



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Meeting Minutes  
December 3, 2018

Board members present: Tony Barbagallo (via phone call), Mica Cassara, John Choate, Wendy Hoffman, Sharon Murray

Board members absent: none

Also present: Mike Gervia

Clerk: Amy Grover

### **Public Hearing – Bolton Land Use & Development Regulation Amendments**

1. **The hearing was called to order at 6:05 p.m. by the Chair, Mica Cassara, with a quorum of 5 members present.**
2. **Public Comment:**
  - There was no public comment.
  - Sharon Murray noted that accessory structures in a mobile home park will need to be addressed.
  - A vote on the amendments will be warned for the December 17, 2018 BSB meeting.
3. **Close Hearing:**

Sharon Murray made the motion "to close the hearing." John Choate seconded. There was no further discussion. All were in favor and the motion passed (5-0).

### **Select Board Meeting**

1. **The meeting was called to order at 6:10 p.m. by the Chair, Mica Cassara, with a quorum of 5 members present.**
2. **Additions or Deletions to the Agenda:**

Additions:

  - Resident complaint regarding vehicle damage. John Choate to follow up with response.
  - International B back in service, unsure of repairs and warranty.
3. **Public Comment:** none.
4. **Recurring Business:**
  - Minutes November 19, 2018: Tony Barbagallo made the motion "to approve the November 19, 2018 minutes as presented." Sharon Murray seconded. There was no further discussion. All were in favor and the motion passed (5-0).
  - Warrants: signed.
  - Financial Reports: expenditure report dispersed.
5. **Communications:**
  - Chittenden County Pre-budget Meeting Notification – meeting scheduled for December 19, 2018, 12 noon, Chittenden County Courthouse, Burlington.
6. **Updates:**
  - Restorative Justice Program – Tony Barbagallo will follow up.
7. **Appointments:**
  1. 6:30 p.m. Mike Gervia – FY 19-20 Fire Department Budget/Update:
    - Hose and pump testing must now be done by outside contractor – estimate at \$1,800.

- Air bottle replacement due December 2019 – without a grant cost will be 20K, town share approximately 5K. Federal grant application submitted, notification not until June 2019.
- Radio Equipment – required line item. No large expenses anticipated.
- Brief discussion of all line items.

**8. Business & Action Items:**

- CDBG – Grant Opening
  - CCRPC may be interested in providing administration.
  - Town access: all Select Board members.
  - Municipal Authorizing Official: Mica Cassara.
  - Administrator: Amy Grover.
- Formal Motion – Reserves Withdrawal Bucket Loader Funding. John Choate made the motion “to withdraw \$62,325 from the Highway Equipment Reserve Fund for purchase of the bucket loader.” Sharon Murray seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- PPCA Firewood Lottery Drawing: only 14 applications received, 20 allowed; all “win.” Amy Grover to follow up with applicants, Ethan Tapper (CC Forester) and Kyle Pratt (logger).
- VHB PPCA Survey - Letter of Agreement: John Choate made the motion “to authorize Mica Cassara to sign the VHB letter of agreement on behalf of the town.” Wendy Hoffman seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Staff Evaluations: Brief discussion of evaluation, merit raise and COLA. Sharon Murray made the motion “to accept the employee evaluation as presented.” Wendy Hoffman seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- FY 19-20 Budget - General Government. Brief review of overall General Government draft budget to date. Personnel information to be added/reviewed at the December 17, 2018 meeting.

9. **Closing:** *Mica Cassara made the motion “to close the meeting.”* Sharon Murray seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 8:45 p.m.

Attest: Amy Grover, Clerk

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

December 17, 2018

\_\_\_\_\_  
Mica Cassara, Chair, For the Board