



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

**Planning Commission Meeting Minutes**

May 11, 2015  
6:00 – 8:00 p.m.  
Bolton Town Office

Planning Commission members present: Linda Baker (Chair), Steve Barner, Jim Bralich, Carol Devlin, and Rodney Pingree

Planning Commission members absent: None

Clerk: Carol Devlin

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**Agenda**

1. Public Comment
2. Minutes ~ April 13, 2015
3. Town Plan ~ Community Facilities & Services—Utilities
4. High Meadows Grant Update
5. CCRPC FY 2016 Unified Planning Work Program (UPWP)
6. Ideas for Summer Meetings
7. Other communications/mail
8. Any other business
9. Adjournment

**Call to Order**

Linda Baker called the meeting to order at 6:02.

**Agenda Item #1 ~ Public Comment**

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

**Agenda Item #2 ~ Minutes April 13, 2015 Meeting**

Jim Bralich made a motion to accept the minutes of April 13, 2015. Steve Barner seconded the motion. The motion carried (4-0).

**Agenda Item #3 ~ Town Plan**

The Planning Commission discussed the draft Communications and Electric-Telephone subsections of the plan. Minor changes were made. The PC agreed that unless they would serve areas with no or poor reception, communication towers need to co-locate on the existing towers on Robbins and Ricker Mountains. Micro-hydro power was added to the alternative energy sources encouraged in the plan.

**Agenda Item #4 ~ High Meadows Grant Update**

Carol Devlin reported that there was no word on the High Meadows Grant. She also announced that Jerry Mullen had agreed to be the Bolton Coordinator and attend the monthly meetings.

**Agenda Item #5 ~ CCRPC FY 2016 Unified Planning Work Program (UPWP)**

Pending the results of a public meeting on May 20, 2015. Bolton's requests for assistance from the CCRPC UPWP have been accepted at the following levels:

- Bolton Traffic Engineering (Speed) Study: \$5,076 of CCRPC staff time
- Technical Assistance for Rewriting the Bolton Town Plan: \$18,524 CCRPC staff time (increased from the original request of \$13,000, including \$3,000 town match).

Carol Devlin explained that the Speed Study is to provide the foundation of a speed limit ordinance.

She also explained that the \$3,000 match for the assistance on the plan will come from this year's PC budget.

Carol gave an overview of the scope of work for the assistance with the Town Plan:

- Development of a strategy and timeline for community outreach for the Town Plan update (e.g., surveys, community forums, neighborhood meetings, focus groups).
- Technical assistance implementing that strategy.
- Assessment of data needs.
- Collection and analysis of missing data.
- Finalization of maps for the Town Plan.
- Review and comment on sections of the Town Plan as completed.

If the PC would like to have a community meeting in the fall about the Town Plan, it needs to work with the CCRPC on the community outreach strategy this summer.

Sharon Murray is working with Pam Brangan from the CCRPC to assess what remains to be done on the maps.

**Agenda Item #6 ~ Ideas for Summer Meetings**

The Planning Commission discussed ideas for summer meetings and came up with the following:

- Tour of Bolton for the June meeting. We will meet at the Town Office and Linda Baker will drive the PC on a tour of the town. Seeing the places the PC discusses will better inform the PC's discussions and decisions.

- Carol Devlin briefly explained the ECOS Scorecard for community development that Rodney Pingree had suggested as a PC activity for thinking about where Bolton is in terms of development. It was decided to look at the scorecard as a group at either the July or September meeting.
- Carol Devlin said the details for the next round of Municipal Planning Grants would be released in late June and asked whether the PC was interested. It was decided to look into the State's priorities for this year's MPG.
- One of the first items on the work plan with the CCRPC is to develop a community engagement strategy. The PC decided to wait to see how the CCRPC recommended proceeding before taking any action. Carol will contact the CCRPC about either coming to the July meeting or setting up a separate meeting with representatives of the Planning Commission.

**Agenda Item #7 ~ Other communications/mail**

- State of Vermont ~ Plans for State Lands in Bolton
- State of Vermont ~ Notice of Sale of the Preston Lafreniere property
- The Emergency Operations Plan (EOP) has been submitted and approved with attachments. Sharon Murray will be working on the plan and will bring a revised plan to the PC for review before the EOP needs to be renewed.
- Sharon Murray is working with the CCRPC on a Hazard Mitigation Review. The review will be submitted to the PC for consideration later in the year.

**Agenda Item #8 ~ Any Other Business**

Sharon Murray asked Carol Devlin to see if anyone was interested in volunteering to be Bolton's representative on the CCRPC. No one expressed an interest.

**Agenda Item #9 ~ Adjournment**

Rodney Pingree moved that the meeting be adjourned. Steve Barner seconded. The meeting was adjourned at 7:25 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:

June 8, 2015

Linda P. Baker  
For the Planning Commission

