



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Meeting Minutes  
January 21, 2019

Board members present: Tony Barbagallo, Mica Cassara, John Choate, Wendy Hoffman, Sharon Murray  
Board members absent: none  
Also present: none  
Clerk: Amy Grover

1. **The meeting was called to order at 6:00 p.m. by the Chair, Mica Cassara, with a quorum of 5 members present.**
2. **Additions or Deletions to the Agenda:**  
Additions:
  - Request by Juliet Juillerat, Energy Co-ordinator to appoint Henry Corse to the Energy Committee. Sharon Murray made the motion “to appoint Henry Corse to a two-year term on the Energy Committee.” John Choate seconded. There was no further discussion. All were in favor and the motion passed (5-0).
  - Deletions: none.
3. **Public Comment:** none.
1. **Recurring Business:**
  - Minutes January 7, 2019: Wendy Hoffman made the motion “to approve the January 7, 2019 minutes as presented.” Tony Barbagallo seconded. There was no further discussion. All were in favor and the motion passed (5-0).
  - Warrants: signed.
2. **Communications:**
  - VTrans Notch Tunnel comments response:
    - The BSB received the VTrans response to their submitted comments, which noted with regard to several comments that “this is part of the design and we have yet to receive a set of plans to review.”
    - Discussion noted that CCRPC is reviewing the VTrans response, along with the need for the BSB to provide information to voters at Town Meeting 2019 due to the Town Meeting Resolution of 2018.
  - Bolton Falls Hydroelectric Project:
    - Information/report received from Kimberly D. Bose, Federal Energy Regulatory Commission, and was provided electronically to the BSB. Green Mountain Power (licensee) is not proposing any modifications to any of the studies nor any new studies. Stakeholders may file disagreements/request modifications to ongoing studies/request new studies on or before February 3, 2019.
    - Discussion: need to address notification process with respect to water release (Little River Dam/Waterbury Reservoir and the Winooski River dam), no notification during Irene.
3. Bolton/Huntington border properties:

- There has been no further communication from the E911 Board. The three structures that could be in question (in Bolton or Huntington?) have a total assessed value (building only, not additional land) of \$419,700.
- Sharon Murray made the motion "to not initiate a boundary survey at this time." John Choate seconded. There was no further discussion. All were in favor and the motion passed (5-0).

4. **Appointments:** none

5. **Business & Action Items:**


- Reserves Withdrawal Request – Emberley Fund:
  - Brief discussion on fund history and lack of current contact information for the Emberleys.
  - Amy Grover requested that the Emberley fund be withdrawn and turned over to MMU for use at their discretion. The BSB requested more information.
  - Mica Cassara will connect with MMU to discuss possible uses of the \$1,832.79.
  - Amy Grover will follow up on legality/involvement by the BCA.
- VRC letter of support Watershed Management Grant Application: Sharon Murray made the motion "to approve the letter of support as drafted for the VRC's Watershed Management grant application." Tony Barbagallo seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- PILT Range Lands update:
  - Amy Grover reached out to Tom Berry in Senator Leahy's office – he apologized for "not closing the loop" and said he would be back in touch. No further communication received, no need to schedule a meeting with Jericho and Underhill at this time.
  - Noted: the range may fall under the exemption of being an "active reserve" location, precluding any payment. Wendy Hoffman will continue to follow up/drill down, important for the BSB to continue to pursue.
- Geddes Litigation – executive session: Tony Barbagallo made the motion "to enter executive session under § 313 (1) (E) pending or probable civil litigation or a prosecution, to which the public body is or may be a party regarding the Geddes tax appeal litigation." Sharon Murray seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 6:35p.m. Tony Barbagallo made the motion "to exit executive session." John Choate seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 6:45 p.m. No action taken.
- Community Development Block Grant update, in kind:
  - Town to-do list included warning the hearing, procuring costs for single audit and legal review.
  - Two resolutions need to be signed, no need for legal review of those two standard resolutions.
  - Discussion of in kind contribution to be made by the town, not a percentage match - potential for the Treasurer's time as in-kind for processing checks and warrants.
  - Discussion on terms of the agreements; interest, payment schedule, and the failure of financial planning in the past. Tentative terms: 2-year grace period, ten year loan, straight 5% interest, monthly payment.
  - Discussion of DEC review, PILOT program with ANR and the plan options being pursued. The town would like the opportunity to review the plan options before supporting the grant. Tony Barbagallo will follow up with BVCW & S again for more information, and/or Tim Raymond (DEC Water supply). Mica Cassara also willing to assist.
- Review RFP for the Municipal Planning Grant:
  - Sharon Murray has forwarded suggested edits (not substantive) to Larry Lewack, including reducing proposals to 20 pages.

- March 18, 2019 for bid opening, brief discussion on posting the RFP and procurement requirements.
  - Highway Department Job Description – CDL requirements, job posting:
    - Strike CDL funding by the town, negotiable, 6 months to obtain CDL.
    - Amy Grover to follow up on posting: Seven Days, Indeed.com, VLCT online, Local Roads Listserve.
  - FY 19-20 Budget/Town Meeting Warning:
    - Mica Cassara made the motion “to approve the FY 19-20 budget of \$1,035,859, as proposed.” John Choate seconded. There was no further discussion. All were in favor and the motion passed (5-0)
    - Tony Barbagallo made the motion “to approve the FY 19-20 warning as amended, including the appropriation of \$88,200 in uncommitted general funds to reserves and up to 83K for the lease/purchase of a Highway Department class 4 or 5 work truck.” John Choate seconded. There was no further discussion. All were in favor and the motion passed (5-0)
6. **Closing:** Tony Barbagallo made the motion “to close the meeting.” John Choate seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 8:05 p.m.

Attest: Amy Grover, Clerk

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

February 4, 2019

  
Sharon Murray, Vice Chair, For the Board

