

Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Minutes  
May 2, 2016

Board members present: Gene Armstrong, Josh Arneson, Jen Dudley-Gaillard, Ron Lafreniere, Sharon Murray (5:50 p.m.)

Board members absent: none

Also present: Tom Moreau, CSWD, Duncan Galbraith, Joss Besse

Clerk: Amy Grover

1. **The meeting was called to order at 5:46 p.m. by Jen with a quorum of 4 members present.**
2. **Additions or deletions to the agenda: none**
3. **Public comment: none**
4. **Recurring business:**
  - Minutes April 18, 2016: Josh made the motion *"to approve the April 18, 2016 minutes as amended: correct the year for the June storm event from 2016 to 2015."* Gene seconded. There was no further discussion. Jen abstained, as she was absent at the April 18<sup>th</sup> meeting. Three were in favor and the motion passed (3-0).
  - Warrants: Signed.
  - Financial Reports: Dispersed.
5. **Communications:**
  - VLCT Payroll Audit: Results showed a workman's compensation overpayment of \$1,422, reimbursed to the town.
  - VLCT: Employment Law workshop June 2, 2016. Jen to attend, possibly Sharon.
  - OCCC: Report outlining preparations for their 8<sup>th</sup> season and past 7 years of success.
  - Cemetery Road Bridge: Final report presentation scheduled for May 5, 2016 @ UVM.
  - Kent Masonry: Update on repairs to the Fire Station; blocks have been replaced and repaired, first coat of FSB applied, second coat to be applied later this week, then 60 days for curing before application of sealer.
6. **Appointments:**
  1. **Tom Moreau – CSWD FY '17 Budget:**
    - All 18 CSWD communities have an opportunity to vote on the budget.
    - Expenses are up 1%, revenue is up 5%.
    - Increase in facilities costs due to maintenance of aging structures and new structures.
    - Drop off costs will increase from \$3.75/bag to \$4.75/bag; recognize that is a significant increase.
    - Act 148 – have to start addressing organics, cost to be included with trash, as with recycling. Expectation there will more use/purchase of garbage disposals.
    - Recycling – education/marketing outreach did not increase recycling; capturing about 70%, which is excellent in terms of the country.
  - Sharon asked about an enforcement mechanism. Tom noted warnings could be issued to businesses (dumpsters), but not to citizens, illegal to go through private trash.
  - Ron asked about future Styrofoam recycling. Tom noted there is no ability to recycle, plants for Styrofoam recycling have closed.
  - Joss asked if any changes were planned for the Richmond Drop Off Center. Tom noted they will be doing a study on queue lines and weights.
  - Josh made the motion *"to approve the CSWD FY 17 Budget."* Sharon seconded. There was no further discussion. All were in favor and the motion passed (5-0).
  - Duncan noted thanks to Tom Moreau for his many years of service to the CSWD.
  2. **Joss Besse – CPC Recommendations for the Town Highway Garage:**
    - Issues with the cement floor breaking up and drainage to the east wall.

- CPC did a site visit: recommend 2 phases:
  1. Engineer to perform preliminary assessment using Highway Reserve Fund
  2. Additional engineering as needed.
- Jen noted that funds are available under contracted services, would not need to withdraw from Reserves.
- Sharon noted flood damage from Irene and that if costs are 50% of the building value, the building will need to be flood-proofed. Grant funding may be available.
- Brief discussion on engineers, contracts, qualifications, letter of agreements.
- Joe Colangelo (CPC), Joss Besse and Eric Andrews to provide scope of work and outreach to engineers.
- Noted: Mill Brook/Cemetery Road bridge project- a final report will be provided to the town, variations of recommendations, costs in the 130K range, upcoming presentation on May 5<sup>th</sup>, board members encouraged to attend.
- Noted: CPC Capital Budget – waiting for information from CCRPC with goal of having information for the next budgeting process. CPC meetings on hiatus until fall.

#### 7. Action Items

- Paving Bids: Paving bids were opened and reviewed. Bids received from Whitcomb, ST Paving, and Pike. Gene made the motion “to approve the paving bid of Whitcomb.” Ron seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Cemetery Gate Renovation: Cost noted to be approximately \$100. Gene made the motion “to approve the remodel of the East Bolton Cemetery gate on RT 2” Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).

#### 8. Business:

- Volunteer Risk Management:
  - Information received from VLCT regarding increased liability concerns, with recommendation to adopt guidelines and utilize waiver form.
  - Forward information to Ali Kosiba, Preston Pond Conservation Area Steward.
- O’Brien Petition – West Bolton wood lot access:
  - Land owner cannot document deeded access, has not been able to negotiate easement with adjoining property owner, and did not specify the timeframe for logging his property.
  - Noted: Logging access is temporary, not a permanent easement.
  - Review of statutory information.
  - Request specifics from Mr. O’Brien including timeframe of logging, other access options, include statute citations.
- Traffic Ordinance:
  - Sharon noted opportunity to combine parking and traffic ordinance, current parking ordinance cumbersome.
  - Josh to draft ordinance for May 16<sup>th</sup> meeting, June 6<sup>th</sup> completion deadline.
- Personnel Policy: Leave and Benefits:
 

Discussion included:

  - Holidays – do not include Town Meeting day, choice of Bennington Battle Day or Columbus Day.
  - Payment in lieu of health benefits added.
  - Minimum of 30 hours/week to receive benefits.
  - Include Dental insurance.
  - Holiday Pay 1.5 times regular rate.
  - Vacation and Sick Leave: calendar year.
  - PTO: vacation, sick and personal day combined; rollover and caps, “use it or loose it” policy, payout of 50% unused, still under discussion.
  - Josh to redraft with notes and board to revisit May 16<sup>th</sup>.

#### 9. Any Other Business:

- Highway Update:
  - Noted: grill screen needed for 2017 International, cost is \$150.

- Noted: a failed culvert on Thatcher Road, cost estimate is \$1500, unbudgeted. Gene made the motion "to approve replacement of the failed culvert on Thatcher Road." Sharon seconded. There was no further discussion. All were in favor and the motion passed, (5-0).
- Brief discussion on Honey Hollow Road right of way, relocation, proximity to Preston Brook and stabilization.

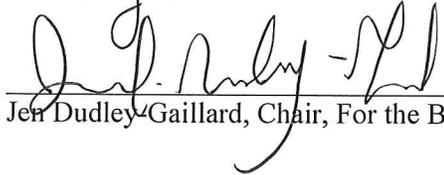
➤ DRB requested and was approved 3 hours of legal review regarding logging easements.

**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 9:05 p.m.

Attest: Amy Grover, Clerk

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

May 16, 2016

  
Jen Dudley Gaillard, Chair, For the Board

