

Town of Bolton  
Planning Commission Minutes  
November 19, 2019

Board Members Present: Kaelyn Modrak, Deb Shelby, Steve Barner

Board Members Absent: Linda Baker, Evan DesLauriers

Planning and Zoning Administrator: Larry Lewack

Guests: Regina Mahoney, Dan Albrecht, Armand Bernagozzie, Amanda  
Rooney-Wheelock

Clerk: Paula Gervia

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

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

None.

**3. Public Comment**

Dan noted there was significant damage from the flooding on Oct 31/Nov 1 in Chittenden County that qualified for FEMA support.

**4. Approval of Past Meeting Minutes**

Kaelyn made the motion to approve the minutes of 10-15-19, Steve seconded, motion was approved (3-0).

**5. General Business**

- New member recruitment
  - Amanda and Armand attended meeting to get insight on how PC works. If interested in joining the board, need to submit a letter of interest to SelectBoard for an appointment.
- Budget FY 20/21
  - Regina shared what CCRPC budget and funding looks like. Some support they offer is part of their program, some work needs to be requested by the Town through a more formal process to get a dedicated staff member from CCRPC for support. Land use support is typically \$50/hour. Need to consider what may be needed for the Unified Planning Work Program (UPWP) when requesting budget funds.
  - Review of current budget factors with Municipal Planning Grant expenses.

- Kaelyn made the motion to request funding for FY 20/21 in the amounts of \$3000 for operating budget and \$4000 for reserve fund, Deb seconded, and motion passed (3-0). Letter of proposal sent to SelectBoard.
- Energy Committee draft documents
  - Tabled.
- BLUDRs review
  - Dan here from CCRPC to review River Corridor Overlay District of BLUDRs. Two areas of river corridor - mapped river area and small streams setback. Proposals must meet one of the following river corridor categories - infill, shadow or standard requirements.
  - Discussion about making sure there is communication with property owners affected with any rezoning proposals.
  - Working to make sure the maps reflect current state designations. For example, if the state already conserves land, is it reflected as such on current maps. And how does that relate to the wildlife corridors?
- Municipal Grant - Bolton Valley Master Project
  - Tabled.

**6. Other Business**

- Next board meeting scheduled: December 9, 2019 (special meeting)
  - December meeting changed to Dec 9th (from originally scheduled Dec 17)
- Items for next agenda: Energy Plan, Municipal Grant, BLUDRs
- Other communications: None

**7. Adjournment**

Steve made the motion "to close the meeting", Kaelyn seconded, no further discussion, all in favor and motion passed (3-0) at 8:15 pm.

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

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

---



---

For the Planning Commission