



Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Select Board Minutes
April 17, 2017

Board members present: Gene Armstrong, Josh Arneson Jen Dudley-Gaillard, Chair, Ron Lafreniere, Sharon Murray (5:50 p.m.)

Board members absent: none

Also present: Mike Gervia, Molly Flanigan, Dave Hardy, John Tschernenko

Clerk: Amy Grover

1. The meeting was called to order at 5:45 p.m. by Jen with a quorum of 4 members present.

2. Additions or deletions to the agenda:

Additions to the Agenda:

- Bolton Valley Resort, LLC, liquor license applications: Gene made the motion *“to approve BVR, LLC’s liquor license applications.”* Ron seconded. Josh recused himself. There was no further discussion. Four were in favor and the motion passed (4-0).
- John Tschernenko – noted an issue with the town grader hitting the culvert/drainage capstone at the end of his driveway. Although the damage was not as extensive as he had originally determined, he stated that there was no need to drop the grader in his driveway, other driveways were not touched, and for the town to please be more careful. Gene asked if the work was in the road right of way. John stated it was at grade, 17’ in. Brief discussion of rods and rights of way. Amy to research r.o.w. for Wentworth and Thacher.

Deletions to the Agenda:

- None

3. Public comment: none.

4. Recurring Business:

- Minutes April 3, 2017: Gene made the motion *“to approve the April 3, 2017 minutes, with the amendment that Josh recused himself from The Ponds liquor license application vote, and to include the additional minute notes as Attachment A.”* Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Warrants: Signed.

5. Communications:

- Smilie School stormwater mitigation projects – Friends of the Winooski River have received a grant from the Lake Champlain Basin Program to do stormwater mitigation work at Smilie School. Sharon expressed concern that there was no site plan and the need for possible permits. Amy noted that Steve Diglio had offered his services to review the plans. Sharon to follow up with ZA Sarah McShane on the site plan and permitting.
- CCRPC FY 18 UPWP: Notification of the FY18 UPWP and the Public Participation Plan (PPP) public hearings on May 17, 2017, and the inclusion (in the FY 18 UPWP) of the Planning Commission’s project request for a preliminary analysis of the BLUDRs. Sharon to follow up with Joss Besse/CCRPC on the Notch Road Tunnel project with respect to pedestrian access.
- Residents’ input drainage: The Listers’ noted continued concerns with drainage and the upcoming work on Wentworth and Thacher. Brief discussion on culverts/culvert replacement. Gene to follow up with Eric and be sure that the Listers are kept apprised.

6. Appointments:

1. 6:15 p.m. Green Mountain Club staff, Dave Hardy and Mollie Flanigan – GMC easement on the “Sara Holbrook” parcel (Winooski pedestrian bridge access). Mollie and Dave noted that:
 - GMC wanted to confirm that the proposed easement amendments accurately represent the conditional use approval granted by the DRB, and accurately represent current conditions.
 - New language notes the slight change in location for trail tread, to keep the road drivable for any bridge maintenance/emergency needs, while allowing the road bed to seed in, rather than removing

it entirely, and that the road bed has been used as the hiking trail to the bridge since the opening in 2015.

- Josh asked about the seeding in. Mollie replied that the road bed would grow in but still be drivable. Dave noted he had high confidence in the riparian forests to reclaim the land.
- Jen asked if there were flooding concerns. Sharon noted the area was stable and had gone through flood hazard review.
- Jen noted there was reference to a 20' easement and then 25' easement. Dave noted it was a 20' easement with the road 14' wide.
- Sharon noted it would be helpful to have a more to scale map where the 20' easement would be discernable. Dave noted the GMC could provide that.

Sharon made the motion "to approve the Green Mountain Club's request for easement amendments." Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0). Mollie noted she would send clean documents for signing.

- Ron asked if there were any trail erosion issues in the Preston Brook area. Dave noted that the trail crossing was above where the brook spreads out, and in summer, it was a fairly easy fjord. Dave added that there were more issues with where the chicken pens (Maple Wind Farm) were located – as there were an intimidating number of chickens (laughter).
- Sharon asked Dave if the town could use the GMC kiosk to put town signs regarding use of the Sara Holbrook property, including that commercial fiddlehead harvesting was prohibited. Dave said yes, and that GMC wanted to build a slightly larger kiosk south of Route 2, which would provide additional space for signs. Sharon stated that the GMC did not have to return to the DRB for permission for an additional/larger kiosk.
- Jen asked if the timing of the Notch Road pedestrian signal had been adjusted. Dave stated not yet. Gene noted that it might make sense to use the Boys Club Road tunnel instead of the Notch Road tunnel for hikers. Jen noted that even without hiker traffic, there would still be children, students, dog walkers, and buses using the Notch Tunnel. Sharon noted wildlife crossing issues.
- Brief group discussion regarding the Notch Road project, noting that the concerns were clear, although the best solution opinions varied. Sharon volunteered to follow up with Joss Besse and CCRPC and keep folks apprised. Amy noted that representative Theresa Wood had been actively pursuing conversations regarding the project. Sharon noted that the stakeholders should work to be on the same page, that MMMUSD representative Andrew Pond was very active as well. Consensus that VTrans had made up their mind, there had been no further outreach regarding any future community meetings, and that any additions (i.e. a separate pedestrian tunnel) would be a separate project.

