



Bolton Planning Commission

Draft Minutes

Monday
July 13, 2015
6:00 – 8:00 p.m.
Bolton Town Office
3045 Theodore Roosevelt Hwy, Bolton, VT

PC Members Present: Linda, Deb, Rodney, Steve
PC Members Absent: Jim
Others Attending: Emily
Time Meeting Called to Order: 6:00 Ended at 7:40

1. Public Comment
There was no one besides board and Emily for comments.
2. Minutes – June 8, 2015
Moved by Rodney
2nd – Deb
Vote to approve: Steve, Linda, Rodney Deb all yes.
Linda signed & dated
3. Community Engagement Plan - Emily Nosse-Leirer –

Introduction of the Plan

Ongoing Processes in Order of Priority

- 1) The PC should give regular updates on Front Porch Forum (CCRPC pays to be able to post on FPF in each town as many times as needed, and that service could be used by Bolton).
- 2) PC meetings and the parts of the plan that will be discussed at each meeting should be clearly warned in multiple places.
- 3) A page on the Bolton town website should be added specifically for the planning process. Deb has created this but it is not published yet.
- 4) An email address will be added for communication related to the Plan: townplan@boltonvt.com, which will be monitored by Deb. This was set up by Steve, and confirmed by Deb to be working.
- 5) Updates about the planning process and notices about meetings should be added to the Bolton Facebook page and included in the Bolton Gazette when possible.

Marketing the Community Engagement Process

4. Kick the outreach off with a feature article about the process in the Bolton Gazette, including pictures and an advertisement for the public meetings that will be coming up.
5. Get people interested. The PC identified certain key planning-related issues that people in Bolton will feel strongly about. Identifying these issues in the literature promoting the community engagement events will help tell people “why they should care.”
 - How will the Clean Water Act affect Bolton’s roads?
 - What’s the future of the Smilie School?
 - How can Bolton plan commercial growth to stabilize and/or grow the tax base?
 - How can conserved land be balanced with the need for property tax revenue?

Feedback from the Planning Commission

The PC reviewed the remainder of the document created by Emily and agreed to host the first kick off event September 30 as noted.

It was noted that attendance for community meetings has not been great in the past, so we are going to meet on the 17th of August to discuss how we will be publicizing the meeting via the Front Porch Forum, update in Bolton Gazette (we do need someone to draft this), and perhaps hand delivering or mailing information to people in the community. A specific plan was not put in place but Emily is going to check to see if they have funds to help with postage and possibly Pizza as a draw to increase attendance.

Deb suggested sub-committees might come out of the community meeting – if we have specific tasks we want folks to help with. She suggested the possibility of getting some of the high school kids involved with graphics and will be looking into those options in August.

Utilizing Front-porch forum, the town web site and the Facebook as our electronic communications was agreed upon and the Gazette will be our print platform. Posting in the town office and perhaps on the outdoor sign, meeting dates was also suggested for non-electronic communications.

- Volunteer Sign Up – we did not assign tasks at this meeting but expect to do more of that at the next meeting as this was more of an introduction to get a plan on how to engage the community for the meeting on September 30th.

6. Meeting Schedule –

The PC reviewed the following meeting schedule:

- August 17 – Work Session on Community Engagement
- September 14 – Regular PC meeting
- Dates (or rough timeframe) for Community Engagement meetings – Sept. 30 (see Emily’s document for more detailed outline of future dates)
- Tours of West Bolton, Bolton Access Rd, Trailer Park and Rt. 2 Corridor - West Bolton July 22, 6pm – at ball park at end of Notch Road

7. PC comments on the Green Mountain Clean Energy LLC’s petition to the Vermont Public Service Board. (Rodney Pingree)

Rodney had a positive recommendation and suggested that Carol will send appropriate communications.

8. Grants

- Municipal Planning Grant – NO, this was not a priority.
 1. Time is limited and this is due at 9/30/2015.
 2. Apply for them to write the Flood Resiliency chapter of the Town Plan.
- 2016 Municipal Park-and-Ride Grant
 1. Not enough time to work on it given Community Engagement & Town Plan
Perhaps we ask in survey should we do it – as part of town plan?

9. Terms for Planning Commission members

- 3 year terms – the following was accepted for terms.
- NOTE: Expired term 'doesn't necessarily mean someone is off the PC. Appoints can be renewed.
- Linda Baker – 1 remaining on a 3-year term - 2016
- Rodney Pingree – 3 years remaining on a 3-year term - 2018
- Steve Barner – 3 years remaining on a 3-year term - 2018
- Jim Bralich – 2 years remaining on a 3-year term - 2017
- Deb Shelby – 2 years remaining on a 3-year term – 2017

10. Other communications/mail

- Water test at Town Office and Town Garage –Rodney reported the water was safe to drink but may not taste good.
- O'Malley – Exemption from water/waste water permit (See communications)
DON'T know how to respond – this is a state permit.

11. Any other business

- Next Meeting ~ August 17

12. Adjournment

Moved – Rodney

2nd - Deb

Time: 7:40pm

Deb Shelby
Planning Commission

These minutes are unofficial until accepted.

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

Aug 17, 2015

Linda L Baker
For the Planning Commission