

Town of Bolton
Planning Commission Minutes
Special Meeting
(as it does not fall on the second Tuesday of the month)
March 19, 2019

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

Planning and Zoning Administrator: Larry Lewack

Clerk: Paula Gervia

1. Meeting was called to order by Linda at 6:05 pm.

2. Additions or Deletions to the Agenda

Input on CCRPC funding opportunity for Energy Committee work.

3. Public Comment

None.

4. Approval of Past Meeting Minutes - February 21, 2019

Steve made the motion to approve minutes of 02-21-19, Kaelyn seconded, motion was approved (5-0).

5. General Business

- Board configuration/terms
 - Linda is interested in continuing in her term. She will send a note to the SelectBoard.
 - Linda will continue as chair, Deb will continue as vice chair.
- BLUDRs assignments
 - Kaelyn clarified information on her assignment.
 - Deb has received input on her assignment.
 - Continue working on assignments with report outs at May meeting.
- Review municipal planning grant bids
 - Five bids received and opened at SelectBoard meeting last night. SelectBoard anticipating making decision at April 1st meeting. PC needs to make recommendation prior to that meeting.
 - Initial review of bids. Discussion of objective scoring sheet to use to review bids individually. Members assigned to review bids to report out more thoroughly at next special meeting.

- CCRPC opportunity for funding assistance for Energy Committee
 - Energy Committee Board interested in the concept of writing a town energy plan with CCRPC assistance, although since they are a very new board, they don't feel as though they have the capacity to take this on right now. Would like the PC to take the lead with this. It really should be an Energy Committee plan with PC support, rather than PC initiative. Question is whether this is an important need for town to tackle this year. Assistance would be available between July-December of this year.
 - Kaelyn made motion to notify CCRPC that we would like to accept their offer of funding assistance to develop a town energy plan, in a partnership with Energy Committee and possibly Conservation Commission, Deb seconded and motion passed (5-0).

6. Other Business

- Next board meetings scheduled:
 - March 26, 2019 - Special Meeting - final recommendation for bid proposals
 - April 9, 2019 - regular PC meeting
- Items for next agenda (regular meeting): Energy Plan update, BLUDRs assignment updates, Municipal Grant Planning
- Other communications: Announcement: Energy committee will join Economic Resource Committee Fair, in addition to the Bolton Community Network harvest dinner on same night. Expected date of November 2nd at Smilie School.

7. Adjournment

Steve 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:

4-9-2019



 For the Planning Commission