

Town of Bolton
Planning Commission Minutes
May 8, 2018

Board Members Present: Linda Baker (via Skype), Deb Shelby, Kaelyn Modrak, Steve Barner, Evan DesLauriers (6:15)
Clerk: Paula Gervia

1. Meeting was called to order by Linda at 6:06 pm.

2. Additions or Deletions to the Agenda

None.

3. Public Comment

None.

4. Approval of Past Meeting Minutes - April 10, 2018

Deb made the motion to approve minutes of 04-10-18, Kaelyn seconded, motion was approved (4-0).

5. General Business

- Update from VLCT open forum
 - Amy Grover and Deb attended. Towns were given opportunity to share goals or issues within their community. Discussion also on technology needs with small towns/small budgets.
- Finalize DRB recommendations
 - Refers to the documents that have been reviewed prior. Updates on housekeeping regulations that were reviewed by Sarah. No more changes to those updates suggested. Next steps include creating a report (cover letter) that outlines the reasons why updates were needed. Deb, Linda and Kaelyn will work on writing this. Goal is to have first public hearing on regular PC meeting date of July 10, 2018.
- Discussion on park and ride
 - Summary from CCRP reviewed. Park and ride in Bolton is ranked 10 out of 22 on VTrans priority list as of 2011. Potential site was marked as under the interstate overpass adjoining Route 2. No new information as of 2011. Bolton Valley also working with CCTA for bus route which would be of benefit with park and ride. Evan will take lead in pursuing updated information.

- Summary of April 30 RPC meeting on Housing
 - No one from Bolton in attendance. Kaelyn will contact Regina to obtain minutes from the meeting.
- June Community engagement - will need someone to take lead
 - Linda will take the lead for the meeting.
- Job description for Zoning/PC position
 - SelectBoard approved the job position at their meeting. There are other zoning openings in our geographical area so it may be hard to find applicants. If there are no applications within 30 days, PC can update and revise job description.
- Interviewing process for Zoning/PC position
 - Looking for committee comprising of SelectBoard members, PC members and DRB members for this process. Deb will be PC representative.
- Process for getting regs approved - schedule and volunteers
 - See above from DRB recommendations discussion.
- Definitions for zoning
 - Document of definitions reviewed (document sent by email April 29). This should be part of the BLUDRs as a glossary.
 - Also need to begin thinking about what zoning needs will have to be defined as we begin grant writing process.
- Summary of the Community engagements for the Gazette - volunteer
 - Steve will write summaries for the July Gazette.
- Identify date for Bolton Valley to meet with PC for their masterplan
 - Possible July 10th PC meeting.

6. Other Business

- Next board meeting scheduled for: June 12, 2018
 - Community Engagement meeting at Smilie School: May 15, 2018
 - Community Engagement meeting at Kilpeck Barn, Duxbury: June 19, 2018
- Items for next agenda: Review Smilie community engagement meeting; Update on PC/Zoning position; Priority list for grant
- Other communications: Deb will continue to send informative emails to PC members. Members should respond directly to Deb acknowledging receipt of emails (do not reply all).

7. Adjournment

Deb made the motion "to close the meeting", Kaelyn seconded, no further discussion, all in favor and motion passed (5-0) at 7:45 pm.

Attest: Paula Gervia, Clerk Minutes are unofficial until approved.

These minutes were read and accepted by a quorum of the Planning Commission on:

June 12, 2018

Linda L Baker

For the Planning Commission

