



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Meeting Minutes  
November 4, 2019

Board members present: Tony Barbagallo, Mica Cassara, John Choate, Wendy Hoffman, Janet Metz (via telephone)

Board members absent: none

Also present: Lydia Menendez (VRC), Tim Grover, Virginia Haviland, Birgit Bozek (STEPS), Jonathan Chapple-Sokol (STEPS), Connie van Eeghen (OCCC), Karen Clark (OCCC), Sharon Murray, Wes Melville, Steve Diglio, Lenore Hayes, Kristi Loven, Adam Beaudry

Clerk: Amy Grover

1. **The meeting was called to order at 6:04 p.m. by the Chair, Mica Cassara, with a quorum of 5 members present.**

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

Additions:

- Storm Damage – Notch Road, Duxbury Road, Honey Hollow Road, properties on Gleason Brook. 7 p.m. The board reviewed the situation with the 5 residents and engineer in attendance (Murray, Hayes, Melville, Loven, Beaudry, and Bolton resident and engineer Diglio), who noted they were there to request assistance from the town, and that the situation was both a homeowner and a town issue. Discussion included:
  - The Halloween rainstorm was major event, probable qualification for a FEMA event county wide.
  - The Gleason Brook area was “hard hit” raising immediate concerns of imminent danger to life and property; streambank erosion and failure, and debris impact, including impact to the Duxbury Road culvert. Concern expressed that if no repairs are made prior to winter, spring runoff/flooding could destroy home/s.
  - Duxbury Road culvert: erosion on each side of the culvert, debris, culvert needs to be “cradled,” potential for collapse.
  - Assistance, with the town as the sponsor, was requested for this area of Gleason Brook through NRCS funding in 2013 and was denied, as the situation did not meet the parameters of “imminent danger.” Brief discussion on private landowners being eligible for assistance through FEMA.
  - Brief discussion on grant funds, town equipment, and that there are no town funds that could be used to make immediate repairs.
  - Consensus by the BSB to request assistance (for the second time) through EWP NRCS, Amy Grover to follow up immediately.
- VT PVR BCA decision: Notice received November 4, 2019, re: appeal of the AMJM3611 LLC v. Town of Bolton. Value set by the BCA in April 2018 Grand List of \$345,900, value set by PVR Hearing Officer Herbert Kuendig of \$332,600. Mr. Kuendig determined and reduced the value of lots 1, 3, 4, 5, \$3k each due to lack of infrastructure, with the CLA of 99.61 % then applied. Assessor Kermit Blaisdell will determine any further appeal by the town. Brief discussion of process and current assessed value and taxes in the Bolton Valley area.
- Approval – review of General Ledger posting by independent third party (monthly reconciliations). Tony Barbagallo made the motion “to authorize that all General Journal

entries be reviewed by the independent third party charged with monthly reconciliations to cure the significant deficiency determined by Sullivan and Powers in the FY 18-19 audit.”

Wendy Hoffman seconded. There was no further discussion. All were in favor and the motion passed (5-0).

- LED Estimates and payback: information from Efficiency Vermont reviewed which noted a 5.6 year payback. Brief discussion on need to replace fixtures at all (not shift to LEDs), rationale for replacing the entire fixture and not just the ballast, and costs. Janet Metz to follow up.

Deletions: none.

3. **Public Comment:** none.

4. **Recurring Business:**

- Minutes October 21, 2019, and October 7, 2019. John Choate made the motion “to approve the minutes of October 7, 2019 and October 21, 2019 as amended (spelling error of ‘signs’).” Tony Barbagallo seconded. There was no further discussion. All were in favor and the motion passed (5-0)
- Warrants: signed.
- Financial reports: Legal services dispersed.

5. **Communications:** Report on zoning fee change impact by Amanda Rooney-Wheelock duly noted. Brief discussion on fee research by both Sarah McShane and Larry Lewack which provided a reasonable basis for fee changes, noting that it was unfortunate that her project discussion bridged the fee change timeframe and the completed application was submitted after the fee changes were formally approved. The BSB inquired about Amanda Rooney-Wheelock’s application progress; it was noted that the permit was issued and her construction was moving ahead. Amy Grover to follow up.

6. **Appointments:**

1. 6:15 p.m. Lydia Menendez, VRC/VT Riverlands – Potholes Update Summer 2019:

- Brief discussion of past process with the town; sign, kiosks, portolet, steps/trail improvement.
- Summary from Lydia Menendez noted that:
  - A Site Steward was on site one weekend day, one weekday; highest count of visitors was 210 on a 94-degree day.
  - Visitors were a 50/50 split: from VT/out of state.
  - 59 surveys were completed which noted that:
    - ✓ Signage made folks aware of drownings, lack of signage on town side was noticed.
    - ✓ Visitors included: 14 first time visitors, 14 that visit once a year, 12 regular visitors coming for years. 28 visitors heard of Potholes through word of mouth.
    - ✓ Most common trash included glass bottles, cans, cigarette butts, diapers, but no syringes.
- Neighborhood impacts:
  - A pre-season survey showed cautious optimism, and the signage helped. VRC will complete a follow up fall survey.
  - VRC is in conversation with neighbors for signage on their properties above and below the Potholes to be installed in the spring.
  - Towing/parking issues indicated that July 4<sup>th</sup> was the “perfect storm” of hot weather, many visitors and multiple towings. Approximately 30 towings in total over 2018 and 2019.
  - No police non-traffic related incidents.
  - The Intern was harassed in one incident, Fire Chief Mike Gervia was very quick to respond and assisted in the situation, with thanks to Mike.
- Water quality:

