion *"to authorize the formation of the Economic Resource Committee as charged, and with the membership list as presented."* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).
   - Deb to attend 2nd meeting in May with a CWAC update.
5. Rod Wheelock – Drainage from Notch Road
   - There seems to be more drainage issues from Notch Road impacting his property and the property of his neighbors; spent 4K last year to repair damage. Noted: blocked culverts on Notch Road, debris in ditches.
   - Unsure of cause - more storm events and/or drainage issues, request that the town address and correct drainage issues on Notch Road.
   - Group discussion: engineer review, how to minimize property and road damage, upcoming state permitting for storm water drainage and drainage easements.
     - Ron to follow up on Notch Road drainage and check back with Rod.
     - Jen to follow up with Eric on Notch Road ditching.

7. Action Items

- *Reserves Withdrawal Garage Lighting $7,749*: Josh made the motion *"to approve the transfer of $7,749 from the Reserve Fund to the General Fund for the cost of the garage lighting project, with rebate funds from Efficiency Vermont to be returned to the Reserve Fund."* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- *Health Officer Appointment:* Ron made the motion *"to appoint Chris Laberge as the Town of Bolton Health Officer."* Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- *Tax Maps GIS Data:* Budgeted for. Amy to follow up with Dean Russell.

8. Business:

- *2016 Mowing Bid Opening & Award:* Noted: one bid submitted, advertised in the Bolton Gazette, multiples notices posted on Front Porch Forum, town of Bolton website and Facebook page. Gene made the motion *"to award the 2016 town mowing contract to Grover Mowing."* Sharon seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- *Litigation: Leduc et al v. Antley v. Town of Bolton:* Sharon made the motion *"to enter executive session under 1 V.S.A. § 313. Executive Sessions (1)."* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0). Sharon made the motion *"to exit executive session."* Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0). Gene made

the motion *"to proceed and file an opposition to the summary judgement."* Josh seconded. All were in favor and the motion passed (5-0).

- *Personnel Policy: General Provision Section:*
  - Include sexual harassment policy, not a stand-alone policy.
  - Full time defined as 30 or more hours a week on a regular and continuing basis.
  - Supervisors: include Town Clerk – contingent on Town Clerk accepting policy, & BVFD Chief.
  - Provisional employees – termination clause.
  - Work week: discussion on various options – Saturday to Friday pay cycle.
  - Comp time: Josh to check with VLCT on clarification.

9. **Any Other Business:**
   - Slate of Officers for the DRB: Steve Diglio, Chair, Mike Rainville, Vice Chair, John Devine, Secretary.
   - Conservation Commission Chair: Amy Ludwin.
10. **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 8:50 p.m.

Attest: Amy Grover, Clerk
Minutes are unofficial until approved. These minutes were read and approved by the Bolton Select Board on:

April 18, 2016

Josh Arneson, Vice Chair, For the Board