



Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Select Board Minutes
December 1, 2014

Board members present: Gene Armstrong, Josh Arneson, Jen Dudley Gaillard, Ron Lafreniere, Chair, Sharon Murray
Board members absent: none
Also present: Cara Labounty, Eric Andrews, Andrew Pond, Mike Gervia
Clerk: Amy Grover

1. **The meeting was called to order at 5:45 p.m. with a quorum of five members present.**
2. **Additions or deletions to the agenda – none.**
3. **Public comment – none.**
4. **Appointments –**

1. Cara Labounty – HMPG Administration. Cara noted that:

- Administration of the HMPG applications would fall under written policies and procedures, and without that, would fall under standard operating procedures.
- Bolton's SOP historically has been that the town opts to hire as desired; assessor, accountants, etc. without a bid process.
- She is acting as a subcontractor with pending applications that have passed the SOV litmus test and have been forwarded to the federal government.
- The SOV requested that her costs be put in for the 2% administrative costs allowed by federal/state funding.
- There is another round of funding coming and additional residents interested in being a part of that.
- Looking for clarification and verification from the board on her role as administrator; whether that is going to go out to bid or if she is continuing in her role per SOP.
- Also noted: working with Welch's office on ICC funding.

The board noted they would discuss the issue later in the meeting and be in touch.

2. Eric Andrews – Highway update, FY '15 – '16 Budget, Reserve Fund. The group discussed the proposed PW Budget. It was noted and discussion included:

- Duxbury Road and bridge repairs.
 - Scheduling of and policy for truck replacement, tandem vehicles, heavy equipment available from the federal government, state bids and leasing options, estimated truck costs (185K), trade in (4 – 10K), options for payment.
 - Breaking out costs for ditching.
 - Reducing overtime by utilizing a third employee; i.e. plowing with the Dodge. Noted, any employee, full time or part time, would be required to be entered into the eligible drug and alcohol testing pool per VLCT PACIF.
 - Adding disability insurance, allowing for accrual of sick time, COLA of 1.7%.
- Gene requested that the direction for plowing at Smilie School be changed to allow for pushing snow into the large area by Route 2.
- Noted: CCRPC had contacted Eric regarding the culvert study. Driveway and private road culverts to be removed by 12/5. Town staff to confirm.
- Jen and Sharon thanked Eric for his help and flexibility in drafting the preliminary PW budget.
- Amy asked Eric if there were any issues with the MODC road cut from October 2013. Eric said there were not any issues. Sharon made the motion "to return the road cut bond payment of \$1000 from the TD Bank Reserve Fund to MODC." Gene seconded. Josh recused. There was no further discussion. All were in favor, and the motion passed (4-0).

3. Andrew Pond - MMMUSD Town Meeting, BSD Lease. Andrew noted that:

- The first meeting of the MMMUSD would be held 12/18/14, and the BSD would remain in place until 6/2015.
- With the formation of the MMMUSD, there would not be an official school portion at Town Meeting.
- Budget meetings would most likely be held around the district as is currently done with MMU.

The group discussed town meeting 2015; the board noted that it would be helpful to have some type of report/information that would come under the town portion of the meeting, particular to Smilie. Also discussed: a 5% cap on increases or decreases to the budget.

BSD Lease – Andrew noted that:

- The CESU attorney had reviewed the lease (the BSD is currently under lease with the town for 3.5 acres under and around the back portion of the school for \$1.)
- The attorney suggested three avenues to address the change in the district from the BSD to the MMMUSD:
 1. Re-assign the current 1998 lease from the BSD to MMMUSD.
 2. A new lease.
 3. Town to sell the 3.5 acres or a portion thereof to the MMMUSD.
- He was looking for guidance from the board with respect to addressing the lease to forward to the MMMUSD.

The group discussed the three options and it was noted/discussed:

- The MMMUSD would bear the burden of costs, there may be funding available to them at this time.
- Verification of DOE space/lot requirements.
- Verification of minimum lot requirements in that zoning district – Amy to check and provide.
- Sale may be the most viable option, making best sense for future uses of the school.
- Retention of access to Joiner Brook and/or dry hydrant by the BVFD.
- Use of the parking lot by swimmers for access to Joiner Brook could be owner dependent.

The group concurred the district should begin the process by identifying the land that it wants to purchase, with site visits, surveys, zoning applications as needed/required.

4. Mike Gervia – FY ‘15-‘16 BVFD Budget. The group discussed the proposed FD Budget. It was noted and discussion included:

- Operations would be level funded with some re-allocation of expenses to new line items.
- Dispatch increase of 300%. Mike to follow up on options.
- Review of options to replace DISH.
- Payment of training stipends. Amy to contact VLCT.
- Mini pumper grants, financing for future engine purchases.

5. **Business and Action Items:**

- VLCT CDL Pool information: See above: any employee, full time or part time would be required to be entered into the eligible drug and alcohol testing pool per VLCT PACIF.
- Conservation Commission terms of office: Sharon made the motion “to approve the Conservation Commission terms of office as presented.” Jen seconded. There was no further discussion. All were in favor and the motion passed (5-0).

Name	Year Appointed	Term Expires
Ali Kosiba	2014	December 2017
Amy Ludwin	2013	December 2016
Ken Remsen	2013	December 2015
Larissa Urban	2013	December 2015
Lars Botzjoorns	2013	December 2017
Steve McLeod	2013	December 2016

- CCRPC UPWP: Tabled until January. Noted: CCRPC representative Joss Besse wants to attend when under discussion.

- ERAF: Tabled; draft not yet completed, working to incorporate costs of ERAF standards into budget.
- Procurement Policy Draft: Tabled; draft not yet completed.
- FY '15 – '16 Budget: See discussion under appointments.

New Business

- VTrans Route 2 Update: Noted information from CCRPC and VTrans; the paving of Route 2 between Bolton and Richmond (to the west of the current completion point) is scheduled for State Fiscal Year 2017. The ½ mile to the west of the current completion point is “on the priority 1 list for patching next summer provided adequate funding.”
- Town Meeting: The board reviewed the suggestion for verbal board/commission reports and vendors and concurred they did not want to add either to the current structure of Town Meeting at this time.
- MPG Update: Notification from the DHCD that the PC 2015 MPG grant application was not funded.
- Warrants: Signed.
- Minutes November 17, 2014: Josh made the motion “to approve the minutes of November 17, 2014” Jen seconded. There was no further discussion. All were in favor, and the motion passed (5-0).

6. Communications: none

7. Other Business:

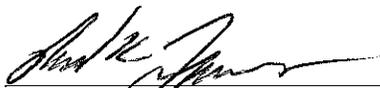
- HMPG Administration: Josh made the motion “to sole source the administration of the current/pending HMPG grant applications to Labounty Enterprises, with the administrative fees to be paid through state and/or federal funds.” Jen seconded. There was no further discussion. All were in favor, and the motion passed (5-0). Josh made the motion “to sole source the administration of anticipated second round of HMPG grant applications to Labounty Enterprises, with the administrative fees to be paid through state and/or federal funds.” Jen seconded. There was no further discussion. All were in favor, and the motion passed (5-0).
- The board asked Amy to contact SPF with respect to review of the town personnel policy and to rescind the review request.
- Ancient Road Update: Sharon noted that the litigation appeared to still be in mediation and that the town’s understanding was the town roads are what are shown on the current town highway map. Sharon will draft a report.

8. **Closing:** No other business was brought before this 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 9:15 p.m.

Attest: Amy Grover, Clerk

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

December 15, 2014



Ron Lafreniere, Chair, For the Board

