



Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676
Select Board Minutes
August 20, 2018

Board members present: Josh Arneson (arrived at 6:04 p.m.), Tony Barbagallo (departed at 8 p.m.), Mica Cassara, John Choate, Sharon Murray
Board members absent: none
Also present: Dick Hosking; VTrans, Eric Andrews; Highway Department
Clerk: Amy Grover

1. **The meeting was called to order at 6:03 p.m. by the Vice Chair, Sharon with a quorum of 4 members present.**
2. **Additions or deletions to the agenda:**
Additions to the Agenda: none.
Deletions to the Agenda: none.
Change in agenda order - Bucket Loader Bid moved to after Roads and Bridge Standards.
3. **Public comment:** none.
4. **Recurring Business:**
 - Minutes August 6 and August 13, 2018:
 - Sharon made the motion "to accept the minutes of August 6, 2018 as presented." Mica seconded. There was no further discussion. All were in favor and the motion passed (5-0).
 - John made the motion "to accept the minutes of August 13, 2018 as presented." Sharon seconded. Discussion of BVCW & S road cut bond payment from August 13, 2018. Follow up phone call from BVCW & S to Eric Andrews, requesting guidance and noting that they would address the pavement issue. Brief discussion on the layout of the priority segments map from CCRPC and the need for a larger format/"zoom in." Sharon to connect with CCRPC on changes. There was no further discussion. All were in favor and the motion passed (5-0).
 - Warrants: signed.
5. **Communications:**
 - VLTC – notice of Town Fair 2018, October 3 – 4, in South Burlington.
 - Community Bank Loan Interest Rate: interest rate of 3.35% as offered and accepted stands, as the base for setting the bank interest rate is the 10-year US Treasury. Community Bank to have documents for signing at the September 4, 2018 meeting.
 - MMMUSD Letter Notch Road Tunnel: reviewed. Tony to serve as point person. Amy to send to MMMUSD. Brief discussion on use of the tunnel by hikers, DRB decision and conditions of approval for the Green Mountain Club Winooski River footbridge and Long Trail relocation. Noted still waiting on updated scoping information from VTrans, and will follow up with the GMC when received.
6. **Appointments:** none.
7. **6:15 p.m. Adoption of new Town Road and Bridge Standards:**
 - Brief discussion of history and not adopting the standards after 2013; concern due to Bolton's steep slopes, costs, frequent washouts, and lack of funding.
 - Noted by Mr. Hosking; Bolton is the only town in Chittenden County to not have adopted the standards.
 - Adoption will positively impact state and federal funding: FEMA from 7.5% to 12.5%, paving grants from 80% to 90%, structures grants from 70% to 80%. With no standards in place, FEMA will only pay for replacing what was in place prior to damage.

- Cannot substitute the MRGP standards for ERAF standards, eventually those standards will sync.
- Current standards are from 1991, essentially a cut and paste from Essex, a more suburban template which does not reflect Bolton's conditions or topography.
- Discussion of codes and standards, what would be required by the town (only when work is being done to the road does work have to be brought up to standards), enforcement, use of fabric in ditches, training.
- Eric Andrews recommended the adoption of codes and standards, noted availability of needed stone size is at issue.
- Tony made the motion "to adopt the new VTrans Town Road and Bridge Standards" John seconded. There was no further discussion. All were in favor and the motion passed (5-0).

8. Updates:

- Highway Updates/Job Descriptions:
 - Noted contact with Chris Dubin @ CCRPC: Mill Brook Road grant in aid funding project may be removed from queue if FEMA steps in to fund the repairs in that area. Will do a site visit to identify other potential projects, possibly Honey Hollow Road, already scoped.
 - There will be "aprons" installed on Wentworth and Thacher when paved.
 - Brief discussion on work schedule, grading.
- Job Descriptions: review of current drafts, discussion included:
 - Commissioner as a liaison/oversite position not supervisor, first stop for resident concerns, input from highway staff, budget for a stipend, pare down current draft to a common sense starting point.
 - Brief discussion of needs for highway staff, foreman, grant writing, grounds maintenance, repairs.
- Road Signage Duxbury Road:
 - Sharon to touch base with Amy Ludwin on signage in the vicinity of the Winooski River footbridge. Sharon will recommend posting signage at both ends of Duxbury Road when type of signage identified.

9. Action Items:

- VLCT Annual Business Meeting Voting Delegate & Draft 2019-2020 Proposed Municipal Budget:
 - No delegate appointed – to be appointed by 9/21/18. Will not be another agenda item, folks are aware and can step forward to volunteer.
- Website Grand List: brief discussion of other towns' practices. Consensus to keep as an unsearchable image, consider noting that a searchable GL is available upon request.
- RPD Speed Control Services Contract – Patrol Areas:
 - Priority (in order) for speed control services: 1. Duxbury Road, 2. Route 2 (when included in the Traffic Ordinance), 3. bottom and top of BV Road, and all areas to include driving the roads in addition to "speed traps." John and Josh to meet with Richmond representative/s, potential dates 8 a.m. the week of 8/27 except the 29th. Amy to follow up with email to Richmond Town Manager.
- Route 2 Inclusion in Traffic Ordinance: brief discussion on financial benefit to Bolton to include Route 2. Sharon made the motion "to include Route 2 language in the Bolton Traffic Ordinance." Mica seconded. There was no further discussion. Four were in favor and the motion passed (4-1). Josh to obtain the mile marker numbers needed for the amendment.

10. Business:

- November Meeting Date 11/5 (night prior to General Election; clerk not available). Potential to shift date to 11/6, prior to counting ballots - keep agenda limited budget.
- Bucket Loader Bids: review and discussion of the 8 bids submitted from the 6 vendors. Eric Andrews to contact vendors to test drive additional loaders, decision to be made September 4, 2018.
- Preston Pond Parking Area Site Plan:


- Chris Haggerty providing the site plan at no cost to the town to accompany the application, which has to go to the DRB.
- No curb cut permit on file, will require a formal permit. Permit signed as applicant, Sharon to forward to Eric Andrews, fee waived.

11. **Closing:** John made the motion "to close the meeting." Mica seconded. There was no further discussion. All were in favor and the motion passed (4-0) (Tony exited at 8:00 p.m.) 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:

September 4, 2018



Josh Arneson, Chair, For the Board

