



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Minutes  
July 7, 2014

Board members present: Josh Arneson, Gene Armstrong, Jen Dudley-Gaillard, Ron Lafreniere, Chair  
Board members absent: Sharon Murray  
Also present: Eric Andrews, Duncan Galbraith, Chris LaBerge, Loree Silvis, Dylan Barbagallo, Molly Beatty  
Clerk: Amy Grover

1. **The meeting was called to order at 5:47 p.m. by Ron with a quorum present.**
2. **Changes or additions to the agenda - none.**
3. **Public comment – none.**
4. **Appointments –**

1. Eric Andrews – reported on highway department work and equipment:

- Currently completing annual ditching and culvert work on Notch Road with rented excavator.
- Culverts: checking all culverts, performing maintenance and noting culverts in need of flushing, will forward information to Carol for culvert inventory records.
- Benefits and challenges of stone lined ditches noted, ERAF.
- State completing maintenance on far end of Honey Hollow – does not impact town.
- Needed: repairs on Duxbury Road, Notch Road: culvert replacement, header wall, and upgrade to 5' near Oxbow; would require outside contractor to set culvert.
- Will be ordering signs, checking on pricing: Boys Club Road, Notch Road, speed limit signs for Duxbury Road (signs damaged and not readable due to multiple gunshots).

The Board noted that:

- Ron will check with Mr. Wooden on trees for removal on Honey Hollow road.
- Eric to check on grinder rental costs for stump on Boulder Wood Lane and culvert prices.
- Possibility of invoicing the state for town work on Duxbury Road due to runoff from the state gravel pit.

2. Duncan Galbraith – CSWD update:

- Process for collection consolidation is starting, at least a 3 – 4 year timeframe with 3 year notice for haulers.
- CSWD has free compost available to use as roadside mulch/fill, and maybe machinery to apply the compost. Noted: this is the tainted compost not acceptable for gardens, levels of pesticides in compost reported by CSWD to be safe.

The Board and residents noted some concerns on utilizing the compost, Duncan to check on pesticide levels.

3. Chris LaBerge – Constable Update:

- Housing options researched, essentially none; all only if space deemed available, some require all shots.
- Housing option will remain at town garage under Constable's discretion. Shelter to be provided outside in pen. To date; only 1 dog kept overnight, 1 kept during the day.
- Certified letter hand delivered to Mr. Graff, have checked on conditions 3 times. No outside run installed to date.
- Pothole parking – addressing towing and checking on dogs. Noted: issues with parking along the downhill side of the BV Road at the bottom. Ordinance states no parking along the road for 2 miles from Route 2 intersection, need signage to reflect that. Will check with Eric on sign inventory.

4. Loree Silvis, Dylan Barbagallo and Molly Beatty - MMU Fall Fun Run Race in West Bolton. Dylan and Molly noted that:

- The race is scheduled for Sunday, October 26, 2014, one of several fundraisers for the MMU Travel Club. A service trip to Ecuador is planned in 2015, partnering with World Challenge. The several aspects of the Travel Club's service trips were reviewed.
- The race course is a 4 mile loop in West Bolton and Jericho, starting and ending at Wheeler Field.
- Anticipating 100+, or hopefully more, racers.
- Aspects they are addressing: use of Wheeler Field, notification to residents along course, outreach via social media, MMU sports and running community for publicity, donations for refreshments/prizes, port-o-let/s, participant waivers, trash and recycling, traffic control with safety marshals, cones, signage, medical volunteers, bibs and timing.
- Next step: checking in with the town of Jericho.

The Board noted that:

- The number of participants anticipated would not require issuing a special events permit, but the Board would like a form filled out to have information on file, with no fee payment required.
- Runners should run the loop on the left facing traffic.
- The town could lend traffic cones.
- Amy will send the special event permit form to Loree.

### **5. Business and Action Items:**

1. Hopjam – special event permit: Gene made the motion *“to approve the special event permit application for Hopjam from 12 noon to 8 p.m. on August 30, 2014; to waive the \$25 administrative fee, to require no bond, to require the \$100 permit fee, and to request a copy of their certificate of insurance.”* Jen seconded. Josh recused. There was no further discussion. Three were in favor and the motion passed (3-0).
  2. Financial:

BVFD Loan Refinance: Jen reviewed information from Merchant's Bank. Information on 17.5 year fixed rate needed for comparison to 15 year and variable rates.

Tax Credits: Noted tax credits in tax administration system will need due diligence to reconcile. Town needs a policy on credits. Amy to check with Joan on delinquent tax policy.

Reserve Funds: Review and approval of annual transfer to reserves: FD/Building Capital 2.5K, FD/Equipment 2K, PW/Guardrails 5K, Public Works Capital 10K, GG/Recording \$1,180.50. Noted it was the intent of the board to transfer the 25K budgeted for the Public Works vehicle payment and interest line items to the reserve fund. Gene made the motion *“to transfer 25K for the Public Works vehicle principal and interest line items to the reserve fund.”* Jen seconded. There was no further discussion. All were in favor and the motion passed (4-0).

Expenditures: Noted 2013 – 2014 revenues brought total expenditures to budget. Amy to research deficit with respect to setting tax rate.
  3. WCVT New Pole Location West Bolton: The board reviewed additional information from WCVT. Jen made the motion *“to approve WCVT's petition for use of the public right of way to locate one telephone pole on lands owned by Country Club Condominiums of Bolton.”* Gene seconded. There was no further discussion. All were in favor and the motion passed (4-0).
  4. Tree Warden: Noted offer by Luke Ingram to volunteer as Bolton's Tree Warden. Board to invite Luke to attend an August meeting to discuss.
  5. BOLL Update: BOLL information provided by Amy Ludwin reviewed:
    - In conversation with the GMC about locating a BOLL in their Winooski Bridge parking area.
    - Adding a BOLL to the town office area, outside recommended by Amy for more access.
    - Moving a BOLL from the BV Road to the O'Malley's on Duxbury Road.
- The board expressed concern about traffic backing out on the proposed Duxbury Road location. Jen to follow up.
6. CAMA Agreement (software license with the SOV): Gene made motion *“to approve the CAMA cost table services license with the SOV until June 30, 2015.”* Josh seconded. There was no further discussion. All were in favor and the motion passed (4-0).
  7. DRB Staff Posting: Post on FPF and FB. Compensation to be determined.
  8. Warrants: Signed

9. Minutes June 30, 2014: Gene made the motion "to approve the minutes of June 30, 2014." Josh seconded. There was no further discussion. All were in favor and the motion passed (4-0).

6. **Communications:**

- Notification from CCRPC of a public hearing to be held on Wednesday July 16, 2014 to consider the proposed FY 15-18 Transportation Improvement Program (TIP) for adoption. Noted: BCA appeals that evening in Bolton, Bolton is only included in TIP along with Richmond for Route 2 paving.

7. **Other Business:**

- Noted lack of town website has increased calls and email requests to the town office for information. Josh to draft an email for town board chairs on implementing a process for boards to comply with open VT meeting law statute requirements.
- Jen made the motion "to enter executive session under Title 1 VSA § 313 (a.) (3.), evaluation of a public officer or employee." Gene seconded. There was no further discussion. All were in favor and the motion passed (4-0) at 8:28 p.m. Gene made the motion "to exit executive session." Jen seconded. There was no further discussion. All were in favor and the motion passed (4-0) at 8:45 p.m.

8. **Closing:** No other business was brought before this 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 (4-0), at 8:47 p.m.

Attest: Amy Grover, Clerk

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

July 21, 2014,



Ron LaFreniere, Chair, For the Board

