

Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Select Board Minutes
March 13, 2017

Board members present: Gene Armstrong, Josh Arneson, Jen Dudley-Gaillard, Chair, Ron Lafreniere, Sharon Murray (6:05 p.m.)

Board members absent: none

Also present: Mike Gervia, Benj Spound, Ricky Abare

Clerk: Amy Grover

1. **The meeting was called to order at 5:46 p.m. by Jen with a quorum of 4 members present.**
2. **Additions or deletions to the agenda:**
Additions to the Agenda:
 - All Hazard Mitigation Plan – Select Board to review for April 3rd meeting, especially the five year outlook, AHMP required for FEMA funding. Sharon meeting with CCRPC 3/14, weather permitting.
 - Better Roads Grant: Sharon, Eric Andrews and Deb Shelby are working with CCRPC representatives & engineer to complete the the grant application; prioritizing road work on Thacher and Wentworth Roads (a two year project, including four culverts), cost estimate 80K, funding @ 60K, a reimbursement grant. Discussion on schedule, timing, paving, Catamount Bolton Water & Sewer's water lines repair issues, costs of a complete rebuild. Josh to connect w/CB W & S. Sharon made the motion "to approve the submission of the Vermont Better Roads Grant Program application." Gene seconded. There was no further discussion. All were in favor and the motion passed (5-0).
 - Ron made the motion "to make two donations of \$50 each to the Wounded Warrior Project and the American Heart Association in memory of Wayne Ring." Sharon seconded. There was no further discussion. All were in favor and the motion passed (5 - 0).
3. **Public comment:** none.
4. **Recurring Business:**
 - Minutes February 23, 2017: Josh made the motion "to approve the February 23, 2017 minutes." Ron seconded. There was no further discussion. Gene abstained. Three were in favor and the motion passed (3-0).
 - Town Meeting 2017 Minutes, March 6, 2017: Josh made the motion "to approve the March 6, 2017 Town Meeting Minutes." Gene seconded. There was no further discussion. All were in favor and the motion passed (4-0).
 - Warrants: Signed.
 - Financial Reports dispersed: year to date expenditures & revenues, delinquent and late tax lists totaling approximately \$86,083 in outstanding interest & principal, legal expenses, FEMA revenue from 1995-DR VT in 2011; Amy met with Dick Hosking, VTrans, in October 2016 as the project was never closed by the town in 2011. The project was closed and the town just received \$5,349.03 in state funds.
5. **Communications:**
 - VLCT Select Board Institute workshop March 18, 2017.
 - PVR Stipulation agreement – notification from PVR of re-determination of values based on stipulation agreement, values to be forwarded to the Department of Education.
 - FY 17 Reappraisal funds: \$6,554. Amy to track on a spreadsheet.
6. **Appointments:**
 1. Mike Gervia: BVFD Engine 1 - Potential issue - Bringing to the attention of the Select Board that:
 - Richmond's Fire Department's (RFD) Engine 3, (2001) was moved to minimal duty due to a deteriorated frame caused by salt brine, and that RFD was told that the frame could snap during railroad crossings or heavy load turns.
 - Both the Richmond and Bolton fire trucks are Internationals, similar vintage, and were built in FL.
 - BVFD's Engine 1's frame visually inspected (by Mike) looks worse than RFD's Engine 3 frame.

- He is working to get the frame inspected by Clark's or Giroux's.
- The BVFD will run Engine 2 as primary until the frame status of Engine 1 is confirmed.
- Brief discussion on impact on trade in value if the frame is bad, remounts, insurance, mutual aid response, carrying capacity.

Sharon asked if the BVFD would be applying for the hydrant grant. Mike stated only if he could identify a suitable location in West Bolton. Mike noted he gets multiple copies of grant information, and that Sharon does not need to forward that information to him.

Mike stated that the dry hydrant at the snowmaking pond needs repair, but that a lengthy time is needed to drain the pond, and there were issues with negatively impacting weddings booked at The Ponds.

Sharon stated the fire reimbursement policy had been set and asked if Mike had submitted a reimbursement request for the forest fire expenses from fall 2016. Mike stated yes he would be submitting for reimbursement, and that it requires an enormous amount of paperwork. Brief discussion on the billing structure. Sharon noted her appreciation to Mike for following through on the reimbursement process.

2. Lotus Lodge Inn (LLI) Representatives Benj Spound and Ricky Abare - zoning fee waiver request. Sharon recused herself as LLI would be going before the DRB.

Misters Spound and Abare stated that:

- The LLI has recently become a state nonprofit, and were working on obtaining federal non-profit status. They submitted their nonprofit documentation.
- Their plan is to build a geodesic dome for additional training, meditation, yoga, & workshop space, and want to reach out to the community to collaborate on gatherings, skills, presentations, charitable events, with plans to host a school program this summer.
- The zoning permit application fee was \$550, which had been paid.
- With the project cost of 5 – 10K, the zoning fee was a hefty percentage of the overall cost, and that they understood Bolton was going to be revising the fee schedule. Jen noted that the fee schedule was not yet under review.