- Testing showed great water quality, safe for swimming; testing for E. coli was of primary interest. Noted: The E. coli test must be conducted very quickly after sampling, and there was no flexibility in sampling times due to sampling and lab volunteers/sampling grant from FOW.
  - No current indication that “visitors’ bathroom choices” affect water quality.
  - As there were no water quality issues discovered, it is not likely that VRC will receive repeat grant funding for sampling, with thanks to the FOW for including Joiner Brook in their sampling grant this summer.
  - Tim Grover noted that the sampling provided a good baseline and was disappointed that a rainy-day sampling was canceled as he would have liked to have seen numbers for phosphorus and sediment, along with E. coli.
  - Lydia Menendez noted that visitors should refrain from swimming for three days after a rain event.
  - Smilie School parking MOU:
    - VRC has a meeting scheduled December 11<sup>th</sup> regarding the use of (MOU) the Smile parking lot with Phil Graff, the new MMUUSD Facilities Manager, along with additional school representatives.
  - Process with the town going forward:
    - Lydia Menendez inquired if the town had any interest in further discussion on management/managing access on the town side of the property. Tony Barbagallo stated the town would hold on any further discussion until the parking/MOU conversation with MMUUSD was concluded, as that would be large factor in the process.
    - Lydia Menendez noted she would report on that and asked the BSB to continue to give thought to a collaborative process.
2. 6:30 p.m. Birgit Bozek, Steps to End Domestic Violence FY21 Budget Allocation Request. A presentation by STEPS Board members Birgit Bozek and Jonathan Chapple-Sokol noted:
- STEPS has submitted an allocation request of \$500 for FY 20-21 and are grateful for past support.
  - The allocation request is proportional, based on population, less than 5% of the budget goes to administration, and 2 – 3% of funding is received from municipalities
  - Support from and for towns is extremely important in providing critical services as well as education outreach and community engagement on healthy relationships.
  - Brief discussion on allocation for advocacy, “empowerment model.”
  - Noted: a standing offer to come to any event, and if any citizen of Bolton called STEPS, STEPS is there for them 24/7.
  - Thanks to Birgit Bozek and Jonathan Chapple-Sokol for attending and their presentation.
3. 6:45 p.m. Connie van Eeghen and Karen Clark – Our Community Cares Camp FY21 Budget Allocation Request. A presentation by OCCC Board members Connie van Eeghen and Karen Clark noted:
- OCCC provides food service and a camp experience for four weeks to students that are recommended by their school staff.
  - OCCC provides a community connection with students returning as interns, junior counselors, counselors, and staff.
  - The previous business model was not sustainable and OCCC is redefining the program by adding a new salaried executive director position to create a program with a sustainable

infrastructure (grant funding access), with goals to grow capability, sustainability and leverage assets and services in the community.

- Allocation request is for \$8,129, a large increase from \$250 in FY 19-20.
- 12% of the total number of children served by the program are from Bolton.
- This cost is not in perpetuity; this is bridge funding until the program can access other funding by putting the new program infrastructure in place.
- Discussion on parameters for acceptance into the program, if the program is 100% need based (open to free and reduced families), if all referrals are based on need (they are not), what efforts are made to recoup costs from families other than a generic donation request.
- Noted: approval for any allocation request comes from the voters on Town Meeting Day when voting on the budget.
- Thanks to Connie van Eeghen and Karen Clark for attending and their presentation.

## 7. **Business & Action Items:**

- CDBG – Review/Approval of Draft Grant/Collateral Agreements:
  - Agreement with BVR LLC; 1 day of free use of facilities for 20 years, a Sunday, in March in lieu of additional collateral.
  - BVR, LLC is to complete the legal review first.
  - Extension request is moving forward; extension to December 31, 2019.
- Health Care Costs 2020 – Vendor Options:
  - Providers used by town staff enrolled in current BCBS town health insurance are also with MVP, savings are significant in comparison to BCBS.
  - John Choate noted that the town has a fiscal responsibility to the taxpayers and made the motion “to designate MVP as the health insurance provider for the Town of Bolton starting in 2020.” Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (5-0). Amy Grover to follow up.
- Personnel Policy – signed, previously approved.
- Glebe Lands:
  - Review of: information from VLCT, law requiring determination of process by the Town, Stowe policy. Noted: lack of action could create issues with delaying property transfers.
  - Amy Grover to follow up.
- Bolton Falls Hydroelectric, Response to Draft License Application:
  - Noted the comment period is open until December 2, 2019, BSB members should access the information sent in a previous email to submit comments individually.
- FY 20-21 Budget Preliminary – Allocation/GG
  - Allocation numbers will be entered into the FY 20-21 draft budget as presented, for further review.
  - Question regarding adding a Senior meals allocation. Amy Grover to follow up with Doris Wheelock on funding sources.
- Highway Department:
  1. ROW Permit (Road Cut) & Fee Update:
    - Review of deposit, deposit based on road cut size (i.e. \$15/square foot), re-paved within 20 days from cut, October 30<sup>th</sup> completion date, if needed town to complete work and bill accordingly.
    - John Choate to review/edit current draft.
  2. Reclassification of Notch Road/Paving Grant:
    - No return call from District 5 (due to Halloween storm event). Tony Barbagallo to continue to follow up.

3. Employee Evaluation (Executive Session): Employee Evaluation (executive session). John Choate made the motion "to enter executive session under 1 V.S.A. § 313 (a) (3)." Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 8:55p.m. John Choate made the motion "to exit executive session." Tony Barbagallo seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 9:08 p.m. No decision.
8. **Adjournment:** Wendy Hoffman made the motion "to adjourn the meeting." Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 9:10 p.m.

Attest: Amy Grover, Clerk

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

November 18, 2019



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Chair, For the Board

