



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Minutes  
September 15, 2014

Board members present: Josh Arneson, Jen Dudley-Gaillard, Ron Lafreniere; Chair, Sharon Murray

Board members absent: Gene Armstrong

Also present: Linda Baker, PC Chair

Clerk: Amy Grover

1. **The meeting was called to order at 5:50 p.m. by Ron with a quorum present.**
2. **Additions or deletions to the agenda – none.**
3. **Public comment – none.**
4. **Appointments –**

*1.* Linda Baker, PC Chair – Municipal Planning Grant. Linda noted the PC was seeking support from the Select Board in applying for a Municipal Planning Grant. It was noted:

- The grant is an 8K non matching grant, unsure of competitiveness.
- Carol Devlin would act as grant administrator.
- The grant would fund a fiscal analysis and recommendations for allocation of resources and funding based on population and tax base, and would give insight in future planning especially with respect to community services.

Josh made a motion “to support the Planning Commission’s Municipal Planning Grant application.” Jen seconded. There was no further discussion. All were in favor and the motion passed (4-0).

Linda noted there was a vacancy on the Planning Commission due to Jen Andrews’ vacant seat and asked that the Select board Appoint Carol Devlin. Jen made a motion “to appoint Carol Devlin to the Planning Commission.” Sharon seconded. There was no further discussion. All were in favor and the motion passed (4-0). Sharon noted that the PC would need to align members to staggered terms and would come back to the Select Board for term appointments when established.

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

### **Old Business**

- 1.* Loan Refinance BVFD: The board briefly discussed information from the VT Municipal Bond Bank:
- Not available until July 2015, online application.
  - Bond structure would provide significant savings to the town.

It was noted that confirmation of no prepayment penalty to Merchant’s Bank was needed, and payment timing would need to be aligned with the three other loan payments. Amy to provide.

- 2.* Tax Policy: The board briefly discussed the lack of a policy regarding credits and delinquents, and aligning amounts to be waived. Amy to provide draft policy.

- 3.* ERAF: The board discussed the pros and cons of adopting road and bridge standards to meet requirements, and the meeting between District 5 and CCRPC representatives. Noted:

- Lack of policy negatively affects funding for disasters and Class II roads.
- Draft policy currently under review by Highway Foreman.
- Culvert and RSMS inventories completed. RSMS to be forwarded to the board.
- Policy/ordinance needed on private culverts. Ordinance would be enforceable and allow town to collect on damages. Josh to research culvert management information for property owners.
- Recommendation from District 5 to increase line items for culverts and resurfacing. Noted by town: issue to be addressed as the town is able to reasonably budget for, and as part of a capital budget.
- Future potential of a requirement to comply with the conditions of the TMDL General Permits on town roads.

- Recommendation that the Select Board chair, at the least, receive ICS training. Needed for LEOP, currently only BVFD chief and members certified.
4. Mileage Rate '14-'15: The board reviewed the rate that was set at the September 2, 2014 meeting of .40/mile. Sharon made a motion "to increase the FY '14 - '15 mileage rate to the 2014 federal business rate". Jen seconded. There was no further discussion. All were in favor and the motion passed (4-0).
  5. Recap Town Training: The board briefly discussed the 9/9/14 sexual harassment training provided by the VT Human Rights Commission staff. Noted:
    - Amy to follow up on attendance.
    - Sexual harassment policy review at 9/22/14 meeting.

**New Business**

1. Listers – 2014 errors and omissions: Jen made a motion "to approve the Listers 2014 errors and omissions (camp removed and property transfer)". Sharon seconded. There was no further discussion. All were in favor and the motion passed (4-0).
  2. Bid Requests: Noted to address before start of next FY. Amy to check on current fuel contracts.
  3. Warrants: Signed.
  4. Minutes September 2, 2014: Sharon made the motion "to approve the minutes of September 2, 2014." Josh seconded. There was no further discussion. All were in favor and the motion passed (4-0).
6. **Communications**:
- Article on the Chelsea Select Board and ramifications of noncompliance with the open meeting law.
  - Letter from resident noting how much his family enjoyed having summer fireworks at The Ponds.
7. **Other Business**:
- The board designated the town's two places for posting of agendas and notices as the Bolton Store and Smilie School. Amy to check on moving BVFD bulletin board to the school. Noted: VLCT recommendation to adopt rules of procedure that include addressing changes to open meeting law. Amy to provide draft.
  - Bid for repair of town office porch posts was reviewed. Additional bids requested.
  - Sharon noted that several applications for the DRB staff support position had been received and would be reviewed at the 9/23 DRB meeting. Also noted: CCRPC could provide temporary staff at \$50/hour.
  - The board requested that a state representative attend an October meeting to discuss continued issues with the state gravel pit off of Duxbury Road.
  - Jen to follow up on website status.
  - Amy to follow up with the DRB and CC on helping to fund an updated GIS shape file from Russell Graphics at a cost of \$450 for a three year update.
  - October meetings: Monday 10/6, Monday 10/20.
1. **Closing**: No other business was brought before this Board at this time. Jen made the motion "to close the meeting." Sharon seconded. There was no further discussion. All were in favor and the motion passed (4-0), at 7:45 p.m.

Attest: Amy Grover, Clerk

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

September 22, 2014

  
 Ron Lafreniere, Chair, For the Board