



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Remote Meeting Minutes  
July 20, 2020

Board members present remotely: Tony Barbagallo, Mica Cassara (6:15 p.m.), Lynda DesLauriers, Wendy Hoffman, Janet Metz

Board members absent: None

Also present remotely: Keegan Tierney, Ron Lafreniere, Amy Ludwin, Pamela Gude, Louie and Stephanie Lafreniere, Adam Beaudry, Evan DesLauriers, John Klesch, one unidentified caller who did not respond to requests to identify themselves

Clerk remote: Amy Grover

1. **The meeting was called to order at 6:10 p.m. by the Vice Chair, Tony Barbagallo with a quorum of 4 members present.**
2. **Additions or Deletions to the Agenda:**  
Additions:
  - Better Roads Grant Update: Per Alan May, SOV, funding has been reduced from \$3 million to \$800K for the FY21 Better Roads Grant Program. Bolton was notified that the town is still eligible to receive the full amount of our grant (\$20K with a match of \$8,325 to address high priority segments at the bottom of the Bolton Valley Access Road ), provided the town can complete the work prior to November 1, 2020, and documentation is submitted prior to December 31, 2020. Eric Andrews confirmed that the town will be able to complete the work, and the grant project will move forward.
  - FEMA – Elevation Projects Route 2, and 64 Boulder Wood Lane Buyout:
    - Letters were sent to the two remaining elevation applicants noting the requirement of a MOU, as recommended by FEMA, to prove the property owner’s ability to provide the matching 25% funds – approximately \$65K for the two projects. No responses to date.
    - The VT Disaster Recovery Fund will be reviewing the application for 64 Boulder Wood Lane for possible funding (unclear of amount) of the 25% match, approximately \$50K, at their meeting at the end of July.
    - Town Wood Lot 1061 Notice: The 1061 notice was published in the July 15, 2020 edition of Seven Days and in 3 places in Bolton. The BSB will address the transfer at their August 17, 2020 meeting to fulfil the 30-day notice requirement.
3. **Public Comment:** (for non-warned agenda items) none.
4. **Recurring Business:**
  - Minutes July 6, 2020 & July 13, 2020: Lynda DesLauriers made the motion *“to approve the minutes of July 6, 2020 and July 13, 2020 as presented.”* Wendy Hoffman seconded. There was no further discussion. All were in favor and the motion passed (5-0).
  - Warrants: reviewed and approved for signature by Mica Cassara.
5. **Communications:**
  - AHMP Update – FEMA Application: The FEMA grant application submitted to update the Chittenden County Hazard Mitigation Plan has completed the federal review process and is now with FEMA Region I, who is “preparing the award.” Following the award VEM will issue an RFP to hire a consultant for the plan update, with opportunity for communities to participate the review of the proposals.

- Economic Resource Committee – Request to hold an in-person meeting, outside, properly warned, outside, with guidance measures in place, at a member’s home in August. Request approved.
- Thanks received from Jeffrey Downs, resident of Wentworth Road, for the paving work completed on Thacher and Wentworth Roads

6. Appointments:

- 6:10 p.m. – GMC Duxbury Road Parking/Guardrails:
  - Guardrail estimate provided by Lafayette, which includes leaving an opening for emergency vehicles \$4,630 for the GMC property.

Discussion included:

- Ron Lafreniere noted that there are issues with both parking and use near the Long Trail bridge, and that he had concerns about amending the Traffic Ordinance to prohibit any parking on Duxbury Road, and if that would make residents’ cars parked in their own driveways subject to towing. Suggested to create point to point area/s of no parking (Pedestrian Bridge, Long Trail parking lot), as there are very limited areas to park. Making the whole road no parking was a moot point, and he would like to see a thoughtful process and cure as opposed to a quick fix, starting with more signage and action.
- Wendy Hoffman asked for the point to point areas to be defined. Brief discussion on the areas, and that residents and GMC staff participating in the meeting would be happy to help define those areas by mileage (i.e. ¼ mile to the west of the Long Trail Bridge, and ¼ to the east of the Long Trail Bridge) further for mileage marked areas..
- Amy Grover gave a brief overview on ordinance adoption timeline: effective 60 days from the date of adoption with 44 days for citizens to petition against it, and that the specific mileages were needed for the ordinance to define the areas of no parking.
- Pamela Gude, Sarah Holbrook Parcel Steward noted that she was in agreement to take action to relieve the landowners on south side of the River from the current situations, would prefer to not take away the parking areas that are currently there, to instead have enforceable towing in areas where it is dangerous, and noted the difficult times with potentially heavier usage than in a non-COVID-19 year.
- Stephanie Lafreniere stated it was a point of frustration, and urged the BSB to take whatever steps were necessary to move the process forward so that people were not injured, and noted that that people were now harassing their dogs on their own property, fights were occurring, continued fireworks use, and that it had turned into a party spot.
- Brief discussion on the Sara Holbrook Parcel Stewards being a “face” on the parcel; like the Potholes Steward. Pamela Gude noted that in a non-COVID-19 year that might have potential, but there was also potential for confrontation. Noted: SHPS Sharon Murray had been checking the area regularly and that there was surprisingly little trash left on the SHP, most appeared to be left in the GMC parking lot, and that the SHP postings needed to be replaced.
- Keegan Tierney stated that the GMC has posted their standard language modified for this parcel asking for respect of property owners and to follow Leave No Trace principals, and that GMC would be happy to look at cost sharing for the guardrails, however GMC did not have discretionary funds.

