

Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Minutes  
October 17, 2016

Board members present: Josh Arneson (6:08 p.m.), Jen Dudley-Gaillard, Chair, Ron Lafreniere, Sharon Murray  
Board members absent: Gene Armstrong  
Also present: Joss Besse, Linda Baker, Regina Mahoney CCRPC, Eric Andrews  
Clerk: Amy Grover

**1. The meeting was called to order at 5:47 p.m. by Jen with a quorum of 3 members present.**

**2. Additions or deletions to the agenda:**

Additions: Mike Gervia BVFD update if available (currently at a brush fire). Not available.

**3. Public comment: none**

**4. Recurring Business:**

➤ Minutes October 3, 2016: Sharon made the motion *"to approve the October 3, 2016 minutes and to note that the executive session 1 (B) under 8. Business pertained to 'labor relations agreements with employees;' employee evaluations."* Ron seconded. There was no further discussion. Three were in favor and the motion passed (3-0).

➤ Warrants: Signed

**5. Communications:**

- Richmond Ruff Riders – annual invitation to the Landowners Appreciation Dinner.
- Notice from Nadine L. Scibek on behalf of the Housing Foundation Inc., owner of Fernwood Manor Mobile home Park, that the Housing Foundation Inc. will be commencing abandonment action pursuant to 10 VSA § 6249 and proceed to dispose of the mobile home located at 187 East Street, owned by Brandy Cabana. Noted: Amy contacted the Municipal Assistance Center at VLCT to see how/if the town could protect tax liens on the mobile home. Amy will notify the Housing Foundation Inc. of past due and delinquent taxes that remain outstanding, but little recourse.

**6. Appointments:**

1. Linda Baker – Planning Commission Town Plan Update

- "People" and "prosperity" sections have been provided to the Select Board for review, will be sending "place" section in late November or early December.
- Multiple action items will be prioritized.
- Currently working on land use.
- Brief discussion on schedules, hearing process, timing of prioritizing and feasibility analysis of action items, consequences of an expired plan, role of the Conservation Commission, and that VT energy standards are still in draft form.
- Timeline dates:
  - May 21, 2017 current Town Plan expires.
  - MPG grant deadline June 30, 2017.
  - Monday, December 5, 2016 community forum at Smilie School.
  - Planning Commission meets December 5, 2016 after community forum.
  - Planning Commission Public Hearing tentatively scheduled for Monday, January 23, 2017; hearing warned 30 days in advance.
  - February 13, 2017; Town Plan forwarded to the Select Board.
  - April 3, 2017 – Tentative Select Board hearing on Town Plan and adoption, hearing warned 30 days in advance.
  - Second hearing date as/if needed mid May 2017.
- Priority of the Planning Commission is to have Town Plan adopted prior to expiration of current plan.
- Kudos to Emily Nosse-Leirer (CCRPC) for her work and guidance on drafting the Town Plan.

2. Regina Mahoney – CCRPC – Annual Reports Overview
  - Brief overview of annual report; regional and local projects, road erosions inventory in preparation for Municipal Roads permitting and subsequent prioritizing process, potential grant funding. May /June 2017 prioritization to be completed. Jen noted the need of cost projections, required grant matches, and grant writing assistance.
  - Regional Energy Plan; an attempt to have municipalities reach a higher level of participation in the PSB process, resulting in greater consideration to towns.
  - Chittenden County Opioid Allowance; a new project of stakeholders coming together to work on reducing opioid abuse and the burdens it brings to communities. CCRPC will be working to facilitate and coordinate the Alliance.
  - Regional Dispatch: numerous past studies have not moved this forward. Consultants are working to move this forward county wide with a report due at the end of 2016. Brief discussion on Bolton dispatch providers.
  - Building Homes Together: a coordinated campaign with Champlain Housing Trust and Housing VT to address the lack of housing and lack of affordable housing in Chittenden County. Less of an issue in Bolton.

Jen noted thanks and kudos to Chris Dubin, CCRPC, for his assistance to the CPC.

Brief discussion on capital planning for culverts and roads, work plan, municipal permitting. Board noted the lack of paid town staff to attend CCRPC's daytime meetings and the meetings' very technical content– a complex issue for small towns and a large concern for Bolton.

3. Eric Andrews – Evaluation. Sharon made the motion “to enter executive session under VSA § 313, executive session, 1. (B), labor relations agreements with employees; evaluation.” Ron seconded. There was no further discussion. All were in favor and the motion passed (4-0). Jen made the motion “to exit executive session.” Josh seconded. There was no further discussion. All were in favor and the motion passed (4-0).
  - Brief Discussion replacing 2005 International – Eric will follow up with Joss Besse, CPC.
  - Brief discussion on forest fire in the Happy Hollow vicinity – costs and who is responsible for payment of manpower. Noted: mutual aid does not cover man power for forest fires, effective 7/1/2016.

#### 7. **Action Items**

- Bolton Valley Resort: Fireworks Permit Fee Waiver Request. Brief discussion on potential conditions and need for BVFD truck on standby. Jen made the motion “to approve Bolton Valley Resort's fireworks permit fee waiver request of \$250 provided there is an ample snow pack and the BVFD Chief feels a vehicle on scene is not required.” Ron seconded. There was no further discussion. Josh abstained. Three were in favor and the motion passed (3-0).
- Personnel Policy: Josh made the motion “to approve the Personnel Policy.” Sharon seconded. There was no further discussion. All were in favor and the motion passed (4-0).

#### 8. **Business:**

- MJK 2016 Audit: Document Review and Signatures. Review of audit document and questions for MJK.
- RFPs - review of Audit RFP. Brief discussion on Assessor RFP. Sharon to send model from Barre.
- Worker's Comp Contracts – Sharon to draft.
- Town Plan – input from the Select Board requested by the Planning Commission.

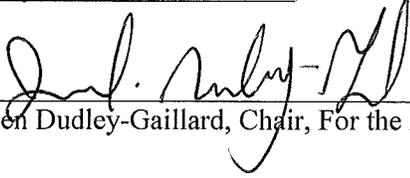
9. **Any Other Business:** Sharon will follow up with Richmond Police Department on services.

10. **Closing:** No other business was brought before the Board at this time. Josh made the motion “to close the meeting.” Ron seconded. There was no further discussion. All were in favor and the motion passed (4-0) at 9:35 p.m.

Attest: Amy Grover, Clerk

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

November 7, 2016



Jen Dudley-Gaillard, Chair, For the Board

