



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Select Board Virtual Meeting Minutes  
June 24, 2021

All participants were present virtually, with the exception of Amy Grover was present virtually and was at the open Town Office to provide for the required physical meeting space.

Board members present: Mica Cassara, Henry Corse, Lynda DesLauriers

Board members absent: Kyle Guyette, Janet Metz

Also present: Craig Deyo, Andrea & Steven Charest, Tony Barbagallo

Clerk: Amy Grover

1. **Call to order:** The meeting was called to order at 6:03 p.m. by the Chair, Mica Cassara with a quorum of 3 members present.
2. **Additions or Deletions to the Agenda:**
  - Additions: Approval to authorize Mica Cassara to sign the Community Bank Heavy Equipment Note in the amount of \$72,850, funding the purchase of the International 2021 Tandem Truck on behalf of the Select Board.
    - Lynda DesLauriers made the motion “to approve authorizing Mica Cassara to sign the Community Bank Heavy Equipment Note in the amount of \$72,850, funding the purchase of the International 2021 Tandem Truck on behalf of the Select Board.” Henry Corse seconded. There was no further discussion. All were in favor and the motion passed (3-0).
  - Repairs are continuing the combined Fire Station and Town Office septic system. At this time BP Wastewater Services is recommending that the town stop trying to auger/repair/flush the remaining clogged dry wells, as they were constructed with clay tile lines which have cracked and probably have broken, as it would be less costly to dig up and replace the lines. That estimate is \$4,500 - \$5,000, which includes topsoil and seeding which the town could likely take care of to reduce the cost. Auguring/repair/flushing of one dry well cost \$2,500. There are 3 additional dry wells to repair.
    - The BSB approved BP Wastewater replacing the system components as needed, and not continue trying to auger/repair/flush the dry well system. The Town will investigate the possibility of an engineering resident to help with evaluating the system and costs for the design of and installation of a leach field system.

Deletions: None.
3. **Public Comment:** None.
4. **Communications:** None.
5. **Recurring Business:**
  - Minutes June 7, 2021: Lynda DesLauriers made the motion “to approve the minutes of June 7, 2021, as presented.” Henry Corse seconded. There was no further discussion. All were in favor and the motion passed (3-0).
  - Warrants: Reviewed for signature by Mica Cassara.

- Financial reports were dispersed: Reserve Fund, Delinquent Taxes (\$38,736), Revenue and Expense. Expenses current to June 24, 2021, show the overall budget expenditures at 93.93%

6. **Business and Action Items:**

- Expiration of emergency order, in-person Town board/committee meetings timeline/requirements, virtual meeting component, Open Meeting Law requirements.  
Discussion included:
  - As previously noted/discussed by the BSB: once the emergency order was lifted/expired there would be a return to in-person meetings at the Town Office. The BSB clarified that the return to in-person meetings applied to all town boards, committees, and commissions, starting July 1, 2021.
  - Open Meeting Law requirements with respect to a maintaining a virtual component for potential greater access, costs, potential for funding through ARPA, concern regarding the abilities of different boards to manage equipment, the need for monitoring of a chat box, decision by individual boards whether they wanted to maintain virtual component.
  - Consensus to utilize a survey to gauge the interest of maintaining a virtual component for all town boards/committees/commissions and include the community as well.

7. **Appointments:**

1. 6:20 p.m. CRAGVT – Notch Road parking concerns.

Andrea Charest noted she was a Bolton resident and Board member of CRAGVT and added that:

- CRAGVT would like to see a modest amount of safe parking maintained for recreational users at the Notch Road Duck Brook trail site, which also accesses one of the best cliffs owned by CRAGVT. Lack of access might negatively impact their membership which in turn could impact their funding and ability to pay their property taxes to the town.
- Explore the possibility to move the ditch onto a neighboring property, the property owner was open to discussion about that and would like to know more about sustainable use/the general plan. Explore the potential to increase the size of the PPCA parking lot.
- Thanks to the town for changing the no parking signs in the area to accurately reflect the ordinance (no parking in the traveled portion of the road vs. no parking).

