

Town of Bolton  
Planning Commission Minutes  
June 25, 2019

Board Members Present: Linda Baker, Deb Shelby, Steve Barner, Kaelyn Modrak, Evan DesLauriers (6:10)

Planning and Zoning Administrator: Larry Lewack

Guests: Lindsey DesLauriers, Brandy Saxton (PlaceSense)

Clerk: Paula Gervia

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

**2. Additions or Deletions to the Agenda**

None.

**3. Public Comment**

None.

**4. Approval of Past Meeting Minutes**

Steve made the motion to approve minutes of 06-18-19, Kaelyn seconded, motion was approved (4-0).

**5. General Business**

- Municipal Grant - Bolton Valley Master Plan Project
  - Review of Bolton Valley resident survey. Hoping to get survey out ASAP. Will print postcards about survey to mail to all property owners in Bolton Valley area. Brandy will mail postcards directly.
  - Community engagement plans:
    - BV resident survey - July 2019.
    - Initial town wide public community meeting - estimated for September 2019.
    - Follow up with town wide survey.
    - Second town wide public community meeting - estimated for January 2020.
  - Discussion about interviews and/or focus groups with various stakeholder groups - for example recreational groups, neighborhoods, financial investors, business leaders, etc.
  - Brandy provided a summary document that reviewed the Bolton Town Plan and BLUDRs to identify policies and provisions related to Bolton Valley and relevant to the project at hand.

**6. Appointments**

- (6:30) PlaceSense/VHB - Brandy Saxton: see notes under municipal grant discussion.

**7. Other Business**

- Next board meeting scheduled: July 16, 2019 \* special meeting as it does not fall on the second Tuesday of the month.
- Items for next agenda: BLUDRs, municipal grant
- Other communications: None.

**8. Adjournment**

Evan made the motion "to close the meeting", Kaelyn seconded, no further discussion, all in favor and motion passed (5-0) at 7:56 pm.

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

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

July 16, 2019  
Linda L Baser

For the Planning Commission