



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
802-434-5075

**Planning Commission Meeting Minutes**

August 8, 2016  
6:00 p.m.

Planning Commission members present: Linda Baker (Chair), Steve Barner, Jim Bralich, and Deb Shelby

Planning Commission members absent: Rodney Pingree

Also present: Emily Nosse-Leirer (CCRPC) and Sharon Murray (Bolton Select Board)

Clerk: Carol Devlin

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**Agenda**

1. Public Comment
2. Additions and Deletions to the Agenda
3. Minutes ~ July 11, 2016
4. Review Graphic Designer Proposals
5. Goals & Objectives – Prosperity – Transportation
6. Goals & Objectives – Place – Cultural, Historic and Scenic Resources
7. Goals & Objectives – Place -- Resilience
8. Meetings
9. Other communications/mail
10. Adjournment

**Call to Order**

Linda Baker called the meeting to order at 6:10 p.m.

**Agenda Item 1 ~ Public Comment**

The floor was opened to public comment. There were none.

**Agenda Item 2 ~ Additions and Deletions to the Agenda**

The floor was opened for additions and deletions to the agenda. Carol Devlin said that the Green Mountain Club wanted the Planning Commission to complete the municipal comments section of its Act 250 application for Bolton Lodge and Bryant Camp. The PC didn't think the plans would have an impact on municipal services. The town does not offer police, rescue or solid waste and the ability of the fire department to reach the camps will not be changed. The same level of limited services will be available based on their location. Sharon Murray explained that both the PC and the SB would need to

complete the form. Linda Baker signed the Municipal Impact Questionnaire. Carol Devlin will forward it to the Select Board.

**Agenda Item 3 ~ Minutes ~ July 11, 2016**

Jim Bralich made a motion to accept the minutes of July 11, 2016. Linda Baker seconded the motion. The motion carried (4-0).

**Agenda Item 4 ~ Review Graphic Design Proposals**

Carol Devlin explained that the PC received six proposals in response to the RFP for a graphic designer for the Town Plan. Three of the proposals were rejected and not forwarded to the PC for a variety of reasons including cost, lack of experience working with government plans, lack of information and errors. The PC reviewed and discussed three proposals. Deb Shelby moved that the PC accept the favored proposal. Steve Barner seconded the motion. The motion carried (4-0). Carol Devlin will forward the recommendation to the Select Board.

*NOTE: The name of the winning proposal will be released pending Select Board approval and acceptance by the designer. This note is not part of the official minutes. It's an explanatory note added after the meeting.*

**Agenda Item 5 ~ Goals & Objectives – Prosperity -- Transportation**

The PC discussed the current draft of the Prosperity – Transportation section of the Town Plan. The discussion included:

- V-Trans' proposed repairs to the Notch Rd. culvert (aka tunnel) under I-89. The State is proposing to repair cracks. The Town prefers a replacement that would be wider and safer for vehicles, pedestrians and bicyclists.
- The connection between ERAF and road standards
- Upgrading dirt roads
- Stormwater management as it relates to roads
- The cost and need for regular maintenance
- Road safety for ALL users (Complete Streets)
- Options for reducing Bolton's carbon footprint
  - EV charging stations
  - Encouraging carpooling/sharing
  - Park and Ride
- Some transportation issues may be referred to and developed more fully in the recreation section
  - Trailheads
  - Trail system
  - Parking at recreation sites

**Agenda Item 6 ~ Goals & Objectives – Place – Cultural, Historic & Scenic Resources**

Due to time constraints, the discussion of this section will be delayed.

**Agenda Item 7 ~ Goals & Objectives – Resilience**

The PC discussed the first draft of the Resilience section of the Town Plan. The discussion included the following:

- Incorporating documents and actions (e.g., the All Hazards Mitigation Plan) in the Town Plan by reference.
- Regulations/development in the floodplain.
- Landslides
- Evacuations
- Stormwater management

**Agenda Item 8 ~ Meetings**

September 12, 2016 – September PC Meeting

September 26, 2016 – Extra PC Meeting

October 10, 2016 – October PC Meeting

November 14, 2016 – PC Meeting

December 1, 2016 – Community Forum

Emily Nosse-Leirer led of discussion of the fall schedule. The PC decided to postpone the community forum on goals and objectives and combine it with the one on actions.

**Agenda Item 9 ~ Other communications/mail**

Carol Devlin went through the recent communications with the PC:

- Sarah McShane, Bolton’s Zoning Administrator, sent a memo to the PC recommending a review of the regulations for the trailer park. A general statement re: review of regulations for the trailer park will be considered for the plan. The detailed suggestions will be considered when the PC begins updating the BLUDRS.
- The SB sent the PC a copy of its letter to Mike McKeown dated July 13, 2016. The SB requested the PC to consider Mike’s suggestions for revisions to the zoning regulations. A general statement re: review of regulations regarding setbacks for pre-existing structures will be considered for the plan. The detailed suggestions will be considered when the PC begins updating the BLUDRS.
- Carol Devlin also received a suggestion that the PC consider revising the regulations for accessory buildings. A general statement re: review of regulations regarding accessory buildings will be considered for the plan. The detailed suggestions will be considered when the PC begins updating the BLUDRS.
- The Northeast Organic Farming Association of Vermont sent the PC a flier on encouraging organic farming.
- Vermont State Government Municipal Day is Friday, September 9, 2016. Deb Shelby and Emily Nosse-Leirer will attend. Other PC members may attend if interested.
- The Vermont League of Cities and Towns Town Fair will be October 5 and 6, 2016 in Essex. Carol Devlin will attend. PC members may attend if interested.

**Agenda Item 10 ~ Adjournment**

Deb Shelby moved that the meeting be adjourned. Steve Barner seconded. Motion carried 4-0. The meeting adjourned at 8:42 p.m.

Carol Devlin  
Clerk, Planning Commission

*These minutes are unofficial until accepted.*

These minutes were read and accepted by a quorum of the Planning Commission on:

Sept 12, 2016

Linda S. Baker  
For the Planning Commission