Jen asked in what capacity they were representing the LLI, as they were not listed as Directors. Misters Spound and Abare stated that they both live and work at LLI full time, are employed in administrative and general contractor capacities, and will be added to the Board of Directors when that is revised.

Jen asked when they anticipated starting construction. Misters Spound and Abare stated this spring.

Josh asked where the site was located on the property. Misters Spound and Abare stated in the central space where the campfire area is (former pool area), that the structure would be separate from the building by 10 – 15 feet, and it would be 32 x 32, 800 square feet.

The Board thanked Misters Spound and Abare for attending.

The Board discussed the waiver request and noted/discussed:

- Concern regarding setting a precedent for nonprofits; others had never requested a fee waiver.
- \$230 of the \$500 fee was for the cost of the hearing publication in the Burlington Free Press.
- The DRB process would take at least one hearing, or perhaps additional hearings, and the corresponding amount of hours that would be required of the ZA and DRB to process the application.

Gene made the motion "to charge the Lotus Lodge Inn the full amount of the zoning application fee of \$550." Ron seconded. There was no further discussion. Sharon recused. Three were in favor and the motion passed (3 – 1).

7. Action Items:

- Organizational Meeting:

- Ron made the motion “to maintain the slate of Select Board officers as currently filled; Josh Arneson, as Vice Chair and Jen Dudley-Gaillard as Select Board Chair.” Gene seconded. There was no further discussion. All were in favor and the motion passed. (5 - 0).
 - Meeting schedule: Sharon made the motion “to designate the first and third Mondays of the month as the regularly scheduled meeting dates, with the exception of when holidays fall on a first or third Monday, and to tentatively shift those dates to the following Tuesday.” Josh seconded. There was no further discussion. All were in favor and the motion passed. (5 - 0).
 - Sharon made the motion “to designate the Burlington Free Press as the newspaper of record.” Josh seconded. There was no further discussion. All were in favor and the motion passed. (5 - 0).
 - Sharon made the motion “to re-appoint Luke Ingram as Tree Warden.” Josh seconded. There was no further discussion. All were in favor and the motion passed. (5 - 0).
- CCRPC Map Viewer: Amy to re-send link for map viewer to the Board.
 - Conservation Commission – request for re-appointment of Ali Kosiba, and appointment of Gary Urban. Josh made the motion “to appoint Ali Kosiba to a three year term on the Conservation Commission; March 2017 – March 2020.” Ron seconded. There was no further discussion. All were in favor and the motion passed (5-0). The Board noted that they would like to invite Gary Urban to attend the next Select Board meeting on March 20th at 6:45 p.m. to meet him and to discuss his request for an appointment to the Conservation Commission.

8. Business:

1. Plow Truck Purchase: discussion of prices, estimates, and the sealed bid requirement in the Procurement Policy. Gene noted that the Highway Staff had demoed a Freightliner truck that day. Amy to invite sealed bids by 4 p.m. on Monday, March 20, 2017 from Clark’s, Charlebois, Peterbuilt, and Kenworth, Gene to provide the specifications.
2. Payroll Audit Update: audit completed successfully on February 28, 2017. Noted a \$167 difference in Worker’s Compensation due mostly to administrative costs. Noted: Vicky Abare, VLCT, suggested that the town re-visit the 1099 process for the BVFD. Amy noted nine BVFD 1099s were issued, an increase due to forest fire compensation. The Board discussed the process and noted there would be no changes.
3. Personnel Policy: call out hours – Discussion on definition of regularly scheduled hours, trainings, adjusting schedules. Follow up with Eric Andrews at the 3/20/17 meeting, appointment for 6 p.m.
4. BVFD station repair recommendation: Discussion of drainage, installing ice & water shield, Mike noted that there would be other maintenance costs forthcoming, and that the damage occurred prior to the installation of a roof drip edge. Gene noted impact from Route 2 plowing – snow and salt thrown up against the building. Mike will get pricing on gutters. Amy to follow up with Mike and ask that he also get pricing for the suggested drainage work and adding ice & water shield on the cement blocks. Procurement policy noted.

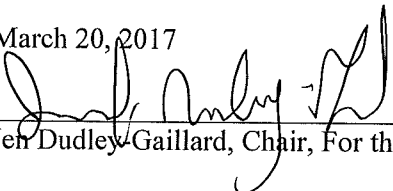
9. Any Other Business: none

10. **Closing:** No other business was brought before the Board at this time. Gene made the motion “to close the meeting.” Jen seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 8:50 p.m.

Attest: Amy Grover, Clerk

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

March 20, 2017


 Jen Dudley-Gaillard, Chair, For the Board

