



Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Select Board Minutes
November 10, 2014

Board members present: Gene Armstrong, Josh Arneson, Jen Dudley Gaillard, Sharon Murray

Board members absent: Ron Lafreniere, Chair

Also present: Charlie Baker; CCRPC, Michelle Boomhower; MPO, Joss Besse; CCRPC representative and Chair of CCRPC Planning Advisory Committee, Marie Thomas; Our Community Cares Camp, Mike Gervia; BVFD, Carol Devlin and Jim Bralich; Planning Commission

Clerk: Amy Grover

1. **The meeting was called to order at 6:07 p.m. following the close of the BTA meeting by Josh with a quorum present.**

2. **Additions or deletions to the agenda – none.**

3. **Public comment – none.**

4. **Appointments –**

1. Charlie Baker, Michelle Boomhower; CCRPC & MPO noted that:

- They were connecting with communities that CCRPC and MPO serve to give an update on the FY 2014 Annual Report, funding, regional and local activities, TIP, UPWP.
- CCRPC will be seeking requests for projects to assist the town in the UPWP; suggested technical assistance in helping the PC draft documents, possible hydrology study for the BV Access Road.
- A survey regarding shared services will be sent out toward the end of the month.
- MPO transportation technical assistance had included culvert, sign and pavement inventories, assistance is available for traffic counts if needed.
- CCRPC is available for technical assistance for capital budget.
- Things for the town to be aware of:
 1. Lake Champlain Phosphorus TMDL will have implications for every town, both in permitting and costs.
 2. Need for town review of DEC River Corridor Maps when available.
 3. Neighbor Rides Program is growing, currently no user nor volunteer drivers in Bolton.
 4. Welcomed to attend the Legislative Breakfast on 12/18/2014.

The Select Board noted areas of concern:

- Lack of sufficient parking at the Richmond Park and Ride – brief discussion. Noted: a 160 space park and ride scheduled for Williston Exit 12 area.
- Errors in the culvert inventory; inclusion of private road and driveway culverts. Staff to meet with Eric before the field season is over and correct inventory.
- Zip codes in Bolton not affecting data of Neighbor Ride program – to be verified.

2. Marie Thomas; Our Community Cares Camp (OCCC), Marie noted that:

- OCC is a free summer nutrition support and enrichment camp serving families in Bolton, Richmond, and Huntington.
- OCCC served 23 children from Bolton last summer.
- OCC was asking for support from Bolton in the FY '15 – '16 budget, even a token \$100 amount would help to show the town's support for the work OCCC does for the Bolton community.

The Select Board noted it would consider the request in the budgeting process.

3. Mike Gervia BVFD, stated that

- He was seeking approval for the purchase of 16 flashlights at \$130 each. The board reviewed that related expense line item and noted there were sufficient funds for that expenditure. Jen made the

motion "to approve the purchase of 16 flashlights at \$130 each for the BVFD." Gene seconded. There was no further discussion. All were in favor and the motion passed (4-0).

- He had found a lighter duty & less expensive gloves for non-fire related duties and would be saving on that associated line item.

Gene noted that there were holes in blocks on the Route 2 side of the Fire Station that needed repair.

5. Business and Action Items:

- 2014 Audit Documents: Dispersed and filed in the vault.
- Funding Update: GIS Data Tax Maps: Both the PC and CC approved funding from their budgets to cover the \$450 cost. Timing to be checked with the PC, but suggested to wait until April for the most updated tax parcel information.
- Sexual Harassment Policy – signatory document: The board reviewed and approved the signatory page to be provided with the policy to town office staff, Select Board, Highway Department, and BVFD.
- ERAF: Brief discussion on modifications/what was reasonable for Bolton, including angle of road crown, ditches, outside contractor work. Sharon will complete and provide a document draft.
- Website: Discussion on the "go live" date of 1/1/2014. Concern noted that areas still need update/corrected information. Uncertain how to best address that, and uncertain if all boards are ready to post in the required timeframe.

New Business

- Revenue and Expenditure Reports: Tabled due to issues with the NEMRC AP/GL modules. Issues will be rectified during reconciliation and reports then provided.
- ACT 250 Application: Application for additions to the Ricker mountain tower reviewed.
- 2014 Town Highway Map: Reviewed; noted sunset of identifying ancient roads. Sharon took map for further review.
- Fireworks Permit – Bolton Valley 12/31/2014: Tabled until Chair is present for signature.
- CESU School Lease: Information provide by Maureen McIntyre. Noted: part of school sits on 3.5 acres owned by town; lease will need to be addressed by new modified unified union district. Andrew Pond volunteered to meet with the Select Board, Amy to contact.
- Procurement Policy Draft: Brief review of draft policy – final draft to be provided at 11/17 meeting.
- FY '15 – '16 Budget: Brief discussion on budget, reserve fund, stipends. Sharon and Jen have met with PW and BVFD to review expenditures and costs the last 4 years. To meet with Amy for GG budget.
- Warrants: Signed.
- Minutes October 20, 2014: Tabled until 11/17 meeting when the Chair is present.

6. Communications - none.

7. Other Business - none.

- 8. Closing:** No other business was brought before this Board at this time. Gene made the motion "to close the meeting." Jen seconded. There was no further discussion. All were in favor and the motion passed (4-0), at 9:17 p.m.

Attest: Amy Grover, Clerk

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

November 17, 2014

