



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

### **Planning Commission Meeting Minutes**

November 9, 2015  
6:00 – 8:00 p.m.

Planning Commission members present: Linda Baker (Chair) (via Skype), Steve Barner, Jim Bralich, Rodney Pingree and Deb Shelby

Planning Commission members absent: None

Also present: Emily Nosse-Leirer (CCRPC), Sharon Murray (SB & DRB), Armand Bernagozzi, and Deborah Bernagozzi

Clerk: Carol Devlin

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#### **Agenda**

1. Public Comment
2. Additions and Deletions to the Agenda
3. Minutes ~ October 12, 2015
4. Budget Request for FY 2016
5. Planning Commission 2015 Annual Report
6. Community Engagement for the Town Plan
7. UVM Course in Community Mapping
8. Meeting Schedule
9. Hazard Mitigation Grant Program Elevation Projects
10. Other communications/mail
11. 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. The Planning Commission welcomed Armand and Deborah Bernagozzi. They provided insightful comments throughout the meeting.

#### **Agenda Item #2 ~ Additions and Deletions to the Agenda**

There were none.

#### **Agenda Item #3 ~ Minutes October 12, 2015 Meeting**

Jim Bralich made a motion to accept the minutes of October 12, 2015. Deb Shelby seconded the motion. The motion carried (4-0).

**Agenda Item #4 ~ for FY 2016**

Carol Devlin presented the following motion for consideration: The Planning Commission requests “that the town continues to build a planning reserve fund for plan and bylaw updates, to be funded in FY16 at \$4,000; and that the Planning Commission receives \$3,000 for its operational budget.”

Rodney Pingree moved to adopt the motion. Jim Bralich seconded. The motion carried (4-0).

**Agenda Item #5 ~ Planning Commission 2015 Annual Report**

Carol Devlin presented the draft PC Annual Report. She read the changes proposed by Steve Barner. The Planning Commission made a motion to approve the report and authorized Carol to make changes to reflect the decision on the PC’s Municipal Planning Grant application with Linda Baker granting final approval of the report. Jim Barner moved to accept the motion. Rodney Pingree seconded. The motion carried (5-0).

**Agenda Item #6 ~ Community Engagement for the Town Plan**

Emily Nosse-Leirer began the discussion of community engagement by summarizing the results from the fall 2015 survey. There were 76 responses. Emily led the PC in a discussion of the handout (see attached). Some suggestions for incorporating the information into the plan were noted. The results will be used to inform the vision statement and the goals.

Note: The comments from the fall meetings and the summary of the survey results will be posted on the Town Plan website: <http://boltonvt.org/TownPlan/>

Linda Baker made some observations about the meeting in West Bolton:

- Many residents love the roads in West Bolton and do not want to see them paved.
- The meeting was well attended.
- Jeff Brown, the owner of Wheeler Field, shared very candidly his reasons for considering selling the field and the challenges of owning the golf course and the field. His candor was well received and resulted in better understanding with those who want the field maintained as a community space. Steve Barner noted that after the meeting some residents noted that they only see the field in use occasionally. It was also pointed out that the field is approximately 5 acres of a larger parcel of approximately 24 acres. [Note: For more details on the suggestions for Wheeler Field see the notes from the West Bolton meeting on the Town Plan website: <http://boltonvt.org/TownPlan/> .]

Carol Devlin announced that she arranged the meeting between the PC and businesses at Bolton Valley to discuss what they would like to see in the plan. The meeting will be Thursday, November 19 at 2:00 in the Town Office. It was decided to make the meeting a public meeting.

The PC discussed the art contest. The theme will be “The Spirit of Bolton.” There will be two age groups with submissions due in January 2016. Carol and Emily will work out the details.

Deborah Bernagozzi suggested doing a calendar of photos/art work of Bolton for a fund raiser. It could be followed up by an auction of the originals. The idea was well received and deferred to a later time.

Carol Devlin will work with Barbara Tomasi-Gay and Helen-Anne Cafferty to obtain the elementary student vision for Bolton.

Carol Devlin has worked out a plan with Doris Wheelock for engaging seniors. Jim Bralich will attend the January seniors’ dinner to invite them to a seniors’ forum in early February and to ask them to spread the word to other seniors they know in town. Carol explained that a separate forum made sense because only 18-20 people on average attend the dinners; a separate event may draw a larger response. Carol and Emily will handle publicity.

The PC set a date for a business forum to elicit input from as many businesses in town as possible. It will be January 26, 2016 at 6:00. One of the challenges will be getting the word out as there is no definitive list of businesses and many are home businesses. Carol and Emily will work on a publicity campaign that will include the Western Slopes Business Association.

Emily Nosse-Leirer distributed several handouts that PC members can use to start developing a vision statement and goals. The handouts include the survey results (mentioned above and available on the Town Plan website), a breakdown of themes by section of the plan based on the survey and forums, a sample vision statement and a worksheet on “Diagraming Heart & Soul Statements.” The PC members have two homework assignments:

1. Based on their experience, knowledge of the current Town Plan and the information gleaned from the fall meetings, come up with two sentences for a vision statement.
2. Based on their experience, knowledge of the current Town Plan and the information gleaned from the fall meetings, come up with one or two goals for each section of the Plan.

Since the Planning Commission needs to present the vision statement and goals at Town Meeting to receive feedback, the PC decided to have two meetings in January and, if necessary, a longer one in February, to work on these two key elements of the Plan. The January meetings will be January 11<sup>th</sup> and 20<sup>th</sup>.

Deb Shelby and Emily Nosse-Leirer are going to work on a plan for contacting volunteers and keeping them engaged and enthusiastic. At the moment the PC does not have a need for volunteers. That will change when we have drafts of documents ready for review/input.

**Agenda Item #7 ~ UVM Course in Community Mapping**

This item was deferred until the December meeting.

**Agenda Item #8 ~ Meeting Schedule**

- November 19 at 2:00 – meeting with businesses at Bolton Valley to listen to their input on the vision for the future and how the Town Plan could assist their economic viability
- The PC decided to defer touring Bolton Valley and the Rt. 2 Corridor until spring 2016
- December Meeting – Monday, December 14, 2015
  - Work on the Town’s vision statement and goals for the Town Plan
- January Meetings
  - Monday, January 11 and Wednesday, January 20, 2016
  - 
  - Continue work on the vision statement and list of goals

*The vision statement and goals have to be ready to present on Monday, February 29 at Town Meeting.*

**Agenda Item #9 ~ Hazard Mitigation Grant Program Elevation Projects**

Carol Devlin explained that 5 properties have been approved for FEMA grants through the Hazard Mitigation Grant Program to elevate their structures. Cara Labounty is working with FEMA, the State of Vermont and the property owners to move the project forward. Rodney Pingree pointed out that lack of communication has been a significant issue.

Three properties have not been approved yet because one of them is considered a historic structure. Cara is trying to separate the applications and facilitate moving all three applications through the decision making process.

**Agenda Item #10 ~ Other communications/mail**

- The Vermont League of Cities and Towns is doing a webinar on Green Stormwater Infrastructure Sizing Tools on November 10, 2015.
- Waterbury – Proposed Campus & Downtown Area Zoning Bylaw Amendments
- Jericho – Proposed Town Plan Update

**Agenda Item #11 ~ Adjournment**

Steve Barner moved that the meeting be adjourned. Rodney Pingree seconded. Motion carried 5-0. The meeting adjourned at 8:03 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:

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For the Planning Commission

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