Group consensus for the next step: Tony Barbagallo will connect with residents to determine areas of no parking for an amended Traffic Ordinance. Amy Grover will provide contact information.

- 6:30 p.m. – PZA Hiring Committee Representatives, PZA Finalists Executive session:
  - Tony Barbagallo made the motion “to enter executive session under 1 V.S.A. §313 (a)(2)(3) the appointment or employment or evaluation of a public officer or employee, and to invite ion Adam Beaudry and Evan DesLauriers.” Wendy Hoffman seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 6:46 p.m.

- Wendy Hoffman made the motion “to exit executive session.” Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 7:08 p.m.
- Janet made the motion “to offer Candidate #1 a three year appointment as Bolton’s Planning and Zoning Administrator at an hourly wage not to exceed the voter approved budgeted amount for FY 20-21, and if declined, to offer Candidate #2 a three year appointment as Bolton’s Planning and Zoning Administrator at an hourly wage not to exceed the voter approved budgeted amount for FY 20-21.” Wendy Hoffman seconded. There was no further discussion. All were in favor and the motion passed (5-0). As a member of the hiring committee, Janet Metz will contact the candidates.

7. Business & Action Items:

- VT Appraisal Company Approval/Signature of Revised Contract: Brief discussion on the “evergreen clause” in the original contract, which was removed. Tony Barbagallo made the motion “to approve and authorize Mica Cassara to sign the revised Vermont Appraisal Company Assessor Contract on behalf of the board.” Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Town Wide Re-appraisal – Approve Bid. Bids previously received and reviewed:

COMPANY	Proposal
Tyler Technologies One Tyler Way Moraine, Ohio, 45438	\$104,700 Litigation support \$1,000/per diem
George E. Sansoucy, P.E., LLC 148 Main Street Lancaster, NH 03584	Bolton Valley Resort \$30,000 \$3,00 per BCA Hearing
George E. Sansoucy, P.E., LLC 148 Main Street Lancaster, NH 03584	Utility Property: Green Mountain Power, VT Electric COOP, VT Transco \$8,000 \$3,000 per BCA Hearing
Ted Nelson Jr. Vermont Appraisal Company 78 Pearl Street PO Box 5182 Essex Junction, VT 05453-5182	Alternative Schedule (not for 2022 GL) Options: If selected for Assessor \$7,500/year first 3 years, \$17,500 for last year, total of \$40,000
Spencer Potter Vermont Municipal Assessor 265 Palmer Lane Waitsfield, VT 05673	Only reappraises towns in which he is the Assessor \$62,000 \$70/hour plus mileage from Waitsfield for appeals

- Lynda DesLauriers made the motion “to award the Town Wide Re-appraisal RFP/bid to Vermont Appraisal Company, per the terms of their proposal.” Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (5-0).
- Reynolds Property – EXECUTIVE SESSION:
  - Wendy Hoffman made the motion “to enter executive session under 1 V.S.A. §313 (a)(1)(F) confidential attorney-client communications made for the purposes of providing professional legal services to the body.” Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 7:23 p.m.
  - Wendy Hoffman made the motion “to exit executive session.” Janet Metz seconded. There was no further discussion. All were in favor and the motion passed (5-0) at 8:21 p.m. No motion required for action.
- Set and Approve FY 20-21 Tax Rate: Amy Grover noted that she had noticed a discrepancy in the General PILOT payment estimate for FY 20-21 received from Niels Rinehart, SOV Lands Administrator and Records Coordinator; \$67K less than FY 19-20, and was unable to get confirmation of the amount from the state despite multiple phone calls and emails, and expressed concern about setting the tax rate with such a large discrepancy in amounts. Mica Cassara made the

motion “to table setting the tax rate until the August 3, 2020 meeting.” Wendy Hoffman seconded. There was no further discussion. All were in favor and the motion passed (5-0).

- Form Hiring Committee – Highway Superintendent Position: Job opening posted on Indeed.com, VLCT online classifieds, Better Roads listserv, town website, neighboring towns, with three applications received to date and provided to the BSB. Consensus to wait for additional applications.

➤ Noted: Amy Grover received a call from the new Thetford Town Manager asking about the Bolton’s process and decision to create a new position, noting that Thetford was facing remarkably similar challenges with Highway Administration tasks despite a Town Manager system.

- No Parking Amendments to the Traffic Ordinance/Guardrail Installation - Duxbury Road/Stage Road: see above under Appointments.

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 8:36 p.m.

Attest: Amy Grover, Clerk

*Minutes are unofficial until approved. These minutes were read and approved by the Bolton Select Board on: August 3, 2020.*