

Town of Bolton
Planning Commission Minutes
September 11, 2018

Board Members Present: Linda Baker, Deb Shelby, Steve Barner, Kaelyn Modrak, Evan DesLauriers (6:15)

Planning and Zoning Administrator: Larry Lewack (6:15)

Clerk: Paula Gervia

1. Meeting was called to order by Linda at 6:04 pm.

2. Additions or Deletions to the Agenda

- Send formal request for FY 19/20 budget to SelectBoard.
- Consider SelectBoard's review of updated regulations.

3. Public Comment

Deb announced her resignation from the planning commission board. She will continue to help out until a replacement is found.

4. Approval of Past Meeting Minutes - August 30, 2018

Deb made the motion to approve minutes of 08-30-18, Linda seconded, motion was approved (5-0).

5. General Business

- Municipal Planning Grant
 - Review of draft application for housekeeping edits. Linda, and possibly Carol, can help with editing the length of some of the answers for brevity.
 - Larry will contact area businesses to write letters of support for application. Larry will provide draft letter for SelectBoard as they will need to write letter of support as well.
 - Larry will work with vendors to help hone in and develop estimated costs.
 - Application will be presented by Larry and Linda to SelectBoard at Sept 17th meeting.
 - Complete application is due (submitted online) October 1st.
- FY 19/20 budget
 - Memo drafted to SelectBoard.
- SelectBoard's review of updated regulations
 - Appreciate the SelectBoard's prompt attention to this item.

6. Other Business

- Next board meeting scheduled for: October 9, 2018
- Items for next agenda: municipal grant process update, review housekeeping items from zoning regulations updates
 - Consider timelines to review housekeeping items from zoning regulations updates (Oct and Nov meetings)
- Other communications: Fall Planning and Zoning Forum conference is October 17th if anyone is interested.

7. Adjournment

Deb made the motion "to close the meeting", Steve seconded, no further discussion, all in favor and motion passed (5-0) at 8:08 pm.

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

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

October 9, 2018

Linda S. Baker

For the Planning Commission