7. Action Items:

- Bid Opening – 2002 International Truck for sale by the town. Bid tabulation:
 1. Cowen Realty, \$2,200
 2. Beaulac Construction \$1,531
 3. Denis Beloin \$3,500
 - Gene made the motion "to approve Denis Beloin's bid of \$3,500 for the 2002 International Truck." Sharon seconded. There was no further discussion. All were in favor and the motion passed (5-0). Amy to follow up with all bidders.
- Speed Control Services Contract with the Richmond Police Department: Josh made the motion "to approve the speed control services contract with the Richmond Police Department." Ron seconded. There was no further discussion. All were in favor and the motion passed (5-0). Brief discussion on areas and times to be most effective in speed control. Jen to follow up with Richmond PD.
- Sara Holbrook Signage request for approval: Sharon made the motion "to approve the signage for the town's 'Sara Holbrook Floodplain Forest.'" Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0). Note: the town can utilize the GMC kiosk for posting signage; see above.
- Local Emergency Operations Plan (LEOP): Sharon noted that the 2017 LEOP was updated and corrected, and that:
 - Lisa Fuller is no longer a registered daycare provider, and was removed from list.

- Leslie Pelch mapped the home locations of nearly 50 seniors. Jen requested that information be sent to Mike Gervia.
- She will follow up with Mike Gervia on the BVFD on the equipment list.

Sharon noted the need for a discussion on shelter, and for school evacuation exercise. Brief discussion on:

- The need for generators for the office and school.
- The use of the office, fire station and school as shelters.
- Red Cross shelter designation.
- An overall need to shelter in place.
- Other areas in town for shelters – i.e. Bolton Valley Resort, West Bolton Golf Club.

Josh made the motion “to approve the 2017 Local Emergency Operations Plan.” Ron seconded. There was no further discussion. All were in favor and the motion passed (5-0). Jen noted that the Board would circle back to emergency issues/concerns in July.

8. **Business:**

- Review of summer meeting schedule and Town Plan hearing date – 4/26, Town Plan hearing, 5/1, 5/22 5:30 p.m. BCA, 6/5, 6/19, PPMP @ Smilie School, 7/17, 7/31, 8/7, 8/22, 9/11, 9/18.
- 2017 B International Truck financing: Discussion on the three financing options: Merchant’s Bank, KS state Bank, Vermont Municipal Equipment Loan Fund. Sharon made the motion “to approve the financing offer from Merchant’s Bank at 2.1% for the 2017 B International, and to authorize Josh Arneson to sign any and all Merchant’s Bank loan documents on behalf of the Select Board.” Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0). Amy noted that she would withdraw Bolton’s application to the Vermont Municipal Equipment Loan Fund.
- Engine 1 Options: Mike Gervia provided an update:
 - Engine 1 taken was to Tailhook and put on a lift for inspection. Their written recommendation was that the truck should be taken out of service until the repair work is completed.
 - Giroux Body Shop Inc. gave a written estimate of \$2,072 to complete repair/gripping work.
 - Firetruck rentals run at \$3,500 per month.

Mike stated he recommended that the repair work be completed to avoid a special vote and to buy additional time.

- Ron asked how long the truck would be out of service for repairs. Mike stated 2 days and that Giroux’s could accommodate Bolton quickly.
- Jena asked if Giroux’s would guarantee the work. Mike said no.
- Josh asked if neighboring towns would help provide coverage during the out of service. Mike noted that there was Engine 2, and that during daytime hours mutual aid is automatic, and that mutual aid towns were aware of Bolton’s situation.
- Jen asked if there were any large anticipated expenses between now and June 30, 2017. Mike noted issues with the turnout gear vendor, and that he understood where his expenditures stood.
- Jen noted Board’s appreciation and that they would be back in touch.

The board discussed the inspection criteria and process, and the fact that inspection reports were available from Gene Armstrong, and that Gene had completely wire brushed and re-inspected the frame. The board discussed Gene’s tenure on the Board, and their great appreciation for his knowledge and expertise.

Gene made the motion “to authorize \$2,072 in repairs to Engine 1 by Giroux Body Shop, and to have Engine 2 undercoated.” Josh seconded. There was no further discussion. All were in favor and the motion passed (5-0). Amy to follow up with Mike.

- Brattleboro Savings and Loan: Issues concerning a 2011 DRB decision regarding lots 5 & 6 of the Stone Hill subdivision. The board gave permission for ZA Sarah McShane to follow up with the town attorney.
- The Vermont River Conservancy communication: Review of the letter from The Vermont River Conservancy that indicated The Vermont River Conservancy was hoping to purchase the 3 acre parcel that included the “Potholes,” place a conservation easement on the land to protect public access, and develop a long-term management plan in partnership with a (yet unidentified) long-term owner. The board noted that Town of Bolton continues to not hold any desire nor interest in becoming the owner of the 3 acre parcel, and that they would appreciate continued updates on any progress of a long-term management plan in partnership with a long-term owner.

- Board Clerk & Highway job postings:
 - Board Clerk job description: Brief discussion of job duties. Josh made the motion “to approve the Board Clerk job description as amended (delete online posting requirement and add 8 hours per month).” Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).
 - Highway Crew job posting: Brief discussion of job duties. Josh made the motion “to approve the Highway Crew job posting as amended (lifting only up to 50 lbs., date change to submit interest).” Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Personnel Policy: brief discussion call out hours and training. Call out hours reduced from 3 hours to 2 hours. Josh to draft language for the May 1, 2017 meeting.

9. **Any Other Business:** none

10. **Closing:** No other business was brought before the 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 8:59 p.m.

Attest: Amy Grover, Clerk

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

April 26, 2017

Josh Arneson, Vice Chair, For the Board