Craig Deyo noted that:

- Due to the underlying rocks and boulders, moving the ditch on the east side would be difficult. Moving the ditch on the west side would also require landowner approval /an easement if the ditch is outside of the town right of way, and costs could be significant.

Group discussion on ownership of adjacent properties, that folks would be asked to continue to park respectfully and safely, residents' complaints, timeline for ditching on Notch Road, (within 3 weeks), costs of ditching, possibility of not ditching in that area, and that the timing provides an opportunity for the recreational access ad hoc committee to discuss. Consensus that if there is no direction given by the BSB/recreational access ad hoc committee to the Highway Department by the time

the ditching process reaches that area, to proceed as planned. Thanks expressed to and by all.

2. 6:30 p.m. Craig Deyo, Highway Department updates and funding requests.

Grader. Craig Deyo noted:

- The 1999 John Deere grader needs multiple repairs, in the \$30-\$40K range (John Deere service technician performed a site visit and suggested the grade be “red tagged;” not used), valued at \$50K, in short, a new grader is needed. Lack of maintenance impacted the condition, and previous reports to the BSB about the grader condition may not have been accurate.
- He had spoken about Bolton’s situation with neighboring towns (help unavailable), Road Commissioner Kyle Guyette, contacted John Deere (no return contact), and Milton Cat about possible options – rent, lease, purchase. Milton Cat provided a lease to own option on a 2021 Caterpillar 140A WD for \$299,900, on which a plow and wing could be attached, with delivery within 7- 10 days, the last grader available in New England.
- Discussion included: potential to privately sell the 1999 grader vs. a trade in, stinger system recommended by the previous Superintendent was returned as it would not work with Bolton’s roads, size of graders, service experience with John Deere and Milton CAT, rental costs (\$8K per month) and lack of rental availability, public process, review of statute/legal opinion and confirmation of Select Board duty and authority to enter in a lease/lease to purchase agreement without voter approval, availability of FY 20-21 Highway Department budget funds to cover the year one lease payment, FEMA funds of \$68K received that will stay allocated to the Highway Department for potential to use for additional payments
- Tony Barbagallo noted the capital plan called for purchase in 2024 budgeted at \$410K, a purchase at this time would not be a large negative impact to debt service and cash flows with respect to the capital plan, and concerns about the ability to fund with a 50/50 loan/reserve fund split, public process, recognition of the supply chain issues, and surprise that John Deere did not return calls to Craig Deyo.
- Kyle Guyette sent an email prior to the meeting which noted he fully supported the idea of the lease to own grader option, that putting thousands of repairs dollars into the current grader and never seeing a return on that investment was not financially sound, that a road grader is the staple of Town Highway department, and it is a necessity, not an option.
- Consensus that the town cannot go without a grader, that the BSB had statutory authority to enter a lease to own option. Mica Cassara made the motion “to approve entering into the ten-year lease to own agreement with Milton CAT as presented for 2021 Caterpillar 140A WD for \$299,900, to utilize remaining funds within other line items in the FY 20-21 Highway budget to pay for year one of the lease prior to or on June 30, 2021, and to trade in the 1999 John Deere grader to Milton CAT.” Henry Corse seconded. There was no further discussion. All were in favor and the motion passed (3-0).

- Craig Deyo to follow up with Milton CAT and Amy Grover. Brief discussion on probable need to sign an agreement. Henry Corse made the motion “to delegate signing authority on the lease to own agreement with Milton CAT to Craig Deyo.” There was no second. Concern expressed that the BSB Chair should be the signer. Motion withdrawn.
  - Brief group discussion on the fact that the town does not have the ability to apply chloride to Bolton roads, and must turn to other towns for chloride application assistance, statute, costs, and resources checked; a unit costs \$8,000 with a 3,000-gallon tank/infrastructure provided for outside storage. Consensus to revisit in the next fiscal year.
  - Craig Deyo noted the Notch Road slide FEMA repairs were nearly 100% complete, punch list items were being addressed by the site engineer Tyler Billingsley and Contractor GW Tatro.
8. **Adjournment:** Lynda DesLauriers made the motion “to adjourn the meeting.” Henry Corse seconded. There was no further discussion. All were in favor and the motion passed (3-0) at 7:29 p.m.

Attest: Amy Grover, Clerk

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