

Bolton Capital Planning Committee
Meeting Minutes
March 11, 2020
Bolton Town Office

Members Present: Sharon Murray (Chair), Jen Dudley-Gaillard, Tony Barbagallo, Steve Barner, Joss Besse

Members Absent: none

Clerk: Amy Grover

1. **Call to Order:** Sharon Murray, Chair, called the meeting to order at 6:10 p.m. with a quorum of five members present.
2. **Agenda:** modifications, additions, deletions – table Agenda Item 5 until the next meeting.
3. **Public Comment:** Jen Dudley-Gaillard noted a resident approached her at Town Meeting and indicated interest in joining the CPC, Jen provided contact information.

Brief discussion on providing an annual CPC report for the Town Report.

4. **Meeting Minutes:** Tony Barbagallo made the motion “to approve the February 4, 2020 meeting minutes as presented.” Seconded by Jen Dudley-Gaillard. There was no further discussion, and the motion carried (4-0).
5. **CPC Committee:** Election of officers (pending SB reappointments), rules, meeting schedule: tabled.
6. **FY20/21 Work Program/To Do List:** – Outline, discuss
 - CIP Update (FY22-FY27+) – budget trends/formulas, capital projects, financing, schedules: Group effort, Tony Barbagallo spreadsheet.
 - Equipment replacement: Steve Barner.
 - Update spreadsheet given recent purchases.
 - Address spacing.
 - Brief discussion on tanker, rescue vehicle, grader.
 - Town highway inventories, projects: Joss Besse.
 - CCRPC is updating inventories (signs, culverts, paving), but not to the detail the town is seeking, with the intent to identify projects. Potential to complete a more detailed inventory in house with assistance from other towns. Tony Barbagallo to follow up.
 - Discussion on the Bolton Valley Access Road condition, suggested to review the 2008 Joiner Brook Study with respect to the BVAR.
 - Potential for CCRPC to provide additional inventory assistance through UPWP with town funds. Noted 3rd and final UPWP meeting is coming up.
 - Brief discussion on general road conditions/paving, Wentworth/Thacher, Stage, BVCW & S issues impacting resurfacing on Wentworth/Thacher.

- Brief discussion on the need to implement a 7-year plan for both gravel and paved town highways.
- Town facility projects: Sharon Murray.
 - Assessment of garage; noted there are issues but costs are undetermined. Discussion of formal vs. informal inspection.
- FY22 capital budget, reserve fund recommendations: Group effort & Jen Dudley-Gaillard.

7. **Adjournment:** Jen Dudley-Gaillard moved to adjourn the meeting; seconded by Joss Besse. The motion carried (5-0); meeting was adjourned at 7:04 pm. The next meeting of the CPC is scheduled for April 8, 2020.

Minutes are in draft form until approved by the committee.

Approved on: July 15, 2021.